

1. Agenda

Documents:

[AGENDA.PDF](#)

2. Supporting Meeting Documents

Documents:

[2014 ANNUAL POLICE DEPARTMENT REPORT.PDF](#)
[MAY FINANCIAL REPORT.PDF](#)
[MINUTES.PDF](#)
[PACKET.PDF](#)
[BILL LIST.PDF](#)



COUNCIL AGENDA
CITY HALL COUNCIL CHAMBERS, 10 W STATE STREET
JUNE 22, 2015, 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 Awards
Tamra Bowman, 10 years

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 June 8, 2015.
2. Approve Bill List in the amount of \$913,848.14
3. Receipt of List of Purchases and Vertical Public Improvements between \$10,000 and \$35,000 approved by City Administrator (add : Uretak, \$35,046)
4. Receipt of Building Report for May, 2015.
5. Approve April Financials
6. Resolution 2015-098 Approving the Agreement with Iowa Veterans Home relating to Traffic Control Enforcement for two years through June 30, 2017, \$37,147 annually.
7. Resolution 2015-099 Approving the Agreement with Iowa Veterans Home relating to Fire Protection, FYE 06/30/2015, \$62,569.99, including confined space program.
8. Resolution 2015-100 Authorizing Approval of Memorandum of Agreement with Friends of the Library regarding properties at 110 and 112 W Linn Street, regarding the Lead Hazard Control Program.
9. Resolution 2015-101 Authorizing Approval of the Contract with Mid-Iowa Community Action, Inc., for services related to the administration of the HUD Lead Hazard Control Grant effective May 15, 2015, through November 2, 2017.
10. Resolution 2015-102 Approving Contract and Bond for Construction of the 2015 Mill & Overlay Project 76015004, with Cessford Construction, \$530,711.86
11. Resolution 2015-103 Approving Contract Change Order #1 for the 2014 Sidewalk Repair Project 76014009, \$9,064.13, Day Construction Services, LLC.
12. Resolution 2015-104 Approving Certificate of Completion and final costs of \$41,169.13, Day Construction Services, LLC, for construction of the for the 2014 Sidewalk Repair Project 76014009.
13. Approve Liquor Licenses: (Pending fire inspection passage)
NEW: Hy Vee Party room transfer for wine events at Best Western, one day each month; Mobile Taps beer license for Linn Creek Arts Festival, July 25, 2015.

Visit www.ci.marshalltown.ia.us

Please refer to the previous Committee of Whole 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.



RENEWALS: Zamora Fresh Market, Blue Note Lounge, Liquor and Grocery Depot, Casey's General Store #1303.

(end of consent agenda items)

MOTIONS:

14. New beer license for Fourth and July – Midnight Ballroom at Central Iowa Fairgrounds

REPORTS:

15. Marshalltown Central Business District Quarterly Update – Jenny Etter, Director.
16. 2014 Marshalltown Police Department Annual Report

RESOLUTIONS:

17. Resolution 2015-105 Approving Agreement with Piper Jaffrey as Placement Agent for Sanitary Loan Agreement.
18. Resolution 2015-106 to set a date for public hearing on a sanitary sewer improvement loan agreement in a principal amount not to exceed \$6,000,000, on July 13, 2015.
19. Resolution 2015-107 Ordering Construction of the 2015 WPCP Concrete Repairs Phase II project 52013017, setting public hearing for July 13, and bids due on July 16.

PUBLIC HEARING

20. Resolution 2015-108 Approving Plans, Specifications, form of contract and cost for the 2015 Concrete Repair Project 76015006A.

PUBLIC HEARING

21. Resolution 2015-109 Approving Plans, Specifications, form of contract and cost for the 2015 Sidewalk Repair Project 76015007A.

PUBLIC HEARING

22. Resolution 2015-110 Adopting Tentative Resolution Providing for the Vacation, Conveyance, and Transfer of Title to the Streets Described from the City of Marshalltown, to Fisher Controls International, LLC and authorizing execution and delivery of a Quit Claim Deed.

PUBLIC HEARING

23. Resolution 2015-111 Adopting Tentative Resolution Providing for the Vacation, Conveyance and Transfer of title of Utility Easement to the Property Described from the City of Marshalltown, to DT Retail Properties, LLC., and authorizing execution and delivery of a termination of utility easement and Quit Claim Deed.

DISCUSSION: Next agenda in process

1. 2015 Concrete Repair Project 76015006, bids due June 25, Accept Bid and Award Contract July 13.
2. 2015 Sidewalk Repair Project 76015007, bids due June 25, Accept Bid and Award Contract July 13.
3. WPCP Concrete Repair project, public hearing on plans & specifications July 13, bids due July 16, Accept Bid and Award Contract July 27.
4. Iowa Department of Transportation Supplemental Agreements for street maintenance of Highway 14 and Iowa Veterans Home, FYE 6/30/2016, \$40,340.00 and \$567.00, respectively.
5. Iowa River Interceptor project 59011019, Change Order #3, reducing Retainage amount from 5% to 0.5%, S.M. Hentges & Sons Inc.
6. Capital Improvement Plan reallocation, Parks & Recreation and Fire Department.
7. Development of a Request for Qualification, Public Safety buildings.
8. May Financial reports

PUBLIC COMMENTS:

ADJOURNMENT:

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Marshalltown



2012

2014 Annual Report

Chief Michael W. Tupper

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MPD Statements

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.

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.

Chief's Message

Dear Citizens of Marshalltown,

We are pleased to present the 2014 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 population of approximately 27,500. The department consists of forty-three sworn police officers, seventeen civilian employees, and is supported in its duties by a group of citizen volunteers and a reserve police unit. The Marshalltown Police Department 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 2014, the Marshalltown Police Department responded to over 21,000 calls for service and filed over 4,300 police reports. In 2014, the police department made over 3,100 arrests, issued over 1,800 traffic citations and made over 5,100 traffic stops.

Toward the end of 2014, 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, but the police department is concerned about the slight uptick in violent crime that we saw in the last quarter of 2014. We continue to closely monitor these issues and are committed to solving these problems which require partnerships between the police department, community members and organizations. As residents of Marshalltown, we all have a shared obligation for the policing of our community. The members of the police department embrace the daily opportunities we have to serve the public and address concerns.

The police department building continues to be a topic of discussion. The current police building lacks the security and technology infrastructure necessary to provide 21st Century law enforcement services. Our police building no longer meets the needs of our staff or the public.

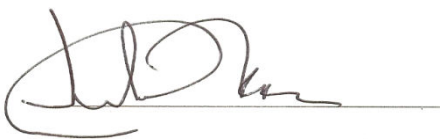
Chief's Message

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 services is diminished due to the poor condition of the building. These critically important problems need to be addressed so our department can provide the modern police services our community expects.

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 community members and we will work with the community 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

SPECIAL SERVICES DIVISION

Michael Hanken
Captain

Randy Kessler
Detective

Brian Siegert
Detective

Sadie Weekley
Detective

Mid-Iowa Drug Task Force
Officer

Bradley Mauseth
Community Outreach Officer

Kraig Lageschulte
School Resource Officer

Cortney Watson
Crime Scene Technician

Code Enforcement
Officer

Personnel

OPERATIONS DIVISION

11:00 PM-7:00 AM

Lt Ryan Goecke

Sgt Richard Lang

Sgt Kiel Stevenson,
K9 Raji

OFFICERS

Casee Veren

David Danielson

Ramon Maxey

Jerad Hoyt

Justin Allen

Paul Heitman

Stephen Sheets

7:00 AM-3:00 PM

Lt Ronald Ohrt

Sgt Tricia Thein

Sgt Tom Watson,
K9 Jordy

OFFICERS

Rodney Whitmore

Rick Stamp

David Powell

Joe Hengeveld

Vern Jefferson

Ryan Dehl

3:00 PM-11:00 PM

Lt Christopher Roush

Sgt Todd Tuttle

Sgt Melinda Ruopp

OFFICERS

Dawn Brooke

Andrew Cole

Juan Tejada

AJ Accola

Eric Siemens

Dane Bowermaster

Stephanie Deutmeyer

RESERVE UNIT

Lt Aaron Polley

Officer Todd Frye

Personnel

ADMINISTRATIVE SERVICES DIVISION

Christopher Jones
Captain

Rick Bellile
Training Sergeant

Anne Davis
Records Supervisor

Rhonda Allen
Records Clerk

Sarah Lewis
Records Clerk/Parking

MARSHALL COUNTY COMMUNICATION CENTER

Teresa Lang, Supervisor

Stacy Roads, Lead Operator

Kathy Kroeger, Operator

Daniel McCready, Operator

Vicky Otto, Operator

Allie Erickson, Operator

Angie Duffy, Operator

Jessica Airey, Operator

Haley Nichols, Operator

Tiffany Eibs, Operator

Tamra Bowman, Operator

Casandra Andrade, Operator*

Caitlin Nemechek, Operator*

**Training*

Personnel

2014 EMPLOYEE OF THE YEAR:

Officer Paul Heitman

EMPLOYEE MILESTONES:

Michael Hanken, Captain	30 yrs of service
Rodney Whitmore, Officer	25 yrs of service
Angie Duffy, Dispatcher	15 yrs of service
Alicia Hunter, Admin Assistant	10 yrs of service
Thomas Watson, Sergeant	10 yrs of service
Cortney Watson, Crime Scene Tech	10 yrs of service
Vern Jefferson, Officer	10 yrs of service
Haley Nichols, Dispatcher	10 yrs of service
Juan Tejada, Officer	5 yrs of service
AJ Accola, Officer	5 yrs of service

NEW EMPLOYEES:

Tiffany Eibs	June 16, 2014
Casandra Andrade	December 8, 2014

Significant Cases

Burglary Arrests Made Using Social Media 01/05/14

On January 5, 2014, two Marshalltown residences were broken into while the owners were away on Christmas vacation. During the investigation into this case, officers discovered items from the victim's homes were being sold on Facebook. On January 13th, a search warrant was executed at 524 North 1st Street #3 and stolen property was recovered. This led to a second search warrant at 10 East Grant Street upstairs, which led to the arrest of Thomas Marson for Burglary 3rd and other drug related charges.

Continued investigation resulted in more arrests: Thomas Marson for Forgery and Theft 2nd after he deposited and cashed three checks belonging to a victim. Also arrested was Timothy Michael Nelson for Burglary 3rd degree and Ongoing Criminal Conduct for his involvement in the case, as well as selling stolen property on a Facebook page.

Fire Fatality 02/18/14

On February 18, 2014 at 0721 hours, the Marshalltown Fire and Police Departments responded to a house fire call at 503 East Boone Street. When units arrived, the home was entirely overcome by fire and smoke. Three of the four individuals sleeping inside the home at the time of the fire were able to escape without injury. One juvenile male, Michael Waltemeyer (16 years old), was not able to escape. The Marshalltown Police Department in collaboration with the Marshalltown Fire Department and investigators from the State of Iowa Fire Marshal's Office conducted an investigation of the incident and were unable to determine the cause of the fire due to the extent of fire damage to the home. It was determined that the fire was not set intentionally and was most likely an accidental fire.

Arson 2nd Degree 04/28/14

On April 28, 2014 at 0034 hours, the Marshalltown Fire Department and the Marshalltown Police Department responded to a fire at the St. Mary's Catholic Church Covent Building (12 West Linn Street). While the fire was being extinguished, Marshalltown officers located and arrested the person responsible for breaking into the building and starting the blaze. Van Allen Gentry (48) was arrested for Arson 2nd Degree and Burglary 2nd Degree. Subsequent to the fire investigation at 12 West Linn Street, officers were able to obtain information from the arrested subject that led to the conclusion of another fire investigation that occurred inside a trailer at 408 West High Street on April 27, 2014. Van Allen Gentry was charged with Arson 2nd Degree and three counts of Animal Cruelty for his involvement in igniting the fire at 408 West High Street. Two cats and one dog were recovered from the fire scene on West High Street.

Significant Cases

Homicide Investigation 08/22/14

On August 20, 2014 Paramedics with the Marshalltown Medical & Surgical Center and Marshalltown Fire Department responded to 907 S 1st Ave in Marshalltown for an unresponsive child. The child, Jossilyn Starn was initially taken to Marshalltown Medical & Surgical Center by ambulance and then by Air Ambulance to Blank Children's Hospital in Des Moines. On August 22, 2014 Jossilyn Starn died at Blank Children's Hospital from injuries she received.

The Marshalltown Police Department investigation into the death of Jossilyn Starn lead to the arrest of her mother's boyfriend Branden Collins. Collins was charged with Murder in the 1st Degree, Child Endangerment, Possession of a Schedule I Controlled Substance and Possession of Drug Paraphernalia. Collins has pleaded not guilty and is awaiting trial in Marshall County District Court in 2015.

Homicide Investigation 12/06/14

On December 6, 2014 the Marshalltown Police Department discovered a deceased, adult male at a private residence located a 3202 S 12th Street in Marshalltown. The deceased was identified as Adam Paul Garrett of Tama, Iowa. An autopsy was performed at the Iowa Office of the State Medical Examiner on December 7, 2014 and the manner of death was ruled as homicide.

On December 11, 2014, James Robert Head, 18 yrs old of Marshalltown, Iowa was arrested and charged in the murder of Adam Garrett. Head is charged with Murder in the 1st Degree and Conspiracy to Commit a Felony. Head has plead not guilty and is awaiting trial in Marshall County District Court in 2015.

Also arrested was Jeremy Lynn Lavender, 29 yrs old of Marshalltown. Lavender was charged with Possession of a Firearm as a Felon. Lavender has also plead not guilty and is awaiting trial in Marshall County District court in 2015.

Jiffy and Kum & Go Store Robbery Suspects Arrested 12/31/14

On December 16, 2014 the Jiffy Convenience Store at 111 S 3rd Ave was robbed by a male armed with a large knife. On December 20, 2014 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. The subsequent investigation into both robberies lead to the arrest of the three individuals involved.

Devante Richard Lee Hines, 21 yrs old of Waterloo, Iowa
Cedano DJ Thomas, 22 yrs old of Marshalltown, Iowa
Sadie Rachelle Baxter, 19 yrs old of Marshalltown, Iowa

All three were charged with two counts of Robbery 1st Degree and have pleaded not guilty, and are awaiting trial in Marshall County District Court in 2015.

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.

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 employees' knowledge and skills. Iowa Administrative Law requires that all certified peace officers receive annual firearms training, maintain a current certification in CPR, to include AED and foreign body airway obstruction for all age groups, and receive a minimum of 12 hours of general law enforcement training each year plus 4 hours of mental health training every four years. During 2014, department employees received 3,244 hours of professional training through the Iowa Law Enforcement Academy, Midwest Counterdrug Training Center, private training agencies and from in-house trainers.

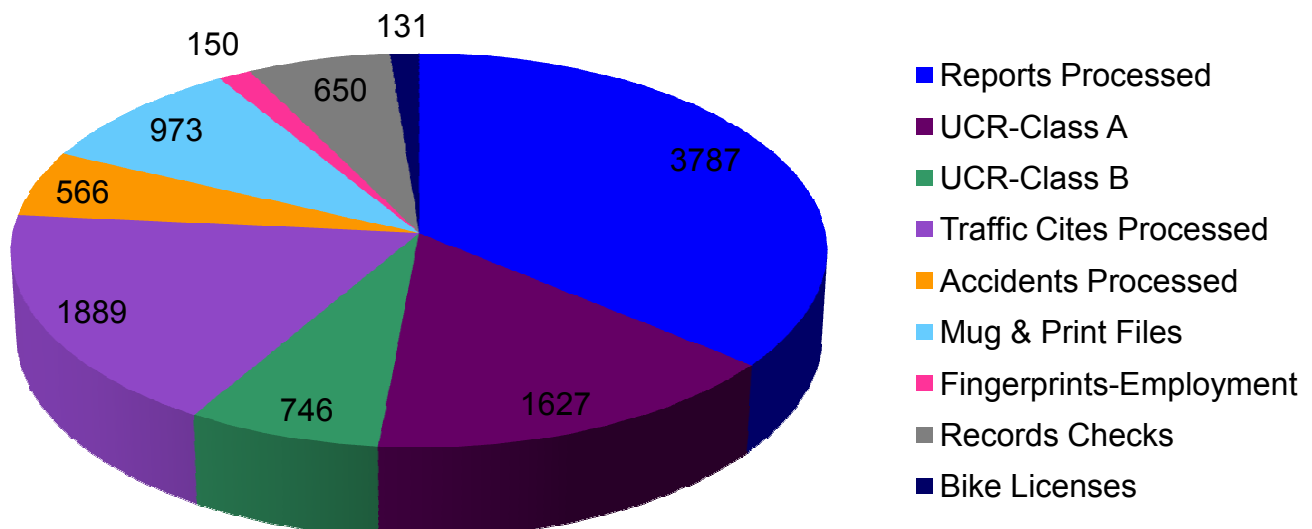
Each spring, the department holds a Citizen Police Academy, which is designed to familiarize participants with department operations. Many academy graduates go on to become members of the Marshalltown Police Citizen Volunteers. In 2014, the Citizen Academy was made up of 35 community members from varied 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.

During 2014, the department continued to utilize grant funds to enhance our effectiveness and efficiency. The department received \$9,427 from the Department of Justice for the purchase of less than lethal training equipment, crime scene processing tools, and communication equipment. The department continues to employ one additional officer through the COPS hiring grant. 2014 was the final year our department received funding under the Cops grant. In addition to the hiring grant, we receive some 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.

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.

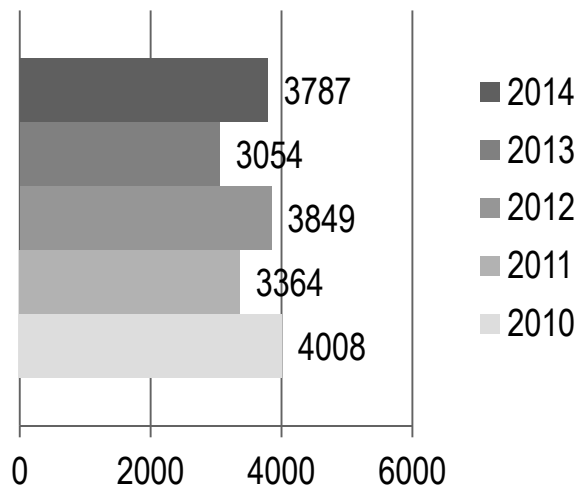


PARKING STATISTICS	
Police Officers	3200 citations
Enforcement Officer	2220 citations
Scoff Tows	4 tows
48 hr Overtime Tows	11 tows

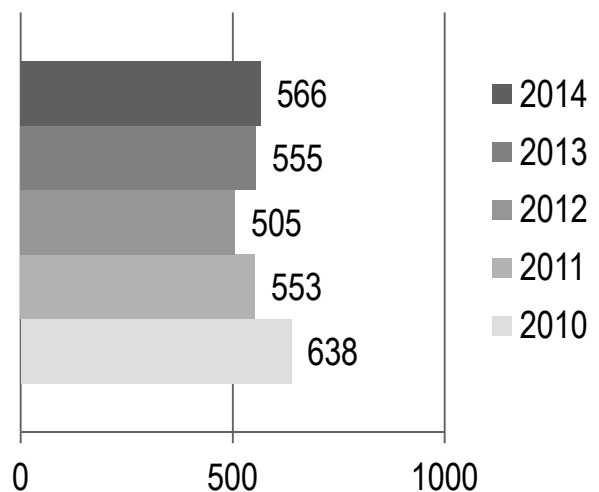
Administrative Services

PUBLIC RECORDS

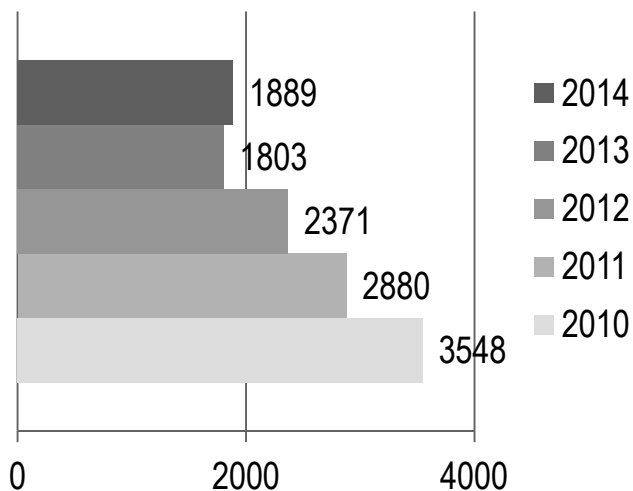
REPORTS PROCESSED



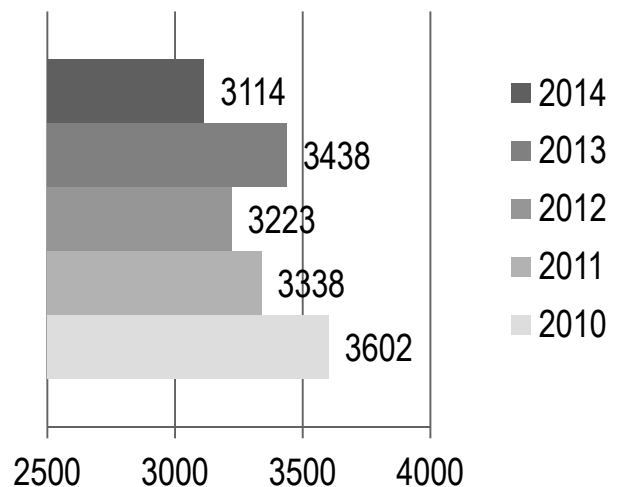
TRAFFIC CRASHES



TRAFFIC CITATIONS



TOTAL ARREST OFFENSES



Administrative Services



**MARSHALLTOWN
POLICE
CITIZEN
VOLUNTEER**

The Marshalltown Police Citizen Volunteer program began in 2010 and has consistently maintained an average of 40 members who work various non-enforcement assignments within the department. MPCV's work in the Operations Division, Special Services Division and Administrative Services Division. In 2014, volunteers graciously gave over 344 hours of their time, knowledge, talent, and services to the department in excess of \$7,000. 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.

Administrative Services:

- Citizen's Academy BBQ
- Bike rodeos
- New officer testing
- CBD flower watering
- Central Iowa Fair
- Child Safety Seat event
- Kmart Safety event
- Healthy Family Fair
- K9 fundraising
- Property disposition
- Surplus auction
- Code Enforcement entry
- Records data entry
- Tracking monthly volunteer & reserve time

Field Services:

- Setup of command trailer
- Tractor parade
- Oktoberfest car show
- Oktoberfest 5 & 10K runs, parade
- Maintenance of 66 squad car
- Reserve Officer module training
- Walk in Your Shoes event



Administrative Services

DRUG FREE COMMUNITIES SUPPORT PROGRAM GRANT

Since 2010 the Marshalltown Police Department has received a grant with the assistance of the Substance Abuse Treatment Unit of Central Iowa (SATUCI). The goals and objectives of the grant included performing alcohol compliance checks, increased patrols for underage parties, .02 violations/OWI and underage consumption, monitor for minors in bars and assist merchants with identifying fake ID's.

CONTACTS	2011	2012	2013	2014
Overtime Hours	678.25	521.75	559.50	526.50
Alcohol & Drug Contacts	170	105	202	266
Other Misdemeanor Contacts	54	9	43	56
Moving Violation Contacts	144	229	84	60
ID Check Contacts	405	273	275	376
Police Checks	663	717	595	647
Public Information Events			9	4

COMPLIANCE AND POLICE CHECKS:

The Drug Free Communities Support Program Grant contact required the department to perform a variety of compliance and police checks. Among them were contact with liquor establishments and outlets, checking identifications, alcohol compliance checks and ID presentations to merchants. Officers conducted 64 compliance checks resulting in 6 citations for selling alcohol to a person of under legal age. In addition, officers investigated numerous parties involving under age drinking resulting in 31 citations/arrests being made, along with 9 additional citations for the Social Host City Ordinance. We also hosted a meeting where 48 bar owners & employees learned about the regulations from the ABD on alcohol sales and record keeping.

Administrative Services



Iowa Department of Public Safety
GOVERNOR'S TRAFFIC SAFETY BUREAU

GTSB YEAR END REPORT

- The 2013-2014 Governor's Traffic Safety Bureau Program was a success in reaching its goals and educating the motoring public through 156 hours of overtime enforcement & education.
- The seat belt average was 91.9% usage.
- There were 14 public information releases issued.

Contact	Objective	Achieved
Impaired Driving	25	35
Occupant Restraint	110	136
Moving/Speed Violations	125	458

MPD held 3 multi-agency events to include a traffic safety checkpoint, car seat safety event and seat belt saturation. There were 78 car seats checked at the event and many new seats were given to families in need. We participated in all five waves with positive results and contacts. The partnership between GTSB and the MPD will continue to provide traffic safety for Marshall County motorists and use enforcement and education to change driving behavior in hope of zero fatalities.

Administrative Services

CHILD SAFETY SEAT INSPECTION SERVICES

In 2014 the department maintained 3 officers certified as Child Safety Seat Technicians. A child safety seat event was held in Marshalltown giving citizen's the opportunity to have a technician check the seat for proper use, installation and compliance with Iowa law. New seats were made available if replacement was needed. A total of 78 seats were inspected and many new seats were installed. The department continues to offer inspection services to the public by appointment.



A portion of these seats were purchased through a donation given by Al Hoop in memory of his wife Donna Hoop who advocated for child safety.

Administrative Services

MARSHALLTOWN KIDS SAFETY CAMP

The Marshalltown Police Department and the Marshalltown YMCA YWCA once again partnered in 2014 to hold the Marshalltown Kid's Safety Camp. This event is made possible by many community supporters who sponsor the event. Over 100 kids participated in a fun filled day to learn about bike safety, farm safety, fire safety and water safety. The day was ended with an exciting magic show.



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 1,218 arrest warrants and 1,024 orders of protection. Last year alone the center processed 1,264 new warrants and over 350 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.

Administrative Services

TRAINING REPORT

In 2014 employees participated in 3,244 hours of in-house and outside training. In addition, two new officers graduated from ILEA with 589 hours of training each. The department continued to utilize on-line training to cover topics such as Community Policing/Customer Service, Policing the Mentally Ill, Officer Street Survival, and Emotional Intelligence. MPD also hosted several trainings: Essentials of Criminal Investigation, Below 100, Officer Involved Critical Incident, Quota Free Police Productivity System and ARIDE (Advanced Roadside Impaired Driving Enforcement).

Departmental Training:

- Firearms
- Combat Casualty Care
- Defensive Tactics
- Building Searches
- Room Clearing

Outside Agency Training (Employee)

- Tactical Medicine for Patrol
- Roadside Interviews
- Iowa Sex Crimes
- Interdiction for Protection
- FBI National Academy

Outside Agency Training (Employee)

- Arson Investigation
- K-9 Narcotics School
- Advanced Criminal Patrol Tactics
- Verbal Defense
- Street Survival
- DRE Instructor School
- Advanced Vehicle Contraband
- Open Sight Rifle Instructor
- Firearms Instructor
- Physical Surveillance
- 5-Star Leadership
- Iowa Valley Leadership
- Interview/Interrogation
- Financial Crimes
- Instructor Development
- ICAC Crimes Against Children
- Highway Drug Investigation
- Basic Financial Investigation
- Mobile Device Extraction
- ARIDE



Administrative Services

SWAT - SPECIAL WEAPONS AND TACTICS

The Marshalltown Police Department Special Weapons and Tactics Team (SWAT) consists of a small number of specially trained officers, who volunteer to receive advanced training in high risk conflict resolution. The SWAT team includes officers from the Marshalltown Police Department and the Marshall County Sheriff's Office.

The SWAT team is trained and prepared to deal with a number of high risk incidents. These incidents include high risk warrant service, armed and/or barricaded suspects, hostage rescue, arrest warrant tracking and service, riot control, etc. There are several additional functions the SWAT team may be relied upon to assist with, including dignitary protection details, security assessments for local businesses and response to planned large scale events.

The foundation for the SWAT team originated in 1979, when select officers were allowed to carry Marlin bolt action rifles while on patrol. These officers received additional training and were allowed to carry the rifle in their patrol car. This special assignment became more formalized in 1981 when the department developed a special tactics unit (STU). The STU team had 6 officers who were issued military flak jackets and helmets through a surplus program. These officers received basic tactical training through the military and were required to attend monthly training within the department.

The Marshalltown Police Department SWAT team has continued to grow and evolve over time. The SWAT team currently has 10 tactical operators and 1 sniper/observer team. This year the SWAT team opened a new position for a SWAT dispatcher. 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. This year the MPD was able to acquire an armored vehicle through a federal government surplus program. This vehicle provides additional protection to SWAT and Negotiation Team members during high risk operations.

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.

In 2014 the SWAT team was activated 9 times to handle a variety of situations. The 9 deployments included high risk warrant service and security 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, burglary and murder 1st degree.

Respectfully Submitted, Sgt Kiel Stevenson

Operations Division

CAPTAIN BRIAN BATTERSON

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 Marshalltown Police Department's Operations Division consists of one captain, three lieutenants, six sergeants, and approximately twenty patrol officers. Patrol shifts consist of three-8.25 hour shifts: a day shift, evening shift and an overnight shift. Each shift is comprised of a lieutenant, two sergeants and a team of six to seven officers. The lieutenant commands each shift or the sergeant in their absence.

The Operations Division is the largest division in the Marshalltown Police Department. It operates year round, seven days a week, twenty-four hours a day. The function of the patrol units is to provide uniform patrol coverage to all areas of the city. Officers conduct patrols on foot, bicycle and in motor vehicles. They respond to both past crimes and those in progress, motor vehicle crashes, directed patrols, injuries, illnesses and fires. They routinely arrest offenders, investigate citizen complaints, provide traffic control and enforcement, appear in court, and attend community based meetings. Officers perform directed patrols for specific issues brought forward by the community. Officers are encouraged to interact with the community during slower periods, direct extra attention towards areas of concern to the community, and complete their incident reports.

During 2014, several officers from the Operations Division received awards and citations for their service to our community.

Officer Vern Jefferson	Congressional Badge of Bravery (2012)
Officer David Danielson	Meritorious Service Commendation
Officer Ramon Maxey	Meritorious Service Commendation
Officer Stephen Sheets	Meritorious Service Commendation
Officer Justin Allen	Meritorious Service Commendation
Lieutenant Christopher Roush	Life Saving Award
Officer AJ Accola	Life Saving Award
Sergeant Kiel Stevenson	Life Saving Award
Officer Jerad Hoyt	Life Saving Award
Sergeant Melinda Ruopp	Distinguished Service Award

Operations Division

FIELD TRAINING PROGRAM

The field training and evaluation process is a critical component of the Marshalltown Police Department and is paramount to our organizational success. The field training process ensures that a newly hired officer has the essential job related knowledge and skills to be an effective solo police officer for the department and community. New officers are put through an extensive four phase field training and evaluation period, in which they are evaluated daily over the course of 14 weeks, which is after 14 weeks of Iowa Law Enforcement Academy training.

