

CITY OF MARSHALLTOWN
COUNCIL AGENDA
CITY HALL COUNCIL CHAMBERS
10 W STATE STREET
JUNE 11, 2018 AT 5:30 PM

A. NOTICE TO PUBLIC

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

B. CALL TO ORDER

Mayor Joel T.S. Greer

C. PLEDGE OF ALLEGIANCE

D. ROLL CALL

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

E. MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS

1. Certificate Of Achievement For Excellence In Financial Reporting

F. CONSENT AGENDA

1. Approve Council Minutes, May 29, 2018.

Documents:

[05-29-2018_council-minutes.pdf](#)

2. Approve Bill List In The Amount Of \$1,916,837.21

Documents:

[2018-06-11_BillList.pdf](#)

3. Approve Tobacco Permits, July 1, 2018 - June 30, 2019:

Casey's - E Main #3228,916 E Main St; Casey's - Iowa Ave #3508,108 Iowa Avenue W; Casey's - N 3rd Ave #1303,111 N rd Ave; Casey's - S 12th Ave #1441,1402 S 12th Ave; Casey's - W Lincoln Way #1564,1009 W Lincoln Way; Dollar General Store #2019,408 S 9th St; Dollar General Store #4206,2413 S Center St; East Side Liquor and Groceries,1116 E Nevada St; FA786 INC,114 N CENTER ST; Family Dollar Store #22186,327 S 3rd

Ave; Fareway Stores, Inc. #467, 102 W Anson St; Git-N-Go Convenience Stores #34 3302 S Center, 3302 S Center St; Git-N-Go Convenience Stores #35 902 W Lincolnway, 902 W Lincoln Way; GOLDEN KAREN, LLC, 134 E STATE ST; Goldenland, Inc., 31 N Center St; Hy-Vee Drugstore, 1706 S Center St; Hy-Vee Food & Drugstore, 802 S Center St; Hy-Vee Gas, 808 S Center St; Iowa Veterans Home Canteen, 1301 Summit St; Jiffy Convenience Stores, 111 S 3rd Ave; Kwik Star #394 - S Center St, 2500 S Center St; Kwik Star #607 - S 6th St, 814 S 6th St; Kwik Star #706 - S 3rd Ave, 810 S 3rd Ave; Marshall B.W.S. (Beer, Wine, Spirits), 11 N 3rd Ave; Marshall Tobacco & Vape Outlet, 19 W Main St; Shag T-Shirts & More, LLC, 2500 C Center St #1450; Walgreens #03196, 5 E Anson St; Wal-Mart Supercenter #581, 2802 S Center St.

Documents:

[06-11-2018_Tobacco Permits.pdf](#)

4. RESOLUTION 2018-096 APPROVING AN AGREEMENT WITH THE MARSHALLTOWN REGIONAL PARTNERSHIP FOR THE PURPOSES OF OPERATING A CONVENTION AND VISITORS BUREAU

Documents:

[Res for FY19 CVB Agreement.docx](#)
[FY19 CVB Agreement.pdf](#)

G. MOTIONS

H. REPORTS

1. 2017 Marshalltown Police Department Annual Report
Present 2017 Marshalltown Police Department Annual Report.

Documents:

[2017 Annual Report.pdf](#)

2. Marshalltown Business District Quarterly Report, Director Jenny Etter

Documents:

[MCBD 2018 MAIN STREET Council Packet.pdf](#)

I. RESOLUTIONS

1. RESOLUTION 2018-094 TO APPROVE AMENDMENT NO 5 TO THE URBAN RENEWAL PLAN FOR THE MARSHALLTOWN URBAN RENEWAL AREA NO 2 (TABLED 5/29 To 6/11/2018)

Documents:

06-11-2018_2018-094_UR2 Amd5 Res Map Plan for
packet.pdf

2. RESOLUTION 2018-097 APPROVING A CONTRIBUTION OF \$3,000 TO THE MARSHALLTOWN 4TH OF JULY FIREWORKS CELEBRATION

Documents:

[FireworksRes.pdf](#)

3. RESOLUTION 2018-098 APPROVING PROPERTY DONATION FROM DENNIS R GRABENBAUER AND BARBARA K GRABENBAUER AND ACCEPTING QUIT CLAIM DEED

Documents:

[GrabenbauerDonation.pdf](#)
[GrabenbauerPlatSurvey.pdf](#)
[Grabenbauer appraisal.pdf](#)
[1.Gifting Agreement-Grabenbauer.pdf](#)
[2.GWHS - Grabenbauer.pdf](#)
[3.Resolution Authorizing Acceptance of Real Property \(1\).pdf](#)
[4.Warranty Deed- Grabenbauer.pdf](#)
[5.Resolution Authorizing Acceptance of Real Property.pdf](#)

4. RESOLUTION 2018-099 APPROVING A REORGANIZATION OF THE RECORDS DIVISION TO CREATE A FULL-TIME PARKING ENFORCEMENT POSITION

Documents:

[Res for Records Changes.Parking Position.pdf](#)
[MPD Parking Enforcement and Records Reorganization.pdf](#)

5. RESOLUTION 2018-100 APPROVING A FACILITY LEASE AGREEMENT WITH THE NORTHEAST IOWA AREA AGENCY ON AGING THROUGH DECEMBER 31, 2019

Documents:

[Res for NEI3A Lease.pdf](#)
[NEI3A Lease 6.1.18 to 12.31.19.pdf](#)
[Memo NEI3A Lease.pdf](#)

6. RESOLUTION 2018-101 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#9-2 FLOOR COVERINGS FOR ALLIED CONSTRUCTION SERVICES, INC. AN INCREASE OF \$2,801.00

Documents:

[Allied Construction Services.pdf](#)
[Allied contract06052018140425_001.pdf](#)
[Story overview2.pdf](#)

7. RESOLUTION 2018-102 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#7-1 MEMBRANE ROOFING AND WALL PANELS FOR BLACK HAWK ROOF COMPANY AN INCREASE OF \$1,133.74

Documents:

[Black Hawk Roof Co CO.pdf](#)
[Black Hawk Roof contract06052018141732_001.pdf](#)

8. RESOLUTION 2018-103 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#3-1 CONCRETE FOUNDATIONS FOR CALIBER CONCRETE AN INCREASE OF \$7,923.50

Documents:

[Caliber \(2\).pdf](#)
[Caliber Concrete contract06052018141505_001.pdf](#)

9. RESOLUTION 2018-104 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#2-1 SITE DEMOLITION AND EARTHWORK FOR CON-STRUCT, INC. AN INCREASE OF \$8,330.00

Documents:

[Con-Struct CO.pdf](#)
[Con-struct contract06052018140111_001.pdf](#)

10. RESOLUTION 2018-105 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#26-1 ELECTRICAL COMMUNICATIONS & SECURITY FOR DEVRIES ELECTRIC AN INCREASE OF \$7,080.14

Documents:

[Devries CO.pdf](#)
[Devries Electric contract06052018140955_001.pdf](#)

11. RESOLUTION 2018-106 APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT # BLD17001 BP#6-1 GENERAL SUPPLIES FOR GARLING CONSTRUCTION AN INCREASE OF \$1,463.00

Documents:

[Garling CO.pdf](#)
[Garling Construction contract06052018143035_001.pdf](#)

12. RESOLUTION 2018-107 APPROVING CONTRACT CHANGE

ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT #
BLD17001 BP#9-1 GYPSUM WALL ASSEMBLIES FOR
HILSABECK SCHACHT, INC. AN INCREASE OF \$2,465

Documents:

[Hilsabek CO.pdf](#)
[Hilsabek Schacht contract06052018142552_001.pdf](#)

13. RESOLUTION 2018-108 APPROVING CONTRACT CHANGE
ORDER FOR THE POLICE & FIRE HEADQUARTERS PROJECT #
BLD17001 BP# 22-1 PLUMBING & MECHANICAL FOR TONY'S
PLUMBING & HEATING LLC. AN INCREASE OF \$6,466.00

Documents:

[Tonys Plumbing \(2\).pdf](#)
[Tony contract06052018135645_001.pdf](#)

14. RESOLUTION 2018-109 APPROVING CONTRACT CHANGE
ORDER #1 FOR THE PCC PATCHING PROJECT # 76015009
CURB & GUTTER REMOVE & REPLACE, PATCHES &
FLAGGERS AN INCREASE OF \$61,574.23

Documents:

[DOT CO 1.pdf](#)
[DOT CO 106062018105349_001.pdf](#)
[Midwest Contract CO 106072018135155_001.pdf](#)

15. RESOLUTION 2018-110 APPROVING CONTRACT CHANGE
ORDER #2 FOR THE PCC PATCHING PROJECT # 76015009
REMOVE & REPLACE ADDITIONAL PCC PATCH & FLAGGERS
AN INCREASE OF \$53,077.73

Documents:

[DOT CO2.pdf](#)
[DOT CO 206062018105623_001.pdf](#)
[Midwest Contract CO206072018135457_001.pdf](#)

16. RESOLUTION 2018-111 APPROVING CONTRACT CHANGE
ORDER #2 FOR THE 2017 CENTER STREET BRIDGE OVER
LINN CREEK PROJECT # STR 17006 FOR GENERAL SUPPLIES
FOR JASPER CONSTRUCTION SERVICE INC. AN INCREASE OF
\$76,802.70

Documents:

[Res Jasper Change order 2017.pdf](#)
[Jasper CO 206072018084236_001.pdf](#)

17. PUBLIC HEARING - Amendment No 7 To The Urban Renewal Plan
For Area #3, Followed By Consideration Of Resolution 2018-113
And The First Reading Of Ordinance 14975.

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- a. Public Hearing for amending the plan
 - b. Resolution 2018-113 Approving Amendment No 7 to the Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 3.
 - c. Ordinance 14975 Providing to the Division of Taxes Levied on Taxable Property in Amendment No. 7 to the Urban Renewal Plan for Marshalltown Urban Renewal Area No. 3, pursuant to Section 403.19 of the Code of Iowa, first reading.

Documents:

[06-11-2018_HrngUR No3AmdmtNo.7Marshalltown422742-33-v1_pkt.pdf](#)
[OrdinanceAmdmtNo.7URNo. 3Marshalltown422742-33-v1.pdf](#)

J. **ORDINANCES**

1. ORDINANCE NO 14973 AMENDING CHAPTER 26, STREETS AND SIDEWALKS, ARTICLE III, SIDEWALKS, BY REPEALING CURRENT LANGUAGE AND ADOPTING NEW LANGUAGE

2nd Reading. Possible waiver of third reading

Documents:

[06-11-2018_14973 Sidewalk ORD Amendment Final.pdf](#)

2. ORDINANCE 14974 TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA BY AMENDING CHAPTER 20, SECTION 20-169 PROHIBITING PARKING WHEN SNOW REMOVAL OPERATIONS ARE IN PROGRESS AND CHAPTER 20, SECTION 20-162, PARKING AROUND SCHOOLS

2nd Reading. Possible waiver of third reading.

Documents:

[06-11-2018_14974_Parking 4th St and Snow 5th Ave.pdf](#)

K. **DISCUSSION**

1. Discussion Of Identified Sidewalk Gaps

Documents:

[Sidewalk Gap Information.pdf](#)

L. **PUBLIC COMMENT**

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

M. **ADJOURN**

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

COUNCIL PROCEEDINGS

May 29, 2018

The Marshalltown City Council met in regular session on May 29, 2018, at 12:00 PM, in the Council Chambers at City Hall. Mayor Greer called the meeting to order and led the Pledge of Allegiance. Present: Cahill, Gowdy, Hoop, Martin, Lamer. Absent: Isom and Wirin. The following employees were recognized, for ten years of service- Robert Fogt and Nicholas Hanus; fifteen years – Patricia Thein and Todd Tuttle.

CONSENT AGENDA:

Cahill moved to approve the amended Consent Agenda, removing items relating to the E911 equipment moving to the new police and fire facility; Approve Council Minutes of May 14, 2018; Approve bill list in the amount of \$7,261,698.62; Approve April 2018 Financial Statements; Resolution 2018-085 Approving a contract for roadway maintenance services at the Iowa Highway 14 from Iowa Avenue to Woodland Street with the Iowa Department of Transportation created pursuant to Chapter 28E.12 of the Iowa Code; Resolution 2018-086 Approving a contract for roadway maintenance services at the Iowa Veterans Home with the Iowa Department of Transportation created pursuant to Chapter 28E.12 of the Iowa Code; Resolution 2018-087 Approving Contract Change Order #1 for the 2017 Center Street Bridge over Linn Creek Project SDW17006, an increase of \$38,207.67; Resolution 2018-088 Approving Engineer's Certificate of Completion and Accepting the Center Street Bridge over Linn Creek, project STR17006, final project cost in the amount of \$250,647.87; Resolution 2018-089 Declaring Certain Property Surplus and Authorizing Sale and Disposal Thereof, 2001 Shadowmaster enclosed trailer; Approve alcohol renewals, JB Bar, Walgreens, HyVee Gas, Marshall Beer Wine Spirits; Marshall Tobacco & Vape; Midnight Ballroom; Impala Ballroom; Mi Ranchito Mexican Grill & Seafood, El Portal; second by Gowdy. Consent agenda adopted 5-0.

Items removed from the Consent Agenda for separate consideration: Resolution 2018-080 Accepting Bid and Authorizing the purchase and installation of Zetron 911/Administration Telephone move by RACOM Corporation at the new police and fire facility, in the amount of \$24,500.00; Resolution 2018-081 Accepting bid and authorizing the purchase and installation of Syphony Radio Equipment by RACOM Corporation at the new police and fire facility, in the amount of \$281,507.00; Resolution 2018-082 Accepting bid and authorizing the purchase and installation of Evans Equipment consoles by RACOM Corporation at the new police and fire facility, in the amount of \$168,041.33; Resolution 2018-083 Accepting bid and authorizing the Purchase and Installation of New Tower Antenna and Equipment Move By RACOM Corporation at the new police and fire facility, in the amount of \$39,471.81; Resolution 2018-084 Accepting bid and Authorizing the purchase and installation of emergency responder antenna system by RACOM Corporation at the new police and fire facility, in the amount of \$53,875.00. E911 Supervisor Teresa Lang reminded the council the items are all part of the \$17.5M facility budget and are required for dispatch operations. Lamer moved to adopt the resolutions, second by Martin. Resolutions adopted 5-0.

MOTIONS:

Martin moved to approve a new liquor license for Marshalltown Art Festival, July 21, 2018, Marshall County Arts & Culture Alliance, second by Lamer. Motion carried 5-0.

RESOLUTIONS:

Cahill moved to approve Resolution 2018-090 Allowing open containers on public ways for the Marshalltown Art Festival, July 21, 2018, second by Lamer. Amber Danielson, Director of the Marshalltown Arts & Alliance, was present to answer questions and describe the event, selling craft brew in easily distinguishable aluminum containers between 10 am and 5 pm. The adults will be wearing wristbands. The event has purchased security to assist with alcohol containment. The motion carried 4-1, with Hoop dissenting.

Martin moved to adopt Resolution 2018-091 of Support and financial commitment (\$26,000) for the Marshalltown, Iowa, Main Street Program, second by Cahill. Nate McCormick, 1904 Bailey Drive, President of the CBD, recommended the council approve the resolution of support for one year. Resolution adopted 5-0.

Cahill moved to adopt Resolution 2018-092 Authorizing the Application and Acceptance if granted of a Martha-Ellen Tye Foundation Grant for the Iowa River Trail Master Plan project, second by Lamer. TRAILS, Inc., providing the \$20k matching funds, for an overall plan of and encourage participation in the 34-mile trail. Resolution adopted 5-0.

COUNCIL PROCEEDINGS

May 29, 2018

Lamer moved to adopt Resolution 2018-093 Authorizing the Application and Acceptance if granted of a Wellmark Foundation Grant for the Iowa River Trail Master Plan project, second by Cahill. Resolution adopted 5-0.

Mayor Greer declared the public hearing open for the amendment #5 to the plan for the Urban Renewal Area #2. There were no written or public comments other than the required correspondence relating to the taxing bodies consultation meeting. Mayor Greer closed the public hearing.

Lamer moved to TABLE Resolution 2018-094 to Approve Amendment No 5 to The Urban Renewal Plan for the Marshalltown Urban Renewal Area No 2, until June 11, second by Gowdy. Resolution adopted 5-0.

Mayor Greer declared the public hearing open for second budget amendment for fiscal year ending 6/30/2018. There were no written or public comments. Mayor Greer closed the public hearing.

Gowdy moved to adopt Resolution 2018-095 Adopting Second FY18 Budget Amendment, second by Lamer. Resolution adopted 5-0.

ORDINANCES:

Martin moved to adopt the first reading of Ordinance 14973, amending Chapter 26, Streets and Sidewalks, Article III, Sidewalks, by repealing current language and adopting new language, second by Cahill. First reading adopted 4-1, Hoop dissenting.

Gowdy moved to adopt the first reading of Ordinance 14974, to amend the code of ordinances, City of Marshalltown, Iowa, by Amending Chapter 20 Section 20-169 Prohibiting Parking (S 5th Avenue) when Snow removal operations are in progress, and amending drop off area parking on (S 4th Street near Fisher School), second by Martin. First reading adopted 5-0.

DISCUSSION:

Tenants of the building owned by the city at 10 E State Street have requested to renew their lease. Two groups lease the building for senior activities. The building is not ADA compliant and maintenance of the building has been deferred over several years. The rent received for the building does not cover cost nor provide for ongoing maintenance, with the general fund covering the annual deficit of \$31,000. Due to general fund and capital levy budget constraints, staff recommends closing the building to the tenants effective December 1, 2019. Lamer moved to close the building by December 1, 2019, or make it ADA code compliant, second by Gowdy. Cahill amended the motion to vacate the building by December 1, 2019, with the city assisting the groups to find suitable space for their activities, second by Martin. Motion amended 5-0, amended motion carried 4-1, with Gowdy dissenting.

Bolton & Menk presented the Highway 14 Corridor Study. Lamer moved to accept the study, second by Cahill. Motion carried 5-0. Cahill moved to ask the IDOT to reschedule maintenance on Highway 14 from Linn Street north to Riverview, second by Martin. Motion carried 5-0.

PUBLIC COMMENT:

The pool opening date is contractually set by the agreement with the Community Y due to the lifeguards, opening of the pool coincides with school closure. The city is working on a mosquito spray schedule. Citizens are encouraged to spray their own yards, as the street spraying is not likely to kill all the bothersome mosquitos.

ADJOURNMENT

The meeting adjourned at 2:24 PM.