In 2014, the FTO Cadre, a team of officers dedicated to the development and success of new police officers, began or completed the training of four new police officers. The department's Field Training Officers are Casee Veren, David Danielson, Juan Tejada and AJ Accola. The FTO team is led by the FTO Coordinator, Sergeant Richard Lang.

NEW RMS AND DISPATCH SOFTWARE

In October 2014, the Marshalltown Police Department went "live" with a new Records Management System (RMS).

RMS is an agency-wide system that provides for the storage, retrieval, retention, manipulation, archiving and viewing of information, records, documents or files pertaining to law enforcement operations. RMS covers the entire life span of records development from the initial generation to its completion.

During this 18 month project the police department worked closely with the Marshall County Communications Center and the Marshall County Sheriff's Office to select a software vendor that met the needs of all Marshall County public safety. The selection, configuration and implementation of Zuercher Technologies "leds suite" RMS and Computer Aided Dispatch systems has brought multiple Marshall County public safety agencies under one single source database, rather than multiple databases that were incompatible.

The new RMS, along with the Marshall County Communications Center's new Computer Aided Dispatch software, was a needed upgrade of the department's software, which was over 15 years old, and will increase efficiency, reduce redundant data entry, organize and track routine tasks as well as generate reports to analyze data, compile statistics and perform crime analysis.

Operations Division

FBI NATIONAL ACADEMY



In 2014, Captain Brian Batterson attended the 10-week FBI National Academy, Session 257, in Quantico, VA graduating on September 10, 2014. Participation is by invitation only through a nomination process. He was the only law enforcement officer from Iowa.

The FBI National Academy is a course of study for U.S. and international law enforcement leaders that serves to improve the administration of justice in police departments and agencies at home and abroad and to raise law enforcement standards, knowledge and cooperation worldwide. Networking opportunities are a big part of the FBI NA experience and connections were made from around the world such as Bosnia, Germany, Afghanistan, Japan, Taiwan, Israel and across the United States.

Captain Batterson took four graduate level courses and two undergraduate courses. Along with this, the National Academy provides a series of fitness courses that are comprised of classroom instruction coupled with physical training leading up to eight physical challenges. The final challenge called the Yellow Brick Road, is a 6.1 mile Marine Corps obstacle course where each mile is marked with a yellow brick.

Upon graduation, Captain Batterson earned a Graduate Certificate of Achievement in Criminal Justice from the University of Virginia and joins over 40,000 law enforcement professionals who have graduated from the FBI National Academy since its inception in 1935.



Operations Division

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

The beginning of 2014 saw the Marshalltown Police Department Day-Shift staffed with 9 officers. Law enforcement experience on the shift ranged from 10-29 years. In August the Day-Shift team was reduced by 1 member because of a work related injury. Staff schedules were altered to reduce the amount of overtime needed to cover the missing officer's presence. The shift continued to operate at the reduced staffing level of 8 members for the rest of the year. Additionally tasked responsibilities for Day-Shift include vehicle maintenance, scheduling, case management, K-9 Team Supervision, verbal judo instruction, advanced accident investigation, defensive tactics instruction, police vehicle operation instruction, bicycle patrol, Crisis Negotiation, and Special Weapons and Tactics (SWAT).

Calls for service and additionally tasked responsibilities continued to dominate the daily workload for Day-Shift. The amount of time required for these duties combined with the reduced number of staff resulted in officers possessing less time for officer initiated activities such as traffic and parking enforcement. When available, the speed trailer was positioned in locations historically needing extra traffic enforcement and locations of citizen complaints in an effort to offset officer unavailability. Staff continued contacts with school officials and students to educate and cultivate relationships in the neighborhoods. Officers provided training on railroad crossing safety, bus safety, and bicycle safety to students. Personnel also increased contacts with local businesses to foster community relationships and to update company information used to contact businesses in emergencies.

Several times through the year civic groups, organizations, and community event requests further diverted officer time to conduct presentations, tours, traffic control, and outside department training. Sgt Ruopp and Officer Dehl taught at the Iowa Law Enforcement Academy (ILEA) at the request of ILEA. Of special note, Sgt Ruopp continued to serve as the National Secretary for the United States Police Canine Association and as a Board Member on the Iowa Law Enforcement Council.

Beyond the state mandated training and required instruction for maintaining instructor certification, Day-Shift members received training during the year on topics germane to specific issues. Specific issues included improving missing person investigations, improving responses to encounter canines, and improving communications via reports. Staff received training on new procedures, forms, and policy regarding the investigation of missing person calls for service. Staff received training on use of force options, tactical considerations, communication, and legal considerations when encountering canines. Finally, staff received training on the recently adopted computer aided dispatch system used to generate official law enforcement reports.

Respectfully Submitted, Lt Ronald E. Ohrt

Operations Division

K-9 UNIT

2014 was a productive year for the Marshalltown Police Department K9 Unit. In May, Sergeant Tom Watson and K9 Jordy graduated from the St. Paul Police Department Basic Patrol Dog School. Sgt Watson received his narcotic training here in Marshalltown and ended 2014 a twice certified narcotics detection dog team. Officer Eric Siemens received three total certifications in 2014, one Patrol and two narcotic detection.

The K9 Unit totaled 136 patrol uses in 2014, which included tracks, building searches, alarm responses, non-physical apprehensions of wanted persons, perimeter or preventing escape as well as actively participating in the arrest of suspects.

Narcotic detection work in 2014 logged a total of 92 uses, which included search warrants and daily narcotic detection while on patrol.

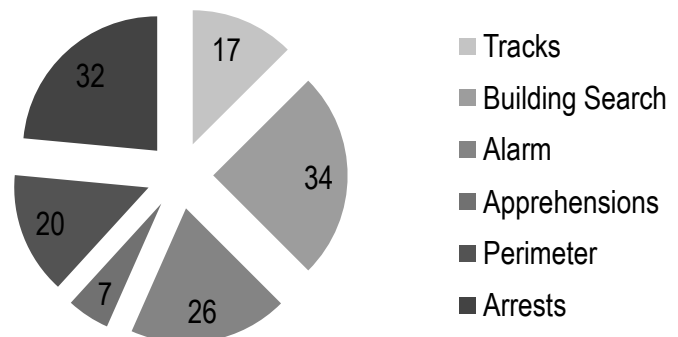
The K9 Unit has maintained and exceeded the industry standard of 16 hours per month of training, with a total number of training hours of 1173 in patrol training alone. Both of the police K9 teams utilize on-shift and off-shift training opportunities. In addition to patrol training, both K9 teams logged approximately 150 hours of narcotics detection training.

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



Sgt Watson & K9 Jordy pictured with MPD volunteers Mike Nablo & John Helfer who constructed 6 - K9 scent training boxes.

K-9 Patrol Use



Operations Division

3:00 PM – 11:00 PM Shift with Lt Chris Roush

On the 3 pm-11 pm shift, we had to balance the calls for service we received with the high amount of training we accomplished during the 2014 calendar year.

Our training came in two forms: mandated on-duty training modules and shift selected on-duty training. The mandated on-duty training modules took over 15 hours to complete. These training modules were spread out over the year and include topics ranging from Community Policing and Emergency Vehicle Operations to Policing the Mentally Ill. These modules were mainly lectures followed by a written test. While this type of training is our least favorite, it is necessary to ensure the best possible police service.

The shift selected on-duty trainings were a mix of shift goals and weekly briefing trainings. Officer Down/Extract and Patrol Tactics were more formal. Both had a classroom and hands on component. Each took approximately 2 hours to complete and were taught by shift personnel. The third training were weekly shift briefings given by each officer. For this training each officer had two separate weeks where they could talk about and share one topic of their choice. This was less formal and ranged from policy reviews to national news headlines.

All of our on-shift training was done in-between our calls for service, which is at the highest rate in the department. In any given year, our shift can handle close to half of all calls for service for the whole department. The nights go by fast and we are rarely bored.

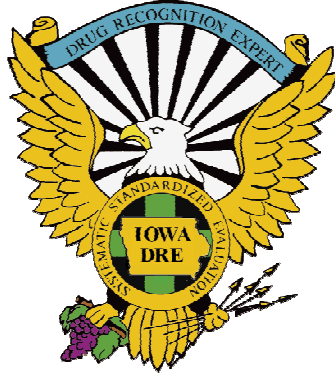
Another shift goal this year was to raise awareness of our department's Nixle notification service. The Nixle Community Information Service allows us to deliver messages to subscribed residents instantly via cell phone text messages and/or email regarding missing children, traffic safety issues, fire and police emergencies and other relevant community information. To help get the word out, officers from the shift were handing out cards with information on how to sign up for the free service. By the end of the year, we had over 1000 subscribers to the service. To sign up for this FREE service visit: http://ci.marshalltown.ia.us/static/departments/police/nixle_alert.php.

In addition to everything, we are constantly training new officers. The 3-11 shift has two Field Training Officers that helped train four officers during the calendar year.

Respectfully submitted, Lt Christopher Roush, Sgt Todd Tuttle, Sgt Kiel Stevenson

Operations Division

DRE - DRUG RECOGNITION EXPERT



The department has two officers, Andrew Cole and Casee Veren, certified as Drug Recognition Experts. As DRE's they are certified to evaluate drivers suspected of driving a motor vehicle under the influence of drugs, both illicit and prescribed. The department DRE's conducted nine evaluations in 2014.

Officer Cole was invited by the GTSB State Coordinator and the DRE Board of Directors to attend the DRE Instructor course held in September of 2014. This 40+ hour course tested knowledge and teaching skills, making Officer Cole proficient in the field of Drug Recognition Impairment on Iowa roads. He is now teaching other Iowa officers this craft and making Iowa roads safer.

Officers Veren and Cole assisted with several ARIDE (Advance Roadside Impaired Driving Enforcement) classes during 2014. During these classes, the DRE's assisted or led the wet lab, tested the SFST proficiency of the officers attending these classes as well as ensuring that new tests given to officers were preformed correctly, giving rise to the possibilities of Drug-Impaired Driving, along with Alcohol-Impaired Driving. The classes the DRE's assisted with were located in Eagle Grove, Altoona, and Marshalltown.

Additionally, Officers Cole and Veren assisted with Field Certifications for the 2014 class of Iowa DREs in Des Moines at Post 1. They participated by testing the new DRE's skills in evaluating the use of drugs and how it affected their ability to drive a motor vehicle safely and by finding persons who were under the influence of drugs and bringing them back to the testing site for officers to learn from.

Operations Division

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

The Marshalltown Police Department consists of 3 shifts, beginning with the first shift, or night shift, that starts with a briefing at 10:45 p.m., a change of cars at 11:00 p.m. and then ends at 7:00 a.m. This shift consists of 10 officers – 1 Lieutenant, 2 Sergeants and 7 Patrol Officers with years of service ranging from 29 years being the longest, and the shortest being in the 2nd year of Law Enforcement. Night shift saw 2 new officers come on duty this year as well. Officers have been trained in specialized fields. The officers we have on our shift consist of a K9 Officer, Drug Recognition Experts, Sobriety Test Instructors, Driving Instructors, Firearms Instructors and SWAT members.

Each shift is responsible for keeping up with various trainings throughout the year to help us stay on top of the many different situations we handle on a daily basis. Some of these trainings we have accomplished in this past year have been the Women's Police Conference, Police Productivity, Supervising, ARIDE, Interviewing, Accident Investigation, Child Seat Technician, Protection of Children, Highway Drug Investigations, Advanced Vehicle Contraband, Advanced Criminal Patrol Tactics, K9 Certification, Basic Rifle Training, Firearms Instructor, and Street Survival.

New to us this year is the software we now use both in the Police Department and in our Communications Center. It has been a good transition, and has helped to better serve the community in a faster and more efficient way than we have been able to in the past. Despite learning the new systems, we still received and responded to 7,219 incidents on our shift alone, ranging from 911 calls, traffic stops, arrest incidents, OWI enforcements, drug arrests, domestic violence calls, officer initiated activity, business and liquor license establishments checks and public events to name a few. Some notable calls for service included:

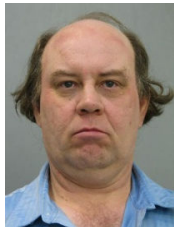
On March 15, 2014, night shift Officers Justin Allen, David Danielson, Ramon Maxey and Stephen Sheets responded to 810 West Boone Street to investigate a domestic assault in progress. The suspect confined and brutally abused his wife and son. The officers were confronted by the suspect who was armed with an edged weapon and was using his seven-year-old daughter as a human shield. The officers were able to rescue the little girl and take Manuel Slavador Ochoa-Serna into custody. Each officer received a Meritorious Service Commendation. The officers' acts of heroism did not end there — they presented gifts they purchased themselves to the young children in the incident.



Pictured left to right: Officers Stephen Sheets, David Danielson, Ramon Maxey, and Justin Allen.

Operations Division

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



On April 28, 2014 night shift officers responded to the St. Mary Convent Building, 12 W Linn St for a fire. Officers discovered a burglary had occurred to the building prior to the fire. Significant fire and smoke damage occurred to the structure and fortunately there were no injuries. Before the shift had ended officers arrested Van Allen Gentry who admitted to breaking into the building and setting the fire. He also made admissions to setting a previous fire on April 27th. He was charged with Arson 2nd Degree and Burglary 2nd Degree.

December 16, 2014 was the start of a challenging stretch for the night shift and the department that carried over to early 2015. Robberies at Jiffy and Kum & Go had the night shift providing extra patrols and investigations. A traffic stop by the night shift in connection to the robbery at Kum & Go ultimately led to the arrest of Devante Richard Lee Hines and two accomplices. Hines was charged with Going Armed with Intent and Robbery for both incidents.



On December 17, 2014, the night after the robbery at Jiffy, two night shift officers were on patrol in the area. The two officers saw a person walking on the street acting suspicious and stopped to check him out. Andrew Jay Worsfold drew a weapon, pointed and fired at the officers. There was an exchange of gunfire resulting in the suspect being critically wounded. The officers were not injured.

Some fun things we did over the year were a couple of fitness tests and runs that most of us were able to participate in. One was the department's voluntary fitness test that 8 officers from our shift attended and successfully passed. Another was the Gladiator Challenge held at the ski slopes in Boone. It was a grueling 5 mile run consisting of 30 obstacles and lots of mud! It was a great time and 9 officers, friends and family participated. Officers also participated in the FOP Shop With A Cop program and Big Brothers-Big Sisters basketball tournament.

Each year our shift sets specific goals, whether it is for training, increase our numbers, or just get better at doing something. The shift goals we had for this past year were Traffic Contacts, OWI Enforcement, Marksmanship Training, Room Clearing Techniques, Alcohol Facilitated Assaults Investigations, Defensive Driving, Missing Persons Training, Warrant Enforcement and Liquor Establishment Checks. As you can see, your officers of the night shift are poised to work hard and do their part to maintain a safe Marshalltown in 2015.

Respectfully Submitted, Lieutenant Ryan Goecke, Sgt Rick Lang, Sgt Tom Watson

Statistics

ASSAULTS ON POLICE OFFICERS & 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.



	2010	2011	2012	2013	2014
Arrest Offenses	3598	3334	3146	3438	3114
Traffic Stops	6463	5705	4643	4605	5166
Use of Force	82	66	64	65	69
TASER Deploy	24	10	11	17	12
Assault on Officer	13	17	11	25	15

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.

Statistics

CALLS FOR SERVICE – TOTAL 21,988 CALLS

911 Hang Up	178	Duplicate Call	11	Robbery	6
Accidents	1274	Fire Alarm	48	School Traffic	64
Administration	111	Fire Grass	518	Search Warrant	49
Alarms	589	Follow-up	713	Sex Crimes	76
Alcohol Incidents	186	Forgery	4	Standby	219
Animal Complaint	752	Found Property	5	Suspicious Activity	478
Assault	244	Fraud	159	Theft	1133
Assist Other Agency	268	Harassment	412	Threat	1
Bar Check	96	Identity Theft	1	Tow	60
Bicycle Licenses	129	Information Report	279	Traffic	1048
Building Check	1092	IVH Check	44	Traffic OWI	206
Burglary	318	Juvenile Delinquency	20	Traffic Stop	1281
Civil Issue	137	Medical Call	2403	Transport	170
Death Investigation	54	Mental Illness	141	Trespass	166
Disorderly Conduct	44	Missing Person	225	Vandalism	466
Disturbance	1279	Noise Complaint	10	Violation Court Order	135
Disturb-Loud Music	27	Officer Initiated	40	Wanted Person	531
Domestic	400	Parking	423	Weapons	111
Drug Related	219	Public Contact	2139	Welfare Check	586

Operations Division

MARSHALLTOWN POLICE RESERVES

In 2014 the department started with four Reserve Officers, but ended the year with two due to resignations. We do have two new Reserve Officer candidates beginning the process in 2015.

This year the Marshalltown Police Department Reserve Police Officer program contributed 214 hours, almost 27 days, of work to the community at no cost. The Reserve Officers worked 15 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.

March 1 st	Kids Fest	2 Reserves
April 4 th	Miller Middle School dance	2 Reserves
April 22 nd	Citizen's Academy assistance	1 Reserve
April 26 th	MHS Promenade patrol	2 Reserves
May 10 th	Walk a Mile event	1 Reserve
May 17 th	St. Francis 5K run	1 Reserve
July 4 th	Fireworks event	1 Reserve
July 12 th	County Fair	1 Reserve
July 18 th	Police Night at Racetrack	1 Reserve
Aug 23 rd	Tractor Parade	2 Reserves
September 5 th	House of Compassion 5K	2 Reserves
September 26 th	Oktemberfest Car Show & Carnival	2 Reserves
October 9 th	MHS Homecoming Parade	1 Reserve
October 31 st	Halloween Patrol	2 Reserves
November 22 nd	Holiday Stroll	2 Reserves

Special Services

CAPTAIN MICHAEL HANKEN

For the officers and civilian staff of the Special Services Division, 2014 continued where 2013 left off with a commitment to high standards of service. The Special Services Division of the Marshalltown Police Department is comprised of: Investigations, Community Outreach Officer, Crime Scene Technician, Nuisance/Code Enforcement and the School Resource Officer.

INVESTIGATIONS

The investigations segment consists of four investigators who investigate all types of criminal activity. In addition to their duties as general criminal investigators they also have individual fields of expertise.

Detective Sadie Weekley, is assigned to investigate crimes of Domestic Violence and Sexual Assault. Detective Weekley reviews all cases of domestic abuse and conducts follow up interviews with victims, witnesses and suspects. She also attends monthly meetings with the Domestic Abuse Response Team (DART) to review cases of domestic abuse that have taken place in the Marshalltown, Marshall County area. Detective Weekley also sets up and coordinates checks of persons in Marshalltown who are on the Sex Offender Registry to ensure that they are in compliance with their residency restrictions.

In June, the department conducted Sex Offender Registry checks of 48 registered sex offenders living in Marshalltown. During those checks the department was able to verify all 48 addresses making for 100% compliance.

Detective Randy Kessler in addition to his regular assignment is assigned to work with the Internet Crimes against Children (ICAC) task force. He works investigations involving child exploitation/child pornography over the Internet in collaboration with Federal, State, County and local agencies. Two recent investigations of Detective Kessler's have lead to the arrest, conviction and sentencing of two individuals for prison terms of up to 17.5 years each.

Detective Brian Siegert works financial crimes and identity theft investigations in addition to other investigations that are assigned to him. He also conducts monthly fraud meetings for local businesses and banking institutions. The purpose of the meetings are to make them aware of the latest scams taking place as well as identifying suspects that are committing crimes in the Marshalltown area.

Special Services

MID-IOWA DRUG TASK FORCE

Another investigator in the division is assigned to the Mid-Iowa Drug Task Force. This investigator along with investigators from the other member agencies, conduct narcotics investigations in Marshalltown, Marshall, Tama, Grundy and Hardin Counties. During 2014 the Mid-Iowa Drug Task Force conducted 56 criminal investigations in Marshalltown that resulted in 49 arrests with charges ranging from misdemeanors to felonies. Narcotics seized during these investigations were: Methamphetamine, Crack Cocaine, Marijuana, and prescription medications.

In 2014 the Mid-Iowa Drug Task Force applied for and received a grant from the National Association of Drug Diversion Investigators (NADDI) to acquire a prescription drug drop box that is to be used to help combat the local issues regarding the abuse and misuse of prescription drugs.

The Mid-Iowa Drug Task Force in conjunction with the Marshalltown Police Department installed the prescription drug drop box in the lobby of the police department in August. The drug drop box is available to the public 24 hours a day 7 days a week for their convenience.

Since the Drug Drop Box went into operation in August through December, 103 lbs of prescription and other medications turned in by citizens have been collected.



Special Services

CRIME SCENE TECHNICIAN

Cortney Watson is the department's Crime Scene Technician. Cortney has one of the most important and busiest assignments on the department. She is responsible for the maintenance and control of all property and evidence that is collected and to be held or processed by the Police Department or State Crime Lab. Cortney also responds to crime scenes at all hours of the day or night when requested to assist officers in collecting valuable evidence.



MPD SEIZURES	2011	2012	2013	2014
Cocaine	1.5 grams	4 grams	5.6 grams	20 grams
Methamphetamine	30 grams	75.5 grams	77 grams	159 grams
Marijuana	490.5 grams	296 grams	352 grams	1081 grams
Prescription	255 pills	215 pills	195 pills	318 pills

(Stats do not contain MIDTF Seizures)

Special Services

COMMUNITY OUTREACH

Officer Brad Mauseth is the Community Outreach Officer for the department. Brad has a multitude of daily duties that he attends to. One of his duties is to work with the landlords in Marshalltown on tenant issues that they face. He works with the members of the Housing Department in City Hall with issues that they are facing when doing inspections of properties that fall under the Federal and State programs they manage.

Another facet of Officer Mauseth's job is to work with the Juvenile Court Services with their Diversion Program. This program takes place on Friday evenings and it is designed to help teach juvenile first time offenders better ways of dealing with issues and pressures they are facing that caused them to make bad decisions that lead to their receiving a juvenile complaint against them.



Officer Mauseth also works closely with Officer Lageschulte the School Liaison Officer in the summer months hosting two student academy classes. These academy classes provide a fantastic opportunity for the department and students to be able to see each other in a more relaxed environment and this helps to open up the lines of communication that helps to build trust and respect for one another.

In 2014 the department held two Student Academies, with one being a Junior Academy for Lenihan Students. There were 10 students who attended the two week Student Academy with 6 former class members returning as mentors for the new class. 10 additional students attended the one week Junior Academy at Lenihan.

Both classes were well liked by all the students who took part. The department's goal for 2015 is to continue with the two academy classes and build upon the success that they achieved this last year.



Special Services

SCHOOL RESOURCE OFFICER

Officer Kraig Lageschulte has been very effective in working closely with the Marshalltown High School as a full-time School Resource Officer. During the last year, Officer Lageschulte engaged in over 1,439 individual school activities and has presented over 198 hours of training relating to the safety and welfare of students and the facility at the Marshalltown High School.

2014 CONTACTS

Disorderly/Assault	57	Number of Reports	40
Gang/Hate	1	Total Arrests	33
Drugs	19	Problem Solving Contacts	79
Alcohol	2	Parking Lot Checks	53
Theft	52	Parent Contacts	216
Harassment	31	Training Hours	105
Tobacco	4	Emergency Response	9
Criminal Mischief	12	Mental Health Contact	39
Accidents/Traffic	8	Office Referrals	183
Weapons	1	Other Student Contacts	466
Trespass	11	PD Assists	66



CITY OF MARSHALLTOWN
MONTHLY BALANCE SHEET
FOR THE MAYOR AND CITY COUNCIL
As of May 31, 2015

1
06/17/15
16:18:09

FUND NUMBER & NAME	DESCRIPTION	--ASSETS--		LIABILITIES & NET ASSETS	NET (INCOME) / EXPENSE
		CASH AND INVESTMENTS	ACCOUNTS RECEIVABLE		
101 - GENERAL		884,900.29	302,703.12	<1,666,092.53>	478,489.12
150 - CAPITAL RESERVE FUND		67,768.49	.00	<80,193.24>	12,424.75
151 - CASH FLOW RESERVE FUND		1,831,899.46	.00	<1,828,652.76>	<3,246.70>
152 - COLISEUM ACTIVITY		22,148.32	.00	<31,906.75>	9,758.43
153 - BLDG MAINT FUND		422,046.76	.00	<421,131.02>	<915.74>
201 - GRANTS FRM STATE AGENCY		3,742.23	.00	<3,734.09>	<8.14>
204 - HERSHEY RECREATION		10,373.25	.00	<3,396.38>	<6,976.87>
205 - EMERGENCY FUND		70,669.85	.00	.00	<70,669.85>
206 - ROAD USE TAX		2,278,189.36	.00	<2,188,824.88>	<89,364.48>
210 - NICHOLSON FORD REAP		3,996.02	.00	<3,987.31>	<8.71>
218 - COPS FAST GRANT		<4,129.64>	.00	6,883.14	<2,753.50>
219 - DEPT OF JUSTICE GRANTS		5,169.95	1,361.10	15,585.03	<22,116.08>
220 - POLICE UNDESIGND GRANTS		<9,840.85>	11,575.49	6,713.02	<8,447.66>
221 - EMPLOYEE BENEFIT FUND		1,731,239.26	.00	<1,280,104.26>	<451,135.00>
223 - POLICE/FIRE RETIREMENT		622,296.38	.00	<269,676.58>	<352,619.80>
230 - POLICE DONATION FUND		30,147.37	.00	<43,169.88>	13,022.51
233 - SOFTBALL ASSOCIATION		39,903.99	1.32	<44,222.44>	4,317.13
235 - FIRE DEPT DONATION FUND		3,351.64	.00	<4,560.83>	1,209.19
236 - M'TOWN TENNIS ASSOC		2,101.25	.00	<2,086.71>	<14.54>
238 - CITY TORT LIABILITY		110,868.20	88.05	<134,086.61>	23,130.36
240 - FIRE DEPT GRANTS		1.81	.00	.00	<1.81>
242 - LIBRARY DONATION FUND		70,388.60	.00	<57,144.70>	<13,243.90>
246 - SEIZED ASSETS FUND		32,116.33	.00	<34,116.34>	2,000.01
247 - P & R DONATION FUND		46,731.54	.00	<47,245.15>	513.61
248 - ECONOMIC DEVELOPMENT		48,954.52	.00	<48,848.31>	<106.21>
249 - SUBDIVIDER ESCROW		10,213.16	.00	<10,190.99>	<22.17>
250 - TAX INCREMNT FINANCING		1,093,697.45	.00	99,636.95	<1,193,334.40>
271 - HOUSING GRANTS		35,883.73	.00	<14,622.51>	<21,261.22>
276 - LEAD GRANT #4		<301,257.23>	1,204.95	112,084.34	187,967.94
277 - HUD EDI GRANTS		<8,776.50>	.00	7,505.00	1,271.50
278 - LOW RENT VOUCHER PROGRAM		123,871.29	89,987.74	<277,422.33>	63,563.30
281 - CDBG NSP HSG		<91,304.60>	.00	85,385.52	5,919.08
282 - HUD LEAD MATCH		5,062.19	.00	<23,075.86>	18,013.67
283 - LEAD GRANT #5		<18,415.57>	.00	.00	18,415.57
290 - E911 SURCHARGE		344,351.66	.00	<248,335.79>	<96,015.87>
291 - LOCAL OPTION SALES TAX		2,854,982.90	.00	<1,819,892.82>	<1,035,090.08>
311 - GO BONDS DEBT FUND		<881,470.26>	.00	<19,230.94>	900,701.20
401 - BIKE PATH - PHASE II		95,271.02	.00	<45,163.85>	<50,107.17>
416 - FEDERAL STREET GRANTS		<17,162.01>	.00	.00	17,162.01
450 - CIP COLLECTION FUND		715,789.38	.00	<458,672.19>	<257,117.19>
460 - AIRPORT PROJECT		422.95	.00	91,685.99	<92,108.94>
462 - SPEC ASSMNT PROJECTS		<76,862.45>	64,618.50	29,965.95	<17,722.00>
471 - POLICE AND FIRE BUILD		110,551.63	.00	42,462.50	<153,014.13>
473 - 2014 GO BONDS		2,006,435.69	.00	.00	<2,006,435.69>
477 - TREES FOREVER PROJECT		3,431.98	.00	<2,699.90>	<732.08>
489 - CAPITAL STREET PROJECTS		178,403.67	.00	<178,014.86>	<388.81>

CITY OF MARSHALLTOWN
MONTHLY BALANCE SHEET
FOR THE MAYOR AND CITY COUNCIL
As of May 31, 20152
06/17/15
16:18:09

DESCRIPTION	--ASSETS--		LIABILITIES & NET ASSETS	NET (INCOME) / EXPENSE
	CASH AND INVESTMENTS	ACCOUNTS RECEIVABLE		
490 - GO BOND CAPITAL PRJS	3,404.00	7,069.00	61,249.52	<71,722.52>
491 - TIF DISTRICT II CAP PRJ	<442,885.17>	.00	136,850.86	306,034.31
492 - TIF DISTRICT 3 CAP PRJS	7,796.86	.00	<176,679.77>	168,882.91
494 - PUBLIC WORKS FACILITY	17,737.66	.00	<17,629.17>	<108.49>
499 - CARNegie BLDG REHAB	7,576.92	.00	<27,387.12>	19,810.20
510 - STORM SEWER	440,090.18	41,192.55	<12,267,866.99>	<438,715.04>
520 - WPCP OPERATING FUND	200.00	.00	<30,628,084.15>	7,858.55
521 - WPCP REVENUE FUND	6,400,151.66	546,218.50	<5,648,390.09>	<1,297,980.07>
526 - WPCP CAP IMPR RESERVE	1,134,433.02	.00	<1,131,922.00>	<2,511.02>
527 - WPCP PLANT & IMPROVE	<41,172.20>	.00	.00	41,172.20
528 - SANITARY SEWER REHAB	676,263.91	.00	<7,205,060.25>	6,528,796.34
529 - SEWER NEW CONSTRUCTION	158,178.44	.00	15.00	<16,000.00>
530 - COMPOSTING	15,985.00	802.41	<206,297.22>	<36,956.21>
540 - P&R CONCESSIONS	24,876.64	.00	<29,412.39>	4,535.75
550 - TRANSIT OPERATING	158,490.33	.41	<1,777,077.93>	69,276.77
551 - (D) PARATRANSIT	<30.00>	27.00	3.00	.00
681 - OCCUP INSUR ESCROW	148,217.99	.00	<206,323.67>	58,105.68
684 - GRP HEALTH INS ESCROW	2,760,665.70	35,579.19	<2,790,520.83>	<5,724.06>
686 - W.C. DEDUCTIBLE	37,537.95	.00	<37,487.02>	<50.93>
801 - POLICE PENSION	<1,422.14>	.00	.00	1,422.14
844 - SALES TAX	868.29	.00	<868.29>	.00
870 - SURETY BONDS/DEPOSITS	1,081.72	.00	<1,081.72>	.00
871 - IA STATE SLEUTH	14,837.15	.00	<14,837.15>	.00
991 - CAPITAL ASSET FUND	.00	.00	<44,308,813.86>	.00
999 - PAYROLL LIABILITY ACCTS	189,132.12	.00	<189,132.12>	.00
GRAND TOTAL	26,220,170.49	1,102,429.33	<117,259,348.73>	1,149,027.15