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

ATTEST:

Joel T.S. Greer, Mayor

COUNCIL PROCEEDINGS
May 29, 2018

Shari L. Coughenour, CMC, City Clerk

JUNE 11, 2018 BILL LIST

Advertising		Altringer,J/1	531.00
Great.Wstrn.Bnk/1	17.19	AMES,STEVEN/24	6,192.00
Buildings/Improvements		BJ&J.LLC/2	383.00
BLACK.HAWK.ROOF/1	166,739.68	BLOOD,A/1	493.00
Caliber.Concret/1	209,073.24	BOULDER.COOP.HS/1	289.00
Central.W.Fabri/1	104,894.25	Brodin,C/1	188.00
Forman.Ford/1	47,357.55	BROWN,B/1	57.00
Garling.Constr/1	12,192.30	Carbajal,S/1	322.00
Hilsabeck.Schac/1	14,998.60	Chadderdon,A/1	200.00
TONYS.PLUMB/1	43,700.00	Chicago.Hsg.Aut/1	945.00
Consulting & Professional Fees		CHOATE,A/1	509.00
Bolton&Menk.Inc/1	6,109.00	CIRSI/7	828.00
Great.Wstrn.Bnk/1	34.20	CLAWSON,J/1	241.00
Olsson.Assoc/1	3,718.75	CMHC.INVEST/1	332.00
Prochaska.Assoc/2	16,569.00	Crosser,D/1	216.00
Snyder.Associat/1	4,441.80	CROSSER,R/1	141.00
Stanard.Assoc/1	85.00	D.D.Rentals/1	2.00
Stanley.Consult/1	1,743.75	Eakin,R/1	226.00
Story.Constr/1	70,080.99	ECKLOR,S/3	1,010.00
Wellmark.Inc./1	10,678.71	Elwayne.Inc./2	555.00
Contracts		Etter, W/1	380.00
Aramark.Unfrm/4	32.22	Eubanks,C/3	825.00
BDH/8	40,597.26	F.C.Rentals.LLC/2	505.00
Bound.Tree.Medi/1	5,689.99	Farrell.Propert/6	1,318.00
Great.Wstrn.Bnk/1	181.70	FISCHELS,R/2	399.00
HANSEN,J/3	2,468.00	Frese.Propts/4	1,277.00
Hansen,S/2	1,602.00	FRIEND,T/1	235.00
Ind.Ag.Services/1	644.34	Friendly.Valley/4	589.00
Marsh.Co.Landfi/2	89.65	Grant.Park.LLC/24	5,087.00
MarshalltownCBD/1	6,000.00	Gray,D/1	550.00
Midwest.Overhd./1	694.50	Hala,J/3	816.00
MMIT.INC/2	137.92	Halladay,W/1	250.00
ONSITE.INFO.DES/3	120.00	HANSEN,J/1	251.00
Premier.Equip/1	41.40	HARRIS,T/1	324.00
Schendel.Pest.C/1	58.00	HASS,S/1	240.00
Servicemaster/1	1,000.00	Hatch,J/2	801.00
Stone.Sanit/5	656.48	Hatch,R/3	1,324.00
Debt Service		HAVELKA,B/1	500.00
CRBT/2	8,707.57	HESSENIUS,R/1	176.00
Equipment		Hilltop.Village/10	1,703.00
GTG.Architects/1	52,636.52	HOULIHAN,D/1	287.00
Library Books		HOVERSTEN,R/1	900.00
Great.Wstrn.Bnk/59	2,273.77	HOWARD,J/1	175.00
Medical		Hsg.Auth.CookCo/7	6,036.00
HARTFORD.ACCTS/1	6,556.94	Hsg.Auth.Joliet/2	2,294.00
Wellmark.Inc./4	127,074.09	HUBBARD.MAPLE/2	379.00
Payroll.Deductions		Jared,S/3	585.00
American.Educa./1	64.41	JASPERS,M/1	127.00
AXA/1	425.00	JB.I.COOP.Assn/4	1,021.00
Collection.Svs./6	1,734.58	Judge,M/12	3,813.00
Fidelity.Securi/1	6.76	Landherr,J/1	415.00
I.M.W.C.A/1	14,296.00	LAWSON,R/2	270.00
I.P.E.R.S./10	101,497.94	Lawthers.Prop.M/2	970.00
I.R.S./9	82,945.92	LL.Enterprises/1	217.00
IA.Treasurer/9	37,870.00	LUENSE,B/4	1,165.00
ICMA.457/11	10,984.95	MANNSON.PROP/2	342.00
M.F.P.R.S.I./7	179,549.66	Marshalltown.Sr/7	1,581.00
Meskwaki Nation/1	300.34	MATNEY,L/1	264.00
Polk.Co.Sheriff/1	375.92	Mtwn.Properties/1	321.00
Texas.Child.Sup/2	252.57	Mtwn/Westown/17	3,367.00
United.Way/6	1,348.81	MURPHY,P/1	472.00
Payroll.Net		Natl.Mngmt.Corp/2	453.00
Payroll/1	298,782.55	NAUGHTON,R/1	825.00
Refund/Reimbursed		North.Tama.Hsg/3	416.00
Depaw,D/1	43.24	Oakland.Prop/1	92.00
Deruiter,P/1	23.50	Oetker,D/3	582.00
Great.Wstrn.Bnk/3	110.10	Oetker.Jr.,J/1	471.00
Hartwig,A/1	30.00	Olberding,L/1	113.00
Jones,V/1	61.76	Palisade.Holdng/1	155.00
Miller,C/1	25.38	Park.Elms,LLC/4	1,004.00
Price.T/1	110.88	Pheasant.Run.Ap/3	795.00
Weatherman,M/1	22.65	Polley,M/1	787.00
Wellmark.Inc./1	-218.42	Prairie.Home.Pp/1	254.00
Rents/Leases		Premier.RE.Mgmt/2	445.00
GarwinTrust/1	86.00	PYLE,D/1	224.00
Ackley.Housing/12	1,838.00	R.E.P.Corp/1	268.00
ALCALA,R/1	198.00	RA.Rental.Prop/1	369.00
		RD.Toledo,LLP/2	890.00
		Reed,T/14	4,858.00
		River.Birch/7	2,693.00

JUNE 11, 2018 BILL LIST

River.Oaks/9	3,371.00	Black.Tire.Bike/1	99.98
S.E.Invst/1	390.00	Bound.Tree.Medi/1	140.99
Sands,S/1	332.00	Brown.Shoe.Fit/2	120.00
Schmidt,M/2	446.00	Cessford.Constr/8	12,599.28
SCHULER-VANLANG/1	260.00	City.Laundering/16	1,468.81
SCOTT,L/1	384.00	Cntrl.IA.Machin/1	135.64
SE.Coop.Housing/1	225.00	Cntrl.Office/4	19.54
SESKER,R/2	655.00	Concrete/3	756.16
Soltero,W/1	534.00	Consumr.Energy/1	231.25
Specht,G/1	468.00	Crescnt.Electrc/3	1,130.99
Squire,B/1	264.00	Crop.Production/1	703.00
STAFF,E/1	245.00	Dave.Wright.Bui/1	331.19
Steelsmith,G/6	1,207.00	Dave.WrightCDRJ/1	160.00
Sunrise.Apt/2	132.00	Diamond.Vogel/3	508.73
Swan.Estates/1	290.00	Galls.LLC/5	666.35
Switzer,T/2	758.00	Gillig.LLC/1	1,040.23
Tallcorn.Tower/16	4,890.00	Great.Wstrn.Bnk/155	21,597.28
TAYLOR,M/1	211.00	I.A.S.R.O/2	125.00
Titus,T/2	509.00	In.Stitches/1	8.00
TOWN.APARTMENT/5	746.00	Keystone.Lab/2	199.00
TREVRON,LLC/1	332.00	Lifeline.Traing/1	298.00
TT.C.Coop.Hsg/2	538.00	Midland.Scienti/3	574.64
VEST,L/2	404.00	Napa.Auto/8	52.46
WARREN,C/1	222.00	Northern.Lights/4	3,003.47
Weatherly.Erin/1	550.00	Norton.Greenhse/2	1,223.85
WEIDNER,R/1	226.00	OMG.National/1	260.00
Welter,T/1	508.00	R.S.Stover.Inc/2	241.41
WIEBENSOHN,L/1	105.00	Racom.Corp/2	120.00
ZMOLEK,M/1	263.00	Skillpath.Semnrr/2	598.00
Service/Repairs		Streichers.Inc/1	115.99
Atcher,R/1	1,470.00	Testamerica/1	44.10
Carmer,D/1	12.00	Tri.State.Lock/1	8.00
CARRIGAN,K/1	37.00	ULTRAMAX.AMMUN/4	3,125.60
Century.Link/83	2,271.07	Verizon.Wireles/1	718.69
Chicago.Hsg.Aut/1	36.31	Walters.Swim./1	200.59
DeSautels,S/1	50.00	Witmer.Public.S/2	310.96
Devig,T/12	1,225.00	WW.Grainger/2	174.30
Ethington.Htg/3	506.50	Ziegler/1	323.75
Gale-Hazen,E/1	60.00	Travel/Training	
Gale-Hazen,K/1	195.00	Great.Wstrn.Bnk/2	412.16
Great.Wstrn.Bnk/32	7,533.02	HEITMAN,P/1	15.41
Hartwig.Plmbg/1	129.00	I.L.E.A./3	6,690.00
Heart.of.Iowa/6	958.18	Olson,R/1	259.27
Hsg.Auth.CookCo/1	244.08	Petermeier,J/1	33.54
Hsg.Auth.Joliet/1	72.62	Tejada,J/1	7.76
Interst.Ind.Srv/1	836.00	Treasurer-ISU/3	100.00
Intl.Assoc.Chfs/1	150.00	Utilities	
JOHNSON,C/1	46.00	AlliantEnergy/23	20,168.75
Kapaun.Brown/1	954.10	CENTRAL.IA.WATE/1	148.92
Kiwanis.PM/1	990.00	Great.Wstrn.Bnk/1	25.23
KROENER,L/1	4.00	WoodRiver.Enrgy/3	1,377.77
Language.Line.S/1	324.15	Total/1024	1,916,837.21
Ledford,M/1	1,000.00		
Marsh.Co.Treas/1	115.28		
McAtee.Tire/1	28.00		
Minerva.Val.Tel/1	50.00		
Mtwn.Wtrwrks/3	8,377.53		
Neave,G/1	37.00		
ONE.SOURCE/1	15.00		
Scharnweber.Wtr/1	27.00		
Scott.Tent/5	2,035.00		
Scroggins,J/1	100.00		
STREET-LOPEZ,J/1	47.00		
Urbandale.Eye/1	109.00		
US CELLULAR/1	211.70		
Vajgrt.R/3	59.25		
Verizon.Wireles/1	32.26		
WICKHAM,M/1	300.00		
Windstream/1	76.44		
WOAHTEE,G/1	46.00		
Wood.Graphics/2	2,030.00		
Zamora,R/1	75.00		
Ziegler/1	420.00		
Supplies/Parts			
Adland.Engrvg/2	1,560.05		
Arnold.Motor.Su/15	543.51		
Arrowhead.Foren/1	167.49		
Atlantic.Bottli/1	1,521.05		
BDH/2	3,242.72		

<https://tax.iowa.gov>**Instructions on the reverse side**For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:Trade Name/DBA CASEY'S MARKETING COMPANY/DBA CASEY'S GENERAL STORE# 1303Physical Location Address 111 NORTH 3RD AVE City MARSHALLTOWN ZIP 50158Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021Business Phone Number 6417523347**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORE, INC.Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.COM**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

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

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) JULIA L. JACKOWSKI, SECRETARY
FOR CASEY'S MARKETING

Name (please print) _____

Signature _____

Date _____

Signature

Date 05/01/2018

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- ☐ Fill in the amount paid for the permit: 5/11/18 \$100
- ☐ Fill in the date the permit was approved by the council or board:
- ☐ Fill in the permit number issued by the city/county:
- ☐ Fill in the name of the city or county issuing the permit:
- New ☐ Renewal ☒

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

☐ Email: iapledge@iowaabd.com☐ Fax: 515-281-7375

<https://tax.iowa.gov>**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019
I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA CASEY'S GENERAL STORE# 1441
Physical Location Address 1402 SOUTH 12TH AVENUE City MARSHALLTOWN ZIP 50158
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Business Phone Number 6417538622

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORE, INC.
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.COM

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒
Type of Establishment: (Select the option that best describes the establishment)
Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) JULIA L. JACKOWSKI, SECRETARY
FOR CASEY'S MARKETING

Name (please print) _____

Signature _____

Date _____

Signature

Date 05/01/2018

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- ☒ Fill in the amount paid for the permit: 5/21/18 4/00
☐ Fill in the date the permit was approved by the council or board:
☐ Fill in the permit number issued by the city/county:
☐ Fill in the name of the city or county issuing the permit:
• New ☐ Renewal ☒

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

☐ Email: iapledge@iowaabd.com
☐ Fax: 515-281-7375

<https://tax.iowa.gov>**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019
I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA CASEY'S GENERAL STORE# 1564
Physical Location Address 1009 WEST LINCOLNWAY City MARSHALLTOWN ZIP 50158
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Business Phone Number 6417531204

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORE, INC.
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.COM

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒
Type of Establishment: (Select the option that best describes the establishment)
Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) JULIA L. JACKOWSKI, SECRETARY
FOR CASEY'S MARKETING

Name (please print) _____

Signature _____

Date _____

Signature

Date 05/01/2018

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- ☐ Fill in the amount paid for the permit: 5/1/18 \$100
- ☐ Fill in the date the permit was approved by the council or board:
- ☐ Fill in the permit number issued by the city/county:
- ☐ Fill in the name of the city or county issuing the permit:
- New ☐ Renewal ☒

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

- ☐ Email: iapledge@iowaabd.com
- ☐ Fax: 515-281-7375

<https://tax.iowa.gov>**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019
I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA CASEY'S GENERAL STORE# 3228
Physical Location Address 916 EAST MAIN ST City MARSHALLTOWN ZIP 50158
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Business Phone Number 6417522012

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORE, INC.
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.COM

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒
Type of Establishment: (Select the option that best describes the establishment)
Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) JULIA L. JACKOWSKI, SECRETARY
FOR CASEY'S MARKETING

Name (please print) _____

Signature _____

Date _____

Signature _____

Date 05/01/2018

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- ☐ Fill in the amount paid for the permit: 5/11/18 \$100
- ☐ Fill in the date the permit was approved by the council or board:
- ☐ Fill in the permit number issued by the city/county:
- ☐ Fill in the name of the city or county issuing the permit:

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

- ☐ Email: iapledge@iowaabd.com
- ☐ Fax: 515-281-7375

<https://tax.iowa.gov>**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019
I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA CASEY'S GENERAL STORE# 3508
Physical Location Address 108 IOWA AVENUE W 50158 City MARSHALLTOWN ZIP 50158
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Business Phone Number 6417522936

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORE, INC.
Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021
Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.COM

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒
Type of Establishment: (Select the option that best describes the establishment)
Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) JULIA L. JACKOWSKI, SECRETARY
FOR CASEY'S MARKETING

Name (please print) _____

Signature _____

Date _____

Signature

Date 05/01/2018

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- ☒ Fill in the amount paid for the permit: 5/11/18 \$100
☐ Fill in the date the permit was approved by the council or board:
☐ Fill in the permit number issued by the city/county:
☐ Fill in the name of the city or county issuing the permit:
• New ☐ Renewal ☒

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

- ☐ Email: iapledge@iowaabd.com
☐ Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:Trade Name/DBA Dollar General Store # 2019Physical Location Address 408 S. 9th St. City Marshalltown ZIP 50158Mailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072Business Phone Number 641.752.7396**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP Dolgencorp LLCMailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072Phone Number 615.855.4000 Fax Number 817.364.4130 Email tax-beerandwinelicense@dollargeneral.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☒ Retail-general merch.

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) Katie Durham

Name (please print) _____

Signature Katie Durham

Signature _____

Date 5/4/18

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 5/29/18 \$100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:Trade Name/DBA Dollar General Store #4206Physical Location Address 2413 S. Center St. City Marshalltown ZIP 50158Mailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072Business Phone Number 641.752.1879**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP Dolgencorp LLCMailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072Phone Number 615.855.4000 Fax Number 877.364.4130 Email tax-beerandwinelicense@dollargeneral.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☒ Retail - general merch.

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) Katie Durham

Name (please print) _____

Signature Katie Durham

Signature _____

Date 5/4/18

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 5/29/18 \$100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 05/30/18 through June 30, 2019

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

Business Information:

Trade Name/DBA EAST SIDE LIQUOR & GROCERY
Physical Location Address 1116 E. NEVADA ST City MARSHALLTOWN ZIP 50158
Mailing Address 1116 EAST NEVADA ST City MARSHALLTOWN State IA ZIP 50158
Business Phone Number 641 758 3278

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP RAT86 INC
Mailing Address 1116 E. NEVADA ST City MARSHALLTOWN State IA ZIP 50158
Phone Number 641 758 3278 Fax Number 641 758 3279 Email zay09@hotmail.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☒

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

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

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

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

Name (please print) Chazamfort Gujar Name (please print) _____
Signature Chazamfort Gujar Signature _____
Date 5.30.18 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/31/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

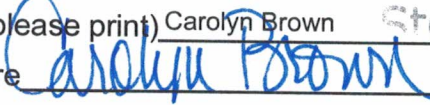
I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:Trade Name/DBA Family Dollar Stores of Iowa, LLC dba Family Dollar #22186Physical Location Address 327 S 3rd Avenue City Marshalltown ZIP 50158-2918Mailing Address 500 Volvo Pkwy City Chesapeake State VA ZIP 23320Business Phone Number 641-753-8396**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP Family Dollar Stores of IA, LLCMailing Address 500 Volvo Pkwy City Chesapeake State VA ZIP 23320Phone Number 757-321-5000 Fax Number 757-321-5214 Email cbrown@dollartree.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☒ Retail/Discount

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) Carolyn BrownSignature Date 5/1/18

Store Lic. Coordinator

Name (please print) _____

Signature _____

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100 5/14/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:Trade Name/DBA Fareway Stores, Inc. # 467Physical Location Address 102 West Anson Street City MARSHALLTOWN ZIP 50158Mailing Address 102 West Anson Street City MARSHALLTOWN State IA ZIP 50158Business Phone Number 641 752-5181**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP Fareway Stores, Inc.Mailing Address PO Box 70 City Boone State IA ZIP 50036Phone Number 515-433-5336 Fax Number 515-433-4416 Email twilson@farewaystores.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☒ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☐

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) FREDERICK R. BREITNERSignature *Frederick R. Breitner*Date 4/13/18

Name (please print) _____

Signature _____

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 4/25/18 \$100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Git-N-Go Convenience Store #34
Physical Location Address 3302 S Center St City Marshalltown ZIP 50158
Mailing Address 2716 Indianola Ave City Des Moines State IA ZIP 50315
Business Phone Number 641.752.1106

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP Git-N-Go Convenience Stores, Inc
Mailing Address 2716 Indianola Ave City Des Moines State IA ZIP 50315
Phone Number 515.288.8565 Fax Number 515.288.0331 Email Karengng@outlook.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

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

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

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

Name (please print) Dennis Flora Name (please print) _____
Signature Dennis Flora, Pres. Signature _____
Date 5.14.18 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/16/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Git-N-Go Convenience Stores #35
Physical Location Address 902 West Lincoln Way City Marshalltown ZIP 50158
Mailing Address 2716 Indianola Ave City Des Moines State IA ZIP 50315
Business Phone Number 641-752-6633

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP Git-N-Go Convenience Stores, Inc
Mailing Address 2716 Indianola Ave City Des Moines State IA ZIP 50315
Phone Number 515-288-8565 Fax Number 515-288-0331 Email karenjng@outlook.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

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

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

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

Name (please print) <u>Dennis Flora</u>	Name (please print) _____
Signature <u>Dennis Flora, Pres.</u>	Signature _____
Date <u>5.14.18</u>	Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/16/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 18 through June 30, 2019

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

Business Information:

Trade Name/DBA Golden karan LLC

Physical Location Address 134 E State St City Marshalltown ZIP 50158

Mailing Address 134 E State St City Marshalltown State IA ZIP 50158

Business Phone Number 641-328-1637

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP _____

Mailing Address 313 N 3rd St City Marshalltown State IA ZIP 50158

Phone Number 641-750-6657 Fax Number _____ Email _____

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☐ Alternative Nicotine Products ☐ Vapor Products ☐

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐

Grocery store ☒ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐ _____

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

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

Name (please print) Dan Paw

Name (please print) _____

Signature [Signature]

Signature _____

Date 4/30/18

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/7/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07 / 01 / 18 through June 30, 2019

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

Business Information:Trade Name/DBA Golden Land IncPhysical Location Address 31 N center street City Marshalltown ZIP 50158Mailing Address 31 N center street City Marshalltown State IA ZIP 50158Business Phone Number 6413281012**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐

Name of sole proprietor, partnership, corporation, LLC, or LLP _____

Mailing Address 31 N center street City Marshalltown State IA ZIP 50158Phone Number 6413281012 Fax Number 6413281012 Email gl2010wm@gmail.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐Grocery store ☒ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☐ _____

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) Win Kyeow

Name (please print) _____

Signature _____

Signature _____

Date 05-16-18

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Hy-Vee, Inc. DBA Hy-Vee Drug Store

Physical Location Address 1706 S Center Street City Marshalltown ZIP 50158

Mailing Address 5820 Westown Pkwy City West Des Moines State IA ZIP 50266

Business Phone Number 641-752-6711

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State IA ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2467 Email jrusso@hy-vee.com

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☒

Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) Jeff Pierce Name (please print) _____

Signature _____ Signature _____

Date 5/1/18 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/7/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Hy-Vee, Inc. DBA Hy-Vee Food Store

Physical Location Address 802 S Center Street City Marshalltown ZIP 50158

Mailing Address 5820 Westown Pkwy City West Des Moines State IA ZIP 50266

Business Phone Number 641-752-4525

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State IA ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2467 Email jrusso@hy-vee.com

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☒ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) Jeff Pierce

Name (please print) _____

Signature [Signature]

Signature _____

Date 5/1/18

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/7/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Hy-Vee, Inc. DBA Hy-Vee | Gas

Physical Location Address 808 S Center Street City Marshalltown ZIP 50158

Mailing Address 5820 Westown Pkwy City West Des Moines State IA ZIP 50266

Business Phone Number 641-752-9736

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP Hy-Vee, Inc.

Mailing Address 5820 Westown Parkway City West Des Moines State IA ZIP 50266

Phone Number 515-267-2800 Fax Number 515-559-2467 Email jrusso@hy-vee.com

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐

Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) Jeff Pierce Name (please print) _____

Signature [Signature] Signature _____

Date 5/1/18 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/7/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) July 1 0 1 / 2 0 1 8 through June 30, 2 0 1 9

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

Business Information:

Trade Name/DBA Iowa Veteran's Home

Physical Location Address 1301 Summit St City Marshalltown ZIP 50158

Mailing Address 1301 Summit St City Marshalltown State IA ZIP 50158

Business Phone Number 641-753-4351

Legal Ownership Information:

State government

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

Name of sole proprietor, partnership, corporation, LLC, or LLP State of Iowa - Veteran's Home

Mailing Address 1301 Summit St City Marshalltown State IA ZIP 50158

Phone Number 641-753-4256 Fax Number 641-753-4278 Email brett.schutt@IVH.State.IA.US

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☐

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐

Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☒ Canteen in state facility

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

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

Name (please print) Brett Schutt

Name (please print) _____

Signature Brett Schutt

Signature _____

Date 5/3/18

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: City of Marshalltown
- New ☐ Renewal ☒

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07/01/2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Jiffy-922
Physical Location Address 111 South 3rd Ave City Marshalltown ZIP 50158
Mailing Address 101 S Jefferson Way City Indianola State IA ZIP 50125
Business Phone Number 641-752-2725

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP Danlee Corp
Mailing Address 101 S Jefferson Way City Indianola State IA ZIP 50125
Phone Number 515-961-6470 Fax Number 515-962-9925 Email cc11dd@msn.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

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

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

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

Name (please print) <u>Christine Adams</u>	Name (please print) <u>Lee Adams</u>
Signature <u>[Signature]</u>	Signature <u>[Signature]</u>
Date <u>5-18-18</u>	Date <u>5-18-18</u>

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/21/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA KWIK STAR #394
Physical Location Address 2500 S Center St City Marshalltown ZIP 50158
Mailing Address PO Box 2107 City La Crosse State WI ZIP 54602-2107
Business Phone Number 641-752-4538

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP Kwik Trip, Inc. Mailing
Address PO Box 2107 City La Crosse State WI ZIP 54602-2107
Phone Number 608-791-7385 Fax Number 608-793-6120 Email Licensingdept@kwiktrip.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

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

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

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

Name (please print) Donald P. Zietlow Name (please print) _____
Signature *Donald P. Zietlow* Signature _____
Date MAY 24 2018 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 6/6/18 * 100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA KWIK STAR #607

Physical Location Address 814 S 6th St City Marshalltown ZIP 50158

Mailing Address PO Box 2107 City La Crosse State WI ZIP 54602-2107

Business Phone Number 641-752-0701

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP Kwik Trip, Inc. Mailing

Address PO Box 2107 City La Crosse State WI ZIP 54602-2107

Phone Number 608-791-7385 Fax Number 608-793-6120 Email Licensingdept@kwiktrip.com

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) Donald P. Zietlow

Name (please print) _____

Signature Donald P. Zietlow

Signature _____

Date MAY 24 2018

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 6/6/18 *100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA KWIK STAR #706

Physical Location Address 810 S 3rd Ave City Marshalltown ZIP 50158

Mailing Address PO Box 2107 City La Crosse State WI ZIP 54602-2107

Business Phone Number 641-752-6661

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP Kwik Trip, Inc. Mailing

Address PO Box 2107 City La Crosse State WI ZIP 54602-2107

Phone Number 608-791-7385 Fax Number 608-793-6120 Email Licensingdept@kwiktrip.com

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☒ Drug store ☐

Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐

Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) Donald P. Zietlow

Name (please print) _____

Signature *Donald P. Zietlow*

Signature _____

Date MAY 24 2018

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 6/6/18 \$100
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 18 through June 30, 2019

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

Business Information:

Trade Name/DBA CIGAR & GROCERY DEPOT
Physical Location Address 114 N CENTER ST City MARSHALLTOWN ZIP 50158
Mailing Address 114 N CENTER ST City MARSHALLTOWN State IA ZIP 50158
Business Phone Number 641 758 2308

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP _____
Mailing Address 114 N CENTER ST City MARSHALLTOWN State IA ZIP 50158
Phone Number 641 758 2308 Fax Number _____ Email NEWYORKBAGELBOYAH

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☐
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒

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

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

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

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

Name (please print) SAHID ALI Name (please print) _____
Signature [Signature] Signature _____
Date 05/25/18 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100 5-31-18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Midwest Liquor LLC DBA Marshall Beer Wine & Spirit
Physical Location Address 11 3rd North AVE City Marshalltown ZIP 50158
Mailing Address 11 N 3rd AVE City Marshalltown State IA ZIP 50158
Business Phone Number 641-753-2507

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP _____
Mailing Address 11 N 3rd AVE City Marshalltown State IA ZIP 50158
Phone Number 641-753-2507 Fax Number _____ Email CHAUNCEY.IMPAN@midwestllc.com
midwestllc786@gmail.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☒
Type of Establishment: (Select the option that best describes the establishment)
Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☒ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

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

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

Name (please print) WAJED PARVEZ Name (please print) Nadeem ISLAM
Signature [Signature] Signature [Signature]
Date 04-27-18 Date 04-27-18

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

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Midwest Liquor LLC DBA Marshall vape and Tobacco
Physical Location Address 19 W Main Street City Marshalltown ZIP 50158
Mailing Address 19 W Main Street City Marshalltown State IA ZIP 50158
Business Phone Number 641-753-2516

Legal Ownership Information:

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

Name of sole proprietor, partnership, corporation, LLC, or LLP _____

Mailing Address 19 W Main ST City Marshalltown State IA ZIP 50158

Phone Number 641-753-2516 Fax Number _____ Email CHAUDHRY. JIMAN@midwestllc.com
midwestllc786@gmail.com

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☒

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

Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☒

Has vending machine that assembles cigarettes ☐ Other ☐ _____

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

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

Name (please print) WALEED PARVEZ

Name (please print) Nadeem ISLAM

Signature Nadeem

Signature Nadeem

Date 04-27-18

Date 04-27-18

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07/01/2018 through June 30, 2019

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

Business Information:

Trade Name/DBA Shag
Physical Location Address 2500 S. Center St #1450 City Marshalltown ZIP 50158
Mailing Address 2500 S. Center St #1450 City Marshalltown State IA ZIP 50158
Business Phone Number 641-753-1230

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP Shag T-Shirts & More LLC
Mailing Address 1111 E Army Post Rd #436 City Des Moines State IA ZIP 50315
Phone Number 515-287-9050 Fax Number 515-285-9247 Email robert@shopshag.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒
Types of Products Sold: (Check all that apply)
Cigarettes ☐ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☒

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

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

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

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

Name (please print) Diane Pummill Name (please print) _____
Signature Diane Pummill Signature _____
Date 5-1-2018 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/7/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 07/01/18 through June 30, 2019

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

Business Information:

Trade Name/DBA Walgreens #03196
Physical Location Address 5 E Anson St City Marshalltown ZIP 50158
Mailing Address PO Box 901 City Deerfield State IL ZIP 60015
Business Phone Number 641-752-7181

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

Name of sole proprietor, partnership, corporation, LLC, or LLP _____

Mailing Address PO Box 901 City Deerfield State IL ZIP 60015Phone Number 847-527-4402 Fax Number 847-368-6525 Email taxlicenserenevals@walgreens.co**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☐ Vapor Products ☐**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☒
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☐ _____

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) Amelia Legutki Name (please print) _____Signature [Signature] Assistant Secretary Signature _____Date 5/1/18 Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/14/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse sideFor period (MM/DD/YYYY) 06 / 30 / 2018 through June 30, 2019

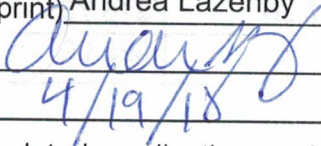
I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:Trade Name/DBA Walmart Inc. / Walmart #581Physical Location Address 2802 S CENTER ST City Marshalltown, IA ZIP 50158-4708Mailing Address 508 SW 8th St. Dept. 8916 City Bentonville State AR ZIP 72716-0500Business Phone Number (641) 753-7846**Legal Ownership Information:**Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP Walmart Inc.Mailing Address 508 SW 8th St. Dept. 8916 City Bentonville State AR ZIP 72716-0500Phone Number (479)277-4656 Fax Number (479)204-9864 Email cynthia.montero@walmart.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☒ Tobacco ☒ Alternative Nicotine Products ☒ Vapor Products ☒**Type of Establishment: (Select the option that best describes the establishment)**Alternative nicotine/vapor store ☐ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐Has vending machine that assembles cigarettes ☐ Other ☒ Retail

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

Signature of Owner(s), Partner(s), or Corporate Official(s)Name (please print) Andrea LazenbySignature Date 4/19/18

Name (please print) _____

Signature _____

Date _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: \$100 5/19/18
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

**RESOLUTION APPROVING AN AGREEMENT WITH THE MARSHALLTOWN REGIONAL
PARTNERSHIP FOR THE PURPOSES OF OPERATING A CONVENTION AND VISITORS
BUREAU**

WHEREAS, the City of Marshalltown has previously entered into agreements with the Marshalltown Regional Partnership or its concerning the creation and operation of the Convention and Visitor's Bureau, dating back to July 1, 1999; and

WHEREAS, the current contract expires on June 30, 2018, and a renewal of the agreement for the same terms is desired by both parties to the agreement;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached agreement continuing funding for the Convention and Visitors Bureau at sixty-seven (67) percent of Hotel/Motel Tax revenue received be continued for the period beginning July 1, 2018, and ending June 30, 2019.

Passed this 11th day of June, 2018, and signed this __ day of June, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

28E AGREEMENT

This agreement entered into this first day of July, 2018, by and between the City of Marshalltown, Iowa, a Municipal Corporation (CITY) and the Marshalltown Area Chamber of Commerce (CHAMBER).

WHEREAS, the CITY desires to enter into a contract with the CHAMBER to operate a Convention and Visitors Bureau (BUREAU) to provide services to effectively promote and develop the visitor and convention business and for economic development for the Marshalltown area; and

WHEREAS the CITY has proposed to provide the revenue generated from the hotel/motel tax according to the schedule as detailed below, to carry out on behalf of the CITY such visitor, conference and convention development.

WHEREAS parties have agreed to continue funding through the year ending June 30, 2019; and

NOW, THEREFORE, BE IT RESOLVED that the parties agree to the following:

1. **Operation of Bureau**

The CHAMBER will operate the BUREAU as a non-profit entity under the auspices of the CHAMBER. All legal and corporate liability shall be vested within this entity.

2. **Organization**

a. **Board of Directors:** The membership of the Board of Directors shall consist of thirteen (13) members, two members appointed solely by the City Council of Marshalltown, two members appointed solely by the Executive Board of the Chamber of Commerce, four members from the general public and four from the hospitality industry as identified by the BUREAU Board.

b. **Staff and Management:** The staff and management will be the responsibility of the Chief Executive Officer of the Marshalltown Regional Partnership (PARTNERSHIP) (comprised of the Marshalltown Area Chamber of Commerce, BUREAU, and Economic Development) who will assume full responsibility for the employment, discharge and management of the BUREAU. Hiring of the Director of the BUREAU will be subject to joint approval of the BUREAU Board.

c. **Purpose of BUREAU Board of Directors:** The Board of Directors shall provide policy direction for all activities of the BUREAU, review fiscal status, serve as the liaison to the Marshalltown City Council, the Chamber of Commerce Board and other community interest groups and generally function in all matters the Board feels appropriate.

d. **Meetings:** The Board of Directors shall meet at least monthly at a date and time regularly established. All meetings shall be governed by Roberts Rules of Order and subject to the open meetings law. Special meetings may be called by the BUREAU director, or the BUREAU board.

e. **Terms of Board Members:** Board members shall be appointed for three year staggered terms. Should any board member resign or not fulfill the commitment according to the requirements outlined in the BUREAU bylaws a replacement shall be selected to fill the unexpired term of the departed Board member, said replacement to be from the same group as the person creating the vacancy.

f. **Officers:** Officers of the BUREAU will consist of a Chair, Vice Chair, Secretary, Treasurer, and Past Chair duly elected from the Board. Term of office limited to one year with re-election to successive terms permissible.

3. **Scope of Service**
The BUREAU shall undertake such services that are necessary and appropriate to carry out a Program of Work which shall be submitted to City Council prior to the start of each fiscal year.
4. **Time of Performance**
The services of the BUREAU are ongoing and shall continue until terminated pursuant to Paragraph 7 of this Agreement. The BUREAU will submit to the CITY a written annual report no later than July 1 of each year.
5. **CITY Performance**
 - a. The CITY will pay the BUREAU an amount of the hotel/motel tax actually collected by the Iowa Department of Revenue from within the city limits of Marshalltown, Iowa according to the schedule as outlined below, and received by the CITY.

<u>Period</u>	<u>Formula</u>
June 1, 2006 – May 31, 2007	75% of revenue generated
June 1, 2007 – May 31, 2008	74% of revenue generated
June 1, 2008 – May 31, 2009	73% of revenue generated
June 1, 2009 – May 31, 2010	72% of revenue generated
June 1, 2010 – May 31, 2011	71% of revenue generated
June 1, 2011 – May 31, 2012	71% of revenue generated up to \$219,000 with revenues above this amount split 65% to the BUREAU and 35% to the CITY
June 1, 2012 – May 31, 2013	71% of revenue generated up to \$219,000 with revenues above this amount split 65% to the BUREAU and 35% to the CITY.
June 1, 2013 – May 31, 2014	71% of revenue generated up to \$219,000 with revenues above this amount split 65% to the BUREAU and 35% to the CITY.
June 1, 2014 – May 31, 2015	71% of revenue generated up to \$219,000 with revenues above this amount split 65% to the BUREAU and 35% to the CITY.
June 1, 2015 – May 31, 2016	67% of revenue generated.
June 1, 2016 – June 30, 2017	67% of revenue generated.
July 1, 2017 – June 30, 2018	67% of revenue generated.
July 1, 2018 – June 30, 2019	67% of revenue generated.
 - b. Such sum shall be payable to the BUREAU upon receipt of quarterly payments to the CITY consistent with tax receipts received by the CITY. Should the work of the BUREAU justify additional funds, these could be provided by action of the CITY.
 - c. The BUREAU shall not permit expenditures to exceed revenues in any year unless the CITY is notified of the intent and the purpose and has been provided proof of existing fund balance. The BUREAU shall not borrow money or issue bonds without written permission of the CITY.

6. **Financial Reports & Audit**
The BUREAU agrees that it will maintain books of account in accordance with generally accepted accounting standards together with necessary documentation to support all expenditures by nature of expenditure and amount, subject to independent audit. The BUREAU will provide quarterly financial reports and a copy of all audit reports to the CITY, all at the cost to the BUREAU.
7. **Amendment of Contract**
The CITY reserves the right to amend the terms of this contract during the contract year should the financial conditions of the City change.
8. **Termination of Contract**
It is agreed that said Agreement shall be in full force and effect for a period of one (1) year ending June 30, 2019. Thereafter, said Agreement shall be in full force and effect for whatever time period agreed to by the parties involved. Said agreement may be terminated by either party by giving written notice only upon a finding of gross mismanagement or misappropriation of funds. In the event the hotel/motel tax is terminated by vote of the residents of the City of Marshalltown, Iowa, or by action of the Iowa Legislature, this Agreement shall terminate ninety (90) days after receipt of the last tax revenues, or sooner if State law so provides. This Agreement shall be reviewed by both parties prior to renewal to ensure the Agreement is working as anticipated.
9. **Assignability**
The PARTNERSHIP shall not assign any interest in this Agreement, and shall not transfer any interest in the Agreement without prior written approval of the CITY.
10. **Hold Harmless**
It is understood between the parties that the CITY provides needed financing to the CHAMBER who operates and is entirely responsible for the BUREAU. Accordingly, the CHAMBER shall maintain all required worker's compensation coverage, liability coverage, and any other needed insurance, relative to the day-to-day operations of the BUREAU. The CITY is an entirely separate entity from the CHAMBER and the BUREAU and is not liable for the debts, obligations, errors, omissions, torts or actions thereof. By execution of this Agreement, the CHAMBER agrees to indemnify and hold harmless the CITY from any liability whatsoever arising under the terms of this Agreement and shall defend the CITY from any such claims, including payment of attorney fees and related costs.
11. **Bureau Employees**
Persons employed to manage the BUREAU are employees of the CHAMBER and are not employees of the CITY.
12. **Location**
The BUREAU will operate out of the PARTNERSHIP offices at 709 South Center Street, Marshalltown, Iowa, or from such location as the PARTNERSHIP deems appropriate and is in the best interests of the parties to this agreement.