83410 CITY OF MARSHALLTOWN 1
 COUNCIL INVESTMENT BALANCES 06/17/15
 INV_LOCFND By Location & Fund 16:18:23

Enter Information to Graph for Council
 As of May 31, 2015

DESCRIPTION	INVESTMNTS
0214.000 WELLS FARGO MONEY MARKET	
00999 CITY-MARSHALLTWN POOLED CASH	
	.15% 13,036,309.93
0214.000 WELLS FARGO MONEY MARKET	13,036,309.93
0215.000 IPAIT MONEY MARKET	
00471 POLICE & FIRE STATIONS	
00031132 2014A GO BONDS - STREET	.47
00473 2014 GO BONDS	
00031132 2014A GO BONDS - STREET	4.24
0215.000 IPAIT MONEY MARKET	4.71
0265.000 IPAIT CD (> 1 YR)	
00521 WPCP REVENUE	
	.22% 2,000,000.00
0265.000 IPAIT CD (> 1 YR)	2,000,000.00
0267.000 FARMERS CD (> 1 YR)	
00151 CASH FLOW RESERVE FUND	
	.34% 1,000,000.00
00684 GROUP HEALTH INSURANCE ESCROW	
	.36% 1,000,000.00
0267.000 FARMERS CD (> 1 YR)	2,000,000.00
	17,036,314.64

CITY OF MARSHALLTOWN
BUDGET REPORT BY CATEGORY
EXCLUDES NON-BUDGETED FUNDS 681-686,
801-878 and 999
For the Eleven Months Ending May 31, 2015

DESCRIPTION		THIS MONTH ACTUAL	Y-T-D ACTUAL	FINAL AMND BDGT	REMAINING BGT	% REMAINING

REVENUES						
4010	PROPERTY TAXES	503,944.24	9,672,004.08	10,397,290	725,286	6.98 %
4090	TIF TAXES	90,024.61	1,201,162.41	1,246,643	45,481	3.65 %
4100	OTHER CITY TAXES	267,049.29	4,634,934.42	4,696,795	61,861	1.35 %
4200	LICENSES & PERMITS	33,579.96	304,905.79	302,850	<2,056>	1.04-%
4600	USE OF MONEY & PROPERTY	9,944.55	193,031.72	167,884	<25,148>	11.34-%
4300	INTERGOVERNMENTAL REVENUE	427,063.69	6,938,698.83	9,708,483	2,769,784	28.22 %
4400	CHARGES FOR SERVICES	755,672.67	6,920,643.48	8,680,793	1,760,150	25.10 %
4500	FINES & FORFEITURES	13,318.52	126,574.13	149,090	22,516	10.53 %
4700	SPECIAL ASSESSMENTS	.00	14,730.00	14,730	0	.00 %
4800	MISCELLANEOUS REVENUES	22,425.24	1,628,690.04	1,962,805	334,115	29.19 %
4900	OTHER FINANCING SOURCES	.00	2,999,764.87	9,999,735	6,999,970	29.79 %

**TOTAL REVENUES		2,123,022.77	34,635,139.77	47,327,098	12,691,959	21.75 %
EXPENDITURES						
PUBLIC SAFETY						
5005	SALARIES	392,033.24	4,749,929.01	5,303,660	553,731	10.44 %
5100	BENEFITS	191,577.97	2,266,808.50	2,636,827	370,019	14.03 %
5205	OPERATING	36,112.12	690,703.04	802,923	112,220	13.98 %
5700	CAPITAL OUTLAY	39,036.50	245,157.55	458,360	213,202	46.51 %

**TOTAL PUBLIC SAFETY		658,759.83	7,952,598.10	9,201,770	1,249,172	13.58 %
PUBLIC WORKS						
5005	SALARIES	78,289.27	955,983.41	1,106,060	150,077	13.57 %
5100	BENEFITS	36,015.57	415,339.30	542,812	127,473	23.48 %
5205	OPERATING	80,427.83	1,886,467.87	2,303,985	417,517	18.12 %
5700	CAPITAL OUTLAY	.00	23,951.06	472,499	448,548	94.93 %

**TOTAL PUBLIC WORKS		194,732.67	3,281,741.64	4,425,356	1,143,615	25.84 %
HEALTH AND SOCIAL SERVICES						
5005	SALARIES	38,576.79	480,799.25	486,693	5,894	1.21 %
5100	BENEFITS	12,102.81	145,311.51	152,638	7,326	4.80 %
5205	OPERATING	169,763.65	1,068,961.55	1,275,129	206,167	16.17 %
5700	CAPITAL OUTLAY	.00	27,307.85	15,150	<12,158>	80.25-%
5865	OTHER EXPENDITURES	29.75	29.75	0	<30>	.00 %

**TOTAL HEALTH & SOCIAL SERVS		220,473.00	1,722,409.91	1,929,610	207,199	10.74 %

CITY OF MARSHALLTOWN
BUDGET REPORT BY CATEGORY
EXCLUDES NON-BUDGETED FUNDS 681-686,
801-878 and 999
For the Eleven Months Ending May 31, 2015

DESCRIPTION	THIS MONTH ACTUAL	Y-T-D ACTUAL	FINAL AMND BDGT	REMAINING BGT	% REMAINING
CULTURE AND RECREATION					
5005 SALARIES	85,204.35	1,043,198.57	1,158,247	115,048	9.93 %
5100 BENEFITS	27,961.36	344,685.28	408,721	64,036	15.67 %
5205 OPERATING	73,332.80	873,569.57	1,051,981	178,411	16.96 %
5700 CAPITAL OUTLAY	16,268.90	165,097.93	259,601	94,503	36.40 %
5865 OTHER EXPENDITURES	300.38	300.38	0	<300>	.00 %

**TOTAL CULTURE & RECREATION	203,067.79	2,426,851.73	2,878,550	451,698	15.69 %
COMMUNITY & ECONOMIC DEVELMNT					
5005 SALARIES	15,774.41	183,873.63	243,717	59,843	24.55 %
5100 BENEFITS	4,490.62	57,482.60	86,696	29,213	33.70 %
5205 OPERATING	90,965.61	1,259,878.92	1,446,514	186,635	12.90 %
5700 CAPITAL OUTLAY	.00	.00	12,000	12,000	100.00 %

**TOTAL COMM & ECONOMIC DV	111,230.64	1,501,235.15	1,788,927	287,691	16.08 %
GENERAL GOVERNMENT					
5005 SALARIES	45,386.18	604,440.83	831,312	226,871	27.29 %
5100 BENEFITS	53,284.51	231,630.78	268,048	36,417	13.59 %
5205 OPERATING	24,724.18	286,666.87	328,947	42,280	12.85 %
5700 CAPITAL OUTLAY	.00	35,537.92	43,265	7,727	17.86 %
5865 OTHER EXPENDITURES	<37.30>	6,419.44	0	<6,419>	.00 %

**TOTAL GENERAL GOVERNMENT	123,357.57	1,164,695.84	1,471,572	306,876	20.85 %
ENTERPRISES					
5005 SALARIES	119,915.71	1,380,009.05	1,642,599	262,590	15.99 %
5100 BENEFITS	43,226.82	486,814.32	609,692	122,878	20.15 %
5205 OPERATING	482,179.96	8,549,060.58	2,623,778	<5,925,283>	225.83-%
5700 CAPITAL OUTLAY	6,694.45	67,781.88	6,065,122	5,997,340	98.88 %
5800 DEBT SERVICE PAYMENTS	1,562,564.85	1,955,539.39	1,430,556	<524,983>	36.70-%
5865 OTHER EXPENDITURES	26.29	2,515.23	4,000	1,485	37.13 %

**TOTAL ENTERPRISES	2,214,608.08	12,441,720.45	12,375,747	<65,973>	.53-%

5000 **DEBT SERVICE	3,008,221.13	3,406,183.40	3,415,195	9,012	.26 %

5000 **CAPITAL PROJECTS	107,091.91	1,832,977.87	5,238,629	3,405,651	65.01 %

83500
COUNCIL
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CITY OF MARSHALLTOWN
BUDGET REPORT BY CATEGORY
EXCLUDES NON-BUDGETED FUNDS 681-686,
801-878 and 999
For the Eleven Months Ending May 31, 2015

3
06/18/15
08:42:03

DESCRIPTION	THIS MONTH ACTUAL	Y-T-D ACTUAL	FINAL AMND BDGT	REMAINING BGT	% REMAINING
-----	-----	-----	-----	-----	-----
***TOTAL EXPENDITURES	6,841,542.62	35,730,414.09	42,725,356	6,994,941	16.37 %
-----	-----	-----	-----	-----	-----
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<4,718,519.85>	<1,095,274.32>	4,601,742	5,697,018	123.80-%

844, 999

For the Eleven Months Ending May 31, 2015

DESCRIPTION	PERSONAL SERVICES	OPERATING	CAPITAL OUTLAY	DEBT/OTHER COSTS	TOTAL EXPENSES	FINAL AMND BDGT	UNREALIZED TOTAL
2014							
100 PUBLIC SAFETY							
110 Police Administratio	3,887,281	349,252	156,709	0	4,393,242	4,898,232	504,990
113 Police Dispatch	768,801	141,793	52,098	0	962,692	1,246,381	283,689
140 Fire Protection	2,168,621	103,695	36,350	0	2,308,666	2,711,801	403,135
141 Fire Training Divisi	109,887	5,149	0	0	115,036	150,504	35,468
142 Fire Prevention Bure	82,146	3,313	0	0	85,459	122,304	36,845
170 Civil Defense	0	26,220	0	0	26,220	28,775	2,555
180 Flood Control	0	17,836	0	0	17,836	328	<17,508>
240 Animal Control	0	43,445	0	0	43,445	43,445	0
100 PUBLIC SAFETY	7,016,736	690,703	245,157	0	7,952,596	9,201,770	1,249,174
200 PUBLIC WORKS							
120 Traffic Safety	125,762	72,518	0	0	198,280	240,371	42,091
160 Street Lighting	20,814	149,479	0	0	170,293	250,277	79,984
540 Solid Waste	0	113,675	0	0	113,675	113,708	33
710 Street Maintenance	802,378	293,589	21,184	0	1,117,151	1,723,184	606,033
711 Street Cleaning	1,623	16,288	0	0	17,911	7,500	<10,411>
712 Snow Removal	58,470	149,322	0	0	207,792	261,700	53,908
740 Sidewalks	0	22,959	0	0	22,959	22,959	0
750 Street Construction	0	958,148	0	0	958,148	1,146,000	187,852
760 Engineering	332,719	45,193	2,767	0	380,679	529,033	148,354
770 Airport	0	61,465	0	0	61,465	71,190	9,725
790 Parking System	29,558	3,832	0	0	33,390	59,434	26,044
200 PUBLIC WORKS	1,371,324	1,886,468	23,951	0	3,281,743	4,425,356	1,143,613
300 HEALTH AND SOCIAL SER							
210 Community Health	279,701	1,006,225	27,240	0	1,313,166	1,445,587	132,421
480 Senior Citizens Prog	0	29,469	0	0	29,469	37,819	8,350
550 Electrical Inspectio	62,437	1,775	67	0	64,279	75,381	11,102
560 Building Inspection	157,108	4,169	0	0	161,277	184,565	23,288
561 Rental Inspection	86,940	8,500	0	30	95,470	93,093	<2,377>
581 Nuisance Cleanup	39,926	18,824	0	0	58,750	93,165	34,415
300 HEALTH AND SOCIAL SER	626,112	1,068,962	27,307	30	1,722,411	1,929,610	207,199
400 CULTURE AND RECREATIO							
310 Library	625,239	142,094	137,433	300	905,066	1,046,070	141,004
330 City Band	5,371	532	0	0	5,903	9,762	3,859
340 Fisher Community Cen	0	76,760	0	0	76,760	76,760	0
410 Parks	438,582	181,795	24,324	0	644,701	800,408	155,707
420 Recreation	100,015	23,283	586	0	123,884	174,260	50,376
421 Playgrounds/School	124,070	19,193	300	0	143,563	183,767	40,204
440 Swimming Pools	37,715	144,760	2,225	0	184,700	205,136	20,436
451 Coliseum	23,368	18,928	230	0	42,526	47,377	4,851
460 Convention & Tourism	0	255,932	0	0	255,932	263,390	7,458
545 Cable TV	33,525	10,293	0	0	43,818	71,620	27,802

CITY OF MARSHALLTOWN
BUDGET REPORT BY PROGRAM/DEPARTMENT
EXCLUDES NON-BUDGETED FUNDS 681-686, 801
844, 999
For the Eleven Months Ending May 31, 2015

		PERSONAL		CAPITAL	DEBT/OTHER	TOTAL	FINAL	UNREALIZED
	DESCRIPTION	SERVICES	OPERATING	OUTLAY	COSTS	EXPENSES	AMND BDGT	TOTAL
400	CULTURE AND RECREATIO							
400	CULTURE AND RECREATIO	1,387,885	873,570	165,098	300	2,426,853	2,878,550	451,697
580	Community Beautifica	5,913	7,007	0	0	12,920	22,770	9,850
660	Economic Development	0	125,123	0	0	125,123	195,400	70,277
690	Housing	155,576	1,113,563	0	0	1,269,139	1,471,120	201,981
715	Tree Removal/Maint	5,764	0	0	0	5,764	0	<5,764>
870	Planning & Zoning	74,103	14,186	0	0	88,289	99,637	11,348
500	COMMUNITY AND ECONOMI	241,356	1,259,879	0	0	1,501,235	1,788,927	287,692
600	GENERAL GOVERNMENT							
810	City Council	20,655	486	0	0	21,141	25,422	4,281
820	Technical Services	92,709	2,776	0	0	95,485	104,790	9,305
830	Mayor	7,867	451	0	0	8,318	13,872	5,554
831	City Administrator	115,497	2,570	0	0	118,067	152,784	34,717
840	City Clerk	85,337	24,459	0	1,704	111,500	128,984	17,484
850	Finance	408,969	71,541	1,170	4,240	485,920	547,641	61,721
860	Legal	0	75,569	0	0	75,569	90,000	14,431
880	City Hall	17,434	70,570	0	0	88,004	72,620	<15,384>
890	General Government	0	11,882	0	475	12,357	162,024	149,667
891	Data Processing	87,604	26,365	34,368	0	148,337	173,435	25,098
600	GENERAL GOVERNMENT	836,072	286,669	35,538	6,419	1,164,698	1,471,572	306,874
700	BUSINESS TYPE							
180	Flood Control	0	0	0	0	0	30,000	30,000
430	Pool Concessions	11,820	12,722	0	0	24,542	47,837	23,295
440	Swimming Pools	0	0	1,574	0	1,574	0	<1,574>
520	Sewage Treatment	969,710	1,649,995	64,206	573,652	3,257,563	4,356,678	1,099,115
531	Storm Sewer - WPCP	255,008	57,524	192	0	312,724	514,633	201,909
532	Dike Maintenance	14,270	14,803	605	0	29,678	29,084	<594>
533	Storm Sewer - Permit	0	0	0	0	0	8,000	8,000
540	Solid Waste	18,163	11,452	0	23	29,638	30,055	417
590	Sanitary Sewers	213,589	6,591,168	288	1,384,379	8,189,424	6,595,325	<1,594,099>
780	Bus	384,264	211,396	918	0	596,578	764,135	167,557
700	BUSINESS TYPE	1,866,824	8,549,060	67,783	1,958,054	12,441,721	12,375,747	<65,974>
800	DEBT SERVICE							
990	Intragovernmental Se	0	0	0	3,406,183	3,406,183	3,415,195	9,012
800	DEBT SERVICE	0	0	0	3,406,183	3,406,183	3,415,195	9,012
900	CAPITAL PROJECTS							
		0	17,162	0	0	17,162	975,000	957,838

83410
COUNCIL
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CITY OF MARSHALLTOWN
BUDGET REPORT BY PROGRAM/DEPARTMENT
EXCLUDES NON-BUDGETED FUNDS 681-686, 801

3
06/18/15
08:42:00

844, 999

For the Eleven Months Ending May 31, 2015

	DESCRIPTION	PERSONAL SERVICES	OPERATING	CAPITAL OUTLAY	DEBT/OTHER COSTS	TOTAL EXPENSES	FINAL AMND BDGT	UNREALIZED TOTAL
110	Police Administratio	0	94,266	0	0	94,266	25,870	<68,396>
140	Fire Protection	0	7,252	0	0	7,252	5,727	<1,525>
310	Library	0	9,284	10,542	0	19,826	19,825	<1>
410	Parks	0	1,571	0	0	1,571	3,852	2,281
530	Storm Sewer - Engine	0	6,986	7,443	0	14,429	550,000	535,571
580	Community Beautifica	0	4,353	0	0	4,353	4,000	<353>
710	Street Maintenance	0	50,569	0	0	50,569	2,000,000	1,949,431
750	Street Construction	0	1,431,128	1,500	0	1,432,628	1,463,862	31,234
756	Municipal Collector	0	167,677	0	0	167,677	168,755	1,078
770	Airport	0	23,246	0	0	23,246	21,738	<1,508>
900	CAPITAL PROJECTS	0	1,813,494	19,485	0	1,832,979	5,238,629	3,405,650
2014		13,346,309	16,428,805	584,319	5,370,986	35,730,419	42,725,356	6,994,937

COUNCIL PROCEEDINGS
June 22, 2015

The Marshalltown City Council met in regular session on June 22, 2015, at 5:30 PM, in the Council Chambers at City Hall. Mayor Lowrance called the meeting to order and led the Pledge of Allegiance. Present: Gowdy, Greer, Hoop, Lamer, Martin, Schubert, Wirin. Mayor Lowrance thanked Tamra Bowman for serving ten years as communication operator. The council briefly discussed Newton's property demolition and rehabilitation project, and whether a similar program should be funded in Marshalltown. Schubert moved to approve the agenda, second by Greer. Motion approved 7-0.

CONSENT AGENDA:

Lamer moved to approve the Consent Agenda: Approve Council meeting Minutes of June 8, 2015; Approve Bill List in the amount of \$913,848.14; Receipt of List of Purchases and Vertical Public Improvements between \$10,000 and \$35,000 approved by City Administrator (add : Uretek, \$35,046); Receipt of Building Report for May, 2015; Approve April Financials; Resolution 2015-098 Approving the Agreement with Iowa Veterans Home relating to Traffic Control Enforcement for two years through June 30, 2017, \$37,147 annually; Resolution 2015-099 Approving the Agreement with Iowa Veterans Home relating to Fire Protection, FYE 06/30/2016, \$62,569.99, including confined space program; Resolution 2015-100 Authorizing Approval of Memorandum of Agreement with Friends of the Library regarding properties at 110 and 112 W Linn Street, regarding the Lead Hazard Control Program; Resolution 2015-101 Authorizing Approval of the Contract with Mid-Iowa Community Action, Inc., for services related to the administration of the HUD Lead Hazard Control Grant effective May 15, 2015, through November 2, 2017; Resolution 2015-102 Approving Contract and Bond for Construction of the 2015 Mill & Overlay Project 76015004, with Cessford Construction, \$530,711.86; Resolution 2015-103 Approving Contract Change Order #1 for the 2014 Sidewalk Repair Project 76014009, \$9,064.13, Day Construction Services, LLC; Resolution 2015-104 Approving Certificate of Completion and final costs of \$41,169.13, Day Construction Services, LLC, for construction of the for the 2014 Sidewalk Repair Project 76014009; Approve Liquor Licenses: (Pending fire inspection passage); NEW: Hy Vee Party room transfer for wine events at Best Western, one day each month; Mobile Taps beer license for Linn Creek Arts Festival, July 25, 2015; RENEWALS: Zamora Fresh Market, Blue Note Lounge, Liquor and Grocery Depot, Casey's General Store #1303; ; second by Wirin. Consent agenda adopted 7-0.

MOTIONS:

Lamer moved to approve a new beer license for Fourth and July – Midnight Ballroom at Central Iowa Fairgrounds, second by Gowdy. Motion carried 7-0.

REPORTS:

Jenny, Etter, Director of the Marshalltown Central Business District, presented a quarterly report to the council, highlights include developing the final phase of the pedestrian walk, a business improvement program funded by grant, with the goal of getting new businesses to meet the needs of the community, and the future of the farmers market, potential to improve the corner of State Street and 2nd Avenue, and combine efforts of both the Wednesday/Saturday and prior Thursday evening vendors.

Police Chief Tupper reviewed the 2014 Marshalltown Police Department Annual Report, noting an overall consistent year of activity, and thanked staff for their involvement with volunteer organizations.

RESOLUTIONS:

Martin moved to adopt Resolution 2015-105 Approving Agreement with Piper Jaffrey as Placement Agent for Sanitary Loan Agreement, second by Greer. Resolution adopted 7-0.

Wirin moved to adopt Resolution 2015-106 to set a date for public hearing on a sanitary sewer improvement loan agreement in a principal amount not to exceed \$6,000,000, on July 13, 2015, second by Gowdy. Resolution adopted 7-0.

Schubert moved to adopt Resolution 2015-107 Ordering Construction of the 2015 WPCP Concrete Repairs Phase II project 52013017, setting public hearing for July 13, and bids due on July 16, second by Wirin. Resolution adopted 7-0.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open for the Plans, Specifications, form of contract and cost for the 2015 Concrete Repair Project 76015006A. Mayor Lowrance declared the public hearing open. Engineering staff member Bruce Campbell described the project. Council members asked for the cost and a list of the proposed street segments being improved. There were no public comments or written comments received by the clerk. Mayor Lowrance declared the public hearing closed.

Hoop moved to adopt Resolution 2015-108 Approving Plans, Specifications, form of contract and cost for the 2015 Concrete Repair Project 76015006A, second by Gowdy. Resolution adopted 7-0.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open for the Plans, Specifications, form of contract and cost for the 2015 Sidewalk Repair Project 76015007A. Mayor Lowrance declared the public hearing open. Engineering staff member Bruce Campbell described the project, being upgrades to the ADA ramps. There were no public comments or written comments received by the clerk. Mayor Lowrance declared the public hearing closed.

Greer moved to adopt Resolution 2015-109 Approving Plans, Specifications, form of contract and cost for the 2015 Sidewalk Repair Project 76015007A, second by Martin. Resolution adopted 7-0.

COUNCIL PROCEEDINGS
June 22, 2015

PUBLIC HEARING

Mayor Lowrance declared the public hearing open for the proposed vacation, conveyance and transfer of title to property to Fisher Controls International, LLC. Mayor Lowrance declared the public hearing open. Fisher Controls International, LLC, asked to obtain sections of E Nevada and E Boone Street for a building project. There were no public comments or written comments received by the clerk. Mayor Lowrance declared the public hearing closed.

Greer moved to adopt Resolution 2015-110 Adopting Tentative Resolution Providing for the Vacation, Conveyance, and Transfer of Title to the Streets Described from the City of Marshalltown, to Fisher Controls International, LLC and authorizing execution and delivery of a Quit Claim Deed, second by Lamer.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open for the proposed vacation, conveyance and transfer of title of utility easement to DT Retail Properties, LLC. Mayor Lowrance declared the public hearing open. DT Retail Properties, LLC, desires to relocate existing utilities to accommodate their building plan. This property is at the intersection of South Center Street and East Southridge Rd. There were no public comments or written comments received by the clerk. Mayor Lowrance declared the public hearing closed.

Lamer moved to adopt Resolution 2015-111 Adopting Tentative Resolution Providing for the Vacation, Conveyance and Transfer of title of Utility Easement to the Property Described from the City of Marshalltown, to DT Retail Properties, LLC., and authorizing execution and delivery of a termination of utility easement and Quit Claim Deed, second by Wirin. Resolution adopted 7-0.

FUTURE AGENDA ITEMS DISCUSSION:

The council discussed the following items to be addressed at a future meeting: 2015 Concrete Repair Project 76015006, bids due June 25, Accept Bid and Award Contract July 13; 2015 Sidewalk Repair Project 76015007, bids due June 25, Accept Bid and Award Contract July 13; WPCP Concrete Repair project, public hearing on plans & specifications July 13, bids due July 16, Accept Bid and Award Contract July 27; Iowa Department of Transportation Supplemental Agreements for street maintenance of Highway 14 and Iowa Veterans Home, FYE 6/30/2016, \$40,340.00 and \$567.00, respectively; Iowa River Interceptor project 59011019, Change Order #3, reducing Retainage amount from 5% to 0.5%, S.M. Hentges & Sons Inc; Capital Improvement Plan reallocation, Parks & Recreation and Fire Department; Development of a Request for Qualification, Public Safety buildings; May Financial reports.

ADJOURNMENT

The meeting adjourned at 7:21 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
JUNE 22, 2015, 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 Awards
Tamra Bowman, 10 years

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 June 8, 2015.
2. Approve Bill List in the amount of \$913,848.14
3. Receipt of List of Purchases and Vertical Public Improvements between \$10,000 and \$35,000 approved by City Administrator (add : Uretak, \$35,046)
4. Receipt of Building Report for May, 2015.
5. Approve April Financials
6. Resolution 2015-098 Approving the Agreement with Iowa Veterans Home relating to Traffic Control Enforcement for two years through June 30, 2017, \$37,147 annually.
7. Resolution 2015-099 Approving the Agreement with Iowa Veterans Home relating to Fire Protection, FYE 06/30/2015, \$62,569.99, including confined space program.
8. Resolution 2015-100 Authorizing Approval of Memorandum of Agreement with Friends of the Library regarding properties at 110 and 112 W Linn Street, regarding the Lead Hazard Control Program.
9. Resolution 2015-101 Authorizing Approval of the Contract with Mid-Iowa Community Action, Inc., for services related to the administration of the HUD Lead Hazard Control Grant effective May 15, 2015, through November 2, 2017.
10. Resolution 2015-102 Approving Contract and Bond for Construction of the 2015 Mill & Overlay Project 76015004, with Cessford Construction, \$530,711.86
11. Resolution 2015-103 Approving Contract Change Order #1 for the 2014 Sidewalk Repair Project 76014009, \$9,064.13, Day Construction Services, LLC.
12. Resolution 2015-104 Approving Certificate of Completion and final costs of \$41,169.13, Day Construction Services, LLC, for construction of the for the 2014 Sidewalk Repair Project 76014009.
13. Approve Liquor Licenses: (Pending fire inspection passage)

NEW: Hy Vee Party room transfer for wine events at Best Western, one day each month; Mobile Taps beer license for Linn Creek Arts Festival, July 25, 2015.

Visit www.ci.marshalltown.ia.us

Please refer to the previous Committee of Whole 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



2012

RENEWALS: Zamora Fresh Market, Blue Note Lounge, Liquor and Grocery Depot, Casey's General Store #1303.

(end of consent agenda items)

MOTIONS:

14. New beer license for Fourth and July – Midnight Ballroom at Central Iowa Fairgrounds

REPORTS:

15. Marshalltown Central Business District Quarterly Update – Jenny Etter, Director.
16. 2014 Marshalltown Police Department Annual Report

RESOLUTIONS:

17. Resolution 2015-105 Approving Agreement with Piper Jaffrey as Placement Agent for Sanitary Loan Agreement.
18. Resolution 2015-106 to set a date for public hearing on a sanitary sewer improvement loan agreement in a principal amount not to exceed \$6,000,000, on July 13, 2015.
19. Resolution 2015-107 Ordering Construction of the 2015 WPCP Concrete Repairs Phase II project 52013017, setting public hearing for July 13, and bids due on July 16.

PUBLIC HEARING

20. Resolution 2015-108 Approving Plans, Specifications, form of contract and cost for the 2015 Concrete Repair Project 76015006A.

PUBLIC HEARING

21. Resolution 2015-109 Approving Plans, Specifications, form of contract and cost for the 2015 Sidewalk Repair Project 76015007A.

PUBLIC HEARING

22. Resolution 2015-110 Adopting Tentative Resolution Providing for the Vacation, Conveyance, and Transfer of Title to the Streets Described from the City of Marshalltown, to Fisher Controls International, LLC and authorizing execution and delivery of a Quit Claim Deed.

PUBLIC HEARING

23. Resolution 2015-111 Adopting Tentative Resolution Providing for the Vacation, Conveyance and Transfer of title of Utility Easement to the Property Described from the City of Marshalltown, to DT Retail Properties, LLC., and authorizing execution and delivery of a termination of utility easement and Quit Claim Deed.

DISCUSSION: Next agenda in process

1. 2015 Concrete Repair Project 76015006, bids due June 25, Accept Bid and Award Contract July 13.
2. 2015 Sidewalk Repair Project 76015007, bids due June 25, Accept Bid and Award Contract July 13.
3. WPCP Concrete Repair project, public hearing on plans & specifications July 13, bids due July 16, Accept Bid and Award Contract July 27.
4. Iowa Department of Transportation Supplemental Agreements for street maintenance of Highway 14 and Iowa Veterans Home, FYE 6/30/2016, \$40,340.00 and \$567.00, respectively.
5. Iowa River Interceptor project 59011019, Change Order #3, reducing Retainage amount from 5% to 0.5%, S.M. Hentges & Sons Inc.
6. Capital Improvement Plan reallocation, Parks & Recreation and Fire Department.
7. Development of a Request for Qualification, Public Safety buildings.
8. May Financial reports

PUBLIC COMMENTS:

ADJOURNMENT:

Visit www.ci.marshalltown.ia.us

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Marshalltown



2012

COUNCIL PROCEEDINGS

June 8, 2015

The Marshalltown City Council met in regular session on June 8, 2015, at 5:30 PM, in the Council Chambers at City Hall. Mayor Lowrance called the meeting to order and led the Pledge of Allegiance. Police Chief Tupper thanked the community for supporting the car safety seat and food drive events. Mayor Lowrance thanked the fire department for helping install flags at Riverside Cemetery over the Memorial Day weekend. Present: Gowdy, Greer, Hoop, Lamer, Martin, Schubert, Wirin. Schubert moved to approve the agenda, second by Greer. Motion approved 7-0.