MARSHALLTOWN REGIONAL PARTNERSHIP

CITY OF MARSHALLTOWN, IOWA

David Barajas Jr.
Chief Executive Officer
Marshalltown Regional Partnership

Joel T.S. Greer, Mayor

ATTEST:

Lynn Olberding
Executive Director
Marshalltown Area Chamber of Commerce

Shari L. Coughenour, CMC, City Clerk



2017 ANNUAL REPORT

Michael W. Tupper

Chief of Police

Index

The seal of the Marshalltown Police Department is a shield-shaped emblem. It features a red border with the words "MARSHALLTOWN" at the top and "POLICE" at the bottom in white capital letters. The center of the seal depicts a white silhouette of a city skyline with several buildings. Above the skyline, there are five white stars on a blue background, and below the skyline, there are three red stars on a white background.

Chief's Message	Page 3 – 4
Personnel	Page 5 – 6
Special Services Division	Page 7 – 11
Administrative Services Division	Page 12 – 16
Operations Division	Page 17 – 29

MISSION STATEMENT

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

VISION STATEMENT

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



Chief's Message

Dear Citizens of Marshalltown,

We are pleased to present the 2017 Annual Report, which details the activities and accomplishments of the Marshalltown Police Department. I hope this report thoroughly explains the efforts the police department makes to deliver quality and professional police services in Marshalltown. The Marshalltown Police Department serves a community of approximately 27,500 residents. The department consists of an authorized strength of forty-three sworn police officers and five civilian employees. The department is supported in our duties by a group of citizen volunteers and a reserve police officer unit.

The planning, design, and construction of a new police-fire building has kept us busy in 2017. This is an exciting project for our community and has been a project several years in the making. If all goes as planned, this building should be open for business sometime in very late 2018.

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 state and local laws within the boundaries of the City of Marshalltown. The department works closely with a variety of law enforcement entities at the federal, state and local level to ensure the Marshalltown community receives highly competent and professional law enforcement services. The police department also operates an emergency communications and 911 answering point for all public safety services in Marshall County.

In 2017, the Marshalltown Police Department responded to over 31,000 calls for service and filed over 4,000 police and traffic reports. In 2017, the police department made nearly 2,400 arrests, issued over 2,600 traffic citations and made over 6,400 traffic stops.

In 2017, the City of Marshalltown opened up discussions with Marshall County and our sister communities in Marshall County about the delivery of 911 services. After several months of discussion, a new 911 commission was developed. In early 2018, this commission took over the responsibility of oversight of 911 services for all of Marshall County. The 911 center is no longer under the MPD umbrella and is now a separate entity. The Marshall County 911 Communications Center continues to operate out of the Marshalltown Police Department. 911 operations will move into the new police-fire building when that building opens for business. The changes in how the 911 center is managed are new, but the 911 employees remain the same and continue to provide exceptional services.

Marshalltown continues to be a safe community in which to live, work and raise a family. We continue to emphasize community policing initiatives and community partnerships to combat crime in our community. The community problems we routinely face require strong partnerships between the police department, community members, and community organizations. As members of the Marshalltown community, 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 community concerns. The members of the Marshalltown Police Department also enjoy tremendous public support.

Chief's Message



Community outreach efforts in 2017 utilizing programs such as an active partnership with Marshall County Crime Stoppers, a very successful citizen police academy and our Coffee with a Cop program, have continued to enhance positive community relationships between the police and community members throughout Marshalltown. We remained committed to community policing values. We will continue our community policing efforts in 2018.

The majority of contacts law enforcement has with the public happen during emergencies or emotional situations. Those situations are not always the most effective times for relationship building with the community, and some community members may feel that officers are unapproachable on the street. Programs like Coffee with a Cop break down barriers and allow for relaxed, one-on-one interaction. We will continue to use this program and similar efforts to maintain open lines of communication and build relationships with the citizens we serve.

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 resource challenges, and ever-changing technology needs, we understand our objective remains to serve the residents and guests of our community in a superior manner. The 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 work with our community to solve problems and provide public safety services, which make Marshalltown proud. Marshalltown is an outstanding community, and the employees of the Marshalltown Police Department will collaborate with the community throughout the coming year to make Marshalltown the best that it can be.

A handwritten signature in black ink, appearing to read "Michael W. Tupper", written over a horizontal line.

Michael W. Tupper, Chief of Police





ADMINISTRATION

Michael W. Tupper, Chief of Police
Alicia Hunter, Administrative Assistant

OPERATIONS DIVISION

Captain Christopher Jones

<u>DAY A</u>	<u>DAY B</u>	<u>NIGHT A</u>	<u>NIGHT B</u>
Lt. Rick Bellile	Lt. Ronald Ohrt	Lt. Tricia Thein	Lt. Kiel Stevenson
Sgt. Melinda Ruopp	Sgt. Rick Lang	Sgt. Thomas Watson	Sgt. Todd Tuttle
Of. Rick Stamp	Of. David Powell	Of. Casee Veren	Of. David Danielson
Of. Vern Jefferson	Of. Ryan Dehl	Of. Jerad Hoyt	Of. Andrew Cole
Of. Brad Mauseth	Of. Kraig Lageschulte	Of. Justin Allen	Of. Dane Bowermaster
Of. Dawn Blahnik	Of. Anthony Accola	Of. Stephen Sheets	Of. Paul Heitman
Of. Ramon Maxey	Of. Eric Siemens	Of. Logan Wolf	Of. Wyatt Shelangoski
Of. Juan Tejada	Of. Stephanie Lampe	Of. Tanner Hunt	Of. Jacob Fogt
<u>RESERVE UNIT</u>			
Lt. Aaron Polley			
Of. Chris Mayer	Of. Cale Puls	Of. Jerrod Leffler	Of. Rachel Zamora

ADMINISTRATIVE SERVICES DIVISION

Captain Michael Hanken

RECORDS DIVISION

Anne Davis, Records Supervisor	Rhonda Allen, Records Clerk	Sarah Lewis, Records Clerk/Parking
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SPECIAL SERVICES DIVISION

Captain Brian Batterson

Randy Kessler, Detective

Brian Siegert, Detective

Sadie Weekley, Detective

Mid-Iowa Drug Task Force Detective

Rod Whitmore, School Resource Officer

Cortney Watson, Crime Scene Technician

Community Outreach Officer

2017 EMPLOYEE OF THE YEAR

Lieutenant Richard Bellile



NEW EMPLOYEES

Braxton Morrison, Officer

Kira Lazenby, Officer

Nicholas Svoboda, Officer

EMPLOYEE MILESTONES

Anne Davis, Records Supervisor	25 years of service
Brian Siegert, Officer	15 years of service
David Danielson, Officer	10 years of service
Sadie Weekley, Officer	10 years of service
Dawn Blahnik, Officer	10 years of service
Dane Bowermaster, Officer	5 years of service
Paul Heitman, Officer	5 years of service
Justin Allen, Officer	5 years of service



CAPTAIN BRIAN BATTERSON

INVESTIGATIONS

Detectives are responsible for the investigation of serious crimes against persons such as homicide, attempted murder, willful injury, etc. In addition, detectives are responsible for complex long-term investigations such as crimes involving large financial loss, credit card fraud, fraudulent checks, identity theft, internet crimes against children and various other crimes. Detectives work in partnership with the Marshall County Attorney's Office, courts, local, state and federal law enforcement to bring cases to conclusion.

During 2017, 140 cases were worked by detectives and assistance was provided to the Operations Division in more than 200 other cases. Due to several factors, mainly a staff shortage at the Iowa Division of Criminal Investigation Crime Lab, the average time from reported date to the final disposition was several months for sex crimes and other crimes involving the scientific examination of physical evidence.

Incident	Total	Incident	Total	Incident	Total
Fatality Accident	1	Alcohol Incident	1	Assault	6
Assist Other Agency	3	Burglary	1	Child Endangerment	1
Death Investigation	3	Disturbance	1	Sex Crimes	61
Theft	11	Violation Court Order	7	Domestic Assault	11
Forgery/Fraud	12	Weapons	1	Harassment	2
Identity Theft	3	Info Report	1	Missing Person	1
Robbery	2	Sex Offender Registry	9	Threat	2

During the 2017 calendar year, the Special Services Division received, as a whole, 560.75 training hours. The training consisted of classes taught by department subject matter experts, online training and outside agency training. Training topics included:

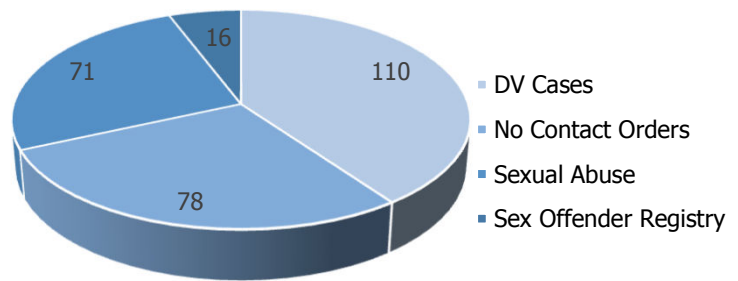
- Carfentanil and the Gray Death
- Iowa Summit on Justice & Disparities
- Elder Abuse-Abuse in Later Life
- Cell Phone Mapping & Analysis
- Certified Property and Evidence Specialist
- International Conference on Sexual Assault, Domestic Violence and Systems Change
- Iowa Narcotics Officers Association Conference

Special Services

INVESTIGATIONS

In the mid-1990's, the department received grant dollars to fund an investigator with a specific focus on violence against women. This detective works closely with community partners such as the Department of Human Services, ACCESS and Child Abuse Prevention, to raise awareness of crimes against women, investigate crimes against women and advocate for women in the criminal justice system.

2017 INCIDENTS



The Mid-Iowa Drug Task Force Detective is a member of a four-county task force charged with assessing drug trafficking problems and design specific initiatives to reduce or eliminate the production, manufacture, transportation, distribution and chronic use of illegal drugs.

In 2017, the Mid-Iowa Drug Task Force investigated 82 drug-related cases of which 55 were in Marshalltown. 71 people were arrested on state charges as well as numerous federal indictments. In one investigation, the Mid-Iowa Drug Task Force, in cooperation with the ATF, investigated a methamphetamine trafficking organization based out of Marshalltown, which resulted in numerous search warrants in Marshalltown and Des Moines. Officers recovered over 7 pounds of methamphetamine, 10 firearms, and 3 bulletproof vests.

Federal sentencing also concluded in 2017 on two large methamphetamine investigations from 2015. In one case, the Mid-Iowa Drug Task Force, in cooperation with the FBI, investigated a methamphetamine trafficking organization based in Marshalltown responsible for distributing methamphetamine throughout Iowa and Wisconsin. 22 people were successfully indicted and sentenced in this case.

Also, the Mid-Iowa Drug Task Force, in cooperation with the DEA, investigated a methamphetamine trafficking organization based out of Marshalltown/Toledo/Tama responsible for distributing at least 340 pounds of methamphetamine throughout Iowa.

The Marshalltown Police Department maintains a drug drop box, located in the lobby of the police department, where the public can dispose of unwanted prescription medications. The drop box is available to the public 24 hours a day, 7 days a week. In 2017, approximately 300 pounds of prescription drugs were collected and destroyed.



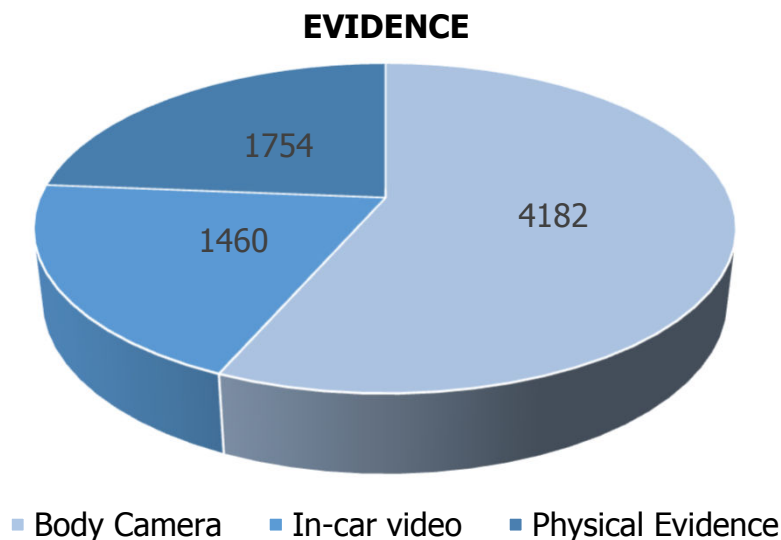


CRIME SCENE TECHNICIAN

The department's Crime Scene Technician responsibilities are two-fold. One, the recovery of evidence and the methodical processing of crime scenes. Two, the storage, cataloging and disposing of property bought into the department as evidence, abandoned or safekeeping.

The chart shown breaks down 2017 evidence by type. An upward trend is the amount of digital evidence managed by the property section. 76% of the property placed into evidence is digital, which requires more and more server space. Only 186 pieces of physical property were released to its owner in 2017. The evidence is held for longer periods of time due to court schedules, appeals, and rules regarding the release/destruction of evidence. Not shown in the chart are the over 13,000 digital photos taken by officers and the CST during 2017.

Included in the physical property seized in 2017 are 23 firearms and \$6,554.63 in currency.



DRUG SEIZURES	2013	2014	2015	2016	2017
Cocaine	5.6 grams	20 grams	2 grams	2 grams	20.6 grams
Methamphetamine	77 grams	159 grams	881 grams	192 grams	312 grams
Marijuana	352 grams	1081 grams	443 grams	679 grams	1,848 grams
Prescription	195 pills	318 pills	611 pills	435 pills	469 pills

(Stats do not contain MIDTF Seizures)

Special Services

SCHOOL RESOURCE OFFICER

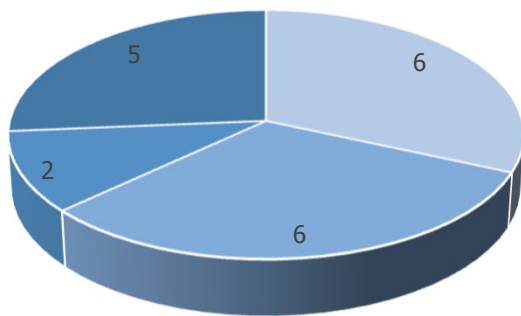
The department has partnered with the Marshalltown Community School District for over a decade to place a police officer in the Marshalltown High School. The School Resource Officer (SRO) provides several services within the high school including crime investigation and prevention, community services, criminal justice education, and enhanced safety. The SRO's daily interactions with teachers, staff, and students improve communication between the community and the Marshalltown Police Department.



During the 2017 school year, the SRO was part of several formal meetings and presentations, but the officer's most important contacts were the frequent informal conversations with staff and students. These day to day contacts have proven over time to be the best way to problem solve, explain expectations and provide a personal face to law enforcement.

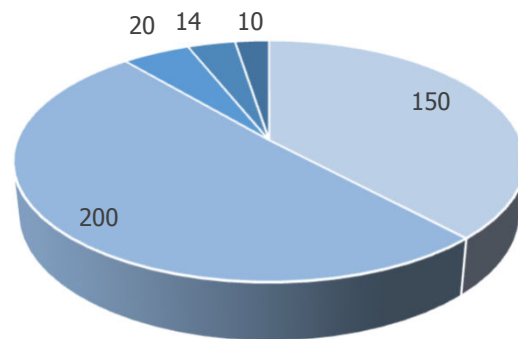


CRIMINAL ACTIVITY



- Traffic Cites
- Accidents
- Drug Possession
- Juvenile Court Referral

NON-CRIMINAL ACTIVITY



- School Meetings
- Security Checks
- Classroom Instruction
- Emergency Response to Classroom
- Home Vists



Special Services

MAJOR CASES

Isaiah Parker Homicide

On April 26, 2017, officers were called to 7 ½ S. 9th St on the report of a stabbing. When Officers arrived they found Isaiah Parker had been stabbed in the lower abdomen. Officers on-scene provided basic medical attention for Mr. Parker until he could be transported to the hospital. Shortly after arriving at the hospital Mr. Parker was pronounced dead as a result of the stab wound.

Jordan Parker, Isaiah's brother, was brought to the police department as a person of interest. After interviewing Jordan and other witnesses, as well as processing the crime scene for physical evidence, Jordan Parker was charged with Murder 2nd degree and transported to the Marshall County Jail.

Git N Go Armed Robbery

On September 22, 2017, at 11:40 pm, officers were dispatched to Git N Go (902 Lincoln Way) on the report of an armed robbery. When officers arrived the clerk told them an unknown male came into the store pointed a gun at them and demanded money from the cash register. The suspect fled the scene before police arrived.

On October 10, 2017, a Marshall County Crime Stopper tipster indicated they knew who robbed the Git N Go. When the tip was investigated by detectives it was determined that the tipster himself robbed the Git N Go. The investigation of the tipster also revealed other witnesses who pointed toward the tipster. On November 1, 2017, Eric Wiley was arrested for malicious prosecution and robbery 1st degree.

Theft 1st Degree & Ongoing Criminal Conduct

On June 15, 2017, a local church reported the loss of \$20,000 due to employee theft. After an audit, it was discovered that a long time employee had used her position and financial secretary to embezzle funds from the church. The subsequent police investigation led to the arrest of Dawn Muller for Theft 1st Degree and Ongoing Criminal Conduct. The final loss to the church totaled \$20,612.

Administrative Services



CAPTAIN MICHAEL HANKEN

The members of the Administrative Services Division are dedicated to providing crucial support services to the other divisions within the department and to the public as well. The Administrative Services Division is comprised of Records and Parking Enforcement, Police Citizen Volunteer program, Grant Management, Training and Internal Affairs-Professional Standards.

During the 2017 year, the department completed the purchasing of body worn cameras and data storage systems that had originally began in 2015 through the Bryne Jag Grant and private donations. All officers on the department are now equipped with a body worn camera. In addition to the Bryne Jag Grant, the department continues to partnership with the Bureau of Justice Administration in providing body armor for all officers.

CITIZEN'S POLICE ACADEMY

Each spring the department holds its Citizen Police Academy. This year the class roster totaled 30 members of the community who were excited learn about the many facets of the police department. The academy is 10 weeks and provides the students both classroom and hands on training from departmental staff on a wide range of topics such as: K9 Unit, Technology, Marshall County Communication Commission, Drug Task Force, Crime Scene, SWAT & Crisis Negotiation Teams, Standardized Field Sobriety, Marshall County Attorney's Office, Defensive Tactics, Traffic Stops & Building Searches, Bike Patrol, Weapons & Driving classroom & practical, and Police Reserve & Citizen Volunteer Program.



CITIZEN VOLUNTEER PROGRAM

Since its beginning in 2012, the Citizen Volunteer Program has provided assistance to the police department in a variety of ways. During 2017, a total of 487.25 hours of service was provided. From 2012 to 2017, the volunteers have provided a total of 1,417.75 hours of service to the citizens of Marshalltown and the department. We are so thankful for their time and dedication!

In 2017, volunteers assisted with: Healthy Family Fair, Citizen's Academy, Officer Candidate Testing, St. Francis 5k run/walk, mowing of the police range, placing and removing flags at Riverside Cemetery, 4th of July Fireworks, National Night Out at the YMCA/YWCA, Antique Tractor Parade, MHS Homecoming Parade, Oktoberfest Car Show, Oktoberfest Parade, bike path patrol, and records data entry.

Thank you to this fantastic group of Citizen Volunteers both past & present!

Val Bellile, Dan Brandt, Kay Burke, Jennifer Chamberlin, Mary Curtis, Mary Douds, Angela Faught, John Helfer, Buck Hepler, Kenneth Huge, Val Hunt, Dorothy Johnson, Tamara Johnston, Sherry Kubalsky, Barb Lageschulte, Kevin Lageschulte, Bob Lewis, Peggy Lewis, Cheryl Mausest, Dale Meyer, Joan Moore, Mike Nablo, Sheri Norris, Deb Oetker, Stephen Peterson, Amy Pollard, James Ramsey, Alfredo Rodriguez, Kimberly Stephen, Sharon Thompson, Shelly Tuttle, Jennifer Yantis

Administrative Services



TRAINING REPORT

Training is a critical component of a professional police organization. The Marshalltown Police Department takes pride in providing its employees with the best training available, utilizing instructors from within the department and those from outside agencies. The training the staff receives each year ensures the citizens of Marshalltown that they have a highly trained professional police department serving them.

During 2017, the department continued to utilize the Police One Academy online training as a means to provide training on a multitude of topics. The department also hosted multiple training events.

MPD Hosted Training

- ARIDE – Adv Roadside Impaired Driving Enforcement
- Blue Courage
- Elder Abuse in Later Life
- RAIDER Solo Engagement Training

In-Service Training

- CPR / AED recertification
- Firearms qualifications
- TASER
- Radio training
- Law & search warrant update
- Courtroom testimony

Outside Agency Training (Employee)

- Certificate Property & Evidence Specialist
- Tactical Medicine for High Risk Response Teams
- Human Trafficking
- Social Media Marketing
- Advanced Interview & Interrogation
- K9 Certifications
- Intermediate & Advanced Technical Crash Investigation
- National EMS Certification
- Crisis Intervention
- FBI National Academy



- FBI LE Executive Leadership
- Street Survival
- SWAT Team Leadership Development
- Crisis Hostage Negotiation
- Iowa Summit on Justice & Disparities
- Basic SWAT
- Iowa Valley Leadership

FBI National Academy



On June 7, 2017, Captain Christopher Jones was one of over two hundred and twenty law enforcement leaders who graduated from the FBI National Academy in Quantico, Virginia. The 268th session of the FBI National Academy consisted of men and women from throughout the United States. Also included in the class were members of law enforcement agencies from 23 countries.

Internationally known for its academic excellence, the FBI National Academy offers advanced investigative, leadership, and fitness training to carefully selected officers with proven records as professionals within their agencies.

Once in the program, attendees are challenged academically and physically over the course of 10 weeks. Upon graduation, attendees return to their agencies with an elite skill set and perspective which will enhance the law enforcement services provided by their home agencies.

Administrative Services

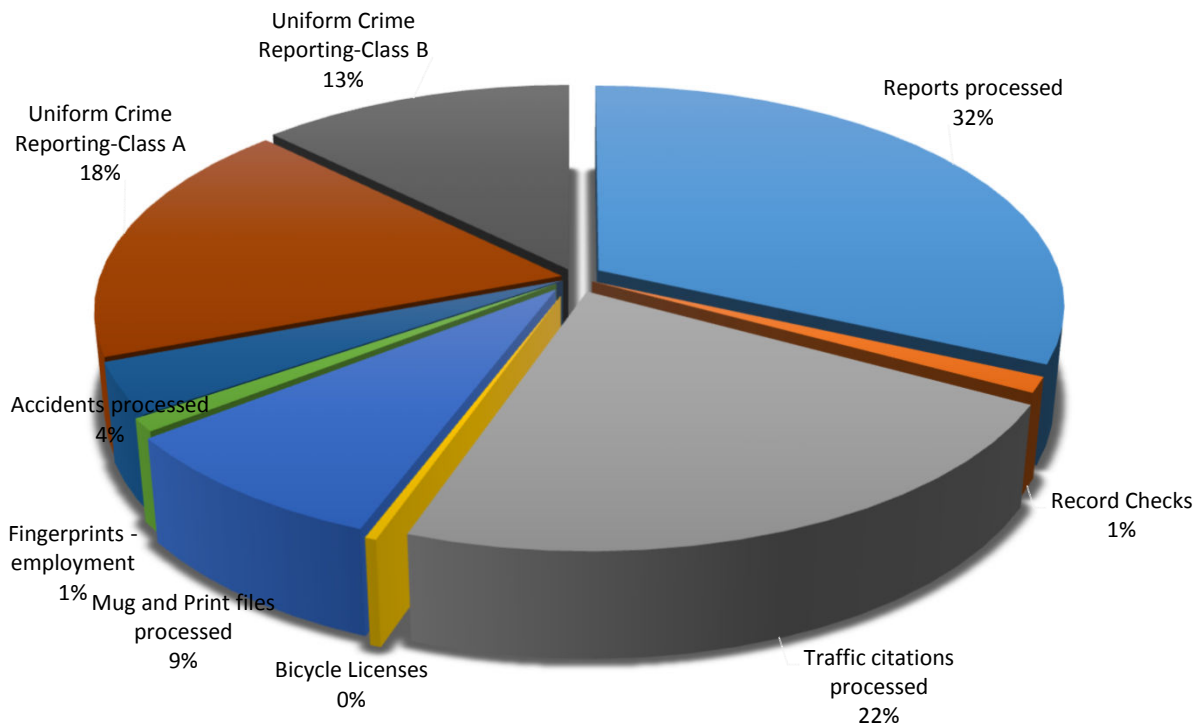


PUBLIC RECORDS

The records section is the custodial entity for all criminal records and other documentation of the department. The staff in the records section is tasked with data entry and maintaining all police reports, arrest records and other statistical data. The records staff is the first point of contact for citizens and other agencies who request copies of our police records under the open records law.

In addition to maintaining public records, parking enforcement is another segment of the Administrative Services Division. The Parking Enforcement Officer's duties include issuing parking citation for violations of the parking ordinance as well as the towing of Scoff vehicles for those violators who have failed to pay their parking tickets.

2017 RECORDS



Parking Statistics

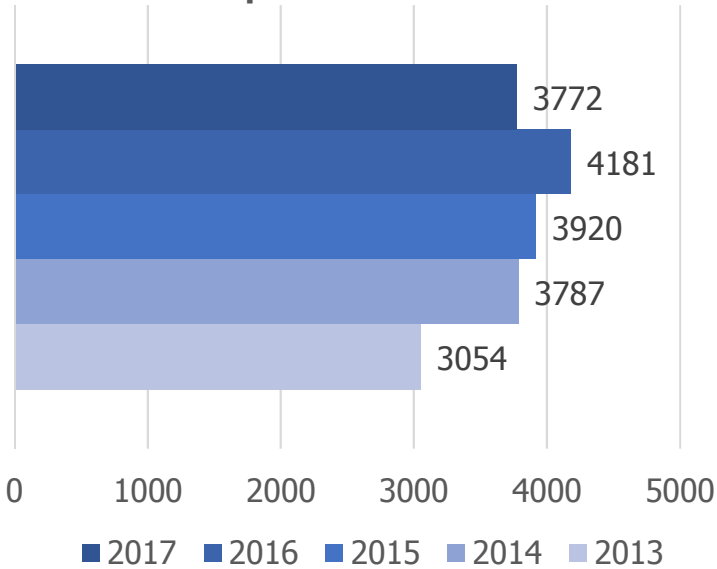
Police Officers	3032 citations
Enforcement Officer	1800 citations
Scoff (5+ unpaid parking tickets)	4 tows
48 hr Overtime	1 tow



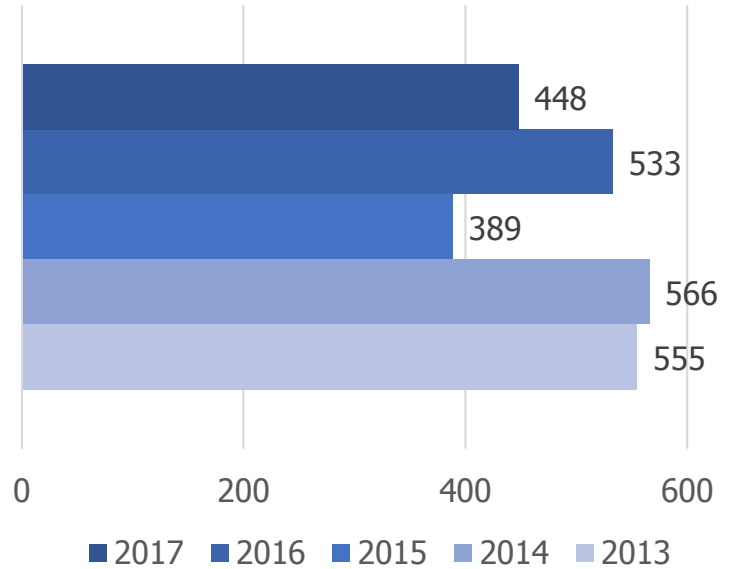
Administrative Services

PUBLIC RECORDS

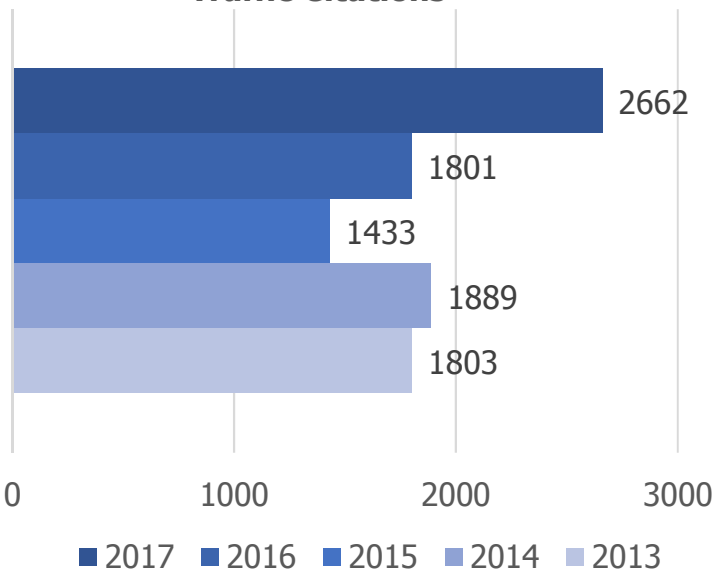
Reports Processed



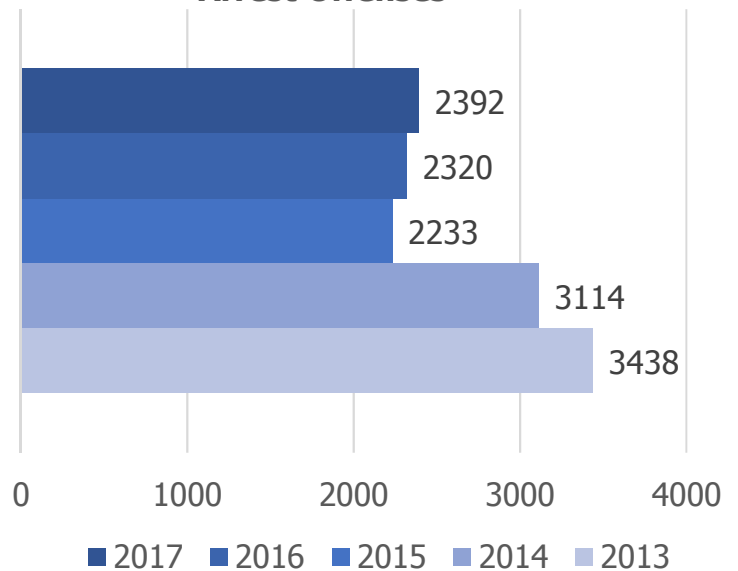
Traffic Crashes



Traffic Citations



Arrest Offenses



Administrative Services



Iowa Department of Public Safety
GOVERNOR'S TRAFFIC SAFETY BUREAU

- The 2016-2017 Governor's Traffic Safety Bureau Program was a success in reaching its goals and educating the motoring public through 192 hours of overtime enforcement & education.
- The seat belt average was 96% usage.
- Two new in-car cameras and one radar was purchased and installed through this grant.

Contact	Project	Agency	Total
Impaired Driving	65	376	441
Occupant Restraint	148	139	287
Moving/Speed	585	2091	2676

We participated in 4 enforcement waves along with several joint projects. We teamed up with the Marshall County Sheriff's Office, the Iowa State Patrol, and Union Pacific Railroad on to address seatbelt, speeding and railroad violations.

The Marshalltown Police Department will again partner with GTSB in 2017-2018 with another traffic safety grant to provide education and enforcement to help keep our roads and highways safe.

CHILD SAFETY SEAT PROGRAM

The Marshalltown Police Department is committed to promoting child safety in our community. Our certified technicians provide free evaluation of child safety seats for proper use and installation.

Community members continue to utilize the program and we were very please to see an increase from 71 inspections in 2016 to 147 inspections in 2017. Three child seat safety events were held throughout the year where 25 new seats were installed.

All of the car seats are purchased through donations by community members and organizations. Special thanks to Al Hoop, who donates in memory of his wife, Donna Hoop, who advocated for child safety. We also thank the Mid-Iowa Regional Board of Realtors for there significant donation in 2017.



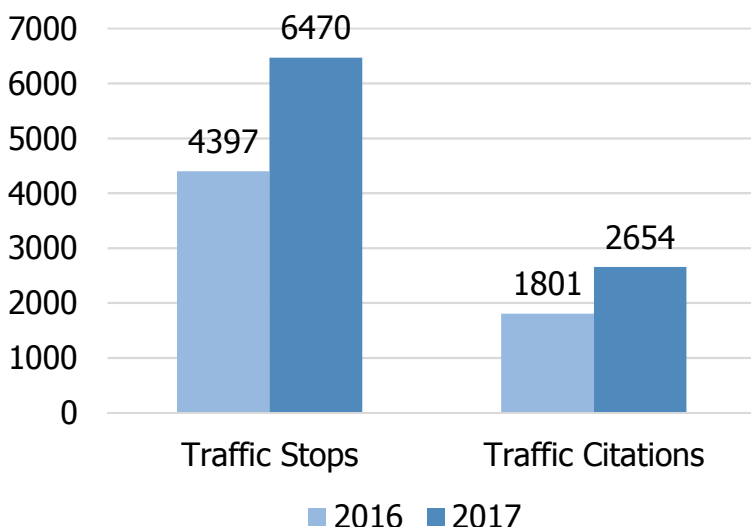


CAPTAIN CHRISTOPHER JONES

The Operations Division is led by Captain Christopher Jones. Operations Division is comprised of uniformed officers who are the first responders to calls for service. Considered the foundation of the agency, officers assigned to this division are tasked with preventing and deterring criminal activity while enforcing local and state laws. Specialized assignments assist officers in accomplishing our public service goals. Bike Patrol, Traffic Crash Investigators, K-9 and Drug Recognition Experts all help supplement patrol services with advanced specialized training when needed.

The men and women of the Marshalltown Police Department are focused 24 hours a day on patrolling the streets, traffic control, responding to emergency calls and conducting police activities in the neighborhoods and business district of Marshalltown. The Operations Division is the most visible section of the department and provides a full range of service seven days a week, twenty-four hours a day. Officers patrol the business districts, parks, recreational areas, walking/bicycle paths and residential neighborhoods day and night. Patrol officers handle a wide range of responsibilities, calls and incidents during every shift. Some of their duties include; routine patrol, responding to emergency 911 calls for service, assisting Fire/EMS, traffic enforcement, conducting house checks, assisting motorists, OWIs, and general enforcement. Additionally, officers respond to crimes in-progress, domestic situations, violent altercations, burglaries, high-risk incidents and armed subjects. The Operations Division is committed to working hard to serve the citizens of Marshalltown and building the public's trust.

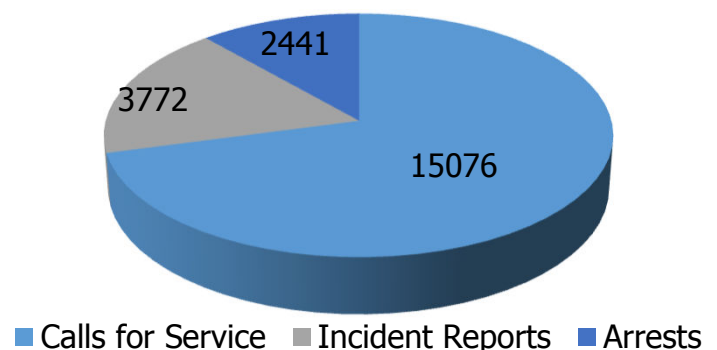
TRAFFIC ENFORCEMENT



During 2017, the Operations Division responded to 15,076 public-initiated calls for service, which required the presence of a police officer to investigate a complaint. Those calls for service resulted in over 3,772 incident reports and 2,411 arrests.

The city is divided into three patrol areas for the purpose of equally distributing police resources around the city. Dividing the city into specific patrol areas helps increase public safety and police service in a number of ways. The defined areas allow shift leaders to better allocate staffing resources, ensure quicker response times, and increased police visibility.

In an effort to educate the motoring public and make our roadways safer, the Operations Division completed 6,470 traffic stops in 2017 resulting in 2,654 traffic citations.





2017 CALLS FOR SERVICE – 31,487

911 Hang Up	102	Forgery	0	Sex Crimes	36
Accidents	681	Found Property	138	Sex Offender Registry	12
Alarms	397	Fraud	144	Stalking	2
Alcohol Incidents	107	Harassment	383	Standby	188
Animal Complaint	615	Identity Theft	20	Suspicious Activity	646
Assault	159	Information Report	15	Theft	885
Assist Other Agency	254	IVH Check	907	Threat	19
Bar Check	603	Juvenile Delinquency	78	Tow	11
Bicycle Licenses	85	Medical Call	12	Traffic	601
Building Check	6331	Mental Illness	76	Traffic-Disabled Veh	251
Burglary	232	Missing Person	209	Traffic OWI	52
Civil Issue	197	Noise Complaint	181	Traffic Stop	6470
Death Investigation	7	Nuisance	125	Transport	26
Disorderly Conduct	77	Officer Initiated	1047	Trespass	272
Disturbance	843	Parking	657	Vandalism	369
Disturb-Loud Music	158	Public Contact	1597	Vehicle Inspection	11
Domestic	304	Robbery	4	Violation Court Order	82
Drug Related	134	School Check	190	Wanted Person	671
Fire Related	19	School Traffic	196	Weapons	70
Follow-up	3129	Search Warrant	17	Welfare Check	655



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.