CONSENT AGENDA:

Lamer moved to approve the Consent Agenda: Approve Council meeting Minutes of May 26, 2015; Approve Bill List in the amount of \$5,705,317.35; Approve Marked Police Vehicle Purchase, FY 2015-2016; Receipt of List of Purchases and Vertical Public Improvements between \$10,000 and \$35,000 approved by City Administrator (add Police Janitorial Contract and Sewer Department Truck); Receipt of Civil Service New Hire List, police entrance, valid through 6/2/2016; Resolution 2015-087 Ordering Construction 2015 Sidewalk Repair Project 76015007, plans and specifications hearing June 22, bids due June 25; Resolution 2015-088 Approving Sanitary Sewer Televising Project 59015011 – Engineering Services Agreement, Fox Engineering, \$33,200; Resolution 2015-089 Approving South 18th Avenue Improvements 76015011 – Engineering Services Agreement, Clapsaddle-Garber Associates, \$18,981. Funded 50% by Iowa DOT Rise Grant and Menards; Resolution 2015-090 Approving Sanitary Sewer Rate Study project 52012006– Engineering Services Agreement, Stanley Consultants, \$20,900; Resolution 2015-091 Approving Stormwater Utility Rate Study project 29112001 – Engineering Services Agreement, Stanley Consultants, \$19,000; Resolution 2015-092 Accepting Bid and Authorizing the Award of Contract for the 2015 Mill and Overlay Project 76015004; Revision to Tentative Resolution 2015-077 Providing for the Vacation, Conveyance, and Transfer of the Streets herein described to Fisher Controls, International, LLC, regarding part of East Boone Street between South 1st Avenue and South 2nd Avenue and part of East Nevada Street east of S. Center Street to 1st Avenue and pedestrian passage over Parcel “J”, all as described in the Quit Claim Deed, set public hearing on June 22; Revision to Tentative Resolution 2015-078 Adopting Tentative Resolution Set hearing on DT Retail Properties, LLC, vacation of public utility easement, set public hearing for June 22; Revision to Resolution 2015-081 Ordering Construction of the 2015 Concrete Repair Project 76015006, setting public hearing for June 22 and bids due on June 25; Revision to Resolution 2015-061 Approving Application for State and Federal Transit Assistance for Marshalltown Municipal Transit, in the amount of \$202,561; Approve Liquor Licenses: (Pending fire inspection passage) NEW: The Spot – Outdoor Service application for June 13 event; Estrella Grocery Store liquor license, Class C Beer, 101 W Main Street; Midnight Ballroom, Transfer Request to Central Iowa Fairgrounds, June 20, 21, 28, July 5, 25, 26, August 1, 2, 8, 9, 15, 16, 22, 23, 29, 30 Sept. 5, 6, 13, 19, 20; second by Wirin. Consent agenda adopted 7-0.

MOTIONS:

Wirin moved to approve the liquor license for EastSide Market – Alcohol License application returned to City Council to correct omission of history not included on the State’s DCI background check, 1116 E Nevada Street, second by Schubert. Motion carried 4-3, with Hoop, Lamer and Martin dissenting.

REPORTS:

Kenn Vinson, representing Alliant, updated the council on the project construction on 18th Avenue.

RESOLUTIONS:

Lamer moved to adopt Resolution 2015-093 REJECTING Contract WPCP Concrete Repair Phase II Project 520130017 – Award Contract, Hay Construction, \$231,662.50, second by Wirin. The contract will be re-bid with a 110 day construction schedule. Resolution adopted 7-0.

Schubert moved to adopt Resolution 2015-094 Authorizing Acceptance of a Bid from Scott Safety / Feld Fire in the amount of \$157,770 for the purpose of replacing Fire Department Self-Contained Breathing Apparatus (SCBA), funded by grant, second by Gowdy. Resolution adopted 7-0.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open for the 2015 Urban Renewal Plan Amendment for the Marshalltown Urban Renewal Area No 3, relating to the expansion of a commercial facility owned by Theisen’s, Inc. The consultation hearing was held with no attendance by other taxing agencies and no comments were received for consideration. The commercial facility is located on Iowa Avenue West. There were no public comments or written comments received by the clerk. Mayor Lowrance declared the public hearing closed.

Lamer moved to adopt Resolution 2015-095 Approving 2015 Urban Renewal Plan Amendment for the Marshalltown Urban Renewal Area No 3, relating to the expansion of a commercial facility owned by Theisen’s Inc, second by Greer. Resolution adopted 7-0.

PUBLIC HEARING

Mayor Lowrance declared the public hearing open regarding the Development Agreement with Theisens, Inc., for the expansion of the commercial facility, with a six year rebate of taxes at fifty percent, not to exceed \$140,000. The development agreement is still being negotiated, with the increased number of jobs to the facility in discussion. There were no public comments or written comments received by the clerk. Mayor Lowrance declared the public hearing closed.

1200

Purchases between \$10,000 & \$35,000
and Vertical Public Improvements (*) Below \$36,000
Approved by City Administrator
For Informational Purposes Only

* Vertical Public Improvements means buildings, all appurtenant structures, utilities, incidental street improvements including sidewalks, site development features, recreational trails, and parking facilities.
Vertical infrastructure does not include any work constructed in conjunction with or ancillary to highway, street, bridge or culvert projects, including but not limited to utilities and sidewalks.
As defined in Iowa Administrative Code Chapter 180 section 761-180.3(314) definitions

Date	Vendor	Type or Description	Fund / Funds	Dollar Amount	Reported Date
5/16/15	Urettek	Polymer deep injection, Bailey Drive	Road Use Tax	\$35,046	6/22/2015



May 16, 2015

Justin Nickel, P.E.
City of Marshalltown, Iowa
641-750-5929(c)
jnickel@ci.marshalltown.ia.us

URETEK USA, Inc. is pleased to present this proposal to the City of Marshalltown, IA to fill voids and repair foundation soils.

PROBLEM:

Voids have developed under Bailey Drive and have been identified by GPR and visual inspection.

This problem can be addressed by utilizing the URETEK Deep Injection (UDI) process to stabilize the soils and fill voids in the project location.

ESTIMATED SCOPE OF WORK:

Estimated injection scope is roughly 1,000 sq. ft. of voids under Bailey Drive as per the GPRS Report Dated 12/19/2014.

PROPOSED SOLUTION:

URETEK USA will use the patented URETEK Deep Injection (UDI) process and our URETEK 486 STAR polymer to stabilize the soils under the roadway.

URETEK USA will perform the following operations:

1. Profile all lanes of roadway.
2. Execute Dynamic Cone Penetrometer (DCP) tests for each work area to assess pre-injection soil conditions and design the injection plan.
3. Drill injection holes on 4' centers, install injection tubes at -2'.
4. Adjacent holes will be left open during injection as exit ports to allow for water to escape from under the roadway.
5. Inject the highly expansive, high strength, lightweight, water-resistant URETEK 486 STAR polymer through the tubes and into the soils beneath the base to fill the voids & stabilize the soils. Injection will continue until 1mm of movement is detected at the surface of the roadway confirming adequate soil stabilization. Injections will continue if lift is necessary. Since this polymer is water-resistant, it can be injected into wet soil conditions without compromising the integrity of the polymer.
6. Drill out the top 2" of grout injection holes and fill with a non-shrink cementitious grout.
7. Perform final profile of all lanes of roadway for warranty purposes.

PROPOSED COST:

URETEK USA is pleased to quote on repairs to the affected soils.

Estimated 5,400 pounds of polymer @ \$6.49 per pound.....	\$ 35,046
Mobilization.....	\$ waived
Total.....	\$ 35,046

Client will only be invoiced for actual material used.**SCHEDULE:**

Schedule will be discussed between the URETEK USA operations manager and client after all paperwork is in order.

Due to the water-resistant nature of the URETEK 486 STAR material, URETEK USA crews can continue to work and inject the material in the rain. We would stop the project if lightning or rain poses a safety threat to our workers or to the traveling public.

Traffic may be returned to the lane we work in 15 minutes after our last injection.

ITEMS NOT INCLUDED IN QUOTE:

joint/crack sealing - bonding - traffic control - milling of existing asphalt wedges (if required)

WARRANTY:

URETEK USA will provide a two-year unconditional warranty against settlement of more than 1/4" of the injected areas. The only exception to the warranty is if DCP test reveals problems deeper than -4' and the client chooses not to address those problems at this time. In the unlikely event that movement of more than 1/4" in the injected areas occurs, URETEK USA will return to inject the affected area to lift to proper grade at no charge to the owner.

SAFETY:

Safety – Our people are our most important asset and safety is our top concern. URETEK USA has an impressive safety record. URETEK USA has an extensive safety manual directly pertaining to our polyurethane injection process. URETEK USA has employed an industrial hygienist company to produce a safety report on our production unit, process, and personnel. The report clearly shows on-site safety procedures in using and handling the process chemicals and equipment. The report is available upon request.

INSURANCE:

URETEK USA has insurance in excess of any requirements client may have.

Sincerely,

Kevin Stumpff
Iowa Project Manager
URETEK USA, Inc.

cc: Mike Vinton – Vice President of Sales, URETEK USA, Inc.
cc: Edward Hibbard – Central & Northwestern US Sales Manager
cc: Craig Stumpff – Iowa Project Manager

BUILDING REPORT FOR THE MONTH OF MAY 2015



PERMIT NUMBER	OWNER OF IMPROVEMENT	LOCATION OF IMPROVEMENT	TYPE OF IMPROVEMENT	NEW DWELLING	ALTER DWELLING	MINOR BUILDING	MISC. IMPROVEMENT	FEE
24037	Jillissa Handorf	1215 Rolling Meadows	New Garage			\$10,000		\$181
24038	Bob Nay	105 South 6th Avenue	Demolish Garage					\$25
24039	Bob Nay	105 South 6th Avenue	New Garage			\$8,000		\$153
24040	Steve Irvine	410 North 16th Street	Alter Dwelling/Garage		\$10,000			\$181
24041	David Rodriguez	309 South 3rd Street	Alter Dwelling		\$16,000			\$265
24042	Charles Manis	506 West Main Street	Alter Dwelling		\$6,000			\$125
24043	Marshall Town Center IO, LLC	2500 South Center St.	Alter Building				\$250,000	\$1,894
24044	JBS USA LLC	409 North 10th Avenue	New Building				\$90,000	\$924
24045	Dan Eilers	11 W. Meadow Lane	Alter Dwelling		\$30,000			\$442
24046	Carlos Maravilla	207 North 6th Street	Alter Dwelling/Garage		\$9,000			\$167
24047	Raul Perez	210 South 5th Avenue	Alter Dwelling		\$11,000			\$195
24048	Bill Close	1105 West Church St.	Demolish Garage					\$25
24049	Bill Close	1105 West Church St.	New Garage			\$9,000		\$167
24050	Venancio Saravia	707 Lee Street	Alter Dwelling		\$3,000			\$83
24051	Barney Halverson	1006 South Center St.	Alter Dwelling		\$3,000			\$83
24052	Ed Paone	2211 Governor Road	New Garage			\$26,000		\$402
24053	Dianne Thomas	306 North 13th Avenue	New Shed			\$2,000		\$69
24054	Lenny Reeder	3001 Nelson Road	Alter Dwelling		\$13,000			\$223
24055	Brian McCarthy	1914 Knollwood Drive	Alter Dwelling		\$210,000			\$1,654
24056	Brad Carl	1607 South 12th Ave.	New Shed			\$5,000		\$111
24057	Marshalltown Family Dentistry	101 W. Southridge Rd.	New Building				\$800,000	\$4,734
24058	Mark Shaffer	1002 Highland Acres Rd	Alter Dwelling		\$5,000			\$111
TOTALS:				\$0	\$316,000	\$60,000	\$1,140,000	\$12,214
TOTAL IMPROVEMENT AMOUNT:				\$1,516,000				
				Units	Permits	Permits	Permits	Demo Permits
# OF PERMITS:				0	0	11	6	3
								2

Scott A. Riemenschneider
 Scott A. Riemenschneider, Chief Building Official



City of
Marshalltown

Building Division Improvement Value & Fee Summary - May 2015

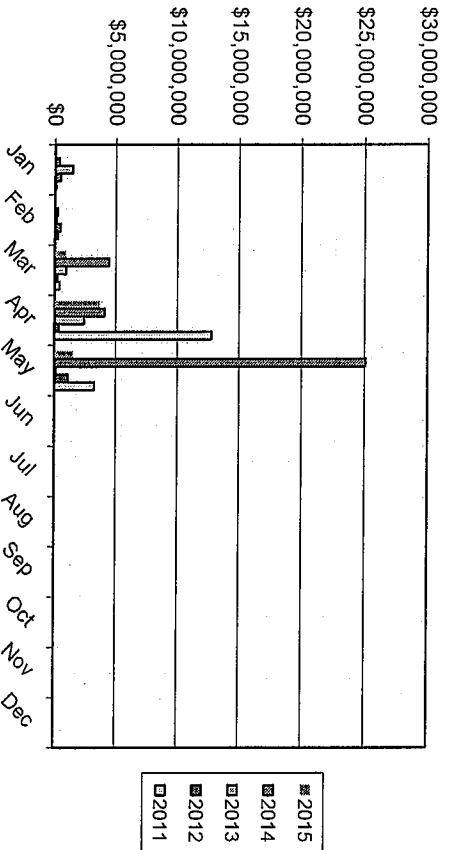
Total Improvement Value Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2015	\$0	\$57,000	\$941,000	\$3,671,000	\$1,516,000								\$6,185,000
2014	\$311,000	\$206,000	\$4,457,000	\$4,101,000	\$25,076,000								\$34,151,000
2013	\$1,470,000	\$101,000	\$953,000	\$2,413,000	\$91,000								\$5,028,000
2012	\$489,000	\$449,000	\$178,000	\$292,000	\$1,105,000								\$2,513,000
2011	\$30,000	\$211,000	\$382,000	\$12,768,000	\$3,274,000								\$16,665,000

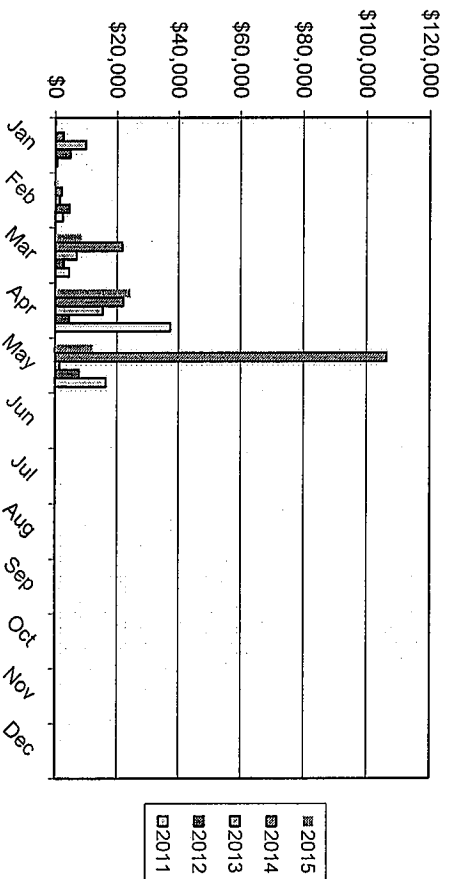
Total Fees Received Comparison

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2015	\$0	\$762	\$8,610	\$24,464	\$12,214								\$46,050
2014	\$2,414	\$1,980	\$21,811	\$22,054	\$106,382								\$154,641
2013	\$9,824	\$1,416	\$7,030	\$15,486	\$1,408								\$35,164
2012	\$4,789	\$4,470	\$2,640	\$4,259	\$7,811								\$23,969
2011	\$593	\$2,266	\$4,377	\$37,412	\$16,471								\$61,119

Total Improvement Value Comparison



Total Fees Received Comparison



Daw

2015-__

RESOLUTION APPROVING THE RENEWAL OF AGREEMENT BY AND BETWEEN THE CITY OF MARSHALLTOWN, IOWA AND THE STATE OF IOWA, IOWA VETERANS HOME, RELATING TO POLICE PROTECTION AT THE IOWA VETERANS HOME, MARSHALLTOWN, IOWA, FOR TWO FISCAL YEARS BEGINNING JULY 1, 2015, AND ENDING JUNE 30, 2017.

WHEREAS there is herewith submitted to the City Council of Marshalltown, Iowa, a proposed renewal Agreement by and between the City of Marshalltown and the State of Iowa, Iowa Veterans Home, Marshalltown, Iowa, relating to police protection at the Iowa Veterans Home for fiscal year 2013-2014; and

WHEREAS the previous agreement was filed with the Secretary of State as file number M507113; and

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

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

Section 1. That the agreed renewal Agreement by and between the City of Marshalltown, Iowa and the State of Iowa, Iowa Veterans Home, Marshalltown, Iowa, for police protection at the Iowa Veterans Home for two fiscal years, beginning July 1, 2015, and ending June 30, 2017, is hereby approved in all respects and particulars.

Section 2. The Mayor and City Clerk are hereby authorized and directed to sign said renewal Agreement on behalf of the City of Marshalltown.

Passed this 22nd day of June, 2015, and signed this ____ day of June, 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

**AGREEMENT FOR LAW ENFORCEMENT SERVICES
AT THE IOWA VETERANS HOME
1301 SUMMIT STREET
MARSHALLTOWN, IOWA**

This Agreement made and entered into this _____ day of _____, 2015, (the "Agreement") by and between the City of Marshall, Iowa (Marshalltown) and the State of Iowa, WITNESSED:

WHEREAS, the State of Iowa oversees the operation of the Iowa Veterans Home (IVH) at Marshalltown, Iowa, and

WHEREAS, the State of Iowa and the IVH desire that the City of Marshalltown provide law enforcement services to include but not limited by police patrols, enforcement of traffic, parking and criminal laws and assistance with training, safety drills, and public safety preparedness as deemed necessary by IVH and police department management on the IVH grounds, and

WHEREAS, the City of Marshalltown is willing to provide law enforcement services at the IVH on the terms and conditions herein set forth.

THEREFORE, IN CONSIDERATION of the recitals, representations, covenants, and Agreement set forth herein, the parties hereby represent, covenant and agree as follows:

1. Description of law enforcement services to be provided. The City of Marshalltown, through utilization of its Police Department, shall provide law enforcement services to include but not be limited by police patrols, enforcement of traffic, parking and criminal laws and assistance with training, safety drills, and public safety preparedness as deemed necessary by IVH and police department management.
2. Fee. The State of Iowa shall pay to Marshalltown an annual fee in the amount of \$37,147 for a period of two fiscal years beginning July 1, 2015, and ending June 30, 2017, for law enforcement services provided pursuant to

this contract. This annual fee shall be due and payable on July 1, of each Fiscal Year, payable to the Office of the City Clerk, Marshalltown, Iowa.

3. Adjustment of Fee. The annual fee owed to Marshalltown by IVH shall not be adjusted during the term of this Agreement.
4. Street Names. The IVH shall name each of the streets on the site. Signs identifying the streets shall be erected and maintained by IVH. A map showing the identification of each street shall be provided to the Marshalltown Police Chief.
5. Maintenance of Signs. The IVH shall obtain, install, and maintain all signs necessary for the enforcement of traffic, parking, and fire lane laws, and said signs shall conform and be installed in accordance with the Manual of Uniform Traffic Control Devices.
6. Duration. Law enforcement, under the terms of this Agreement shall continue for two fiscal years from July 1, 2015 and ending June 30, 2017, unless terminated by any party by giving a 30-day written notice of termination. In the event of termination the annual fee shall be prorated for each month of enforcement provided by Marshalltown. The terms and conditions of this contract shall automatically renew on an annual basis unless one of the parties notifies the other by written notice 30 days prior to the ending date of this Agreement that said party wishes to modify or terminate the terms and conditions of this Agreement.
7. Indemnification. The State of Iowa shall indemnify, save harmless, and defend Marshalltown, its agents, and employees from and against any and all liability, claims, demands, damages, expenses, fees, costs, suits, proceedings, or causes of action of any kind and nature attributed to any negligence on the part of the State of Iowa or attributed to failure by the State of Iowa to perform under the terms of this contract.

8. Notice. Any notice, demand, or communication to be given pursuant to this Agreement shall be in writing and mailed by certified mail, postage prepaid and properly addressed to the parties as follows:

City of Marshalltown
City Clerk
24 North Center Street
Marshalltown, IA 50158

State of Iowa
IVH Commandant
1301 Summit Street
Marshalltown, IA 50158-5485

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

CITY OF MARSHALLTOWN

James L. Lowrance, Mayor

ATTEST:

Shari Coughenour, City Clerk

STATE OF IOWA

Jodi S. Dymeson, Commandant
Iowa Veterans Home

Row

#2015-

RESOLUTION APPROVING THE RENEWAL OF 28E AGREEMENT BY AND
BETWEEN THE CITY OF MARSHALLTOWN, IOWA AND THE STATE OF IOWA,
IOWA VETERANS HOME, RELATING TO FIRE PROTECTION AT THE IOWA
VETERANS HOME, MARSHALLTOWN, IOWA,
FOR FISCAL YEAR ENDING JUNE 30, 2015.

WHEREAS there is herewith submitted to the City Council of Marshalltown, Iowa, a proposed renewal Agreement by and between the City of Marshalltown and the State of Iowa, Iowa Veterans Home, Marshalltown, Iowa, relating to fire protection at the Iowa Veterans Home for fiscal year 2015-2016; and

Whereas the previous memorandum of agreement was filed with the Secretary of State, numbered M507114; and

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

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

Section 1. That the agreed renewal Agreement by and between the City of Marshalltown, Iowa and the State of Iowa, Iowa Veterans Home, Marshalltown, Iowa, for fire protection at the Iowa Veterans Home for fiscal year ending June 30, 2016, is hereby approved in all respects and particulars.

Section 2. The Mayor and City Clerk are hereby authorized and directed to sign said renewal Agreement on behalf of the City of Marshalltown.

Passed this 22nd day of June, 2015, and signed this __ day of June, 2014.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Marshalltown Fire Department
David Rierson, Fire Chief
107 South First Avenue
Marshalltown, IA 50158
Tel - (641) 754-5751
Fax - (641) 754-5722

May 29, 2015

Commandant Jodi Tymeson
Iowa Veterans Home
1301 Summit Street
Marshalltown, IA. 50158

RE: Fire Protection Contract Renewal FY 2015 – 2016

Commandant Tymeson,

Per our correspondence, the following figures were used to determine the fire protection renewal fee for FY 2015 – 2016 between the Iowa Veterans Home and the City of Marshalltown:

Population: 27,552 (2010 Census)

FY 2015 – 2016 Department Budget: \$2,939,630

FORMULA: FIRE PROTECTION AND SERVICES

Per Capita Cost: $\frac{2,939,630 \text{ (Budget)}}{27,552 \text{ (Population)}}$ = \$106.69 per capita

Contract Fee: \$106.69 (per capita) x 571 (average daily census) = \$60,911.99

Confined Space Retainer: \$1,650

Annual retainer providing usage of Marshalltown Fire Department as designated Confined Space Rescue Service under IVH Confined Space Program.

Total Amount Due: \$ 62,569.99

Acceptance:

Jodi S. Tymeson
Commandant - IVH

Date 06-02-2015

David Rierson
David Rierson – Fire Chief

Date 05-29-15

Raw

**RESOLUTION AUTHORIZING APPROVAL OF MEMORANDUM OF AGREEMENT
BETWEEN THE CITY OF MARSHALLTOWN ON BEHALF OF THE LEAD HAZARD
CONTROL PROGRAM AND THE FRIENDS OF THE LIBRARY REGARDING PROPERTIES
AT 110 AND 112 W. LINN STREET, MARSHALLTOWN, IOWA**

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

WHEREAS the Marshalltown Housing & Community Development Department is administering a HUD Lead Hazard Control Program which requires occupant relocation during construction; and

WHEREAS the Friends of the Library have agreed to allow use of the property at 110 and 112 W. Linn Street, Marshalltown, Iowa, under the conditions set forth in the attached agreement.

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

Section 1. The City of Marshalltown, Iowa authorizes approval of the attached Memorandum of Agreement by and between the City and the Friends of the Library.

Section 2. Attached hereto is said agreement, which is hereby approved and ratified by the Council of the City of Marshalltown, Iowa.

Section 3. This Resolution shall be in full force and effect from and after its passage and adoption as by law required.

Passed this ____ day of _____, 2015, and signed this ____ day of _____ 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



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

Housing/Zoning Department – LHCP – Lead Hazard Control

TO: Randy Wetmore, Mayor and Council
FROM: Joyce R. Brown, Lead Grant Program Manager
DATE: June 2, 2015
RE: Partnerships between The City of Marshalltown and both Mid-Iowa
Community Action, Inc. and the Friends of the Library for administration
of the Lead Hazard Control Program

The Lead Hazard Control program received approval from the U.S. Department of Housing and Urban Development (HUD) to release funds for their fifth Lead Hazard Control Grant in February 2015. The Environmental Review has been completed and all the counties of Hardin, Marshall, Story and Tama and the communities of Ackley, Alden, Eldora, Hubbard, Iowa Falls, Owasa, Radcliffe, Steamboat Rock, Union, Whitten, Le Grand, Melbourne, St. Anthony, State Center, Cambridge, McCallsburg, Roland, Garwin, Gladbrook, Tama, Toledo and Traer have agreed and work is under way.

In the past grant, the City partnered with Mid-Iowa Community Action, Inc. to administer the outreach, education and case management pieces of the program as well as the blood-lead testing and data base entry of those children who have been lead poisoned. We feel very fortunate that they have agreed to continue our partnership throughout this new grant period of May 15, 2015 through November 2, 2017.

In addition to MICA, the City also worked with the Friends of the Library during the past grant. They too have agreed to enter into another Memorandum of Agreement for the use of the two homes on library property, 110 and 112 W. Linn Street, for relocation purposes. This kind of in-kind collaboration greatly reduces the amount of money spent on relocation activities that can then be funded in other areas. It also helps us in the application process to be able to show match dollars.

We are asking to please be place for discussion at the June 8, 2015 Council meeting.

Joyce R. Brown
Lead Grant Program Manager
(641) 754-6583
jbrown@ci.marshalltown.ia.us

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

Marshalltown



Memorandum of Agreement

This memorandum details an agreement between the City of Marshalltown (the "City") and Friends of the Marshalltown, Iowa Public Library, Inc. ("FOL"), to implement the City's renewed lead based paint abatement project utilizing the properties at 110 and 112 W. Linn Street on or after May 30, 2015, for a period of thirty (30) months, ending November 30, 2017, subject to appropriate and necessary resolutions, ordinances, and legal contracts.

FOL is a not-for-profit 501 (c)(3) corporation established in 1997. The mission of FOL is to support and promote the programs, resources, and services of the Marshalltown Public Library. FOL solicits gifts, endowments, and bequests for the benefit of the library. FOL is supportive of the City in implementing the new lead abatement project.

The City and FOL propose that FOL will allow the City to use the properties at 110 and 112 W. Linn for the term of the agreement for the purpose of housing homeowners and tenants as part of the lead abatement program operated by the City. Occupants of the property will be participants in good standing in the lead abatement program and will only occupy the property during the relocation period of their assistance. For this use, the City will provide the following consideration to offset FOL income from sale and debt service or rental for the term of the agreement:

The City will attest that the residences at 110 and 112 W. Linn Street meet all the requirements of the City's rental housing code, and that all mechanical systems are in working and satisfactory order as acknowledged by the City.

The City will utilize Federal funding under the HUD Lead Hazard Control Program to remediate any lead hazards identified through a lead inspection. The property will be made "lead safe" as of a specific date of clearance. FOL will receive a copy of all reports and documents associated with the lead hazard control program and will be responsible for disclosure of lead based paint activity following the term of the agreement.

The City will carry appropriate property and liability insurance and reimburse the FOL for any premiums paid for the term of the agreement and hold FOL harmless from and against any and all claims which may be asserted against it with respect to events occurring at the premises during the term of this agreement.

The City is responsible for renter's coverage, routine safety checks, and routine property maintenance including cleaning, electrical, plumbing, heating and cooling system repairs, lawn care, and snow removal. The City is responsible for all utilities during the duration of this agreement. The City will be responsible for any property taxes during the term of the agreement.

The City considers their use of the residences at 110 and 112 W. Linn Street as an in-kind match amount from FOL with a value of \$807 per month based on the Housing Authority established Payment Standard for rent in Marshall County.

Termination of agreement may be made at any time by either party for any reason with a thirty (30) day written notice. Should the City have an occupant residing in the safe house at the time the thirty (30) day notice is given, the family shall in no way be caused to vacate the safe house until such time that their own house is deemed lead safe and cleared for return.

The City and its program participants shall at all times occupy the property in a peaceable and legal manner.

The City shall use the property for the lead abatement program as provided herein and for no other purpose.

Agreed to by the City and FOL on _____, 2015.

City of Marshalltown

Mayor James L. Lowance

Friends of the Marshalltown Iowa Public Library, Inc.

David Giese
President David Giese

Row

**RESOLUTION AUTHORIZING APPROVAL OF THE CONTRACT BETWEEN THE CITY OF
MARSHALLTOWN AND MID-IOWA COMMUNITY ACTION, INC. FOR SERVICES
RELATED TO THE ADMINISTRATION OF THE HUD LEAD HAZARD CONTROL GRANT
EFFECTIVE MAY 15, 2015 THROUGH NOVEMBER 2, 2017**

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

WHEREAS the City of Marshalltown Housing & Community Development Department is administering a HUD Lead Hazard Control Program which requires the education, outreach, case management, blood-lead testing and other services for program applicants for the duration of the grant; and

WHEREAS Mid-Iowa Community Action, Inc. has agreed to provide these services under the conditions set forth in the attached contract.

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

Section 1. The City of Marshalltown, Iowa authorizes approval of the attached contract by and between the City and Mid-Iowa Community Action, Inc.

Section 2. Attached hereto is said contract, which is hereby approved and ratified by the Council of the City of Marshalltown, Iowa.

Section 3. This Resolution shall be in full force and effect from and after its passage and adoption as by law required.

Passed this ____ day of _____, 2015, and signed this ____ day of _____ 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

**CONTRACT BY AND BETWEEN CITY OF MARSHALLTOWN AND MID-IOWA
COMMUNITY ACTION, INC. FOR SERVICES RELATED TO THE
ADMINISTRATION OF THE HUD LEAD HAZARD CONTROL GRANT
EFFECTIVE**

MAY 15, 2015 THROUGH NOVEMBER 02, 2017

CONTRACT NUMBER: IALHB0587-14

Section 1

• **Identification of Parties and Effective Date**

This Contract was entered into by and between the City of Marshalltown (the City) and Mid-Iowa Community Action, Inc. (MICA) (the Contractor) the ____ day of May, 2015, for the length of the contract as provided in Section 3.