	2013	2014	2015	2016	2017
Use of Force Incidents	65	69	60	76	57
TASER Deploy	17	12	11	16	12
Assault on Officer	25	15	7	14	9

MARSHALL COUNTY CRIME STOPPERS



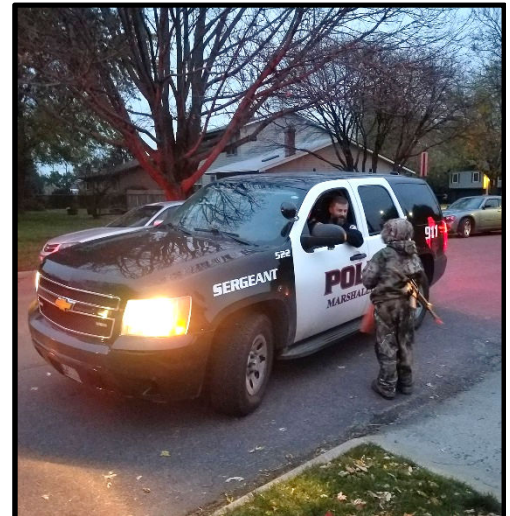
On September 1, 2015 the MPD joined forces with the newly established Marshall County Crime Stoppers Program to launch a telephone, text and online service to solicit anonymous crime tips from the general public. In 2017, the Marshall County Crime Stoppers solicited over 216 tips, regarding potential criminal activity ranging from Theft, Warranted Persons, Drug Information and incidents of Child Welfare. These tips resulted in \$2,500 in rewards. These numbers were up from the 2016 totals of 163 tips and \$1,250 in rewards.

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

MARSHALLTOWN POLICE RESERVES

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 to come. The department started 2017 with five certified Reserve Officers. One additional officer became State certified during the calendar year.

This year the Marshalltown Police Department Reserve Police Officer program contributed over 610 hours of work to the community at no cost. The Reserve Officers worked 21 community events as well as providing patrol functions while riding with a certified officer. Events included: Heathly Kid's Event, Verizon Safety Event, St. Francis 5K, Walk a Mile in Her Shoes, Arresting Hunger, Fireworks display, County Fair, Race Night, Wildwood Hillers Ranch, MS Walk, National Night Out, Tractor Parade, MHS Homecoming Parade, Oktembersfest, Halloween patrol, and the Holiday Stroll.



Operations

SWAT - SPECIAL WEAPONS AND TACTICS

The Marshalltown Police Department and Marshall County Sheriff's Office combine resources to form a SWAT team that covers all of Marshall County. The SWAT team is currently comprised of 9 members and is in the process of adding new members. Members receive a minimum of 12 hours of training per month on dealing with high-risk operations. Each member is required to pass an annual physical fitness test and weapons qualification.

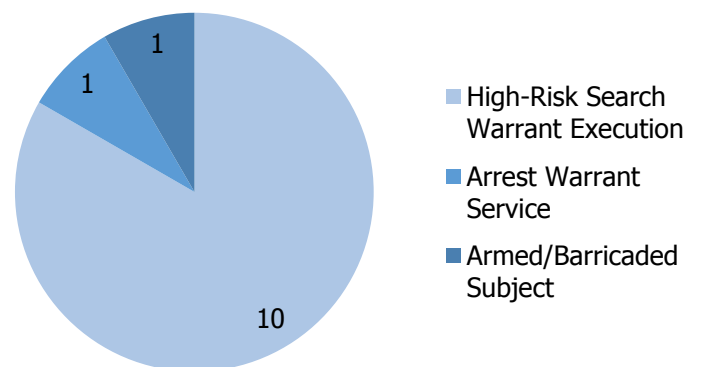
The SWAT team consists of officers with specialized training and experience along with certified instructors in a variety of law enforcement topics including Firearms, Active Shooter Response for Law Enforcement, ALiCE (Active Shooter Response for Civilians), Defensive Tactics, Less Lethal, Ballistic Shield Operation and Combat Medical Aid.



Members of the SWAT team are responsible for providing training to other officers on the department and also providing training and services to the community. Another service provided by the team is security analysis and safety plan review for area churches and businesses.

The SWAT team is trained to handle a variety of high risk and complex situations. During 2017, the team was utilized 12 times for search warrant execution, arrest warrant service and resolution of barricaded suspects. Working in conjunction with department negotiators, the SWAT team successfully completed each operation peacefully.

2017 SWAT Operations





DAY SHIFT A – LT. RICK BELLILE

The year 2017 proved to be another busy year for Days A, handling a variety of calls. These ranged from minor animal and parking calls to major incidents such as suicides, domestics, and burglaries. Calls for service remained high while officers kept up with their other responsibilities. Nearly every officer has some sort of specialized field assignment to include K-9 Supervisor, SWAT Member, Child Safety Seat Technician, Field Training Officer, Crisis Intervention, TASER Instructor, IT Specialist, Technical Accident Investigator, Fleet Maintenance, and Grant Program Administrator.

Along with these assignments, officer initiated activities included school checks, IVH checks, building/business checks, parking complaints, and traffic enforcement. Never a dull moment!

2017	Total	Monthly Avg
Calls for Service	3,945	328
Incident Reports	727	60
Arrests	523	43

INTERNSHIP PROGRAM

Our internship program continues to do well as we had one intern in the summer and one in the fall. We get great feedback from the college students and the institutions they come from on our program, as several applications come in throughout the year. Each intern experiences a variety of aspects of the job like ride-alongs with officers, time at MHS with the School Resource Officer, sit-ins with the Marshall County Communication Center, observation at the Marshall County Jail, and shadow at the Marshall County Attorney's Office. Every intern that has come through has expressed an interest in joining the law enforcement field.

FIELD TRAINING

Our Field Training Officers were busy working with two officers on the completion of their training for solo patrol. With six Field Training Officers on different shifts, there is a variety of experience and diverse training for our new recruits.

ALCOHOL COMPLIANCE CHECKS

Alcohol compliance checks were conducted in April and December at bars, stores, and outlets that serve or sell alcohol. A 19-year old confidential informant was sent into the establishments to purchase alcohol. Our goal is for all establishments to be compliant and refuse the sale in an effort to reduce underage drinking in our community. Eight out of thirty-seven establishments made the sale in December. We will continue our efforts to educate on alcohol sale compliance.

MAJOR CASES

On 01/28/17, officers responded to check the welfare of a suicidal subject. This person produced a Molotov cocktail and threatened to throw it at officers. Officers on scene used great restraint and communication to diffuse the situation and helped the person get to the ER for help.

On 02/07/17, officers were called to a suicide. Officers on scene located a subject that had committed suicide by gun. Officers worked the investigation and assisted the family going through this terrible incident.

On 08/02/17, officers were sent to another suicide, this one being a teenager. Officers on scene handled this call both professionally and with compassion, as family were all there as well. With the victim being so young this call really hit home with the shift.

Operations

DAY SHIFT A – LT. RICK BELLILE

MAJOR CASES

On 09/19/17, officers were sent to a medical call where a male had stabbed himself repeatedly in attempt to end his life. Without hesitation, officers administered first aid and had to physically restrain the victim for his safety. Officers showed tremendous professionalism and compassion on behalf of this subject, and got him to the ER for further treatment. This subject was later transferred to another hospital for life-threatening injuries. As of Jan 2018, he has recovered and is back home with family. Responding officers were presenting with the Life Saving Award for their quick and decisive action which ultimately saved a human life.



Pictured: Officer Vern Jefferson, Officer Dawn Blahnik, Officer Bradley Mauseth and Sergeant Melinda Ruopp

On 11/05/17, officers responded to a Hazmat situation at the Church of God where a carbon monoxide leak left multiple people down or unconscious. Officers first on scene assisted those they could get to and got them outside to medical personnel. Officers then assisted fire and ambulance with identifying and transporting the injured to the hospital. Those officers on scene that day showed true heroism and professionalism in their quick actions to help avoid what could have been a major tragedy.

COMMUNITY SERVICE

Despite dealing with these difficult incidents, officers still managed to partake in positive activities in our community. A few this year included Shop with a Cop, Special Olympics Cop on Top, Coffee with a Cop, Big Brothers/Big Sister Fundraiser, and many stops at schools for lunch and reading with kids. It's been a busy and crazy year for the officers on Days A, but we are here to serve the community and it is an honor to do so.



Operations

K9 UNIT

The MPD K9 Unit consists of two dual purpose K9's for patrol and narcotics. K9 Raji is a 6 year old Shepherd/Belgium Malinois cross, handled by Lt. Kiel Stevenson. K9 Jordy is a 4 year old Shepherd/Belgium Malinois cross, handled by Sergeant Tom Watson. Both K9 are trained in patrol work which includes obedience, evidence recovery, tracking, human scent detection and criminal apprehension. They are also trained in narcotic detection, with the skill to locate marijuana, cocaine, heroin, methamphetamine and their derivatives.

Sergeant Melinda Ruopp assists the K9 unit with monthly training and record keeping. Sgt Ruopp was a handler for the department for over 18 years. Ruopp is certified through the United States Police Canine Association as a National Trainer, Instructor, National Judge and National Board member. Sgt Ruopp's retired K9 Awol occasionally enjoys joining the unit for training.

CERTIFICATIONS

Our K9 teams attended annual certification events in Iowa to include certification trials through the United States Police Canine Association. Raji and Jordy are certified in Narcotics Detection as well as having a Patrol Dog title.

Jordy and Watson placed 1st overall in the state of Iowa in the March 2017 USPCA Narcotic Detection Certification Trials. Raji and Stevenson placed 1st overall in the state of Iowa in the August 2017 USPCA Patrol Dog Certification.



Left: Lt Stevenson & K9 Raji
Right: Sgt Watson & K9 Jordy

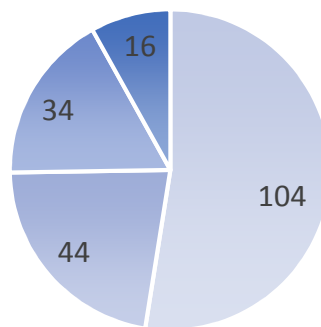


Sgt Melinda Ruopp &
Retired K9 Awol

PATROL WORK

As part of their patrol work, both K9's are active in the detection and prevention of crime. The K9 units work mostly during the evening and nighttime when criminal activity is most likely. Although their handlers still handle normal shift activities, our K9 handlers are also responsible for responding to any call where the use of the K9 would be beneficial. Because of the K9's natural abilities to detect human scent and illegal narcotics, they are a valuable tool to the Marshalltown PD.

K9 units responded to assist the patrol division 104 times, with perimeter work, tracking and general patrol requests in 2017. This would include tracking, areas searches and preventing the escape of wanted individuals. They responded to 34 alarm calls, where the dogs were used for human scent detection and potentially, the search of a compromised building. We recorded 44 building searches in 2017.



K9 Patrol Use

- Patrol Assist
- Building Search
- Alarms
- Apprehensions



Operations

K9 UNIT

Well trained K9's like Raji and Jordy are also used as locating tools to assist Patrol with finding hidden suspects or lost persons. They are trained to apprehend felons when directed to do so, in critical situations. They are also trained to protect their handlers or other officers when necessary. Often the mere presence of a K9 will prevent or reduce the use of force. MPD K9's made 16 apprehensions in 2017, with little to no harm to any suspects.

K9 Jordy was deployed earlier this year to search for a stolen handgun that had been thrown in a ditch. Jordy located the handgun, preventing it from being found by a child or someone who could have been hurt. The handgun was able to be returned to the owner.

NARCOTIC DETECTION

Narcotic detection directly effects the public because of the amount of drugs taken off the street by the K9. Narcotics are often hidden in areas where officers would be unable to find them. Because of the power of their nose, dogs are able to smell and alert to the odor of an illegal narcotic. This results in officers taking drugs off the street that would have otherwise been sold or used.

K9 units responded to dozens of requests for assistance from the patrol division and the Mid Iowa Drug Task Force. Most of these searches are search warrants, which often include the search of a residence, apartment, outbuilding and sometimes multiple vehicles. Of the 29 recorded deployments, there were often multiple types of searches conducted during those deployments. Statistics show that 90% of the time during those searches narcotics or drug paraphernalia were recovered.

During a search warrant in early 2017, K9 Raji alerted to the odor of drugs on a desk in a residence. Nothing was located initially when the desk was searched, but when the desk was moved, over 19 grams of methamphetamine and a gun were located in a floor vent under where the desk was sitting. It is very possible that without the alert, the desk would not have been moved and the drugs would not have been recovered.

Detection (grams)	2013	2014	2015	2016	2017
ICE/Meth	9,338	113	200	2,001	5,100
Marijuana	271	2714	200	88	3,100
Paraphernalia	26	43	12	13	24
Money	\$85,310	\$3,475	\$0	\$107,508	\$1,500

K9 TRAINING

Because of the liability involved in K9 work, the MPD requires very well trained and proven K9 work. To keep their skills at a high level, the dogs train an average of 16 hours per month in their patrol skills as well as narcotic detection.

In addition, MPD trains regularly with the Des Moines K9 Unit and the West Des Moines K9 Unit. This is valuable for our K9's, providing them with challenging scenarios in agility, obedience, tracking and criminal apprehension.

K9 units do dozens of public demonstrations each year and are excited to be able to share their skills with the public. The Marshalltown Police K9 Unit looks forward to another fantastic year of work for the City of Marshalltown and will continue demonstrating their skills during demonstrations and testing through the USPCA.



DAY SHIFT B – LT. RONALD OHRT

Day Shift B remained busy during the calendar year 2017. The year started with the shift staffed with a lieutenant, sergeant, and five uniformed police officers. In May of 2017, the shift was assigned another uniformed police officer, bringing the shift to full strength of eight officers. Law enforcement experience for the team ranged from less than one year of experience to thirty-two years of experience. Additional individual tasked responsibilities for Day Shift members included vehicle maintenance, scheduling, case management, Field Training Officer (FTO), Verbal Judo instruction, Defensive Tactics instruction, Alert Lockdown Inform Counter Evacuate (ALICE) instruction, Rapid Deployment Awareness Intervention Decisiveness EMS Recovery (RAIDER) instruction, bicycle patrol, Crisis Negotiation (CN), and Special Weapons and Tactics (SWAT).

As expected, calls for service, along with additionally tasked responsibilities, continued to dictate the daily workload for Day Shift B. With the shift's full staffing status, the team was able to specifically assign officers to concentrate on traffic concerns and outstanding warrants. This focus helped the team respond to traffic complaints and clear unresolved cases. Officers also agreed to make increased contacts with staff and students at our local schools. The hope is to improve communication with staff and cultivate relationships in our community.



Officers also developed individualized goals to work on during the year with the expectation of improving service and relationships with our community. During the year we able to prepare and conduct three intense ALICE Training opportunities for three local organizations. The training will improve the organization's response to a potential violent encounter and established relationships between our organization and theirs. In the same vein, our shift conducted training concerning team room-clearing tactics and communication. The specialized training helped our team prepare for potential forceful encounters in our community. Several of our team members elected to spend time in the Detective Division, developing and improving their investigative techniques and skills that they could use while on patrol. Day Shift B also conducted two traffic enforcement programs for seatbelt evaluations and speeding violations near school zones during drop-off and pick-up times.

Day Shift B also prepared and participated in six *Coffee with a Cop* occasions in our community. The *Coffee with a Cop* events helped officers develop relationships with community members and aid in the community telling us their concerns in our neighborhoods. Finally, a team member was able to work with *Vision Marshalltown* and completed a video documenting the positive attributes of our great community.

Day Shift B continues to enjoy a wonderful relationship with the members of our community. The waves, smiles, cookies, and four-square games are much appreciated. Together, with our community, Day Shift B remains devoted to making Marshalltown a safe community. We are committed to serving our community with respect and dignity, doing so with honor and integrity.



NIGHT SHIFT A – LT. TRICIA THEIN

Night Shift A officers possess many skills and hold multiple specialty assignments to include DRE (Drug Recognition Expert), K-9, SWAT, Motor Vehicle Accident Investigations, Verbal De-Escalation, Crisis Negotiations, Peer Support, Car Seat Inspection/Installation, and FTO (Field Training Officer). In order for officers to maintain their achieved level of training, it takes the support of the entire shift. For that, kudos to all staff on Nights A for pitching in and filling the gaps to ensure that the A team was able to preserve the professionalism expected by our community. 2017 proved to be another busy year.

Traffic Stops	2,209
Calls for Service	4,000
Reports	1,010
Arrests	318

It was the goal of many officers to share their expertise in certain areas with the rest of the shift, with the overall goal of enhancing all shift response to certain types of calls for service. SWAT team officer on Nights A shared critical information regarding building searches with limited penetration techniques. These officers created an educational phase, an instructional phase, and an application phase where officers performed as instructed. This was highly beneficial. One team member is the tactical medical officer for the SWAT team, and he provided an educational training to the shift on how one provides medical intervention to themselves and coworkers in the field, buying time and saving lives. This training had a hands on phase that included the appropriate application of a tourniquet. Our DRE/SFST officer provided training to the shift about how narcotics physically affect the user. She was able to direct officers on

what certain physical characteristics would be representative of what type of drug, better alerting the officer to potential risks involved when dealing with a subject under the influence. This officer also provided a refresher training to the shift on SFST (standardized field sobriety tests) along with some updated court rulings and trends as they apply to the detection, apprehension, and prosecution of these types of cases. A team member was able to get all three levels of motor vehicle accident investigation towards the end of 2017, and will be providing additional shift training as his experience level grows. Verbal de-escalation training was provided to Cerro Gordo County employees. For officers who have a strong interest in pursuing a possible police future in K9 handling, the team's K9 officer allowed them to participate in K9 trainings and did some one on one shift training with officers on the appropriate way to do building searches and suspect searches while backing up the K9 unit. The K9 unit also does a lot of community training and programs with different schools within the MCSO.

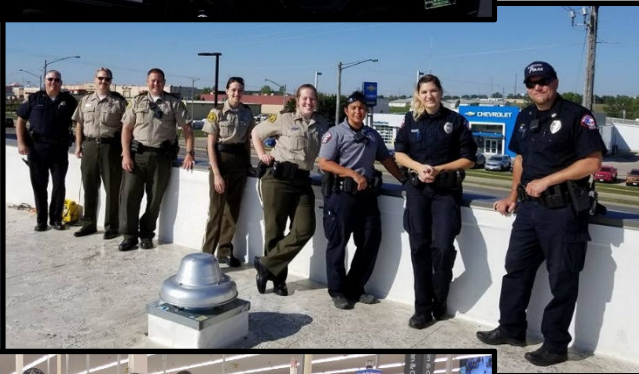
Nights A never has a shortage of ride along requests, where people in the community can come out and ride with an officer. Staff have enjoyed the relationships established through this program which only enhances the community policing ideal.