Section 2

• **Description of Work and Services**

The Contractor shall provide all of the following services and support in conjunction with the City of Marshalltown Lead Hazard Control Program:

1. Education

- a. Develop and coordinate efforts to inform and educate the public, medical service community, and social service agencies about lead hazards and the City of Marshalltown Lead Hazard Control Program; and
- b. Educate parents of lead poisoned children in lead poisoning and prevention techniques and assure parental compliance with the management of each child's elevated blood level.

2. Blood-lead testing

- a. Shall do capillary blood draws and blood-lead screenings as needed for all children under the age of six of each applicant family; and
- b. Coordinate and/or refer for testing of a venous blood-lead in children with capillary levels above 20, or two levels between 14 and 19, identified through application to the City of Marshalltown Lead Hazard Control Program under the following circumstances:
 - 1) If the family does not have medical insurance, or
 - 2) If the family does not have a primary medical provider

3. Case Management

- a. Shall provide follow-up care coordination and coordination of follow-up environmental inspections and environmental case management for lead poisoned children identified through application to the City of Marshalltown Lead Hazard Control Program; and
- b. Shall provide nursing support, medical case management and care coordination of EBL cases identified through application to the City of Marshalltown Lead Hazard Control Program.
- c. Shall meet with families with lead poisoned children and make referrals to the City.

4. Other Services

- a. Shall provide data management, clerical support and billing support for the services described above.

5. Reporting Requirements

- a. The Contractor shall continue to submit a quarterly report to the City for the duration of the grant indicating any outreach/education events held and meetings attended that meet benchmark standards.
- b. The Contractor shall continue to submit a quarterly report to the City for the duration of the grant indicating any matching/in-kind contributions, summary of money spent on labor, materials, or other services as incurred.
- c. The Contractor shall continue to maintain detailed accounting records, which would be available upon request by the City, an independent auditor, or by the U.S. Department of Housing and Urban Development (HUD).

Section 3

- **Term of Contract**

The term of this contract shall be from May 15, 2015 through November 02, 2017.

- **Certificate of Liability Insurance**

The Contractor shall carry and maintain, during the term of this Contract, general liability insurance per occurrence basis with limits of liability no less than \$1,000,000 per occurrence for Bodily and Property Damage.

The Contractor will defend, indemnify and hold harmless the City, its Officers, commissioners, and employees from liability and claims for damages because of bodily injury, death, and property damage or loss and expense arising from any of the Contractors actions under this Contract.

- **Certificate of Workers Compensation**

The Contractor shall carry and maintain, during the term of this Contract, worker's compensation and employers liability insurance meeting the requirement of Iowa Workers Compensation Law on the Contractor's employees carrying out the work involved in this Contract.

- **Fee for services**

The Contractor will bill the City for reimbursement of funds spent as they occur and at the approval of the City as an eligible expense and pending budget availability. The agreed to budget for federal dollars is \$34,454.00 for the term of the agreement. This is an average of \$1148.00 per month for a period of 30 months. Pending available funds and HUD approval; if fees exceed \$34,454.00, additional fees may be approved.

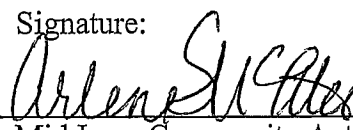
Any matching funds will be documented in the quarterly report that will be submitted by the Contractor to the City. The agreed to matching dollar is \$222,876.00. This is an average of \$7,429.00 per month for a period of 30 months.

The Contractor understands that this contract may be terminated by the City immediately for non-compliance or withdrawal of funding from the U.S. Department of Housing and Urban Development.

Signature: _____

James L. Lowrance, Mayor
City of Marshalltown

Signature: _____


Mid Iowa Community Action, Inc.
Executive Director, Arlene McAtee

Attest: _____

Shari Coughenour, City Clerk

Row

RESOLUTION APPROVING CONTRACT AND BOND FOR CONSTRUCTION OF THE
2015 MILL AND OVERLAY PROJECT IN THE CITY OF MARSHALLTOWN, IOWA,
BEING PROJECT NO. 76015004 IN THE AMOUNT OF \$530,711.86

WHEREAS the City of Marshalltown, Iowa, did by resolution duly adopted by the Council, accept the bid of OMG Midwest, dba Cessford Construction of LeGrand, Iowa, for construction of the 2015 Mill and Overlay Project as required by plans and specifications therefore and in the City of Marshalltown, Iowa, as covered by resolution ordering said construction, and,

WHEREAS the said OMG Midwest dba Cessford Construction, of LeGrand, Iowa, has executed a contract for the construction of said improvement and has filed its construction bond covering the full amount of said improvement with adequate sureties thereon, and that the said contract is now before this Council for final approval.

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

That the contract of OMG Midwest dba Cessford Construction duly executed by said company and the surety bond for the performance of said contract, duly executed by said company, together with the surety, are now filed with the City Clerk for the construction of the public improvement as fully set forth in the plans and specifications for Project No. 76015004, the 2015 Mill and Overlay in the City of Marshalltown, Iowa, and therein specifically described, be and the same are hereby accepted and approved.

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

Passed this 22nd day of June 2015 and signed this ____ day of June 2015.

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

June 2, 2015

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

From: Justin Nickel
Director of Public Works

Re: Award Construction Contract – Cessford Construction for 2015 Mill & Overlay Project (760150004) amount of \$530,711.86.

Policy Issue: City policy requires Governing Body approval of Agreements when consideration exceeds \$36,000.

Recommendation: Staff recommends awarding the construction contract to Cessford for the 2015 Mill & Overlay project for an amount equal to \$530,711.86. The Engineers Estimate of probable cost was \$579,856.20.

Background: Construction includes mill and overlay coat to four areas in Marshalltown. North Center Street from Grant Street to the Iowa River Bridge, West Boone from 9th to 12th Street, South 11th Street from Church Street to Boone, Columbus Drive from Center Street to Crestview Drive, and Blossom Lane north of Thunderbird Drive are all included in this year's program.

Budget Impact: This project will be funded with bond revenues.

Attachment: Agreement.

cc: Randy Wetmore, City Administrator

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



CITY OF MARSHALLTOWN, IOWA
C O N T R A C T

2015 MILL AND OVERLAY PROJECT

PROJECT NO. 76015004

THIS AGREEMENT, made and entered into by and between the City of Marshalltown, Marshall County, Iowa, hereinafter referred to as the "Owner", and OMG Midwest dba, Cessford Construction hereinafter referred to as the "Contractor":

WITNESSETH: That the Contractor for and in consideration of the sum of Five Hundred Thirty Thousand Seven Hundred Eleven and 86/100 (\$530,711.86) Dollars.

Payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the Notice to Bidders, the various items of work as follows:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL BID
1	Pavement Scarification	SY	17,907.0	\$ 2.48	\$ 44,409.36
2	Cleaning and Preparation of Base	MILE	1.5	\$ 11,887.63	\$ 17,831.45
3	HMA Surface Course 1/2" Mix (1,000,000 ESAL, Type A)	TON	3,910.0	\$ 63.14	\$ 246,877.40
4	Asphalt Binder, PG-64-22	TON	235.0	\$ 559.20	\$ 131,412.00
5	Full Depth Patch	SY	150.0	\$ 107.50	\$ 16,125.00
6	Sanitary Sewer Risers	EA	17	\$ 375.00	\$ 6,375.00
7	Manhole Box Out, W/ Wrapid Seal (Reuse Existing Ring & Cover)	EA	17	\$ 2,222.22	\$ 37,777.74
8	Painted Pavement Markings	STA	20.2	\$ 15.56	\$ 314.31
9	Traffic Control	LS	1.0	\$ 9,940.00	\$ 9,940.00
10	Mobilization	LS	1.0	\$ 19,649.60	\$ 19,649.60
Total:					\$ 530,711.86

Said agreement and a true copy of said plans and specifications are now on file in the office of the City Clerk of Marshalltown, Iowa.

That in consideration of the foregoing, the Owner hereby agrees to pay the Contractor promptly and according to the requirements of the specifications the amounts set forth, subject to the conditions as set forth in the specifications and subject to State Law.

That it is mutually understood and agreed by the parties hereto that the Notice to Bidders, Proposal, the Special Provisions, the within Contract, the Contractors Bond and the General and Detailed Plans and the Standard Specifications, City of Marshalltown, are and constitute the basis of Contract between the parties hereto and are by this reference made a part hereof.

Prior to final acceptance of the work the Contractor shall file with the City Clerk a maintenance bond guaranteeing suitable repairs of any defects or failures due to deficiencies in materials or inadequacies in workmanship for a period of four (4) years for street improvements following completion of construction. The bond shall be for a sum equal to the total amount of the project.

That it is further understood and agreed by the parties of this contract that the above work will be completed on **September 30th 2015** that time is the essence of this contract. For each calendar day that any work shall remain uncompleted beyond the substantial completion date specified in the Proposal form, liquidated damages will be assessed according to the following schedule:

Substantial Completion Liquidated Damages	Final Completion Liquidated Damages
\$600.00	\$300.00

The Contractor shall perform all work in a workmanlike manner.

That in the event any surety upon any bond furnished in connection with this contract becomes unacceptable to the Owner, if any such surety shall fail to furnish reports as to his financial condition from time to time as requested by the Owner, the Contractor agrees to furnish promptly such additional security as may be required from time to time to protect the interests of the Owner or of persons supplying labor or materials in the prosecution of the work contemplated by the Contract.

That the Contractor shall not commence any work to be performed under this contract until he has obtained from responsible insurance companies all insurance required, as set forth in the General Clauses and that the Contractor shall maintain this insurance in full force and effect until the work to be performed under this contract has been accepted by the Owner.

It is further understood that any action in court against the Contractor or sureties on his bond, because of damages to property or individuals by said Contractor or his workmen, or because of the violation of any provisions of the specifications, or on account of the failure of said Contractor to fully comply with these provisions, shall be brought in the District Court of the State of Iowa, in and for Marshall County.

The party executing this agreement on behalf of the Contractor warrants that he has the legal authority to execute the same for and on behalf of the Contractor and to bind the Contractor hereto.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the _____ day of _____, _____.

CITY OF MARSHALLTOWN, IOWA

By _____

ATTEST: _____

CONTRACTOR

Zach B.
By Zach Bardsley Construction Manager
2320 Zeller Ave Le Grand IA 50142
Business Address

7200

RESOLUTION APPROVING CONTRACT CHANGE ORDER #1
FOR THE 2014 SIDEWALK REPAIR
PROJECT NUMBER 76014009
AN INCREASE OF \$ 9,064.13

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Day Construction Services of Marshalltown, IA, for the labor and material for the 2014 Sidewalk Repair Project 76014009; and

WHEREAS An increase is requested for adjust for final quantities to successfully complete the project for the 2014 Sidewalk Repair Project in the amount of \$9,064.13.

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

Section1. That the contract Change Order #1 for the 2014 Sidewalk Repair Project 76014009, in the increased amount of \$9,064.13 is hereby accepted and approved.

Passed this 22nd day of June, 2015 and signed this _____ day of _____ 2015.

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

June 2, 2015

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

From: Justin Nickel
Director of Public Works

Re: Prj # 76014009 – Change Order #1 and Statement of Completion – Day Construction Services, LLC for construction services for the 2014 Sidewalk Repair Project in the City of Marshalltown.

Policy Issue: City policy requires Governing Body approval of all Change Orders and Certificates of Completion.

Recommendation: Staff recommends approving Change Order #1 and the Statement of Completion with Day Construction Services, LLC for construction services for the 2014 Sidewalk Repair Project in the City of Marshalltown.

Background: Work was completed to satisfaction with the contract. This Change Order #1 and the Statement of Completion are being recommended for approval.

Budget Impact: The Road Use Tax has sufficient funds included in RUT 206740 for the improvements of this project.

Attachment: Change Order #1 and Statement of Completion

cc: Randy Wetmore, City Administrator

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



CHANGE ORDER

OWNER: CITY OF MARSHALLTOWN, IOWA
DEPARTMENT OF PUBLIC WORKS

CONTRACTOR: Day Construction Services, LLC
1721 Taylor Ave.
Marshalltown, IA 50158

PROJECT: 2014 Sidewalk Repair Project

SUBJECT: CHANGE ORDER #1

PROJECT NUMBER 76014009

DATE: June 1, 2015

You are hereby ordered to make the following changes from the plans or do the following work on your contract for the above referenced project.

A) DESCRIPTION OF CHANGES:

CONTRACT ITEMS:

7001 CONTRACT ITEM 1: Increase Concrete Sidewalk Removals by 187.1 SF
7002 CONTRACT ITEM 2: Increase Sidewalk, 4" PCC by 627.1 SF
7003 CONTRACT ITEM 3: Increase Sidewalk, 6" PCC by 61.3 SF
7004 CONTRACT ITEM 4: Increase Curb and Gutter, 30" PCC, by 7.2 LF
7005 CONTRACT ITEM 5: Increase 8" PCC Street Patch by 14.0 SY

NON-CONTRACT EXRTA WORK ITEMS:

8001 ITEM 1: Close in wall and fill in old coal room under sidewalk.

B) REASON FOR ORDERING CHANGES:

CONTRACT ITEMS:

7001 CONTRACT ITEM 1: Final measured quantity required to complete the project.
7002 CONTRACT ITEM 2: Final measured quantity required to complete the project.
7003 CONTRACT ITEM 3: Final measured quantity required to complete the project.
7004 CONTRACT ITEM 4: Final measured quantity required to complete the project.
7005 CONTRACT ITEM 5: Final measured quantity required to complete the project.

NON-CONTRACT EXRTA WORK ITEMS:

8001 ITEM 1: The sidewalk covering the coal room was deteriorated and needed replacing.

Original Contract Price: \$ 32,105.00
Final Quantity Net Value: \$ 6,114.13
Extra Work Order #1: \$ 2,950.00
New Contract Price: \$ 41,169.13

Receipt is acknowledged of this change order and terms of settlement are hereby agreed to.

CONTRACTOR: Day Construction Services, LLC

CITY ENGR: Gusta Nickel

BY: R B

DATE: 6/4/15

DATE: 6/1/15

PROJECT ENGR: Don M. Goff

DATE: 6/01/15

CITY OF MARSHALLTOWN
PROJECT NO. 76014009
2014 Sidewalk Repair Project

CHANGE ORDER #1

DATE OF THIS ORDER: 6/1/2015

CONTRACTOR: DAY CONSTRUCTION SERVICES, LLC

ORIGINAL CONTRACT AMOUNT: \$32,105.00

ITEM NO.	ITEM	QUANTITY	UNIT	CONTRACT PRICE	COMPLETE TO DATE	DOLLAR AMOUNT
1	Concrete Sidewalk Removals	2,600	SF	\$1.50	2,787.0	\$4,180.50
2	4" PCC Sidewalk, Class C	2,160.0	SF	\$5.50	2,787.0	\$15,328.50
3	6" PCC Sidewalk, Class C	440.0	SF	\$6.25	501.3	\$3,133.13
4	30" Curb & Gutter	295.0	LF	\$35.00	302.2	\$10,577.00
5	8 PCC Street Patch, M4	10.0	SY	\$125.00	24.0	\$3,000.00
6	Adjust Intake Grate	1.0	EACH	\$250.00	1.0	\$250.00
7	Mobilization	1.0	LS	\$1,000.00	1.0	\$1,000.00
8	Traffic Control	1.0	LS	\$750.00	1.0	\$750.00

Total Items 1-8 \$38,219.13

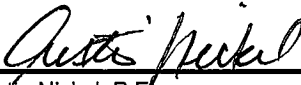
Amount Completed to Date \$38,219.13

Extra Work Order \$ 2,950.00

NEW CONTRACT AMOUNT \$41,169.13



APPROVED BY
CONTRACTOR



Justin Nickel, P.E.
Public Works Director/City Engineer

Raw

RESOLUTION APPROVING CERTIFICATE OF COMPLETION
AND FINAL PROJECT COSTS WITH DAY CONSTRUCTION SERVICES, LLC.
IN THE AMOUNT OF \$41,169.13 FOR CONSTRUCTION OF THE
2014 SIDEWALK REPAIR PROJECT IN THE CITY OF
MARSHALLTOWN, IOWA,
BEING PROJECT NO. 76014009

WHEREAS, the City of Marshalltown, Iowa has heretofore entered into a contract for labor and material for the 2014 Sidewalk Repair Project.

WHEREAS, said project has been completed by Day Construction Services LLC., of Marshalltown, Iowa, pursuant to the plans and specifications covering said project.

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

That the labor and material for the 2014 Sidewalk Repair Project, being project number 76014009, is hereby accepted pursuant to the Engineer's Statement of Completion for the final project cost of \$41,169.13.

BE IT FURTHER RESOLVED that the Mayor and City Clerk is hereby authorized and directed to do all things necessary to complete the contract with Day Construction Services LLC., including the payment of the items called for in said contract and approved for final payment.

Passed this 22nd day of June, 2015 and signed this ____ day of June, 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN, IOWA

CERTIFICATE OF COMPLETION AND FINAL ACCEPTANCE WORK

CONTRACTOR: Day Construction Services, LLC PROJECT NO.: 76014009

ADDRESS: 1721 Taylor Ave., Marshalltown, IA. 50158

SURETY: AMCO Insurance Company, Independent Insurance Co.

ADDRESS: 11 E Church St., Marshalltown, IA 50158

KIND OF WORK: Sidewalk Repair

CONTRACT COMPLETION DATE: May 7, 2015

This is to certify that the work covered by the contract with Day Construction Services, LLC

On the above project, let October 3, 2014 and dated October 7, 2014 with an original

contract amount of \$32,105.00 consisting of 2014 Sidewalk Repair Project and located in the City of Marshalltown was completed on the 7th day of May, 2015 and that the materials listed on the attached final estimate were delivered and placed by the Contractor.

Final Contract Amount: \$41,169.13 Liquidated Damages: None

Retainage less the liquidated damages: \$2,058.46

Tax Form ST-172 Rec'd X Lien Waivers Received: None I hereby further certify that this report was prepared by me or under my direct personal supervision and that I am a duly registered Professional Engineer under the laws of the State of Iowa and I hereby recommend acceptance of this work.

Signed: Justin E. Nickel Iowa Reg. No. 18950 Date: 6/4/15
Justin E. Nickel, PE, City Engineer

APPROVED AND WORK ACCEPTED BY THE CITY OF MARSHALLTOWN, IOWA

By: _____
James L. Lowrance, Mayor

Attest: _____
Shari L. Coughenour, CMC, City Clerk

Revised

Marshalltown Central Business District

CITY COUNCIL REPORT

June 8th, 2015



MCBD, "A Main Street Community"

Prepared by: Jenny Etter, MCBD, Executive Director

2015 PROJECTS

Promotion Committee, Events Planning: Dorie Tammen, Chair

- Ia/Ia State Cook Off- Sept 10th
- Art Walk- collaboration with Arts & Culture Alliance- Oct 8th
- 24th Annual Holiday Stroll/Tiny Tim Tree Festival- Nov 21
- Adopt A Vet Christmas Party- TBA

Design Committee: Nate McCormick, New Chair

- Flower Berms- Pat Williams, Dan Engesser
- Banners- Vic Hellberg, Spring banners in place, new banners for 2016
- Floral Basket Program- Mark Rohde, Fauna Nord, baskets hung June 8th
- Pedestrian Walkway- Nate McCormick, planning for phase II in the works

Business Improvement Committee: Jeff Badger, Chair

- Building Inventory- quarterly update, complete 2nd story inventory
- Market Analysis Project- Surveys completed, reports in the works
- Business Visitation- Recruit/maintain members
- Business Expansion- recruitment, fill empty stores, attract wider variety of businesses, collaborate with MEDIC, Regional Partnership
- Ia Wholesale Building- nearly all units rented
- Kibbey Building/ Green Space 135 E. Main St.- rehab starts June

Organization Committee: Cass Gerstandt, Chair

- Keeper Awards – Celebration for MCBD Volunteers, April
- Main Street Awards- May 1, Pat Williams, Volunteer of the Year
- Communications – Newsletters, Radio & TV, Facebook, website
- Retail Committee- Meets monthly to establish needs of retailers, develop activities throughout the year

Special Events this Quarter:

- May 2015 Main Street Iowa Spring Workshop- week of March 9th-13th
- National Main Street Conference- Atlanta, Ga. March 29-April 2nd

Raw

2015-__

RESOLUTION AUTHORIZING AGREEMENT BETWEEN THE CITY OF
MARSHALLTOWN AND PIPER JAFFRAY & CO. FOR PLACEMENT
AGENT SERVICES, RELATING TO SEWER REVENUE REFUNDING
BONDS, SERIES, 2015, Not to exceed 1% of \$6M (\$60,000)

WHEREAS the City of Marshalltown has negotiated an Agreement with Piper Jaffray & Co. for placement agent services in connection with the execution and delivery of Sewer Revenue Refunding Bonds series 2015 issues; and

WHEREAS the Council finds such an Agreement is in the best interests of the City of Marshalltown, Iowa, and that the Agreement should be finalized and be approved and accepted.

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

Section 1 The Mayor and City Clerk are hereby authorized and directed to execute any and all documents required to effectuate this Resolution, including receipt of required disclosure.

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

Passed this 22nd day of June, 2015, and signed this __ day of June, 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Marshalltown Placement Agent (Piper Jaffray) Engagement Letter

From : Maggie Burger <mburger@speerfinancial.com>
Subject : Marshalltown Placement Agent (Piper Jaffray) Engagement Letter
To : Randy Wetmore (rwetmore@ci.marshalltown.ia.us)
<rwetmore@ci.marshalltown.ia.us>,
scoughenour@ci.marshalltown.ia.us
Cc : Larry Burger <lburger@speerfinancial.com>, Travis Squires
<Travis.R.Squires@pjc.com>

Thu, Jun 18, 2015 11:13 AM

 1 attachment

Randy and Shari,

Attached please find the engagement letter from Piper Jaffray to the City that needs to be placed on your Monday, June 22nd agenda, per my phone call with Shari. This document needs to be approved and signed by the Mayor in order for Piper Jaffray to continue to move forward on placing the \$6,000,000 Sewer Revenue Bonds, Series 2015.

I have reviewed the letter in comparison to last year's letter that was approved by the Council and did not see anything that we have not conveyed to Piper already regarding this placement. They have also provided in this letter their disclosure G-17, so please make sure the letter and Appendix's are provided to Council members.

I would recommend that the City place this item on the agenda for approval on Monday, June 22nd. Just a reminder, I will be at your meeting on July 27th with final results from our negotiated sale with Piper Jaffray acting as Placement Agent. Please let me know right away if you have any questions. I am in the office today until 4pm then in tomorrow only until 11am before heading out of State for a funeral but will be available while driving all day Friday at 563-920-1145.

Thanks

Maggie Burger, Vice President, CIPMA

Speer Financial, Inc.
531 Commercial St., Ste. 608
Waterloo, IA 50701
(319) 291-2077 Phone
(319) 291-8628 Fax

mburger@speerfinancial.com

The information provided is presented as an aid in decision making. Current and future market conditions and interest rates are subject to change and any information based on such market conditions and interest rates is not guaranteed.

Emails from this firm normally contain confidential and privileged material and are for the sole use of the intended recipient. Use or distribution by any unintended recipient is prohibited, and may be a violation of law. If you believe that you receive this email in error, please do not read this e-mail or any attached items. Please delete this email and all attachment including any copies thereof, and inform the sender that you have deleted the email, all attachments and any copies thereof. Thank you.

Speer Financial, Inc.

A federally registered municipal advisor and charter member of the National Association of Municipal Advisors "NAMA" f.k.a. National Association of Independent Public Financial Advisors "NAIPFA".



June 18, 2015

Honorable James L. Lowrance, Mayor
City of Marshalltown
24 N Center Street
Marshalltown, IA 50158

Dear Mayor Lowrance:

We understand that the City of Marshalltown, Iowa (the "Issuer") wishes to privately place, with one or more banks, an issue of Sewer Revenue Bonds, Series 2015 (the "Project"), and to that end, has requested that Piper Jaffray & Co. ("Piper" or the "Placement Agent") assist the Issuer as Placement Agent for the proposed issuance. We appreciate the opportunity to serve you in this manner. This letter will serve as an agreement regarding the terms of this engagement. In addition, we would like to take this opportunity to set forth some pertinent information about the process of underwriting.

Although we intend to work closely with you during the period preceding the sale of the proposed Bond Issue with the aim of timely completion of the financing, we are not herein making a final commitment to purchase, place or underwrite bonds until certain events have occurred. Such a commitment is subject to, among other things, identification of one or more banks willing to provide the loan from the Issuer on terms acceptable to the Issuer; satisfactory completion and execution of all final documentation for an offering; absence of any material adverse change in the financial markets or in the financial condition, operations or prospects of the Issuer; receipts of all required governmental approvals and appropriate legal opinions. This Agreement is therefore not a final commitment by the Placement Agent, express or implied, to provide a loan to the Issuer. While we do not anticipate difficulties in the course of the proposed financing, and look forward to a successful conclusion to this engagement, we prefer to identify these conditions to our final commitment at the outset.

Our efforts will include:

- a) Preparation of numbers describing various options to finance the Project
- b) Preparation of term sheet to be sent to banks for consideration of the loan
- c) Identification of one or more banks interested in providing the loan; communication with Issuer as to bank terms relative to current market conditions
- d) Communication with Speer Financial Inc., financial advisor to the Issuer, for payment schedules, terms, interest rates and other loan considerations
- e) Communication with legal counsel as to the final terms of the loan such that the various legal documents can be drawn up
- f) Coordination of closing effort for bonds

During the course of the engagement, Piper will participate in discussions with bond counsel, finance officials, Speer Financial Inc. or internal legal counsel of the Issuer to assist in advising the Issuer, as part of the placement agent process, of various financial structures for the proposed offering and their probable reception in the municipal bond markets.

As compensation for the Placement Agent's services, the Issuer will pay the Placement Agent a fee of not to exceed 1% of the par amount of the loan. Fees will be payable to the Placement Agent at closing.

Honorable James L. Lowrance, Mayor
Page Two
June 18, 2015

Unless earlier terminated pursuant to the provisions of this Agreement, the Placement Agent's engagement hereunder shall extend from the date of this letter through the financial closing, or August 13, 2015, whichever comes first. The Placement Agent's engagement hereunder may be terminated by the Issuer for failure to perform on the part of the Placement Agent and for no other reason. This engagement may be terminated by the Placement Agent at any time upon written notice to that effect to the Issuer.

No Advisory or Fiduciary Role. We are writing to provide you with certain regulatory disclosures as required by the Municipal Securities Rulemaking Board. As part of our services, Piper Jaffray may provide advice concerning the structure, timing, terms, and other similar matters concerning an issue of municipal securities that Piper Jaffray is underwriting or placing. However, Piper Jaffray intends to serve as placement agent and not as a financial advisor to you in this transaction; and the primary role of Piper Jaffray is to purchase securities for resale to investors or arrange for the placement of securities in an arm's-length commercial transaction between you and Piper Jaffray. Piper Jaffray has financial and other interests that differ from your interests.

Governance This Agreement will be governed by, and construed in accordance with, the laws of the State of Iowa, without regard to principles of conflicts of law to the extent that the application of the laws of another jurisdiction would be required thereby. The Issuer and the Placement Agent each hereby irrevocably waive any right they may have to a trial by jury in respect of any claim based upon or arising out of this Agreement or the transactions contemplated hereby.

This Agreement embodies the entire agreement and understanding between the parties hereto and supersedes all prior agreements and understandings relating to the subject matter hereof. If any provision of this Agreement is determined to be invalid or unenforceable in any respect, such determination will not affect such provision in any other respect or any other provision of this Agreement, which will remain in full force and effect. This Agreement may not be assigned, amended or otherwise modified or waived except by an instrument in writing signed by both the Placement Agent and Issuer.

This letter agreement may be executed in any number of counterparts, each of which shall be an original and all of which, when taken together, shall constitute one agreement. Delivery of an executed counterpart of a signature page of this letter agreement by facsimile transmission shall be effective as delivery of a manually executed counterpart of this letter agreement.

Please confirm that the foregoing correctly sets forth our agreement, including acknowledge of Appendix A & B Disclosures, by signing and returning to Piper Jaffray & Co., the enclosed original copy of this Agreement.

This agreement is approved by action of the City Council of the Issuer this 22nd day of June, 2015.

Piper Jaffray & Co.



Name: Travis R. Squires, Senior Vice President

City of Marshalltown, Iowa

Name: James L. Lowrance, Mayor

Appendix A – G-17 Disclosure

We are providing you with certain disclosures relating to the Bonds as required by the Municipal Securities Rulemaking Board (MSRB) Rule G-17 in accordance with MSRB Notice 2012-25 (May 7, 2012)¹. Under new federal regulations, all underwriters and placement agents are now required to send the following disclosures to you (as the Issuer of the Bonds) in order to clarify the role of a placement agent and other matters relating to a private placement of the Bonds.

Our Role as Placement Agent:

In serving as placement agent for the Bonds, these are some important disclosures that clarify our role and responsibilities:

- (i) MSRB Rule G-17 requires us to deal fairly at all times with both municipal issuers and investors;
- (ii) Our primary role in this transaction is to facilitate the sale and purchase of municipal securities between you and one or more investors for which we will receive compensation;
- (iii) Unlike a municipal advisor, we do not have a fiduciary duty to you under the federal securities laws and are, therefore, not required by federal law to act in your best interests without regard to our own financial or other interests;
- (iv) We have a duty to arrange the purchase securities from you at a fair and reasonable price, but must balance that duty with our duty to arrange the sale to investors at prices that are fair and reasonable; and
- (v) In the event an official statement is prepared, we will review the official statement for your securities in accordance with, and as part of, our responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

Our Compensation:

The placement agent will be compensated by a fee that was negotiated and entered into in connection with the issuance of the Bonds. Payment or receipt of the placement agent fee will be contingent on the closing of the transaction and the amount of the fee may be based, in whole or in part, on a percentage of the principal amount of the Bonds. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since the placement agent may have an incentive to recommend to the Issuer a transaction that is unnecessary or to recommend that the size of the transaction be larger than is necessary.

Risk Disclosures:

In accordance with the requirements of MSRB Rule G-17, attached as Appendix B is a description of the material aspects of a typical fixed rate offering, including the Bonds. This letter may be later supplemented if the material terms of the Bonds change from what is described here.

If you have any questions or concerns about these disclosures, please make those questions or concerns known immediately to me. In addition, you should consult with your own financial, legal, accounting, tax and other advisors, as applicable, to the extent you deem appropriate.

¹ Interpretive Notice Concerning the Application of MSRB Rule G-17 to Underwriters of Municipal Securities (effective August 2, 2012).

Appendix B – Risk Disclosures

The following is a general description of the financial characteristics and security structures of fixed rate municipal bonds ("Fixed Rate Bonds"), as well as a general description of certain financial risks that you should consider before deciding whether to issue Fixed Rate Bonds.

Financial Characteristics

Maturity and Interest. Fixed Rate Bonds are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies and authorities. Maturity dates for Fixed Rate Bonds are fixed at the time of issuance and may include serial maturities (specified principal amounts are payable on the same date in each year until final maturity) or one or more term maturities (specified principal amounts are payable on each term maturity date) or a combination of serial and term maturities. The final maturity date typically will range between 10 and 30 years from the date of issuance. Interest on the Fixed Rate Bonds typically is paid semiannually at a stated fixed rate or rates for each maturity date.

Redemption. Fixed Rate Bonds may be subject to optional redemption, which allows you, at your option, to redeem some or all of the bonds on a date prior to scheduled maturity, such as in connection with the issuance of refunding bonds to take advantage of lower interest rates. Fixed Rate Bonds will be subject to optional redemption only after the passage of a specified period of time, often approximately ten years from the date of issuance, and upon payment of the redemption price set forth in the bonds, which may include a redemption premium. You will be required to send out a notice of optional redemption to the holders of the bonds, usually not less than 30 days prior to the redemption date. Fixed Rate Bonds with term maturity dates also may be subject to mandatory sinking fund redemption, which requires you to redeem specified principal amounts of the bonds annually in advance of the term maturity date. The mandatory sinking fund redemption price is 100% of the principal amount of the bonds to be redeemed.

Security

Payment of principal of and interest on a municipal security, including Fixed Rate Bonds, may be backed by various types of pledges and forms of security, some of which are described below.

General Obligation Bonds

"General obligation bonds" are debt securities to which your full faith and credit is pledged to pay principal and interest. If you have taxing power, generally you will pledge to use your ad valorem (property) taxing power to pay principal and interest. Ad valorem taxes necessary to pay debt service on general obligation bonds may not be subject to state constitutional property tax millage limits (an unlimited tax general obligation bond). The term "limited" tax is used when such limits exist.

General obligation bonds constitute a debt and, depending on applicable state law, may require that you obtain approval by voters prior to issuance. In the event of default in required payments of interest or principal, the holders of general obligation bonds have certain rights under state law to compel you to impose a tax levy.

Revenue Bonds

"Revenue bonds" are debt securities that are payable only from a specific source or sources of revenues. Revenue bonds are not a pledge of your full faith and credit and you are obligated

to pay principal and interest on your revenue bonds only from the revenue source(s) specifically pledged to the bonds. Revenue bonds do not permit the bondholders to compel you to impose a tax levy for payment of debt service. Pledged revenues may be derived from operation of the financed project or system, grants or excise or other specified taxes. Generally, subject to state law or local charter requirements, you are not required to obtain voter approval prior to issuance of revenue bonds. If the specified source(s) of revenue become inadequate, a default in payment of principal or interest may occur. Various types of pledges of revenue may be used to secure interest and principal payments on revenue bonds. The nature of these pledges may differ widely based on state law, the type of issuer, the type of revenue stream and other factors.

General Fund Obligations

"General Fund Obligations" are debt securities that are payable from an issuer's general fund and are not secured by a specific tax levy like a general obligation bond or a specific revenue pledge like a revenue bond. General fund obligations come in many varieties and may be a continuing obligation of the general fund or may be subject to annual appropriation. Often general fund obligations are issued in the form of certificates of participation in a lease obligation of the issuer.

Financial Risk Considerations

Certain risks may arise in connection with your issuance of Fixed Rate Bonds, including some or all of the following:

Risk of Default and Fiscal Stress

You may be in default if the funds pledged to secure your bonds are not sufficient to pay debt service on the bonds when due. The consequences of a default may be serious for you and may include the exercise of available remedies against you on behalf of the holders of the bonds. Depending on state law, if the bonds are secured by a general obligation pledge, you may be ordered by a court to raise taxes or other budgetary adjustments may be necessary to enable you to provide sufficient funds to pay debt service on the bonds. If the bonds are revenue bonds, subject to applicable state law and the terms of the authorizing documents, you may be required to take steps to increase the available revenues that are pledged as security for the bonds.

Bonds payable from the general fund, particularly bonds without a defined revenue stream identified to pay debt service, reduce your flexibility to balance the general fund. Because a fixed debt service payment is required to be paid regardless of how your general fund is impacted by revenue losses or by increased expenses, you have less flexibility in the options available to you in assuring a balanced budget for your general fund.

General Fund Obligations that are Project Based. Some general fund obligations are issued for projects which are expected to generate revenues that will pay for some or all of the debt service on the bonds. In the event the project does not generate the anticipated levels of revenues available for debt service, or, in the extreme case, does not create any revenue available for debt service, you may need to make payments from other available general fund revenues. This may force you to reduce other expenditures or to make difficult decisions about how to pay your debt service obligation while meeting other expenditure needs.

General Fund Obligations that are Subject to Annual Appropriation. Some general fund obligations require that debt service is subject to annual appropriation by your governing body. If your governing body decides not to appropriate payments for debt service, your

credit ratings may be negatively impacted and you may be forced to pay a higher interest rate on future debt issuance or may be unable to access the market for future debt issuance.

For all bonds, a default may negatively impact your credit ratings and may effectively limit your ability to publicly offer bonds or other securities at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, it may be necessary for you to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the bonds.

Redemption Risk

Your ability to redeem the bonds prior to maturity may be limited, depending on the terms of any optional redemption provisions. In the event that interest rates decline, you may be unable to take advantage of the lower interest rates to reduce debt service.

Refinancing Risk

If your financing plan contemplates refinancing some or all of the bonds at maturity (for example, if you have term maturities or if you choose a shorter final maturity than might otherwise be permitted under the applicable federal tax rules), market conditions or changes in law may limit or prevent you from refinancing those bonds when required. Further, limitations in the federal tax rules on advance refunding of bonds (an advance refunding of bonds occurs when tax-exempt bonds are refunded more than 90 days prior to the date on which those bonds may be retired) may restrict your ability to refund the bonds to take advantage of lower interest rates.

Reinvestment Risk

You may have proceeds of the bonds to invest prior to the time that you are able to spend those proceeds for the authorized purpose. Depending on market conditions, you may not be able to invest those proceeds at or near the rate of interest that you are paying on the bonds, which is referred to as "negative arbitrage".

Tax Compliance Risk

The issuance of tax-exempt bonds is subject to a number of requirements under the United States Internal Revenue Code, as enforced by the Internal Revenue Service (IRS). You must take certain steps and make certain representations prior to the issuance of tax-exempt bonds. You also must covenant to take certain additional actions after issuance of the tax-exempt bonds. A breach of your representations or your failure to comply with certain tax-related covenants may cause the interest on the bonds to become taxable retroactively to the date of issuance of the bonds, which may result in an increase in the interest rate that you pay on the bonds or the mandatory redemption of the bonds. The IRS also may audit you or your bonds, in some cases on a random basis and in other cases targeted to specific types of bond issues or tax concerns. If the bonds are declared taxable, or if you are subject to audit, the market price of your bonds may be adversely affected. Further, your ability to issue other tax-exempt bonds also may be limited.

Row

RESOLUTION NO. _____

Resolution to fix a date for a public hearing on a sanitary sewer improvement loan agreement in a principal amount not to exceed \$6,000,000

WHEREAS, the City of Marshalltown (the "City"), in Marshall County, State of Iowa, previously issued its Sewer Revenue Improvement and Refunding Bonds, Series 2012, in the principal amount of \$4,985,000 (the "Series 2012 Bonds"); and

WHEREAS, the City also previously issued its Sewer Revenue Bonds, Series 2013, in the principal amount of \$3,700,000 (the "Series 2013 Bonds"); and

WHEREAS, the City also previously issued its Sewer Revenue Bond, Series 2014, in the principal amount of \$5,500,000 (the "Series 2014 Bond"); and

WHEREAS, in the resolutions authorizing the issuance of the Series 2012 Bonds, the Series 2013 Bonds and the Series 2014 Bond, the City reserved the right and privilege of issuing obligations ranking on a parity with the Series 2012 Bonds, the Series 2013 Bonds and the Series 2014 Bond in order to pay the cost of improvements and extensions to the Sanitary Sewer System or for refunding any bonds or obligations payable from the Net Revenues of the Sanitary Sewer System, but only if the officially reported Net Revenues of the Sanitary Sewer System for the last preceding fiscal year prior to the issuance of such additional obligations (with certain adjustments) were equal to at least 110% of the maximum amount of principal and interest that will become due in any subsequent year during the life of the Series 2012 Bonds, the Series 2013 Bonds and the Series 2014 Bond for the Series 2012 Bonds, the Series 2013 Bonds, the Series 2014 Bond and any additional obligations then outstanding and the additional obligations then proposed to be issued; and

WHEREAS, the City proposes to enter into a Sewer Revenue Improvement Loan Agreement (the "Loan Agreement") in a principal amount not to exceed \$6,000,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of financing construction of improvements to the municipal sanitary sewer system; and

WHEREAS, the City has confirmed that the required Net Revenues have been officially reported; and

WHEREAS, it is necessary to fix a date of meeting of the City Council at which it is proposed to hold a hearing on the proposal to enter into the Loan Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Marshalltown, Iowa, as follows:

Section 1. The City Council shall meet on the 13th day of July, 2015, at the Council Chambers, Marshalltown, Iowa, at 5:30 o'clock p.m., at which time and place a hearing will be held on the proposal to enter into the Loan Agreement as set out in the preamble hereof.

Section 2. The City Clerk is hereby directed to give notice of the proposed hearing, setting forth the amount and purpose thereof, the time when and place where the hearing will be held, by publication at least once and not less than 4 nor more than 20 days before the date of the hearing, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF HEARING ON SEWER REVENUE IMPROVEMENT LOAN
AGREEMENT IN A PRINCIPAL AMOUNT NOT TO EXCEED \$6,000,000

The City Council of the City of Marshalltown, Iowa, will meet on the 13th day of July, 2015, at the Council Chambers, Marshalltown, Iowa, at 5:30 o'clock p.m., for the purpose of holding a public hearing on a proposal to enter into a loan agreement (the "Loan Agreement") in a principal amount not to exceed \$6,000,000, for the purpose of paying the cost; to that extent, of constructing improvements to the municipal sanitary sewer system.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa. The Loan Agreement will not constitute a general obligation of the City, but will be paid solely and only from the net revenues of the municipal sanitary sewer system and will rank on a parity with the City's outstanding Sewer Revenue Improvement and Refunding Bonds, Series 2012, Sewer Revenue Improvement Bonds, Series 2013 and Sewer Revenue Bond, Series 2014.

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

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

Shari Coughenour
City Clerk

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved June 22, 2015.

Mayor

Attest:

City Clerk

RESOLUTION ORDERING CONSTRUCTION OF THE WPCP CONCRETE REPAIR PHASE II 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 52013017

WHEREAS there is now on file in the office of the City Clerk proposed plans, specifications, form of contract and estimated costs for the construction of the WPCP Concrete Repair Phase II, Project No. 52013017, in the City of Marshalltown, Iowa, as is fully set forth in the plans and specifications for Project No. 52013017, 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 WPCP Concrete Repair Phase II in the City of Marshalltown, Iowa, which public improvement is fully and particularly described in the plans and specifications for Project No. 52013017 now on file in the office of the City Clerk of Marshalltown, Iowa.

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

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

Section 4. That the said improvements shall be paid for from such funds of the City as may be legally used for such purposes, or from the proceeds of the issuance of such bonds as may be legally issued for such purposes or from any combination of such methods of financing and will be paid in accordance with the Notice to Bidders duly published in connection therewith. The Finance Director shall establish on the books a WPCP Concrete Repair Phase II 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 13th day of July, 2015, 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 16th day of July, 2015. The bids will be opened, read, and tabulated by the City Engineer or his designate at that time and will be acted upon by the City Council of said City at a meeting to be held in the Council Chambers, Second Floor, 10 West State Street, Marshalltown, Iowa, at 5:30 o'clock P.M., local time, on the 27th day of July, 2015, 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 22nd day of June, 2015, and signed this _____ day of June, 2015

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

7/1/2015

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST FOR THE 2015 CONCRETE REPAIR PROJECT,
IN THE CITY OF MARSHALLTOWN, IOWA,
BEING PROJECT NO. 76015006

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 Concrete Repair, Project No. 76015006, 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. 76015006, being the 2015 Concrete Repair in the city of Marshalltown, Iowa.

Passed this 22nd day of June 2015, and signed this ____ day of June, 2015.

CITY OF MARSHALLTOWN

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

June 2, 2015

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

From: Justin Nickel
Director of Public Works

Re: Approve Plans, Specifications, Form of Contract and Cost – 2015 Sidewalk Repair Project (76015007)

Policy Issue: City policy requires Governing Body passage of Resolution approving plans, specifications, form of contract and cost.

Recommendation: Staff recommends approving the Resolution for plans, specifications, form of contract and cost of the 2015 Sidewalk Repair Project

Background: City Staff has prepared plans for repair of sidewalks in various locations. The majority of repairs are located on North Center Street.

Budget Impact: This project will be funded with bond revenues.

Attachment: None

cc: Randy Wetmore, City Administrator

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



Rue

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST FOR THE 2015 SIDEWALK REPAIR PROJECT, IN THE
CITY OF MARSHALLTOWN, IOWA, BEING PROJECT NO. 76015007

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 Sidewalk Repair, Project No. 76015007, 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. 76015007, being the 2015 Sidewalk Repair Project in the city of Marshalltown, Iowa.

Passed this 22nd day of June, 2015, and signed this ____ day of June 2015.

CITY OF MARSHALLTOWN

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

RDL

**RESOLUTION ADOPTING TENTATIVE RESOLUTION PROVIDING FOR THE
VACATION, CONVEYANCE, AND TRANSFER OF TITLE TO THE STREETS
HEREIN DESCRIBED FROM THE CITY OF MARSHALLTOWN, IOWA, TO FISHER
CONTROLS INTERNATIONAL, LLC, AND AUTHORIZING EXECUTION AND
DELIVERY OF A QUIT CLAIM DEED.**

WHEREAS, the Council of the City of Marshalltown, Iowa, did, on the ____ day of June, 2015, place on file a Tentative Resolution proposing to vacate, convey and transfer certain streets located in Marshalltown, Iowa, as hereinafter described and owned by the CITY OF MARSHALLTOWN, IOWA, to Fisher Controls International, LLC; and

WHEREAS, published notice as required by the law of the intended conveyance by the CITY OF MARSHALLTOWN, IOWA, of the streets described hereinafter has been duly published and no objections to the proposed conveyance have been filed in writing with the City Clerk and no objections thereto are made in open Council meeting to the proposed conveyance for the consideration therein described 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 the conveyance by the CITY OF MARSHALLTOWN, IOWA, to Fisher Controls International, LLC, of said streets.

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 ____ day of June, 2015, whereby it is proposed to vacate, convey, and transfer title subject to existing easements of record for utility purposes of certain streets located in the City of Marshalltown, Iowa, described as follows:

That part of East Boone Street located between the East right of way line of South 1st Avenue and the West right of way line of South 2nd Avenue in Anson's First Addition to Marshall, Marshall County, Iowa,

and

That part of East Nevada Street located between the East right of way line of South Center Street and the West line of Parcel "J" as described in Plat of Survey recorded at File #2008-00007098, of the records of Marshall County, Iowa, all in Anson's First Addition to Marshall, Marshall County, Iowa,

and

All rights of public user for pedestrian and vehicular passage through, over and across the South 22 feet of the North 44 feet over Parcel "J" which were previously retained by the City of Marshalltown, Iowa, in the Quit Claim Deed recorded at file #2009-00001609 of the records of Marshall County, Iowa,

to Fisher Controls International, LLC, is hereby approved.

Section 2. The conveyance of the vacated streets as described in Section 1 of this Resolution shall be by Quit Claim Deed, from the CITY OF MARSHALLTOWN, to Fisher Controls Internationals, LLC.

SECTION 3. The Mayor and Clerk are hereby authorized to execute the Quit Claim Deed and deliver the deed to Fisher Controls International, LLC, and do all things necessary to carry out said vacations, conveyance, and transfer.

Passed this ____ day of _____, 2015, and signed this ____ day of _____, 2015.

CITY OF MARSHALLTOWN

by James L. Lowrance
James L. Lowrance, Mayor

ATTEST:

by _____
Shari Coughenour, City Clerk



Fisher Controls International LLC
301 South First Ave.
P.O. Box 190
Marshalltown, Iowa 50158-0190
USA
T (641) 754-3011
F (641) 754-2830

May 5, 2015

James L. Lowrance, Mayor
City Of Marshalltown
24 N. Center St.
Marshalltown, IA 50158

Dear Mayor Lowrance:

Over the past decade, Fisher Controls Int. LLC has undertaken multiple building improvements and expansion projects in the central Marshalltown business district. As part of this endeavor the company has acquired additional adjacent surrounding properties to provide space for expansion and to stimulate property investment by other businesses in the area.

As part of this long term facility growth planning process, Fisher would respectfully request the vacation of East Boone Street between South 1st Avenue and South 2nd Avenue and East Nevada Street between Center St. and South 1st Avenue for the purchase amount of \$1.00 plus \$250.00 to cover administrative fees.

Fisher currently owns all the adjacent property abutting these street sections.

Sincerely,

A handwritten signature in black ink that reads "Mike Mason".

Mike Mason
President, Fisher North America





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

May 8, 2015

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

From: Justin Nickel
Director of Public Works

Re: Request to vacate East Boone Street between South 1st Avenue and South 2nd Avenue and to vacate East Nevada Street between Center Street and South 1st Avenue

Policy Issue: Vacation of City property requires Governing Body approval.

Recommendation: Staff recommends approval of vacation of East Boone Street and East Nevada Street with the stipulation that the requestor be responsible for cost associated with preparing appropriate documents, staff time, city attorney fees and surveying costs.

Background: East Boone Street and East Nevada Street would be vacated and transferred to Fisher Controls subject to the easements and rights of ways of utilities, and access to and maintenance of utilities.

Budget Impact: None

Attachment: Tentative Resolution providing for vacation

cc: Randy Wetmore, City Administrator

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



Row

RESOLUTION ADOPTING TENTATIVE RESOLUTION PROVIDING FOR THE VACATION,
CONVEYANCE, AND TRANSFER OF TITLE OF UTILITY EASEMENT TO THE PROPERTY
HEREIN DESCRIBED FROM THE CITY OF MARSHALLTOWN, IOWA TO DT RETAIL
PROPERTIES, LLC, AND AUTHORIZING EXECUTION AND DELIVERY OF A TERMINATION OF
UTILITY EASEMENT AND QUIT CLAIM DEED.

WHEREAS, the Council of the City of Marshalltown, Iowa, did, on the ____ day of _____, 2015, place on file a Tentative Resolution proposing to vacate, convey and transfer an Existing Utility Easement located in Marshalltown, Iowa, as hereinafter described and owned by the CITY OF MARSHALLTOWN, IOWA, to DT RETAIL PROPERTIES, LLC; and

WHEREAS, published notice as required by the law of the intended conveyance by the CITY OF MARSHALLTOWN, IOWA, of the Existing Utility Easement owned by it and described hereinafter has been duly published and no other bids or objections to the proposed conveyance have been filed in writing with the City Clerk and no objections thereto are made in open Council meeting to the proposed conveyance for the consideration 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 the conveyance by the CITY OF MARSHALLTOWN, IOWA, to DT RETAIL PROPERTIES, LLC, of said Existing Utility Easement upon (i) DT RETAIL PROPERTIES, LLC providing to the CITY OF MARSHALLTOWN a copy of its deed acquiring the property located at 2306 S Center Street in Marshalltown, Iowa from SEAFOOD PROPERTY NO. 5, LLC, and (ii) DT RETAIL PROPERTIES, LLC conveying to the CITY OF MARSHALLTOWN a New Utility Easement as hereinafter provided.

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 ____ day of _____, 2015, whereby it is proposed to vacate, convey, and transfer title of the Existing Utility Easement held by the CITY OF MARSHALLTOWN, IOWA, encumbering certain real estate located in the City of Marshalltown, Iowa described as follows:

BEGINNING AT THE NORTHWEST CORNER OF LOT 1, BLOCK 1 OF SOUTHRIDGE ADDITION TO MARSHALL, MARSHALL COUNTY, IOWA, AS SHOWN IN BOOK 6, PAGE 189 IN THE OFFICE OF THE RECORDER, MARSHALL COUNTY, IOWA; THENCE, S89°57'06"E 165.50' ALONG THE NORTH LINE OF SAID LOT 1; THENCE, SO°37'41"E 5.00'; THENCE, N89°57'06"W 165.64' TO THE WEST LINE OF SAID LOT 1; THENCE, N0°55'58"E 5.00' ALONG SAID WEST LINE TO THE POINT OF BEGINNING.

EASEMENT VACATION AREA CONTAINS 0.02 ACRES OR 827 SQUARE FEET,

to the DT RETAIL PROPERTIES, LLC, upon (i) the acquisition by DT RETAIL PROPERTIES, LLC of 2306 S Center Street in Marshalltown, Iowa from SEAFOOD PROPERTY NO. 5, LLC, and (ii) conveyance of a New Utility Easement to the CITY OF MARSHALLTOWN as provided in Section 3 hereof, is hereby approved.

SECTION 2. The conveyance of the Existing Utility Easement as described in Section 1 of this Resolution shall be by Termination of Utility Easement and Quit Claim Deed, from the CITY OF MARSHALLTOWN, to DT RETAIL PROPERTIES, LLC.

SECTION 3. That the consideration for this transfer above stated is also subject to DT RETAIL PROPERTIES, LLC transferring to the CITY OF MARSHALLTOWN, a New Utility Easement as hereinafter set forth for public utilities and that the New Utility Easement being conveyed by Quit Claim Deed includes the right of ingress and egress for the erection, installation and maintenance of public

utilities and service, but does not include the right of usage for or as a public street or alley. The description of New Utility Easement to be conveyed to the City of Marshalltown, is as follows:

10.00' WIDE UTILITY EASEMENT LOCATED IN PARCEL "A" IN THE NORTHWEST ¼ OF THE NORTHEAST ¼ OF SECTION 11, TOWNSHIP 83 NORTH, RANGE 18 WEST OF THE 5TH P.M., MARSHALL COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOW: BEGINNING AT THE NORTHWEST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "A" AND RECORDED IN FILE NO. 2003-00006158 IN THE OFFICE OF THE RECORDER, MARSHALL COUNTY, IOWA; THENCE, S89°57'06"E 168.37' ALONG THE NORTH LINE OF SAID PARCEL "A" TO THE NORTHEAST CORNER OF SAID PARCEL "A"; THENCE, S0°37'41"E 60.00' ALONG THE EAST LINE OF SAID PARCEL "A" TO THE SOUTHEAST CORNER OF SAID PARCEL "A"; THENCE, N89°57'06"W 10.00' ALONG THE SOUTH LINE OF SAID PARCEL "A"; THENCE, N0°37'41"W 50.00'; THENCE, N89°57'06"W 158.64' TO THE WEST LINE OF SAID PARCEL "A"; THENCE, N0°55'58"E 10.00' ALONG SAID WEST LINE TO THE POINT OF BEGINNING.

SECTION 4. The Mayor and Clerk are hereby authorized upon filing of the Quit Claim Deed from DT RETAIL PROPERTIES, LLC, to the City of Marshalltown for the New Utility Easement to execute the Termination of Easement and Quit Claim Deed for the Existing Utility Easement, and to deliver the deed for Vacation of Easement to DT RETAIL PROPERTIES, LLC, and to do all things necessary to carry out said vacation, conveyance, and transfer.

Passed this ____ day of _____, 2015, and signed this ____ day of _____. 2015.

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

May 8, 2015

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

From: Justin Nickel
Director of Public Works

Re: Request to vacate utility easement and establish new utility easement vicinity of Center Street and East Southridge Road

Policy Issue: Vacation of City property requires Governing Body approval.

Recommendation: Staff recommends approval of vacation of existing utility easement and establishing new utility easement with the stipulation that the requestor be responsible for cost associated with preparing appropriate documents, staff time, city attorney fees and surveying costs.

Background: Dollar Tree has a contract to purchase the property at 2306 S Center Street. To construct a new building the existing utility easement across the property needs to be vacated, a new utility easement established and utilities relocated into the new easement.

Budget Impact: None

Attachment: Tentative Resolution providing for vacation

cc: Randy Wetmore, City Administrator

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



TRW

RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT
FOR THE 2015 CONCRETE REPAIR PROJECT IN THE CITY OF MARSHALLTOWN,
IOWA BEING PROJECT NO. 76015006
IN THE AMOUNT OF \$XXXXXX

WHEREAS notice to bidders has been duly given as required by law publication in the Marshalltown Times-Republican for the 2015 Concrete Repair Project, being Project No. 76015006, 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>
CONTRACTOR. ADDRESS. CITY STATE ZIP	\$XXXXXXXX
CONTRACTOR. ADDRESS CITY STATE ZIP	\$XXXXXXXX
CONTRACTOR ADDRESS CITY STATE ZIP	\$XXXXXXXX

After consideration of all bids filed, there was determined by the Council that the bid of Contractor. 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 Contractor , 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 AMOUT WRITTEN OUT and 00/100=====(\$XXXXXX) 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 13th day of July 2015, and signed this ___ day of July 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Rau

RESOLUTION APPROVING CONTRACT AND BOND FOR CONSTRUCTION OF THE
2015 CONCRETE REPAIR IN THE CITY OF MARSHALLTOWN, IOWA,
BEING PROJECT NO. 76015006 IN THE AMOUNT OF \$xxxxxxx

WHEREAS the City of Marshalltown, Iowa, did by resolution duly adopted by the Council, accept the bid of CONTRACTOR, of CITY / STATE, for construction of the 2015 Concrete Repair as required by plans and specifications therefore and in the City of Marshalltown, Iowa, as covered by resolution ordering said construction, and,

WHEREAS the said CONTRACTOR, of CITY / STATE has executed a contract for the construction of said improvement and has filed its construction bond covering the full amount of said improvement with adequate sureties thereon, and that the said contract is now before this Council for final approval.

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

That the contract of CONTRACTOR duly executed by said company and the surety bond for the performance of said contract, duly executed by said company, together with the surety, are now filed with the City Clerk for the construction of the public improvement as fully set forth in the plans and specifications for Project No. 76015006, the 2015 Concrete Repair in the City of Marshalltown, Iowa, and therein specifically described, be and the same are hereby accepted and approved.

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

Passed this 13th day of July 2015, and signed this _____ day of July 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Row

RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT
FOR THE 2015 SIDEWALK REPAIR PROJECT IN THE CITY OF MARSHALLTOWN,
IOWA BEING PROJECT NO. 76015007
IN THE AMOUNT OF \$XXXXXXX

WHEREAS notice to bidders has been duly given as required by law publication in the Marshalltown Times-Republican for the 2015 Sidewalk Repair Project, being Project No.76015007, 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>
CONTRACTOR. ADDRESS. CITY STATE ZIP	\$XXXXXXXX
CONTRACTOR. ADDRESS CITY STATE ZIP	\$XXXXXXXX
CONTRACTOR ADDRESS CITY STATE ZIP	\$XXXXXXXX

After consideration of all bids filed, there was determined by the Council that the bid of Contractor. 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 Contractor , 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 AMOUT WRITTEN OUT and 00/100=====(\$XXXXXXXX) 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 13th day of July 2015, and signed this ____ day of July 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

RESOLUTION APPROVING CONTRACT AND BOND FOR CONSTRUCTION OF THE
2015 SIDEWALK REPAIR IN THE CITY OF MARSHALLTOWN, IOWA,
BEING PROJECT NO. 76015007 IN THE AMOUNT OF \$XXXXXX

WHEREAS the City of Marshalltown, Iowa, did by resolution duly adopted by the Council, accept the bid of CONTRACTOR. of CITY / STATE, for construction of the 2015 Sidewalk Repair as required by plans and specifications therefore and in the City of Marshalltown, Iowa, as covered by resolution ordering said construction, and,

WHEREAS the said CONTRACTOR. of CITY / STATE has executed a contract for the construction of said improvement and has filed its construction bond covering the full amount of said improvement with adequate sureties thereon, and that the said contract is now before this Council for final approval.

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

That the contract of CONTRACTOR duly executed by said company and the surety bond for the performance of said contract, duly executed by said company, together with the surety, are now filed with the City Clerk for the construction of the public improvement as fully set forth in the plans and specifications for Project No. 76015007, the 2015 Sidewalk Repair in the City of Marshalltown, Iowa, and therein specifically described, be and the same are hereby accepted and approved.

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

Passed this 13th of July 2015, and signed this _____ day of July 2015.

CITY OF MARSHALLTOWN, IOWA

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Row

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT
AND COST FOR THE WPCP CONCRETE REPAIR PHASE II PROJECT, IN THE
CITY OF MARSHALLTOWN, IOWA, BEING PROJECT NO. 52013017

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 WPCP CONCRETE REPAIR PHASE II, Project No. 52013017, 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. 52013017, being the WPCP Concrete Repair Phase II in the city of Marshalltown, Iowa.

Passed this 13th day of July 2015, and signed this _____ day of July 2015.

CITY OF MARSHALLTOWN

James L. Lowrance, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

Raw

RESOLUTION APPROVING A CONTRACT FOR ROADWAY MAINTENANCE
SERVICES AT IOWA HIGHWAY 14 FROM IOWA AVENUE TO WOODLAND
STREET BETWEEN THE CITY OF MARSHALLTOWN, IOWA,
AND

THE IOWA DEPARTMENT OF TRANSPORTATION
CREATED PURSUANT TO CHAPTER 28E.12 OF THE IOWA CODE

WHEREAS the City Council of Marshalltown, Iowa, has negotiated a Contract for Roadway Maintenance Services pursuant to Chapter 28 E of the Iowa Code with the Iowa Department of Transportation; and

WHEREAS the City Council of Marshalltown finds that this Contract for Services is in the best interest of the City.

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

Section 1. That the attached Contract for Services with the Iowa Department of Transportation is hereby approved in all respects and particulars.

Section 2. The Contract for Services shall begin on July 1, 2015, and continue through June 30, 2016, and remain in effect until the Contract is terminated by either party by written notice at least 30 days prior to the date of cancellation.

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

Passed this 13th day of July, 2015, and signed this _____ day of July, 2015.

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

June 15, 2015

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

From: Justin Nickel
Director of Public Works

Re: Supplemental Agreement – Iowa DOT for Maintenance of Iowa Highway 14 from
Iowa Avenue to Woodland Street

Policy Issue: City policy requires approval of Intergovernmental Agreements

Recommendation: Staff recommends approving the agreement with the Iowa DOT.