Operations

NIGHT SHIFT A – LT. TRICIA THEIN

Nights A has many officers that get involved with the Cop on Top fundraiser for the Special Olympics, as well as the Shop with a Cop activities that help kids within our community have the supplies necessary for school as well as adding some magic to the holidays for some families less fortunate. Officers also participated in Arresting Hunger food drives, and are also very committed to the MPD Reserve Program. Nights A, with the different specialty assignments was also involved with the Citizen's Police Academy hosted by the MPD that gives community members a chance to learn what officers do in their assigned roles.



Nights A participated in working with the local radio station as well as MCTV in doing community training segments. Topics of discussion varied from Human Trafficking, Special Needs Questionnaire-what it is and where to find it, how to handle oneself on a traffic stop, employment opportunities in policing, traffic accident safety information, and a fun Christmas jingle encouraging community members to celebrate responsibly.

With the 12 hour shifts, and alternating weekends off, officers still found time to spend off-duty time together doing different activities. We commitment to do small runs together in different communities in the state. We traveled to the Amana Colonies, Des Moines, Parkersburg, Story City, and also participated in the Gladiator Assault Challenge together. These activities did enhance the working relationship amongst the shift, as we worked together both on and off duty, helping each other reach goals and personally challenge ourselves.



The MPD Peer Support Team was created in 2017, along with the Chaplain Program. Nights A has enjoyed having the chaplains ride along with different officers to become acclimated to the program. Peer Support officers have done a great job reaching out to other officers, regardless of shift assignment, during difficult times. These difficult times may be personal in nature, or professional, or simply transitional. They also support our new hires throughout their academy experience, as well as through the FTO experience.



NIGHT SHIFT B – LT. KIEL STEVENSON

Night Shift B is comprised of eight members of the Marshalltown Police Department. The team members consist of one Lieutenant, one Sergeant and six Officers. Law Enforcement experience among officers range from one year to fourteen years of service and represent a broad range of skills.

Many officers on Nights B belong to specialized units and have specialized training in various law enforcement disciplines. The team includes a K-9 handler, SWAT Team members, Field Training Officer, Firearms Instructors, Driving Instructor, Field Sobriety Test Instructors and a Drug Recognition Expert.



Pictured Left – Officer Paul Heitman organized a food drive for the Emergency Food Bank.

Pictured Right – Sergeant Todd Tuttle with Special Olympics athlete at the "Cop on Top" event to raise money for the Special Olympics.

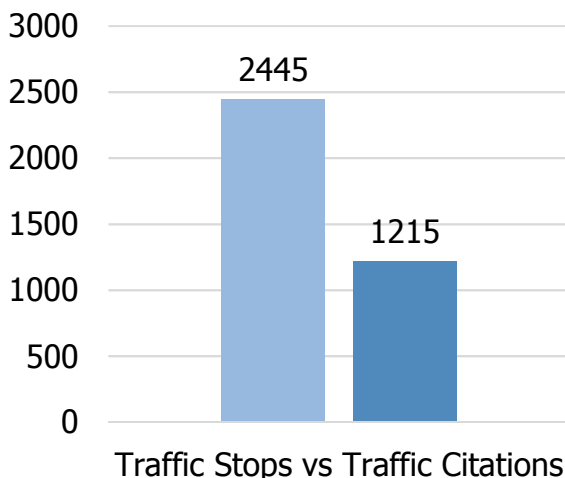


Two members attained milestone anniversaries during 2017.

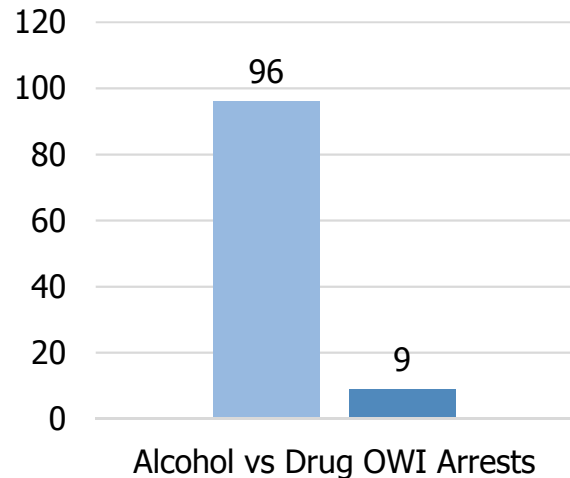
Pictured Left - Officer Paul Heitman, 5 yrs
Pictured right - Officer Dave Danielson, 10 yrs

Night Shift B placed an emphasis on public safety through proactive enforcement. The first priority was traffic safety. Traffic safety includes enforcement of general traffic violations but our shift made enforcement of impaired driving a priority. Impaired driving includes both drunk and drugged driving. The below charts show the comparison between traffic stops and traffic citations as well as OWI-Alcohol arrests vs OWI-Drug arrests.

TRAFFIC ENFORCEMENT



IMPAIRED DRIVING





Thank you Marshalltown for all your support!



2/7/2018

Marshalltown Central Business District Strategic Vision

Marshalltown is looking towards the future and what the community looks like for current and next generation of families, employers, employees and visitors. Marshalltown Central Business District has been involved in a couple of conversations from the City to Vision Marshalltown. MCBBD needs to look towards the future of itself and of the downtown. Downtowns are the heart of a community and the viability of a downtown depends on what resources are available to those who actively live, work, play and stay in the downtown. MCBBD can be instrumental in this growth and development but only if MCBBD takes a step back and figures out their purpose and mission in the downtown.

The strategic visioning process has been started by MCBBD and is now looking to direct that strategic vision into a strategic plan. When discussing the vision almost everyone made a comment to the point of belonging and wanting to come to downtown as a destination. There was no talk of specific business strategy or what retailers would be downtown; only talk of enjoying and being a part of a beautiful safe environment that was thriving. Marshalltown Central Business District can lead and direct that vision through redirecting their own mission and purpose for the Main Street program and the downtown.

Through the strategic planning process, the why of MCBBD has been asked and avoided. The answer is inconclusive and the old answer has not shown results. The why of the organization drives the rest of strategic planning and implementation. The new why and mission of MCBBD comes from conversations around strategic visioning and those heard among the downtown community. MCBBD cannot move forward without a why – the reason they are vital and belong in the downtown. The following is **WHY** MCBBD *belongs* in the downtown and deserves the chance to move the downtown forward.

Why: Create a sense of belonging and opportunity in the downtown.

Mission: To create belonging and opportunity among businesses, entrepreneurs, shoppers and the community to drive growth for a thriving downtown.

The “How” MCBBD will accomplish our vision/why and mission:

The Marshalltown Central Business District will create a sense of belonging and opportunity in the downtown through these four key areas of influence:

Clean, Safe, Inviting Downtown:

Marshalltown Central Business District wants downtown Marshalltown to be a clean, inviting and safe environment for everyone as they experience the downtown. MCBBD will work to make sure the downtown is inviting by creating and leading conversation in building repairs & improvements while working with the city to make sure trash pick-up and natural waste is disposed of and clean. Safety is our priority and we want everyone to feel comfortable downtown whether they are doing business by day or having dinner at night. MCBBD will work to be a resource for business owners in look, display and business type to provide a positive experience for those enjoying our downtown.

Downtown Community:

A community that works together thrives together. MCBBD will be the connecting voice between businesses, building owners, and entrepreneurs in the downtown to the community at large. Whether

by events or activities, MCBBD will work to create positive feelings between businesses and others in the downtown, and grow new relationships to find new opportunities for the downtown.

Development of Downtown:

Downtown Marshalltown is in a state of thrive or die, and MCBBD wants to make sure it thrives, by being a business resource for the downtown. MCBBD will grow new relationships to find new opportunities in the downtown while working to better its current relationships. MCBBD wants the downtown buildings full and in the best shape to provide a safe and enjoyable experience in the downtown. A healthy downtown is indicative of a healthy community and can be further used as a recruiting tool for new and current residents.

Organizational Stability and Strength:

Marshalltown Central Business District needs to be present and show the community why they are important and relevant to the downtown. MCBBD can only do this through improving communication to the community through increased awareness and knowledge to the downtown and the greater Marshalltown community. Being a stable organization both financially and through a strong volunteer basis is important to whether MCBBD stays relevant to and for the downtown. MCBBD will conduct an internal audit of what works well and what doesn't to move the organization in a direction that makes them invaluable to the downtown business community and to the community at large.

Map to success (Execution of Strategic Vision):

MCBBD will set the next three years up on a **Fix, Build, Grow** timeline. **By 2023 MCBBD should be seen as the creator of belonging for the downtown and a resource for opportunity.**

Year 1 - Fix: There are a few areas that need to be addressed before MCBBD can grow and be a greater influence within the downtown. The biggest issue being secure funding. Current projects, let alone basic bills and staff compensation, cannot continue as it has been. MCBBD will need to identify a better way to become financially stable. The name and integrity of MCBBD are not well viewed within the downtown. We will need to reconnect to the downtown and build and restore relationships to better our reputation to be seen as a creator. A shortage of volunteers and board members to carry out the mission of MCBBD doesn't help either and will need to be addressed. These are but a few of the challenges MCBBD needs to fix before we can grow.

Year 2 – Build: Once MCBBD has fixed its reputation, funding and other issues, can MCBBD position itself to begin building and creating that sense of belonging and opportunity. The continued building of relationships and support of the downtown will be crucial to set the wheels in motion for a growth stage.

Year 3 – Grow: Once the foundation for MCBBD is secure through the Fix and Build years, MCBBD can really take off and grow as an organization as well as push to develop the downtown. Here MCBBD would look to the next 3 years and by 2023 should start to see downtown Marshalltown as THE place to build a business, bring your family, and enjoy the sites and shops!

The Execution: The 4 areas of influence will direct the four committees of the Main Street Program, which will help to drive the strategic vision of the organization. The committee chairs and executive director will look at the 4 areas of influence and set goals and objectives that help steer MCBBD into the

creator position. A lot will need to be done by the board of directors and executive director to build the foundation of MCBBD in order to set the committees up for success to build the castle and expand their influence and resources.

2018 MAIN STREET FOUR POINT ACTIVITIES- **Board**

Supporting documentation (action plans, calendar, budget, etc.)
is developed **for** each activity listed.

Economic Restructuring Activities <i>Recruit 5 volunteers and talk with 10-12 building owners as needed to develop relationships.</i> • Business Expansion/Recruitment- Assist in talking with Business owners from other communities. • Building inventory- Assist with updating information • Develop Building Owner Group- Provide information and make contacts with building owners when needed • Board President and Director will attend City Development meetings to address Upper story Development- Merchant relationship building- Business Retention/Recruitment • Assist in developing a Building Owner Group by December 2018. • Economic Development- partner with City whenever possible	Design Activities <i>Recruit Design Committee Chair, assist with recruiting 15 volunteers for activities, volunteer your time for at least 1-2 activities:</i> • Banners • Berms • Floral Basket Program • Clean and beautification of downtown • Façade improvement- signage, paint • Improving vacant spaces • Pedestrian Walkway • City- Wayfinding Sign Committee, Hwy 14 corridor, Incentive Grant program
Organization Activities <i>Help recruit 5 volunteers, provide information for newsletter when needed, “like” and “share” information on social media. Assist with 2-5 down town visitations.</i> • Volunteer Recruitment/Recognition- Increase volunteerism and involvement • Newsletter • Develop “Friends of MCBF” campaign • Increase Committee/ Board members • Increase social media community communication, Tell Our Story, website development) • Visitation schedule	Promotion Activities <i>Help recruit 10-20 volunteers for promotional events. ATTEND 75% of planned events.</i> • Increase social media coverage of events • Additional retail activities, with more merchant involvement • Fundraising events: Holiday Stroll/ Tree Festival Adopt A Vet Xmas Party Treasures Tour Restaurant Week

MCBD Strategic Plan 2018-2020

Priority	3 Year Projects	Q1 2018	Q2 2018	Q3 2018	Q4 2018	Measureable Outcomes
Safe, Clean and Inviting (Design Committee)	Promote safe, clean, inviting environment for everyone as they experience the downtown.	Develop downtown clean-up plan with Cleaniac.	Meet with Cleaniac group to come up with downtown plan. Set dates for clean-up activities downtown flower beds	Carry out clean up plans	Finish all clean-up projects	Implemented at least 1 downtown clean up project with plans to increase activities in 2019.
		Develop plan to finish Ped Walkway. Involve community in plans and work.	Establish budget, time lines, and work to be implemented. Involve community in plans and work, as in who is best to help finish.	Secure funding. Start work activities.	Finish project plans. Look at beginning conversations around a walkway mural project for 2019 and recruit volunteers to plan project.	2018 Walkway planned activities have been completed, with a plan for 2019 developed.
		Work with City on Hwy 14 Corridor Project and Way finding signage. Develop building owner incentive survey. Continue marketing façade and code upgrade grant.	Meet with city committees, provide input Put information on website, disperse info at visitation.	City Wayfinding master plan complete. Develop funding plan for downtown signs. Identify building owners interested in restoration projects, assist with grant process.	Meet with city committees, provide input. City will have Wayfinding master plan completed. Update City Council on new projects.	City meetings have been attended by staff/board and input has been provided. Start securing funds for downtown signage. Develop time frame for project completion in 2019.
Downtown Community (Organization committee, Promotion Committee)	Develop Main Street Newsletter Expand current downtown events. Develop new ideas for annual fundraiser engaging more downtown businesses. Expand Social Media to tell our story and get better coverage on event and projects Promote Bldg owner group to have roundtable discussions on issues related to renovations and beautification of the downtown. Meet with Promotion and Organization Chairs to establish times frames, budgets, plan of actions for 2018-2019	Establish mailing list, # of publications per year and content of newsletter. Establish mailing list/internet coverage.	Kick off newsletter	Continue publication. Determine ways to assess impact and community visibility.	Develop larger year end letter with stats and successes. Report on impact and extent of visibility	A Newsletter has been developed and implemented and time frames have been established with impact and visibility reports completed.
		Downtown community/biz, engagement plan – start research into what would be best for this.	Engagement strategy of the downtown businesses and building owners is created and includes - Visitations/follow up, etc.	Carryout plans	Evaluate engagement levels and how to better do so for 2019.	80% of all downtown businesses are visited during the year. A building owner committee is discussed, planned, and an initial meeting is held in 2018.
		Do a social media evaluation as part of the marketing/PR strategy and plan and identify who is doing what and what all information needs to be shared. Carry out Promo/Org plans	Bring in outside consultants (MSI) along with Promo & Org committees to discuss the mission and purpose. Develop mock ups of press releases and best practices for releasing news.	Beginning stages of plan are executed and key implementers are identified and content calendar is established, marketing and creating a year or two strategies, content calendar, as well as who is implementing parts of the plan.	Reevaluate plan and make adjustments for 2019.	2019 Calendar is established and implementation of social media plan has begun 2018 Events and projects are carried out: Floral baskets, Treasure Tour, Restaurant Week, Holiday Stroll, Adopt a Vet. and Membership Drive

MCBD Strategic Plan 2018-2020

Priority	3 Year Vision	Q1 2019	Q2 2019	Q3 2019	Q4 2019
Safe, Clean and Inviting	Promote safe, clean, inviting environment for everyone as they experience the downtown.	Review and revise plans from 2018. Add program components to clean up program	Coordinate with community for City wide clean up day of parks, downtown, and civic property	Work with City on parking lot improvement and beautification	Assess and review effectiveness of clean up programming
		Acquire funding for walkway mural. Develop time frame and recruit community involvement	Work with MPAC to facilitate vetting artist to provide mural ideas and artwork	Stage mural event, party and media coverage	Finish project assess success and any problems
		Work with City to provide input on historic signage and parking lot signage in the downtown	Provide examples from other communities. Utilize resources from MSI for information/guidance	Assure media coverage for new improvements.	Assist with Hwy 14 corridor plans and assess MCBd's role in areas in downtown district
Downtown Community	Develop Main Street newsletter Expand current downtown events. Develop new ideas for annual fundraiser engaging more downtown businesses	Assess effectiveness of newsletter and the need to expand, improve, and putting the word out there	Expand social media links, hits, and coverage of the newsletter	Look for ways to improve newsletter: guest articles, MSI resources, etc.	Assess the effectiveness of newsletter and make recommendations for next year
		Assess success of last years events. Plan new fundraising event with community input from those who plan these	Write grants and secure funding for new events	Carry our existing events based on successes	Assess success of events and revenue base of each
		Review success of social media and expand as needed	Review and revise website and input on other social media sites	Secure funding for billboard ad regarding work of MCBd	Assess projects and successes of media coverage
Downtown Development and Business Recruiting	The MCBd will be an active partner with entrepreneurs, community economic development organizations, and downtown property owners through a thriving entrepreneur recruitment program. All street level spaces will be occupied with a waiting list for new development.	Develop Downtown Economic Development Plan. Meet with members of MDF to discuss absorbing agency into MCBd	Work with MSI and other Cities development staff to do a feasibility plan on buying and restoring buildings	Secure funding and development team to begin selecting buildings for purchase and restoration	Develop plan to begin projects and secure continued funding
		Work with City and other community development staff to begin Pop Up business plan	Continue recruiting and vetting businesses	Work with City to continue to develop incentives for building owners/developers	Assess success of pop ups and restorations projects. Have at least 1-2 successful pop up business.
		Continue working with active Building Owner Committee, develop plan for restoration work on run down buildings	Secure funding for restoration projects. Window displays, painting, minor repair.	Develop list of work to be done and recruit team to assure completion of projects	Assess success and work to be continued and or started next year
MCBD Strength and Stability	The MCBd will have a full active board of 12-15 with strong representation from downtown business and building owners in addition to members of the wider community. Each subcommittee will have 6-10 members and over 100 members of the community will volunteer to support downtown beautification	15 member board is filled and all sub committees have enough volunteers to carry out events and projects	Continue recruiting and putting information in media regarding opportunities to volunteer	Board is busy carryout projects and events and looking toward future needs	Assess success and work to be continued and or started next year
		Friends of MCBd is an effective funding source, material will be reviewed and revised as needed	Expand email/ mailing list to incorporate more community solicitations	More community people are utilized in these efforts and funding enables MCBd to hire a part time secretary	Assess success and work to be continued and or started next year
		State wide efforts to hire a new director are started.	Candidates are vetted and interviews are scheduled. Candidate is hired	Training schedule for new director is established to overlap with exit of existing director.	New Director is trained and on board.