Background: The City entered into the current agreement with the Iowa DOT for maintenance of Highway 14 on July 1, 2011. This supplemental agreement will extend the agreement from July 1, 2015 to June 30, 2016.

Budget Impact: The City receives \$2,239 per lane mile within the City limits for a total of \$40,340.00.

Attachment: Supplemental Agreement

cc: Randy Wetmore, City Administrator

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





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www.iowadot.gov

District 1 Office

1020 S. 4th Street, Ames, IA 50010

Phone: 515.239.1039 | Email: Jeremey.vortherms@dot.iowa.gov

June 11, 2015

Ref:

Justin Nikel
Public Works Director
24 N. Center Street
Marshalltown, IA 50158

Subject: Fiscal Year 2016 Supplemental Maintenance Agreement with City of Marshalltown

Dear Justin,

Enclosed are three copies of the proposed Fiscal Year 2016 Supplemental Agreement for Maintenance of Primary Roads in Municipalities.

This agreement will be effective for the period beginning July 1, 2015 and ending June 30, 2016.

The terms of the agreement are the same as last year. The compensation rate is based on a weighted average of volume and segment length. No new maintenance activities have been added.

If you accept the proposed agreement, please return three signed copies to the District office. One original signed copy will be returned to you after the Department of Transportation has executed the agreement.

Compensation for the prior fiscal year Supplemental Maintenance Agreement will be processed at the end of June.

If you have any questions, please contact me at 515-239-1039 or jeremey.vortherms@dot.iowa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeremey Vortherms', with a long horizontal stroke extending to the right.

Jeremey Vortherms

District 1 Design Engineer/North Area Engineer



Iowa Department of Transportation

SUPPLEMENTAL AGREEMENT

For Maintenance of Primary Roads in Municipalities

This Supplemental Agreement made and entered into by and between the Municipality of Marshalltown, Marshall County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

AGREEMENT:

- I. This Agreement supplements the Agreement for Maintenance and Repair of Primary Roads in Municipalities entered into by the parties on July 1, 2011, and in effect from July 1, 2011, to June 30, 2016.
- II. The Municipality agrees to perform and accept all responsibility for those maintenance activities listed in Sections I.B.1, I.B.3, I.B.4 and I.C.1 of the basic Agreement, with respect to the primary roads within the corporate limits of the Municipality specifically described in this section.

In consideration thereof, the Department agrees to pay the Municipality at the rate of \$ 2,239.00 / lane mile for acceptable work at the end of the fiscal year ending on June 30th:

Route	From	To	Lane Miles	Total Cost
Ia 14	Iowa Avenue	Woodland Street	18.074	\$40,340.00

Pavement maintenance does not include full depth patching and bituminous resurfacing. I.C.1 does not include traffic services and painting and structural repair to bridges.

- III. The Municipality further agrees to perform additional maintenance for the Department on primary roads as specifically described below:

In consideration thereof, the Department agrees to pay the Municipality the following amounts after the work has been completed:

- IV. This Supplemental Agreement may be terminated at any time by either party upon 30 days written notice.
- V. This Supplemental Agreement shall be in effect from July 1, 2015 to June 30, 2016 unless re-negotiated or terminated.

IN WITNESS WHEREOF, the parties hereto have set their hands, for the purposes herein expressed on the dates indicated below.

City of Marshalltown
MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By _____
Print Name:
Date _____

BY _____
Scott Dockstader, District 1 Engineer
Date _____

T220

RESOLUTION APPROVING A CONTRACT FOR ROADWAY MAINTENANCE
SERVICES AT THE IOWA VETERANS HOME BETWEEN THE CITY OF
MARSHALLTOWN, IOWA,
AND
THE IOWA DEPARTMENT OF TRANSPORTATION
CREATED PURSUANT TO CHAPTER 28E.12 OF THE IOWA CODE

WHEREAS the City Council of Marshalltown, Iowa, has negotiated a Contract for Roadway Maintenance Services pursuant to Chapter 28 E of the Iowa Code with the Iowa Department of Transportation; and

WHEREAS the City Council of Marshalltown finds that this Contract for Services is in the best interest of the City.

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

Section 1. That the attached Contract for Services with the Iowa Department of Transportation is hereby approved in all respects and particulars.

Section 2. The Contract for Services shall begin on July 1, 2015, and continue through June 30, 2016, and remain in effect until the Contract is terminated by either party by written notice at least 30 days prior to the date of cancellation.

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

Passed this 13th day of July, 2015, and signed this _____ day of July, 2015.

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

June 15, 2015

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

From: Justin Nickel
Director of Public Works

Re: Roadway Maintenance Agreement – Iowa DOT for Street Sweeping at the Iowa Veterans Home

Policy Issue: City policy requires approval of Intergovernmental Agreements

Recommendation: Staff recommends approving the agreement with the Iowa DOT.

Background: The City enters into a yearly agreement for street sweeping. This agreement will cover the time period from July 1, 2015 to June 30, 2016.

Budget Impact: The City receives \$150 per lane mile within the Veterans Home grounds for a total of \$567.00.

Attachment: Agreement

cc: Randy Wetmore, City Administrator

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





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www.iowadot.gov

District 1 Office

1020 S. 4th Street, Ames, IA 50010

Phone: 515.239.1039 | Email: Jeremey.vortherms@dot.iowa.gov

June 11, 2015

Ref:

Justin Nikel
Public Works Director
24 N. Center Street
Marshalltown, IA 50158

Subject: Fiscal Year 2016 Roadway Maintenance Agreement with City of Marshalltown for Roads within Iowa Veterans Home

Dear Justin,

Enclosed are three copies of the proposed Fiscal Year 2016 Roadway Maintenance Agreement for routine maintenance on institutional roads within Iowa Veterans Home.

This agreement will be effective for the period beginning July 1, 2015 and ending June 30, 2016.

The definition of responsibilities sections were updated for this year's agreement. No new responsibilities are proposed, so a review of those sections would be appreciated.

If you accept the proposed agreement, please return **three** signed copies to the District office. One original signed copy will be returned to you after the Department of Transportation has executed the agreement.

Compensation for the prior fiscal year Supplemental Maintenance Agreement will be processed at the end of June.

If you have any questions, please contact me at 515-239-1039 or jeremey.vortherms@dot.iowa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeremey Vortherms', with a long horizontal flourish extending to the right.

Jeremey Vortherms

District 1 Design Engineer/North Area Engineer



ROADWAY MAINTENANCE AGREEMENT

INSTITUTION Iowa Veterans Home
AGENCY _____
COUNTY _____
CITY Marshalltown

This written agreement made and entered into by and between City of Marshalltown, Party of the First Part, and the Iowa Department of Transportation, Party of the Second Part. The parties hereby desire to enter into this roadway maintenance agreement concerning the following roadway:

1. ROUTINE MAINTENANCE

- A. Party of the First Part will perform the following routine maintenance:
Street sweeping
- B. Party of the First Part will perform the above described routine maintenance in compliance with the Iowa Department of Transportation's standard maintenance policies and procedures which include, but are not limited to, the Department's standards for maintenance activities and instructional memorandums. Particularly, Party of the First Part shall comply with:
Not applicable
- C. Party of the Second Part will perform the following routine maintenance:
Not applicable

2. SPECIAL MAINTENANCE

- A. Party of the First Part will perform the following special maintenance:
Not applicable
- B. Party of the First Part will perform the above described special maintenance in compliance with the Iowa Department of Transportation's standard maintenance policies and procedures which include, but are not limited to, the Department's standards for maintenance activities and instructional memorandums. Particularly, Party of the First Part shall comply with:
Not applicable
- C. Party of the Second Part will perform the following special maintenance:
Not applicable

3. PAYMENT

- A. It is agreed that payment for the routine maintenance operations will be made after the work has been completed for the fiscal year ending June 30, and payment for maintenance operations will be made after the work has been completed. It is also understood and agreed that the right is reserved by both Parties to review, adjust, or terminate this Agreement at any time, provided however that written notice be given either Party at least thirty days prior to such review, adjustment, or termination.
- B. Payment for routine maintenance at the rate of \$ \$ 150.00 per lane mile per year.
Total lane miles 3.78 at \$ \$ 150.00 per lane mile = \$ \$ 567.00
- C. Payment for special maintenance shall be made as follows:

4. AGREEMENT TIME PERIOD

Beginning Date: 7/1/2015

Ending Date: 6/30/2016

5. Party of the First Part agrees to indemnify and save harmless the Party of the Second Part, the State of Iowa, and its agents or employees from any and all causes of action, suits, at law or in equity, for losses, damages, claims or demands, and from any and all liability and expense of whatsoever nature (including reasonable attorney fees), arising out of or in connection with the execution, performance, or attempted performance of this Agreement and work provided herein.
6. If any section, provision or part of this Agreement shall be found to be invalid or unconstitutional, such judgment shall not affect the validity of the Agreement as a whole or any section, provision, or part thereof not found to be invalid or unconstitutional.
7. Party of the First Part will follow all federal and state laws and regulations with regard to worker safety and the handling and disposal of hazardous waste and/or substances in performing any maintenance task.
8. Any subsequent change or modification to the terms of this Agreement shall be in the form of a duly executed addendum or amendment to this Agreement.

RECOMMENDED FOR APPROVAL:

City of Marshalltown

(AGENCY) (COUNTY) (CITY) (BOARD)

BY _____

(DATE)

TITLE _____

IOWA DEPARTMENT OF TRANSPORTATION

BY _____

District Engineer

(DATE)

Baw

RESOLUTION APPROVING CONTRACT CHANGE ORDER #3 FOR THE
IOWA RIVER SANITARY SEWER INTERCEPTOR
PROJECT NUMBER 59011019
CHANGING RETAINAGE AMOUNT FROM 5% TO 0.5%

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with S.M. Hentges & Sons Inc., of Jordan, MN, for the labor and material for the Iowa River Sanitary Sewer Interceptor Project 59011019; and

WHEREAS a request to reduce the amount of retainage held in the contract by the City of Marshalltown from 5% to 0.5%, or \$30,000.00 for work remaining.

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

Section1. That the contract Change Order #3 for Iowa River Sanitary Sewer Interceptor Project 59011019, changing the contract retainage amount from 5% to 0.5% is hereby accepted and approved.

Passed this 13th day of July 2015 and signed this _____ day of _____, 2015.

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

June 15, 2015

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

From: Justin Nickel
Director of Public Works

Re: Change Order #3– S.M. Hentges & Sons, Inc. for Iowa River Sanitary Sewer
Interceptor

Policy Issue: City policy requires all change orders to be approved and reported in the
same manner as the original contract.

Recommendation: Staff recommends approving Change Order #3 which does not
change the contract amount.

Background: Change Order #3 reduces the amount of retainage held by the City from
5% to 0.5%, or \$30,000 for work remaining.

Budget Impact: None

Attachment: Change Order #3

cc: Randy Wetmore, City Administrator

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



Change Order

No. 3

Project: Iowa River Sanitary Sewer Interceptor	Date of Contract: May 29, 2014
Owner: City of Marshalltown	Owner's Contract No.: 59011019
Engineer: FOX Engineering	Engineer's Project No.: 2407-12W
Contractor: S.M. Hentges & Sons Inc.	Date of Issuance: June 15, 2015

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

DESCRIPTIONS:

- Item 1 Pursuant to Iowa Law section 26.13 Early Release of Retained Funds as requested by S.M. Hentges & Sons Inc.
- Change the retainage held from 5% to approximately 0.5%, or \$30,000 for work remaining as outlined in the attached and as included in Pay Application No. 11.

Attachments: Early Retainage Documentation

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:	Original Contract ☐ Working ☒ Calendar
	Substantial completion:
	Phase 1 - October 13, 2014
	Phase 2 - August 1, 2014
	Phase 3 - June 26, 2015
	Phase 4 - June 26, 2015
	Ready for final payment: July 27, 2015
☐ Increase ☒ Decrease from previously approved Change Orders:	☒ Increase ☐ Decrease from previously approved Change Orders:
\$5,716,508.72	Substantial completion (days): 11
	Ready for final payment (days): 11
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
	Substantial completion:
	Phase 1 - October 13, 2014
	Phase 2 - August 1, 2014
	Phase 3 - July 7, 2015
	Phase 4 - June 26, 2015
	Ready for final payment: August 7, 2015
☐ Increase ☐ Decrease of this Change Order:	☐ Increase ☐ Decrease of this Change Order:
\$0.00	Substantial completion (days): none
	Ready for final payment (days): none
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
	Substantial completion:
	Phase 1 - October 13, 2014
	Phase 2 - August 1, 2014
	Phase 3 - July 7, 2015
	Phase 4 - June 26, 2015
	Ready for final payment: August 7, 2015
\$5,509,428.95	

RECOMMENDED:

By: 
Engineer (Authorized Signature)

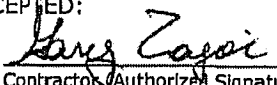
Date: 6/15/15

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 6/15/15



650 QUAKER AVENUE • JORDAN, MN 55352

Phone: 952.492.5700 • Fax: 952-492-5705 • www.smhentges.com • mailbox@smhentges.com

June 2,2015

Fox Engineering Associates, Inc
Steven Soupier, PE., CFM
414 South 17th Street, Suite 107
Ames, IA 50010

Re: Iowa River Sanitary Sewer Interceptor

Dear Steve,

S.M. Hentges is requesting reduction retainage as per breakdown below:

Replace Curb 2 EA@ \$1500.00	\$ 3,000.00
Pull Plugs from Sewer 2 EA@ \$1500	\$ 3,000.00
Work Left	\$ 6,000.00
Withholding	\$30,000.00

Sincerely,

Gary Zajac
VP of Operations



Equal Opportunity Employer



S.M. Hentges & Sons Inc
650 Quaker Avenue
Jordan, Mn 55352
Phone (952)492-5700 Fax (952) 492-5705

Iowa Code Chapter 26 Request for Release of Retained Funds

Pursuant to Iowa Code Section 26.13, S.M. Hentges & Sons Inc. ("Contractor") hereby requests early release of \$243,834.67 of the retained funds for the public improvements project identified as the Iowa River Sanitary Sewer Interceptor, Project No. 2407-12W ("Project"), by the City of Marshalltown. Contractor warrant that this request is made at least 10 days after giving notice to all sub-contractors, and suppliers known to it to have provided labor or materials for the project.

Signature: Gary Zajac
Title: U. P. Operations

Sworn Statement Pursuant to Iowa Code Sections 26.13(1)

I, Gary Zajac, Member of S.M. Hentges & Sons Inc., certify under penalty of perjury that on June 2, 2015 which is at least 10 days prior to filing this request, that attached notice was given to all of the subcontractors, sub-contractors, and suppliers known to me to have provided labor or materials for the public improvements project identified as the Iowa River Sanitary Sewer Interceptor project, Project No. 2407-12W, with the City of Marshalltown.

Gary Zajac
Signature



650 QUAKER AVENUE • JORDAN, MN 55352

*Emailed all
Subs & Suppliers*

Phone: 952.492.5700 • Fax: 952-492-5705 • www.smhentges.com • mailbox@smhentges.com

S.M. Hentges & Sons Inc
650 Quaker Avenue
Jordan, MN 55352
Phone (952)492-5700 Fax (952) 492-5705

June 2, 2015

To: Material Suppliers, Subcontractors

Re: "Notice of Contractor's Request For Early Release of Retained Funds"

You are hereby notified that S.M. Hentges & Sons Inc. will be requesting an early release of funds on a public Improvements project designated as Iowa River Sanitary Sewer Interceptor for which you have or may have provided labor or materials. The request will be made pursuant to Iowa Code Section 26.13. The request may be filed with the City of Marshalltown after ten calendar days from the date of this notice. The purpose of this request is to have the City of Marshalltown release and pay funds for all work that has been performed and charged to the City of Marshalltown as of the date of this notice. This notice is provided in accordance with Iowa Code Section 26.13.



Equal Opportunity Employer



RW

TO: Mayor, Council and City Administrator
FROM: Terry Gray, Parks & Recreation
SUBJECT: CIP Reallocation of funds
DATE: June 17, 2015

The roof on the Kiwanis Park shelter has been replaced. We had budgeted \$10,000 in CIP and \$5,000 in anticipated gift/donations for this project. We did not actually receive any donations for the project. To cover the actual amount over the \$10,000, we are reallocating unused budgeted dollars from the CIP fund to cover the additional actual cost. The unused CIP dollars are a result of lower than budgeted costs for some equipment purchases.

Kiwanis Roof actual: \$14, 149.85

Unused CIP fund: \$ 8,806.00

Amount needed for roof: \$ 4,149.85

Doing this still keeps us within the original CIP budget.

Memorandum

To: Mayor and City Council
From: Randy Wetmore, City Administrator *RW*
Date: June 22, 2015
RE: Development of RFQ for Public Safety Buildings

As you are aware, it takes a significant amount of time to get a plan ready to be placed on an election ballot. The times a question may be placed on a ballot is set by the State. If the Council desires to place the question of a bond issue on the ballot for one or both of these buildings in the next year or so, it is time to start the process.

For city staff to prepare an RFQ, a number of questions need to be decided. Specifically, what does the Council want be a part of the scope of work. In order to prepare the scope of work we need answers for the following :

**Would you like the RFQ to be for just a Police Station? Or, just a Fire Station? Or, would you like the next bond issue to be for both a Police Station and Fire Station?

**Would you like the firm selected to use the latest needs assessment documents? Update those documents? Or, to undertake a new needs assessment?

**Would you want them to analyze the potential to remodel the existing buildings the departments are housed in now?

**Would you like them to review the possibility of using another existing building for either department? Review them for efficiency and effectiveness of operations? Conduct environmental studies of the buildings? Develop overall cost estimates?

**Would you want them to look at green field sites for the construction of new facilities?

**Do you want site selection to be included? Including environmental studies? Utility location and construction considerations? Cost of preparing a site?

**Educational assistance such as public meeting presentations?

**Review possible technology equipment improvements, fiber, etc.?

**What would the maximum bond issue amount be for this project?

If you may have other questions or issues you want as part of the RFQ that is sent out please bring them up at the meeting on Monday.

Below is a time schedule if you would like to have a bond issue election in August of 2016.

Public Safety Design Timeline 2015-2016

RFQ Council Discussion	June 22, 2015
Send Out Request for Qualifications	July 13, 2015
Consultant Q&A Meeting	July 22, 2015
RFQ due to City Engineer	August 7, 2015
Consultant Interviews	August 17-18 or 18-19, 2015
Council Action Consultant Selection	August 24, 2015
Consultant Agreement approval	September 14, 2015
Design	Oct 1, 2015 – June, 2016
Resolution Calling for an Election	Prior to June 20, 2016
Election	August 2, 2016

COUNCIL DATE: June 23, 2015

VISA	\$0.00
ACH'S	\$144,110.33
CHECKS	\$216,058.91
PAYROLL #11	\$553,678.90
VOIDS	\$0.00
	\$913,848.14 TOTAL FOR COUNCIL

520520.5980.000	AARON STEWARD	FILLED SWIM	46.63
101440.5600.054	ACCO UNLIMITED CORP	LIQUID CHLORINE	1,519.70
101421.5600.450	ADLAND ENGRAVING CO INC	SUMMER BLAST	460.16
101421.5600.450	ADLAND ENGRAVING CO INC	CAMP M'TOWN	323.70
204420.5132.000	ADLAND ENGRAVING CO INC	LIVE HEALTHY TRACK MEET	288.45
520520.5132.000	ADLAND ENGRAVING CO INC	SHIRTS/SWEATSHIRTS	210.00
101421.5600.450	ADLAND ENGRAVING CO INC	CAMP M'TOWN	139.48
101820.5600.000	ADLAND ENGRAVING CO INC	RETIREMENT PLAQUE	49.00
101860.5231.820	AHLERS & COONEY,PC	4/20-5/19 LEGAL FEES	888.00
520520.5600.000	AIR FILTER SALES & SERVICE	AIR UNIT FILTER	593.36
206710.5600.000	AIRGAS USA, LLC	OXYGEN/ARGO	51.89
101421.5340.630	AIRLINE AMUSEMENT PARK INC	40 ADMISSIO	440.00
233410.5331.500	ALCON INC.	TRAVEL EXPENESES	155.00
520520.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	16,013.86
520520.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	3,285.71
101310.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	2,222.16
101881.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	1,711.48
520520.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	1,488.51
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	1,133.40
510531.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	526.40
510531.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	324.08
101310.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	222.83
520590.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	196.07
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	156.64
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	135.51
520590.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	96.87
101881.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	86.63
520590.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	80.75
520590.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	76.11
206160.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	70.42
530540.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	55.78
206160.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	53.20
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	47.21
101410.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	45.84
281690.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	45.76
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	35.18
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	32.87

206160.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	31.02
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	31.00
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	30.61
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	29.68
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	29.33
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	27.63
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	27.05
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	25.56
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	24.99
206160.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	24.68
101410.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	23.70
101410.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	21.63
520520.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	21.35
101410.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	20.27
101410.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	19.83
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	18.73
206160.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	18.73
101170.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	18.40
206120.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	17.10
281690.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	16.74
520520.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	16.39
281690.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	15.38
520590.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	12.73
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	11.85
101410.5480.010	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	11.85
281690.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	10.82
281690.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	10.78
281690.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	10.13
510531.5480.020	ALLIANT UTILITIES IES	GAS & OR ELECTRIC	8.49
510531.5718.000	AMERICAN CONCRETE PRODUCTS	E.LINN/1ST	1,035.50
510531.5718.000	AMERICAN CONCRETE PRODUCTS	E.LINN/1ST	260.00
206760.5280.000	AMERICAN PUBLIC WORKS ASSOC	9 MEMBERSHIPS	900.00
101110.5460.000	ANDREW COLE	CONFERENCE FUEL	15.27
101110.5230.000	ANIMAL RESCUE LEAGUE	2 AFTER HRS	60.00
101140.5570.000	APPARATUS TESTING SERVICES, LLC	ANNUAL PUMP	1,456.72
283210.5320.000	AREA SANITATION	LEAD HOUSE	90.00
206710.5570.000	ARNOLD MOTOR SUPPLY	12V COMM BATTERY	(26.46)
206710.5570.000	ARNOLD MOTOR SUPPLY	FILTERS/RET	(0.27)
550780.5570.000	ARNOLD MOTOR SUPPLY	COMPRESSOR	496.00
206710.5570.000	ARNOLD MOTOR SUPPLY	RADIATOR	165.34
550780.5570.000	ARNOLD MOTOR SUPPLY	FILTER KIT/	164.41
206710.5570.000	ARNOLD MOTOR SUPPLY	12V COMM BATTERY	116.27
206710.5600.000	ARNOLD MOTOR SUPPLY	OP SUPPLIES	67.33
550780.5570.000	ARNOLD MOTOR SUPPLY	VELCRO FAST	57.86
101110.5570.000	ARNOLD MOTOR SUPPLY	DISC PAD SETS	50.02
206710.5570.000	ARNOLD MOTOR SUPPLY	AIR FILTER/	49.12
101140.5570.000	ARNOLD MOTOR SUPPLY	SPARK PLUGS	44.53
101110.5570.000	ARNOLD MOTOR SUPPLY	DISC PAD SETS	36.35
101110.5570.000	ARNOLD MOTOR SUPPLY	OIL FILTERS	26.58

206710.5570.000	ARNOLD MOTOR SUPPLY	OIL FILTER	21.22
206710.5600.000	ARNOLD MOTOR SUPPLY	DEGREASER	18.19
206710.5570.000	ARNOLD MOTOR SUPPLY	FILTERS	14.44
206710.5600.000	ARNOLD MOTOR SUPPLY	PAINT	14.40
101140.5570.000	ARNOLD MOTOR SUPPLY	FILTERS	13.60
206710.5600.000	ARNOLD MOTOR SUPPLY	SOLVENT	12.83
101110.5570.000	ARNOLD MOTOR SUPPLY	OIL FILTERS	10.79
101110.5570.000	ARNOLD MOTOR SUPPLY	PLATE NUTS	10.37
206710.5570.000	ARNOLD MOTOR SUPPLY	TURN SIGNAL	2.83
206710.5600.000	ARAMARK	STREET DEPT	59.45
206710.5600.000	ARAMARK	STREET DEPT	59.45
206710.5600.000	ARAMARK	STREET DEPT	59.45
206710.5600.000	ARAMARK	STREET DEPT	59.45
206710.5600.000	ARAMARK	STREET DEPT	59.45
206710.5600.000	ARAMARK	STREET DEPT	59.45
101410.5340.010	ARAMARK	RIVERVW PK SUPPLIES	23.83
101410.5340.010	ARAMARK	RIVERVW PK SUPPLIES	23.83
101410.5340.010	ARAMARK	SUPPLIES	12.30
101410.5340.010	ARAMARK	SUPPLIES	12.30
206710.5600.000	ARAMARK	LATE FEE	11.25
101410.5340.010	ARAMARK	SUPPLIES	7.96
101410.5340.010	ARAMARK	SUPPLIES	7.96
152451.5340.010	ARAMARK	SUPPLIES	7.14
152451.5340.010	ARAMARK	SUPPLIES	7.14
152451.5340.010	ARAMARK	SUPPLIES	2.80
152451.5340.010	ARAMARK	SUPPLIES	2.80
206710.5600.000	ARAMARK	LATE FEE	1.78
101310.5732.320	BAKER & TAYLOR ENTERTAINMENT	LOST OR MEMORIAL DVD	415.71
101310.5732.320	BAKER & TAYLOR ENTERTAINMENT	LOST OR MEMORIAL DVD	329.12
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	DVDS	262.41
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	DVDS	167.38
101310.5732.320	BAKER & TAYLOR ENTERTAINMENT	LOST OR MEM	165.84
101310.5732.300	BAKER & TAYLOR ENTERTAINMENT	DVDs	81.47
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	240.00
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	161.81
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	105.51
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	82.11
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	72.24
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	30.20
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	29.06
101310.5732.320	BAKER & TAYLOR INCORP	MEMORIAL BOOK	25.73
101310.5732.250	BAKER & TAYLOR INCORP	REFERENCE BOOK	19.79
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	18.76
101310.5732.250	BAKER & TAYLOR INCORP	REFERENCE BOOK	16.79
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	14.55
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	14.53
101310.5732.320	BAKER & TAYLOR INCORP	REFERENCE BOOK	11.97
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	8.99
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	8.97

101310.5732.250	BAKER & TAYLOR INCORP	REFERENCE BOOK	7.77
101310.5732.300	BAKER & TAYLOR INCORP	BOOKS	4.79
206710.5600.000	BAKER GROUP	ELBOW/BRACKET	141.88
206710.5610.910	BARCO MUNICIPAL PRODUCTS INC	FLAG BRACKET	166.93
150310.5703.000	BDH INFORMATION	FIREWALL SWITCH	2,668.00
206760.5340.150	BDH INFORMATION	MOVED SERVER	573.75
101891.5340.150	BDH INFORMATION	SUPPORT/SWITCH	255.00
101891.5600.000	BDH INFORMATION	SUPPORT/SWITCH	225.00
206760.5340.150	BDH INFORMATION	1 HR CONSULTING	85.00
101891.5340.150	BDH INFORMATION	1/2 HR SUPPORT	42.50
206710.5410.000	BENS TIRE & AUTO	LOADER TIRE	250.00
684990.5230.000	BERNIE LOWE & ASSOCIATES, INC	MAY CONSULTING FEE	2,152.50
681110.5339.000	BERNIE LOWE & ASSOCIATES, INC	411 MED CLAIMS	262.83
681110.5230.000	BERNIE LOWE & ASSOCIATES, INC	411 MED CLAIMS	6.80
233410.5600.060	BEST COB LLC	40# BGS DIAMOND DRY	400.00
206710.5610.520	BITUMINOUS MATERIALS & SUPPLY	HFE90	1,119.30
101310.5732.300	BLACKSTONE AUDIO, INC.	AUDIO BOOKS	135.00
520520.5980.000	BOB HENDERSON	FILLED SWIM POOL	27.38
101310.5732.300	BRODART INC	JUVENILE BOOKS	416.50
101310.5732.320	BRODART INC	LOST OR MEMORIAL BOOKS	329.78
101310.5732.300	BRODART INC	JUVENILE BOOKS	130.67
101310.5732.300	BRODART INC	GRAPHIC BOOKS	93.45
101310.5732.300	BRODART INC	JUVENILE BOOKS	25.08
101310.5732.300	BRODART INC	SPANISH BOOK	11.38
101310.5732.300	BRODART INC	JUVENILE BOOKS	5.84
101310.5732.320	BRODART INC	LOST OR MEMORIAL BOOK	2.92
206120.5600.000	BROWN TRAFFIC PRODUCTS INC	LIGHT FIXTURE	412.50
101110.5132.000	BROWN'S SHOE FIT CO	BOOTS	119.99
101110.5132.000	BROWN'S SHOE FIT CO	BOOTS	119.99
290113.5460.000	CAITLIN NEMECHEK	TRAVEL FUEL	35.01
150410.5340.010	CARL L MCFARLAND	RIVERVIEW PK ASPHALT	12,375.00
150110.5749.000	CARPENTER UNIFORM COMPANY	TACTICAL VEST	1,907.95
101140.5132.000	CARPENTER UNIFORM COMPANY	25 SHIRTS/EMBLEMS	1,048.50
150110.5749.000	CARPENTER UNIFORM COMPANY	DUTY VEST	687.95
101110.5132.000	CARPENTER UNIFORM COMPANY	UNIFORMS	418.46
101140.5132.000	CARPENTER UNIFORM COMPANY	3 SHIRTS/EMBLEMS	137.82
101140.5132.000	CARPENTER UNIFORM COMPANY	2 SHIRTS/EMBLEMS	84.60
242310.5732.300	CENGAGE LEARNING INC	LARGE TYPE BOOKS	79.46
101310.5732.320	CENGAGE LEARNING INC	LOST OR MEMORIAL BOOKS	79.17
242310.5732.300	CENGAGE LEARNING INC	LARGE TYPED BOOKS	22.39
242310.5732.300	CENGAGE LEARNING INC	LARGE TYPED BOOKS	19.46
242310.5732.300	CENGAGE LEARNING INC	LARGE TYPED BOOKS	15.99
242310.5732.300	CENTER POINT LARGE PRINT	LARGE TYPED BOOKS	80.88
250660.5331.500	CENTRAL BUSINESS DISTRICT	QTRLY ALLOCATION	6,000.00
520520.5600.000	CENTRAL IOWA DISTRIBUTING INC	TOWELS/SOAP	602.50
520520.5600.000	CENTRAL IOWA DISTRIBUTING INC	DEGREASER	538.25
101310.5600.000	CENTRAL IOWA DISTRIBUTING INC	TISSUE	163.20
206710.5570.000	CENTRAL IOWA FARM STORE INC	ASSY PUMP/GASKET	301.85
206710.5570.000	CENTRAL IOWA FARM STORE INC	BLADE KITS	269.32

101410.5562.000	CENTRAL IOWA FARM STORE INC	BLADES	211.20
101110.5600.000	CENTRAL OFFICE SUPPLY	PAPER&SHEET	125.21
550780.5370.000	CENTRAL OFFICE SUPPLY	PAPER	27.95
101110.5600.000	CENTRAL OFFICE SUPPLY	PAPER	25.82
290113.5450.000	CENTURYLINK	POLICE DEPT PHONES	711.35
290113.5450.000	CENTURYLINK	POLICE DEPT PHONES	418.00
290113.5450.000	CENTURYLINK	POLICE DEPT PHONES	76.00
290113.5450.000	CENTURYLINK	POLICE DEPT PHONES	20.37
206710.5610.600	CESSFORD CONSTRUCTION	ROADSTONE	2,749.21
206710.5610.510	CESSFORD CONSTRUCTION	HIGH PERF C	822.00
206710.5610.600	CESSFORD CONSTRUCTION	ROADSTONE	747.58
206710.5610.510	CESSFORD CONSTRUCTION	HIGH PERF C	506.40
101110.5132.000	CHAD A HILLERS	CLOTHING ALLOWANCE	237.37
233410.5331.500	CHAD KRANTMAN	TRAVEL EXPENSES	740.00
204420.5340.010	CHAD PIETIG	LIVE HEALTY TRACK MEET	100.00
101830.5280.000	CHAMBER OF COMMERCE	MEMBERSHIP	430.00
242310.5732.300	CHICAGO DISTRIBUTION CENTER	GENEALOGY BOOK	18.88
101310.5600.000	CoLibri Systems	BOOK COVERS	1,780.00
529590.5980.000	CONCRETE INC	SEWER CONNECT FEE	3,200.00
510531.5600.000	CONCRETE INC	1712 EDGEBROOK	283.05
510531.5600.000	CONCRETE INC	MAIN ST BY MCFARLAND	226.44
510531.5600.000	CONCRETE INC	611 GARLIN	189.11
510531.5600.000	CONCRETE INC	1802 EDGEBROOK	189.11
510531.5600.000	CONCRETE INC	7THAVE/SOUTH ST	189.11
510531.5600.000	CONCRETE INC	1609 W MAIN	137.07
510531.5600.000	CONCRETE INC	E MAIN BY MCFARLAND	126.07
520520.5600.000	CONSOLIDATED WATER SOLUTIONS	36 BGS POLYMER	7,524.00
206160.5480.010	CONSUMERS ENERGY CO-OP	5/1-6/1 MARSHALLTOWN	386.88
206120.5480.010	CONSUMERS ENERGY CO-OP	5/1-6/1 MARSHALLTOWN	61.54
101110.5132.000	CORTNEY B WATSON	SHOE ALLOWANCE	135.01
242310.5732.300	CRESCENT ELECTRIC SUPPLY CO	NEC CODEBOOK	91.86
206710.5570.000	CROP PRODUCTION SERVICES	OIL	1,371.00
206710.5570.000	CROP PRODUCTION SERVICES	OIL	580.00
550780.5570.020	CROP PRODUCTION SERVICES	55 GAL D.E.F.	217.99
550780.5570.020	CROP PRODUCTION SERVICES	OIL ANALYSIS	108.00
520520.5600.000	CROP PRODUCTION SERVICES	OIL ANALYSIS	12.95
101000.4472.000	DAISY RODRIGUEZ	CANCELLATION	40.00
150140.5718.000	DANKO EMERGENCY EQUIPMENT CO.	HOSES	3,020.00
150140.5718.000	DANKO EMERGENCY EQUIPMENT CO.	50' HOSE	112.00
101581.5261.760	DEVIG SERVICES	CONTRACT MOWING	75.00
101581.5261.760	DEVIG SERVICES	CONTRACT MOWING	75.00
101581.5261.760	DEVIG SERVICES	CONTRACT MOWING	75.00
101581.5261.760	DEVIG SERVICES	CONTRACT MOWING	55.00
101581.5261.760	DEVIG SERVICES	CONTRACT MOWING	55.00
101581.5261.760	DEVIG SERVICES	CONTRACT MOWING	55.00
550780.5450.000	DEX MEDIA EAST LLC	PHONE BOOK	222.84
101410.5600.080	DIAMOND VOGEL PAINTS	4 CNS PAINT	122.16
206120.5600.000	DIAMOND VOGEL PAINTS	BLACK PAINT	78.40
206710.5600.000	DIAMOND VOGEL PAINTS	OP SUPPLIES	42.82

283210.5433.000	DICKS CONCRETE	LEAD HOUSE	420.00
520520.5980.000	DONALD EICHER III	FILLED SWIM POOL	64.12
204420.5340.010	DOUG BACON	LIVE HEALTHY TRACK MEET	200.00
206710.5718.000	DULTMEIER SALES INC.	WISE, OP SUPPLIES	703.01
206710.5610.940	DULTMEIER SALES INC.	DRUM MIXER	275.15
520520.5600.000	ELECTRIC PUMP	SILICONE OIL	233.00
206710.5340.010	ELECTRONIC ENGINEERING CO INC	6/1-6/30 GPS	1,038.70
520590.5340.010	ELECTRONIC ENGINEERING CO INC	6/1-6/30 GPS	95.88
510531.5340.010	ELECTRONIC ENGINEERING CO INC	6/1-6/30 GPS	63.92
101110.5132.000	EMBLEM ENTERPRISES INC	50 SUBDUED	174.00
101420.5340.640	EMILY HAZEN	6/1-6/14 CLASSES	120.00
283210.5600.031	ENVIRO HEALTH TECHNOLOGIES	LEAD TESTING	82.50
283210.5600.031	ENVIRO HEALTH TECHNOLOGIES	LEAD TESTING	80.00
283210.5600.032	ENVIRO HEALTH TECHNOLOGIES	LEAD TESTING	16.50
283210.5600.032	ENVIRO HEALTH TECHNOLOGIES	LEAD TESTING	15.00
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	CLEARANCE-ELDORA	94.25
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	CLEARANCE-ELDORA	72.50
283210.5600.031	ENVIRONMENTAL HAZARDS SERV	CLEARANCE-ELDORA	50.75
283210.5600.032	ENVIRONMENTAL HAZARDS SERV	SOIL CK-310	14.50
150310.5718.000	ENVISIONSWARE, INC	LICENSES	2,372.60
101140.5410.000	ETHINGTON HTG & COOLING INC	AIR CONDITIONER	150.00
242310.5340.050	FONZIBA KOSTER	AFRICAN PROGRAM	1,450.00
101110.5600.000	FOREMOST PROMOTIONS	CANTINA PENS	179.00
520520.5230.030	FOX ENGINEERING ASSOCIATES INC	WPCP PERF EDGE	5,668.25
520520.5230.030	FOX ENGINEERING ASSOCIATES INC	WPCP PERF EDGE	2,314.50
527520.5230.030	FOX ENGINEERING ASSOCIATES INC	WPCP ULTRAVIOLET	326.00
101850.5460.000	G F O A	CLOSING EVENT	40.00
233410.5340.010	G&K SERVICES	TOWEL SERVICES	8.00
233410.5340.010	G&K SERVICES	TOWEL SERVICES	6.00
233410.5340.010	G&K SERVICES	TOWEL SERVICES	6.00
233410.5340.010	G&K SERVICES	TOWEL SERVICES	6.00
101140.5132.000	GALL'S INC	38 PRS FIRE PANTS	1,558.39
101140.5132.000	GALL'S INC	4 PR PANTS	167.96
101110.5132.000	GALL'S INC	BOOTS-KESSLER	122.75
101110.5132.000	GALL'S INC	DUTY SHORTS	42.24
999.1160.000	GALL'S INC	BOOTS-KESSLER	12.25
101410.5132.000	GARY D MASON	CLOTHING ALLOWANCE	153.33
550780.5570.000	GILLIG LLC	BRAKE ACCESSORIES	466.72
550780.5570.000	GILLIG LLC	ANTENNA MOUNT	22.66
101860.5231.000	GRIMES BUCK SCHOELL & BEACH	5/13-6/12 SERVICES	2,400.00
101561.5231.000	GRIMES BUCK SCHOELL & BEACH	5/13-6/12 SERVICES	300.00
101860.5231.000	GRIMES BUCK SCHOELL & BEACH	5/13-6/12 SERVICES	300.00
473710.5231.000	GRIMES BUCK SCHOELL & BEACH	5/13-6/12 SERVICES	75.00
101310.5980.000	GUADALUPE CHAVEZ	OVERPAYMENT-LIBRARY	61.89
520520.5600.030	HACH COMPANY	HYDROGEN PEROXIDE	147.80
233410.5410.000	HANKE REFRIGERATION	ICEMACHINE HOOKUP	82.50
540430.5410.000	HANKE REFRIGERATION	ICEMACHINE HOOKUP	82.50
283210.5250.000	HARDIN COUNTY RECORDERS OFFICE	ELDORA LIEN	12.00
283210.5250.000	HARDIN COUNTY RECORDERS OFFICE	ELDORA LIEN	12.00

290113.5450.000	HEART OF IOWA COMM	6/1-6/30 911 SERVICES	450.00
206710.5450.000	HEART OF IOWA COMM	6/1-6/30 911 SERVICES	235.09
550780.5450.000	HEART OF IOWA COMM	6/1-6/30 911 SERVICES	117.54
290113.5450.000	HEART OF IOWA COMM	6/1-6/30 911 SERVICES	88.00
520590.5450.000	HEART OF IOWA COMM	6/1-6/30 911 SERVICES	70.53
510531.5450.000	HEART OF IOWA COMM	6/1-6/30 911 SERVICES	47.02
101000.4472.000	HERSCHELL BROWN	COMM BLDG REFUND	40.00
206710.5570.000	HOGELAND BODY	STEERING WHEEL	30.00
206710.5718.000	HOME RENTAL CENTER	STIHL SAW	686.95
206710.5718.000	HOME RENTAL CENTER	STIHL SAW	399.95
206710.5600.000	HOME RENTAL CENTER	PROPANE	153.28
520520.5600.000	HOTSY CLEANING SYSTEMS INC	HOSE, GUNJET	272.23
540430.5600.055	HY-VEE ACCOUNTS RECEIVABLE	CONCESSION	474.34
540430.5600.000	HY-VEE ACCOUNTS RECEIVABLE	CONCESSION	63.32
247410.5132.000	IN STITCHES	11 BAND SHIRTS	169.56
101110.5132.000	IN STITCHES	VOLUNTEER SHIRTS	70.22
247410.5132.000	IN STITCHES	BAND SHIRTS	45.78
520520.5340.010	INDEPENDENT AG SERVICES LLC	SOIL TESTING	535.88
101310.5732.250	INGRAM LIBRARY SERVICES	REFERENCE BOOK	41.98
101310.5732.250	INGRAM LIBRARY SERVICES	REFERENCE BOOK	8.97
520520.5340.070	INTERSTATE INDUSTRIAL SERVICE	METER CALIBRATION	754.00
101831.5460.000	IOWA CITY/CO MANAGEMENT ASSOC	MEMBERSHIP	300.00
101310.5340.010	IOWA HOMETOWN SECURITY	PANIC BUTTON	671.78
206710.5610.910	IOWA PRISON INDUSTRIES	CORNER BOLT	70.00
101110.5460.000	IPCA	LE ADMIN BOOK	120.00
204420.5340.010	JAMES STONE	LIVE HEALTHY TRACK MEET	125.00
101310.5600.010	JOA M LAVILLE	STORYTIME SUPPLIES	39.17
101310.5732.300	JOA M LAVILLE	STORYTIME SUPPLIES	13.50
101310.5210.000	JOA M LAVILLE	FACEBOOK AD	10.90
204420.5340.010	JOHN ANDREWS	LIVE HEALTHY TRACK MEET	125.00
520520.5600.000	JOHN CRANE INC	MECHANICAL SEAL ASSY	1,431.18
101110.5410.000	JORDANS CARPET CLEANING	CARPET CLEANING	507.00
101000.4472.000	JOSE MORA ZAMORA	REFUND -CXL	90.00
101000.4870.410	JULIANNE PACKER	TENNIS LESSONS CXL	27.00
101880.5410.000	KAPAUN & BROWN INC	COMM CTR- A.C.	155.68
204420.5340.010	KAREN BACON	LIVE HEALTHY TRACK MEET	50.00
101420.5340.640	KAREN GALE	6/1-6/14 CLASSES	202.50
101310.5460.000	KATHRYN FINK	CONFERENCE MILES	46.41
101440.5210.000	KDAO AM/FM & TV	SUMMER FUN BLAST AD	381.00
101110.5370.000	KOCH BROTHERS	PRINTING/COPIES	160.40
290113.5450.000	LANGUAGE LINE SERV INC	PHONE INTERPREATION	128.85
101110.5430.000	LANGUAGE LINE SERV INC	PHONE INTERPREATION	27.30
101310.5340.010	LEROY DUANE LENZ	CONTRACT MOWING	240.00
101310.5340.010	LEROY DUANE LENZ	CONTRACT MOWING	240.00
283210.5320.000	LEROY DUANE LENZ	CONTRACT MOWING	60.00
283210.5320.000	LEROY DUANE LENZ	CONTRACT MOWING	60.00
283210.5320.000	LEROY DUANE LENZ	CONTRACT MOWING	45.00
283210.5320.000	LEROY DUANE LENZ	CONTRACT MOWING	45.00
101421.5331.500	LICENSE FEE COLLECTIONS UNIT	CHILD CARE	75.00

204420.5340.010	LINDA LEATON	LIVE HEALTHY TRACK MEET	50.00
101421.5340.630	LIVING HISTORY FARMS	CAMP MARSHALLTOWN	349.25
204420.5340.010	LYLE BAER	LIVE HEALTHY TRACK MEET	75.00
206740.5340.240	M GERVICH & SONS INC	PARTS	348.53
206740.5340.240	M GERVICH & SONS INC	PARTS	48.06
101110.5570.000	M GERVICH & SONS INC	MISC STEEL	6.60
101840.5360.000	MAIL SERVICES	CITY ADMIN&PROJECTS	245.78
101840.5360.000	MAIL SERVICES	CITY ADMIN&PROJECTS	226.82
278690.5360.000	MAIL SERVICES	RENT ASSIST	75.24
278690.5360.000	MAIL SERVICES	RENT ASSIST	48.24
101561.5360.000	MAIL SERVICES	RENTAL INSPECTIONS	30.94
283210.5360.000	MAIL SERVICES	LEAD ABATEMENT	19.19
283210.5360.000	MAIL SERVICES	LEAD ABATEMENT	17.33
101561.5360.000	MAIL SERVICES	RENTAL INSPECTIONS	7.16
101000.4472.000	MARIA MURRILLO	CANCELLATION	85.00
101000.4472.000	MARIA ORTIZ	CANCELLATION	85.00
204420.5340.010	MARK BOHAN	LIVE HEALTHY TRACK MEET	100.00
204420.5340.010	MARK CHARDOULIAS	LIVE HEALTHY TRACK MEET	75.00
219110.5331.500	MARSHALL COUNTY AUDITOR	JAG GRANT	9,427.50
101110.5570.010	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	4,899.23
550780.5570.060	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	4,262.65
206710.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	2,983.50
101140.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	508.18
101410.5570.060	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	481.52
101410.5570.010	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	481.03
520590.5570.010	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	410.62
510531.5570.010	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	273.74
520520.5570.010	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	243.25
206120.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	191.68
520590.5570.060	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	159.35
206760.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	112.47
510531.5570.060	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	106.23
520520.5570.060	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	74.37
101560.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	58.84
101581.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	32.41
218110.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	31.53
101561.5570.000	MARSHALL COUNTY ENGINEER	GAS &/OR DIESEL	17.52
520520.5340.010	MARSHALL COUNTY LANDFILL	DEBRIS TO LANDFILL	332.75
520520.5340.010	MARSHALL COUNTY LANDFILL	DEBRIS TO LANDFILL	314.05
520520.5340.010	MARSHALL COUNTY LANDFILL	DEBRIS TO LANDFILL	162.80
290113.5340.150	MARSHALL COUNTY TREASURER	INTERNET & MONITORING	256.00
101770.5410.000	MARSHALLTOWN AVIATION INC	GROUND MAINT	2,509.16
101770.5340.070	MARSHALLTOWN AVIATION INC	MANAGERS FEE	642.00
101770.5600.000	MARSHALLTOWN AVIATION INC	INTERNET	30.05
101770.5570.000	MARSHALLTOWN AVIATION INC	SNOW PLOW PART	19.94
101770.5570.000	MARSHALLTOWN AVIATION INC	VAN WALL REPAIR	13.34
101410.5340.010	MARSHALLTOWN KIWANIS PM	CONTRACT MOWING	660.00
233410.5340.600	MARSHALLTOWN UMPIRES ASSOC	UMPIRES ASSOCIATION	2,650.00
520520.5480.030	MARSHALLTOWN WATER WORKS	MAY WPCP WATER	980.35

999.1190.010	MARSHALLTOWN WATER WORKS	STATE OFFSET	555.05
204420.5340.010	MATT BROSHAR	LIVE HEALTHY TRACK MEET	75.00
233410.5331.500	MATT VANLAW	TRAVEL EXPENXES	75.00
233410.5331.500	MATTHEW NADING	TRAVEL EXPENSES	75.00
520520.5600.000	MC2 INC	HOSE/LUBE/ASSY	2,299.87
550780.5570.030	MCATEE TIRE SALES & SERVICE INC	6 TIRES/SERVICES	2,309.52
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	#514 TWO TIRES	302.00
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	TIRE REPAIR	108.60
101110.5570.000	MCATEE TIRE SALES & SERVICE INC	#504 TIRE REPAIR	18.50
206710.5410.000	MCATEE TIRE SALES & SERVICE INC	TIRE REPAIR	18.50
101140.5151.000	MCFARLAND CLINIC PC	11 PULMONARY TESTS	764.72
101310.5450.000	MEDIACOM	INTERNET-LIBRARY	83.40
681110.5338.000	MEDTRAK SERVICES LLP	5/16-5/31 PRESC MEDS	272.49
681140.5338.000	MEDTRAK SERVICES LLP	5/16-5/31 PRESC MEDS	93.32
206710.5340.290	MICHAEL LISKOWIAK	TREE REMOVED 16TH STREET	1,250.00
101310.5732.300	MICROMARKETING LLC	AUDIO BOOKS	356.93
101310.5732.300	MICROMARKETING LLC	AUDIO BOOKS	141.97
101310.5732.300	MICROMARKETING LLC	JUV AUDIO BOOKS	97.91
101310.5732.300	MICROMARKETING LLC	AUDIO BOOKS	29.95
101310.5732.300	MICROMARKETING LLC	JUV AUDIO BOOKS	19.95
206710.5600.000	MID IOWA SALES COMPANY	HANDCLNR/SHRINK TUBING	118.38
520520.5600.030	MIDLAND SCIENTIFIC INC	GRADUATED CYLINDERS	63.03
520520.5600.030	MIDLAND SCIENTIFIC INC	CLAMPS	5.72
101110.5410.000	MIDWEST RADAR & EQUIPMENT	RADAR INSPECTION	480.00
290113.5450.000	MINERVA VALLEY TELEPHONE	MARSHALL COUNTY 911	50.00
101310.5600.000	MINUTEMAN INC	VOLUNTEER BROCHURES	70.00
550780.5570.000	MINUTEMAN INC	SHIPPED OIL SAMPLES	45.47
550780.5360.000	MINUTEMAN INC	SOFT LAMINATION	39.00
550780.5570.000	MINUTEMAN INC	SHIPPED OIL SAMPLES	8.98
550780.5360.000	MINUTEMAN INC	SHIPPED OIL SAMPLES	8.93
101410.5600.080	MIRACLE RECREATION	MATERIALS/EQUIP/FRT	1,536.43
550780.5570.000	NAPA	CORE DEPOSI	(72.00)
101110.5570.000	NAPA	#516 BRAKE	109.55
101110.5570.000	NAPA	FASTENER	62.09
550780.5570.000	NAPA	THERMOSTAT	24.98
550780.5570.000	NAPA	HOSE	10.00
550780.5570.000	NAPA	STIK/HOSE	5.80
206710.5570.000	NAPA	CIRCUIT BREAKER	5.43
550780.5570.000	NAPA	HOUSING GASKET	1.25
101310.5732.300	MOVIE LICENSING USA	COPYRIGHT CERTIFICATE	463.00
684990.5980.000	MRS. CLARENCE ANDREWS	SPOUSE COVERAGE	811.62
550780.5210.000	MULTIMEDIA SALES & MARKETING INC	KXIA PROMO	390.00
540430.5600.055	NORTHERN LIGHTS DISTRIBUTING, INC	CONCESSION	1,113.33
540430.5600.055	NORTHERN LIGHTS DISTRIBUTING, INC	CONCESSION	748.27
101310.5340.070	OCLC, INC	ONLINE SUBSCRIPTION	805.30
101110.5331.500	OFFICE OF VEHICLE SERVICES	7 SALVAGE V	70.00
101110.5370.000	ON-SITE INFORMATION DEST	SHREDDING SERVICES	40.00
278690.5340.070	ON-SITE INFORMATION DEST	SHREDDING SERVICES	40.00
101140.5410.000	OPTIMAL OVERHEAD DOORS	DOOR REPAIR	285.00

101140.5410.000	OPTIMAL OVERHEAD DOORS	TEMPORARY DOOR	85.00
101310.5732.300	OVERDRIVE, INC.	eBOOKS	243.75
101310.5732.320	OVERDRIVE, INC.	REPLACED LOST BOOK	7.99
290113.5450.000	PARTNER COMMUNICATIONS CO-OP	6/1-6/30 COUNTY 911	806.72
290113.5450.000	PARTNER COMMUNICATIONS CO-OP	6/1-6/30 CITY 911	356.84
233410.5331.500	PATEK & ASSOCIATES	TRAVEL EXPENSES	1,050.00
283210.5410.000	PETTENGILL CONSTRUCTION	ELDORA	15,485.00
520520.5360.000	PETTY CASH - WPCP DEPARTMENT	REIMBURSE	6.10
242310.5732.300	PIONEER GRAPHICS COMMERCIAL PRINTING	GENEALOGY BOOKS	224.94
101310.5380.000	PITNEY BOWES INC	POSTAGE METER	174.24
101310.5340.010	PREMIER OFFICE EQUIPMENT	CONTRACT PAYMENT	790.61
206760.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	575.06
206760.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	347.29
101410.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	62.59
206710.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	62.59
550780.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	62.59
206760.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	55.70
101310.5600.000	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	45.06
520590.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	37.55
101310.5600.000	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	34.44
510531.5340.070	PREMIER OFFICE EQUIPMENT	COPIES& MONTHLY SERVICES	25.04
206750.5340.240	PRIMUS CONSTRUCTION INC	CONCRETE PAVING	1,000.00
101310.5732.300	PUMPKIN BOOKS	JUVENILE BOOKS	101.94
206710.5570.000	QUALITY SERVICES CORPORATION	BRASS FITTINGS	15.00
238110.5260.000	RACOM CORPORATION	#517 LABOR&INSTALL	3,807.75
101110.5410.000	RACOM CORPORATION	#516 LIGHTBAR	2,000.00
101110.5570.000	RACOM CORPORATION	WATCHGUARD	502.00
101110.5570.000	RACOM CORPORATION	#504 CAR CAMERA	187.50
101110.5570.000	RACOM CORPORATION	#510 MODEM&SPARE	130.00
101110.5132.000	RACOM CORPORATION	KNOB KIT	45.00
101110.5570.000	RACOM CORPORATION	LAPTOP TROUBLESHOOT	45.00
101110.5570.000	RACOM CORPORATION	#514 REPLAC	16.25
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	62.20
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	40.49
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	31.50
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	31.50
101310.5732.300	RECORDED BOOKS LLC	AUDIO BOOKS	6.95
206740.5340.240	REX DAY	2014 SIDEWALK	17,848.51
206750.5340.240	REX DAY	509 CRAIG ST CURB	534.00
101410.5132.000	RICHARD A WESTCOTT	CLOTHING ALLOWANCE	165.94
101310.5732.320	RICK EUGENE BRAMMER	RETURNED LOST BOOK	36.00
550780.5340.010	RIDE SYSTEMS	MONTHLY GPS SERVICES	850.00
550780.5570.000	RIDE SYSTEMS	#105 REPLACED DEVICE	300.00
206710.5340.290	ROBERT H HIBBS	TREE ASSESSMENTS	275.00
520520.5980.000	RODNEY DIGGINS	FILLED SWIM POOL	28.54
550780.5570.000	S&S AUTOBODY AND FRAME	PAINT 2 PANELS	250.00
206710.5340.010	SAFETY-KLEEN SYSTEMS INC	STREET DEPT SERVICES	626.83
206710.5340.010	SAFETY-KLEEN SYSTEMS INC	EXTENDED SERVICES	80.00
101140.5340.070	SANDRY FIRE SUPPLY LLC	TESTING	676.28

101880.5340.070	SCHENDEL PEST CONTROL COMPANY	CITY HALL,POLICE, CP&R	58.00
101310.5340.010	SCHENDEL PEST CONTROL COMPANY	LIBRARY	57.00
101881.5340.070	SCHUMACHER ELEVATOR COMPANY	CARNEGIE BLDG	201.44
101880.5340.070	SCHUMACHER ELEVATOR COMPANY	CITY HALL	197.43
101480.5340.070	SCHUMACHER ELEVATOR COMPANY	SENIOR CITIZEN	186.59
520520.5340.010	SCOTT TENT & AWNING COMPANY	MAY LAWN MOWING SERV	1,025.00
101310.5340.010	SERVICEMASTER OF M'TOWN INC	CLEANING SERVICES	1,369.33
101310.5600.000	SHOWCASES	CD ALBUMS	369.90
101440.5600.000	SIGN CREATIONS	TIME CHG SIGNS	45.00
206750.5340.240	SPLINTERS CONSTRUCTION	2513 REYCLIFF DRIVE CURB	1,580.00
206710.5749.000	STALKER RADAR/APPLIED CONCEPTS	MC360 MESSAGING CTR	11,363.80
150110.5749.000	STALKER RADAR/APPLIED CONCEPTS	MC360 MESSAGING CTR	5,500.00
101110.5600.000	STAPLES ADVANTAGE	LAPTOP, KEYBOARD	2,049.94
101110.5410.000	STERLING FIRE & SAFETY INC	23 ANNUAL INSPECTIONS	262.50
101440.5340.070	STERLING FIRE & SAFETY INC	ANNUAL INSP	10.00
233410.5340.070	STERLING FIRE & SAFETY INC	ANNUAL INSP	5.00
101310.5340.010	STONE SANITATION	GARBAGE SERV	92.59
101110.5718.000	STREICHER'S	SWAT EQUIP&UNIFORMS	4,047.58
101110.5132.000	STREICHER'S	SWAT EQUIP&UNIFORMS	736.15
101110.5132.000	STREICHER'S	KESSLER-CLOTHING	100.00
999.1160.000	STREICHER'S	KESSLER-CLOTHING	19.97
101110.5718.000	TASER INTERNATIONAL	HOLSTER RETURNED	(61.95)
101110.5718.000	TASER INTERNATIONAL	TASERX2,BATTERIES	1,228.46
520520.5340.010	TEMP ASSOCIATES INC	TEMP WORK CLEANING	1,104.00
520520.5340.010	TEMP ASSOCIATES INC	TEMP WORK CLEANING	272.00
101310.5732.300	THE PENWORTHY COMPANY	JUVENILE GRAPHIC BOOKS	183.29
101110.5600.000	THOMPSON'S TRUE VALUE	WEED KILLER	29.98
101410.5600.080	THOMPSON'S TRUE VALUE	PUMP	13.37
101140.5600.000	THOSE INK GUYS	FAX CARTRIDGE	19.99
101840.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	689.72
101420.5210.000	TIMES-REPUBLICAN	ADVERTISING	157.50
101440.5210.000	TIMES-REPUBLICAN	ADVERTISING	157.50
473710.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	145.18
473710.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	141.86
473710.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	137.28
276210.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	116.06
101850.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	72.58
101870.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	72.38
101660.5210.000	TIMES-REPUBLICAN	MAY PUBLICATIONS	39.94
283210.5410.000	TOM BLAKE CONSTRUCTION	3107 S 12TH	7,415.00
101310.5600.000	TRANSACT TECHNOLOGIES INC	THERMAL PAPER	93.92
520520.5440.000	TREASURER ST OF IOWA	5/1-5/31 SALES TAX	8,995.00
520520.5441.000	TREASURER ST OF IOWA	5/1-5/31 SALES TAX	1,499.00
000844.1520.010	TREASURER ST OF IOWA	5/1-5/31 SALES TAX	740.00
000844.1520.020	TREASURER ST OF IOWA	5/1-5/31 SALES TAX	123.00
290113.5460.000	TREASURER STATE OF IOWA	CONFERENCE	200.00
290113.5460.000	TREAT AMERICA FOOD SERVICES	CONFERENCE	22.74
233410.5331.500	TYLER SLAGLE	TRAVEL EXPENSES	315.00
101310.5340.010	UNIQUE MANAGEMENT SERVICES, INC	COLLECTIONS	161.10

520590.5151.000	UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	DOT TESTING	44.40
101850.5151.000	UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	DOT TESTING	37.00
510531.5151.000	UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	DOT TESTING	29.60
520520.5600.030	UNIVERSITY OF IOWA	W.E.T. TEST	469.00
150310.5380.000	US BANK EQUIPMENT FINANCE	COPIER PAYMENT	349.50
101410.5562.000	VAN WALL EQUIPMENT	CHUTE,TCA24	131.70
206710.5570.000	VAN WALL EQUIPMENT	KNOB	15.55
101110.5450.100	VERIZON WIRELESS	4/26-5/25 PUBLIC WORKS	640.20
290113.5450.000	VERIZON WIRELESS	4/26-5/25 PUBLIC WORKS	34.21
290113.5749.000	WAHLTEK INC	NEXLOG740 R	3,060.00
684990.5339.000	WELLMARK INC	5/22-5/28 MEDICAL	61,253.11
101891.5472.000	WILLIAM J LAWYER	MILEAGE	14.04
204420.5340.010	WILLIAN J. BLANCHARD	LIVE HEALTHY TRACK MEET	75.00
206710.5570.000	XCESSORIES SQUARED DEV & MFG INC	ADAPTER/U-C	529.11
206710.5600.000	ZEE MEDICAL, INC	MEDICAL SUPLIES	119.45

360,169.24