MCBD Strategic Plan 2018-2020

Priority	3 Year Vision	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Safe, Clean and Inviting	Promote safe, clean, inviting environment for everyone as they experience the downtown.	Annual Community/Downtown is effective collaboration with City and County	Over 100 volunteers are involved in downtown/community clean up	Parks, downtown and civic spaces are restored and updated	Evaluate work to be done next year
		Design Committee decides on another alleyway to restore and make into ped walkway	Funds are secured for work on walkway	Work begins to coincide with City work on connecting parking lot	Finish project and or develop plan to complete elements to carry over for next year
		City way finding signs are up and look great. Parking lots are well defined and signage is installed	Work with City to continue parking lot upgrades in the downtown with trees, green spaces and signage expanded	Hwy 14 Corridor is in its 2 nd phase and work has started on 3 rd Ave/Main street corner beautification	Finish project and or develop plan to complete elements to carry over for next year
Downtown Community	Develop Main Street newsletter	Newsletter receives State award for innovation and design	Develop community survey to assess knowledge of MCBd's efforts and work in the community	A response of 35% is acquired in survey results	Assess survey and develop what additional information needs to be in newsletter/publications
		Fundraising event garnered over \$10,000 and was a raving success. Plan begins on this years event	Committee expand fundraiser to include more volunteers and community interest	Fundraiser is promoted and carried out.	Assess successes and work needed for next years event
	Expand current downtown events. Develop new ideas for annual fundraiser engaging	Social media is excellent and is effective in reaching a large portion of the community.	All events and projects are sufficiently covered by media	Board and Director make over 30 presentations in the community	Assess and review effectiveness of media coverage with work for next year highlighted
Downtown Development and Business Recruiting	For example:	MCBD is financially solvent with plans to invest money and purchase buildings in process	MCBD's collaboration with MDF results in 1-2 buildings being purchased and restored.	Work continues with restoration projects. Plans are made for future acquisitions	Assess and review current econ development plans
	The MCBd will be an active partner with entrepreneurs, community economic development organizations, and downtown property owners through a thriving entrepreneur recruitment program. All street level spaces will be occupied with a waiting list for new	SSMID plans begin! More community members are enlisted to plan and carryout SSMID campaign	SSMID committee begins one to one meeting with top 1% of building owners. 90% of top building owners sign on.	Committee hosts community workshop/ information session . City Council and Board of Sups sign on	SSMID campaign is kicked off with success by October of this year
		Downtown Building Owners invest in upper story housing project. Pop Up businesses result in leases in 2 buildings.	ER committee guides process for acquisition and restoration. Additional pop up businesses are initiated	At least one building is purchased by this group and restoration begins.	Assess and review current econ development plans. One new lease is secured from pop up business
MCBD Strength and Stability	The MCBd will have a full active board of 12-15 with strong representation from downtown business and building owners in addition to members of the wider community. Each subcommittee will have 6-10 members and over 100 members of the community will volunteer to support downtown beautification and	New Director is seen as community leader and is involved on several boards and committees in town	Director writes 10-20 grants to secure funding for restoration and projects	Board oversees investment and purchased property sales	Assess effectiveness of Econ Development plan
		MCBD volunteers are invested and active on all committees and all events are well attended	Community involvement in events and projects are at an all time high.	Board considers hiring volunteer coordinator or stipend for intern	Plans are developed and reviewed for next year
		Fundraising efforts are effective and efficient	Materials are reviewed and assessed for professional quality and marketability	All Board members are involved in fundraising activities and events	Assess effectiveness of Fund development plans

MCBD Balance Sheet				
April 30, 2018				
	MCBD	MMSP	Total	MMSP Vision Marshalltown
Assets				
Current Assets				
Checking	7,864.95	39,516.05	47,381.00	175,570.85
Petty Cash	150.00	-	150.00	-
CBD Gift Cert	-	-	-	-
Total Checking	8,014.95	39,516.05	47,531.00	175,570.85
Accounts Receivable	-	-	-	-
Total Current Assets	8,014.95	39,516.05	47,531.00	175,570.85
Total Assets	8,014.95	39,516.05	47,531.00	175,570.85
Liabilities & Equity				
Current Liabilities				
Accd Fed WH	866.00	-	866.00	-
Accd Medicare	274.80	-	274.80	-
Accd Social Security	1,174.98	-	1,174.98	-
Accd IWH	499.00	-	499.00	-
Accd Unemployment	-	-	-	-
Total Current Liabilities	2,814.78	-	2,814.78	-
Equity				
Reserve for Memorial	2,390.00	-	2,390.00	-
Retained Earnings	2,898.74	39,363.85	42,262.59	71,108.63
Net Profit (Loss)	(88.57)	152.20	63.63	104,462.22
Total Equity	5,200.17	39,516.05	44,716.22	175,570.85
Total Liabilities & Equity	8,014.95	39,516.05	47,531.00	175,570.85

MCBD							
Profit and Loss - Actual and Budget							
	MCBD	MMSP	Total	MCBD	MMSP	Total	Budget
	Apr-18	Apr-18	Apr-18	Year To Date	Year To Date	Year To Date	2018
Ordinary Income							
General Operating							
Membership Dues	-	-	-	-	-	-	10,000.00
Interest Income	0.13	-	0.13	0.36	-	0.36	10.00
Total General Operating	0.13	-	0.13	0.36	-	0.36	10,010.00
Direct Public Support							
Non-member	-	-	-	-	-	-	600.00
Friends of MCBG/Gifts	-	-	-	10,000.00	173.60	10,173.60	25,000.00
City	-	-	-	6,000.00	-	6,000.00	26,000.00
Members Pledges	-	-	-	-	-	-	5,000.00
Tota Direct Public Support	-	-	-	16,000.00	173.60	16,173.60	56,600.00
Total Ordinary Income	0.13	-	0.13	16,000.36	173.60	16,173.96	66,610.00
Design Committee Income							
Floral Baskets/Donations	1,000.00	-	1,000.00	1,200.00	-	1,200.00	12,000.00
Alleyway-Walkway	-	-	-	-	-	-	-
Banners/Historical Signage	-	-	-	-	-	-	-
Total Design Committee Income	1,000.00	-	1,000.00	1,200.00	-	1,200.00	12,000.00
Organizatoion Committee Income							
MSI Spring Workshop	-	-	-	-	-	-	120.00
Other	-	-	-	60.00	-	60.00	950.00
Total Organizaiton Committee Income	-	-	-	60.00	-	60.00	1,070.00
Promotion Committee Income							
Adopt A Vet - Net	-	-	-	50.00	-	50.00	2,500.00
Holiday Stroll	-	-	-	3,000.00	-	3,000.00	10,000.00
Tiny Tim Tree Festival	-	-	-	-	-	-	1,500.00
Total Promotion Committee Income	-	-	-	3,050.00	-	3,050.00	14,000.00
Total Income	1,000.13	-	1,000.13	20,310.36	173.60	20,483.96	93,680.00
Expense							
Administration Expense							
Payroll Expense							
Director	3,533.33	-	3,533.33	14,133.32	-	14,133.32	42,400.00

Admin Asst Salary	-	-	-	-	-	-	-
Payroll Tax Expense	270.30	-	270.30	1,151.65	-	1,151.65	3,250.00
Payroll Expense - Other	1.75	-	1.75	7.00	-	7.00	50.00
Total Payroll Expense	3,805.38	-	3,805.38	15,291.97	-	15,291.97	45,700.00
Other Admin Expense							
Web Page Maintenance	-	-	-	-	-	-	500.00
Internet & Phone	139.96	-	139.96	588.01	-	588.01	2,100.00
Miscellaneous	-	-	-	-	-	-	50.00
Bank Charges	-	5.35	5.35	-	21.40	21.40	65.00
Premier Office/Copier	85.76	-	85.76	506.04	-	506.04	1,450.00
Meals & Entertainment	-	-	-	-	-	-	-
Repair & Maintenance/Computer	181.64	-	181.64	204.38	-	204.38	200.00
Office Supplies/Misc Supplies	-	-	-	132.82	-	132.82	200.00
Insurance Expense	-	-	-	-	-	-	2,150.00
Mileage	-	-	-	323.20	-	323.20	250.00
MSI Annual Program Visit	-	-	-	-	-	-	-
Training/Conferences/Workshops	-	-	-	1,749.04	-	1,749.04	425.00
Iowa Downtown Summit	-	-	-	-	-	-	360.00
Printing Costs	-	-	-	-	-	-	420.00
Rent	300.00	-	300.00	1,200.00	-	1,200.00	3,600.00
Postage	-	-	-	-	-	-	450.00
Utilities	-	-	-	-	-	-	-
Subscriptions	-	-	-	-	-	-	-
National MS Center	-	-	-	-	-	-	350.00
Dues & Memberships	-	-	-	-	-	-	150.00
Total Other Admin Expense	707.36	5.35	712.71	4,703.49	21.40	4,724.89	12,720.00
Total Administration Expense	4,512.74	5.35	4,518.09	19,995.46	21.40	20,016.86	58,420.00
Business Improvement Expense							
SSMID Expense	-	-	-	-	-	-	-
Total Business Improvement Expense	-	-	-	-	-	-	-
Design Committee Expense							
Floral Baskets	-	-	-	-	-	-	12,000.00
Alleyway-Walkway	53.84	-	53.84	147.71	-	147.71	570.00
Banners/Historic Signage	-	-	-	-	-	-	-
Total Design Committee Expense	53.84	-	53.84	147.71	-	147.71	12,570.00
Organization Committee Expense							
Pledges/Fundraising Expense	-	-	-	-	-	-	800.00
Keeper Awards	-	-	-	-	-	-	60.00
Volunteer Recruit/Retent/Training	-	-	-	-	-	-	200.00

Member Recruit/Retent/Training	-	-	-	-	-	-	100.00
MSI Awards Banquet - DM	160.00	-	160.00	160.00	-	160.00	60.00
Total Organizaton Committee Expense	160.00	-	160.00	160.00	-	160.00	1,220.00
Promotions Committee Expense							
Holiday Stroll	-	-	-	80.00	-	80.00	8,500.00
Tiny Tim Tree Festival	-	-	-	-	-	-	300.00
Total Promotions Committee Expense	-	-	-	80.00	-	80.00	8,800.00
Total Expense	4,726.58	5.35	4,731.93	20,383.17	21.40	20,404.57	81,010.00
Net Profit (Loss)	(3,726.45)	(5.35)	(3,731.80)	(72.81)	152.20	79.39	12,670.00
Vision Marshalltown							
Income - Vision Marshalltown Repayment	3,198.44	-	-	28,785.98	-	28,785.98	-
Expense							
Vision Marshalltown Salary	5,942.30	-	-	26,740.35	-	26,740.35	-
Vision Marshalltown Payroll Tax Expense	458.09	-	-	2,061.39	-	2,061.39	-
Total Expense	6,400.39	-	-	28,801.74	-	28,801.74	-
Vision Marshalltown Net Profit (Loss)	(3,201.95)	-	-	(15.76)	-	(15.76)	-
Combined Net Profit (Loss)	(6,928.40)	(5.35)	(3,731.80)	(88.57)	152.20	63.63	12,670.00

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05/15/18

Accrual Basis

Marshalltown Main Street Partnership Inc
Transaction Detail by Account
April 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Bank Charges									
Check	04/13/2018	AWD	U S Bank		General		Checking - U S ...	-5.35	-5.35
Total Bank Charges								-5.35	-5.35
Vision Marshalltown Income									
Contributions									
Deposit	04/02/2018		Farmers Savings Bank	Deposit	Vision Ma...		Checking - Visi...	250.00	250.00
Deposit	04/02/2018		JBS	Deposit	Vision Ma...		Checking - Visi...	2,000.00	2,250.00
Total Contributions								2,250.00	2,250.00
Total Vision Marshalltown Income								2,250.00	2,250.00
Vision Marshalltown Expense									
Marketing									
Check	04/10/2018	1122	US Bank	credit card	Vision Ma...		Checking - Visi...	-145.95	-145.95
Total Marketing								-145.95	-145.95
Meals & Entertainment									
Check	04/10/2018	1122	US Bank	credit card	Vision Ma...		Checking - Visi...	-12.82	-12.82
Total Meals & Entertainment								-12.82	-12.82
Office Supplies									
Check	04/10/2018	1122	US Bank	Credit card = ...	Vision Ma...		Checking - Visi...	-136.79	-136.79
Total Office Supplies								-136.79	-136.79
Payroll Expense									
Check	04/02/2018	1119	Marshalltown Central ...		Vision Ma...		Checking - Visi...	-3,198.44	-3,198.44
Check	04/10/2018	1121	Marshalltown Central ...		Vision Ma...		Checking - Visi...	-3,198.44	-6,396.88
Total Payroll Expense								-6,396.88	-6,396.88
Rent Expense									
Check	04/02/2018	1120	CGA Properties, LLC		Vision Ma...		Checking - Visi...	-157.00	-157.00
Total Rent Expense								-157.00	-157.00
Total Vision Marshalltown Expense								-6,849.44	-6,849.44
TOTAL								-4,604.79	-4,604.79

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05/15/18

Accrual Basis

Marshalltown Central Business District

Transaction Detail by Account

April 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income									
General Operating									
Interest Income									
Deposit	04/29/2018	Dep		Deposit			# Great Wester...	0.13	0.13
Total Interest Income								0.13	0.13
Total General Operating								0.13	0.13
Total Ordinary Income								0.13	0.13
Design Committee - Income									
Floral Baskets/ Donations									
Deposit	04/11/2018	2432	Clarence Burns	Deposit	Design C...		# Great Wester...	1,000.00	1,000.00
Total Floral Baskets/ Donations								1,000.00	1,000.00
Total Design Committee - Income								1,000.00	1,000.00
Administration Expense									
Payroll Expense									
Director Salary									
General Journal	04/30/2018				Administr...		-SPLIT-	-3,533.33	-3,533.33
Total Director Salary								-3,533.33	-3,533.33
Payroll Tax Employer									
General Journal	04/16/2018	Pri Per...		To Clean Up ...			# Great Wester...	105.07	105.07
General Journal	04/30/2018				Administr...		Director Salary	-270.30	-165.23
Check	04/30/2018	ACH	US Tax Payment				# Great Wester...	-105.07	-270.30
Total Payroll Tax Employer								-270.30	-270.30
Payroll Expense - Other									
General Journal	04/30/2018				Administr...		Director Salary	-1.75	-1.75
Total Payroll Expense - Other								-1.75	-1.75
Total Payroll Expense								-3,805.38	-3,805.38
Other Admin Expense									
Internet & Phone									
Check	04/10/2018	5392	Heart of Iowa Comm...		Administr...		# Great Wester...	-139.96	-139.96
Total Internet & Phone								-139.96	-139.96
Premier Office/Copier									
Check	04/30/2018	5398	Premier		Administr...		# Great Wester...	-85.76	-85.76
Total Premier Office/Copier								-85.76	-85.76
Repair/Maintenance/Computer									

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Accrual Basis

Marshalltown Central Business District

Transaction Detail by Account

April 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	04/10/2018	5391	BDH Technology		Administr...		# Great Wester...	-158.90	-158.90
Check	04/30/2018	5397	BDH Technology		Administr...		# Great Wester...	-22.74	-181.64
Total Repair/Maintenance/Computer								-181.64	-181.64
Rent									
Check	04/01/2018	5389	CGA Properties, LLC	Rent	Administr...		# Great Wester...	-300.00	-300.00
Total Rent								-300.00	-300.00
Total Other Admin Expense								-707.36	-707.36
Total Administration Expense								-4,512.74	-4,512.74
Design Committee - Expense									
Project (Alleyway-Walkway)									
Check	04/30/2018	5395	Alliant Energy		Administr...		# Great Wester...	-53.84	-53.84
Total Project (Alleyway-Walkway)								-53.84	-53.84
Total Design Committee - Expense								-53.84	-53.84
Organization Committee Expense									
MSI Spring Workshop									
Check	04/11/2018	5394	Main Street Iowa	LeMars Spring...	Administr...		# Great Wester...	-30.00	-30.00
Total MSI Spring Workshop								-30.00	-30.00
MSI Awards Banquet (DM)									
Check	04/11/2018	5393	Main Street Iowa	Awards Banquet	Administr...		# Great Wester...	-130.00	-130.00
Total MSI Awards Banquet (DM)								-130.00	-130.00
Total Organization Committee Expense								-160.00	-160.00
Vision Marshalltown									
Deposit	04/11/2018	1121	Marshalltown Main St...	Deposit	Administr...		# Great Wester...	3,198.44	3,198.44
Total Vision Marshalltown								3,198.44	3,198.44
Vision Marshalltown Salary									
General Journal	04/10/2018	Payroll...			Administr...		-SPLIT-	-2,971.15	-2,971.15
General Journal	04/30/2018				Administr...		-SPLIT-	-2,971.15	-5,942.30
Total Vision Marshalltown Salary								-5,942.30	-5,942.30
Vision Marshalltown PRT Exp									
General Journal	04/10/2018	Payroll...			Administr...		Vision Marshallt...	-227.29	-227.29
General Journal	04/10/2018	Payroll...			Administr...		Vision Marshallt...	-1.75	-229.04
General Journal	04/30/2018				Administr...		Vision Marshallt...	-227.30	-456.34
General Journal	04/30/2018				Administr...		Vision Marshallt...	-1.75	-458.09

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Accrual Basis

Marshalltown Central Business District
Transaction Detail by Account
April 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total Vision Marshalltown PRT Exp								-458.09	-458.09
TOTAL								-6,928.40	-6,928.40

Marshalltown Main Street Partnership Inc			
Vision Marshalltown			
Profit and Loss			
April 30, 2018			
		Apr-18	Year To Date
Income			
Contributions		2,250.00	2,770.00
In-Kind Contributions		-	1,740.00
Martha Ellen Tye Fdn Support		-	150,000.00
Total Income		2,250.00	154,510.00
Expense			
In-Kind Contribution Expense		-	1,740.00
Marketing		145.95	18,296.59
Meals & Entertainment		12.82	42.41
Membership Dues		-	-
Miscellaneous		-	353.81
Office Supplies		136.79	200.99
Payroll Expense		6,396.88	28,785.98
Rent Expense		157.00	628.00
Total Expense		6,849.44	50,047.78
Net Profit (Loss)		(4,599.44)	104,462.22

RESOLUTION NO. _____

A resolution to approve Amendment No. 5 to the urban renewal plan for the Marshalltown Urban Renewal Area No. 2

WHEREAS, the City Council of the City of Marshalltown, Iowa (the “City”) has created the Marshalltown Urban Renewal Area No. 2 (the “Urban Renewal Area”) and has approved an urban renewal plan for the Urban Renewal Area; and

WHEREAS, Chapter 403 of the Code of Iowa requires that, before a city approves any new urban renewal projects, a city must amend the existing urban renewal plan to include those new projects in that plan; and

WHEREAS, an amendment to the urban renewal plan for the Urban Renewal Area has been prepared which describes a list of urban renewal projects that could be undertaken in the Urban Renewal Area; and

WHEREAS, notice of a public hearing by the City Council of the City on the proposed urban renewal plan amendment for the Urban Renewal Area was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing; and

WHEREAS, copies of the urban renewal plan amendment, notice of public hearing and notice of a consultation meeting with respect to the urban renewal plan amendment were sent to Marshall County and the Marshalltown Community School District; the consultation meeting was held and responses to any comments or recommendations received following the consultation meeting were made as required by law;

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

Section 1. It is hereby determined by this City Council as follows:

A. Amendment No. 5 to the Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 2 conforms to the general plan of the City.

B. The projects described in Amendment No. 5 to the Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 2 are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 2. Amendment No. 5 to the Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 2, in the form previously presented to the City Council, is hereby made a part of this Resolution and is hereby in all respects approved.

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

Passed and approved May 29, 2018.

Mayor

Attest:

City Clerk

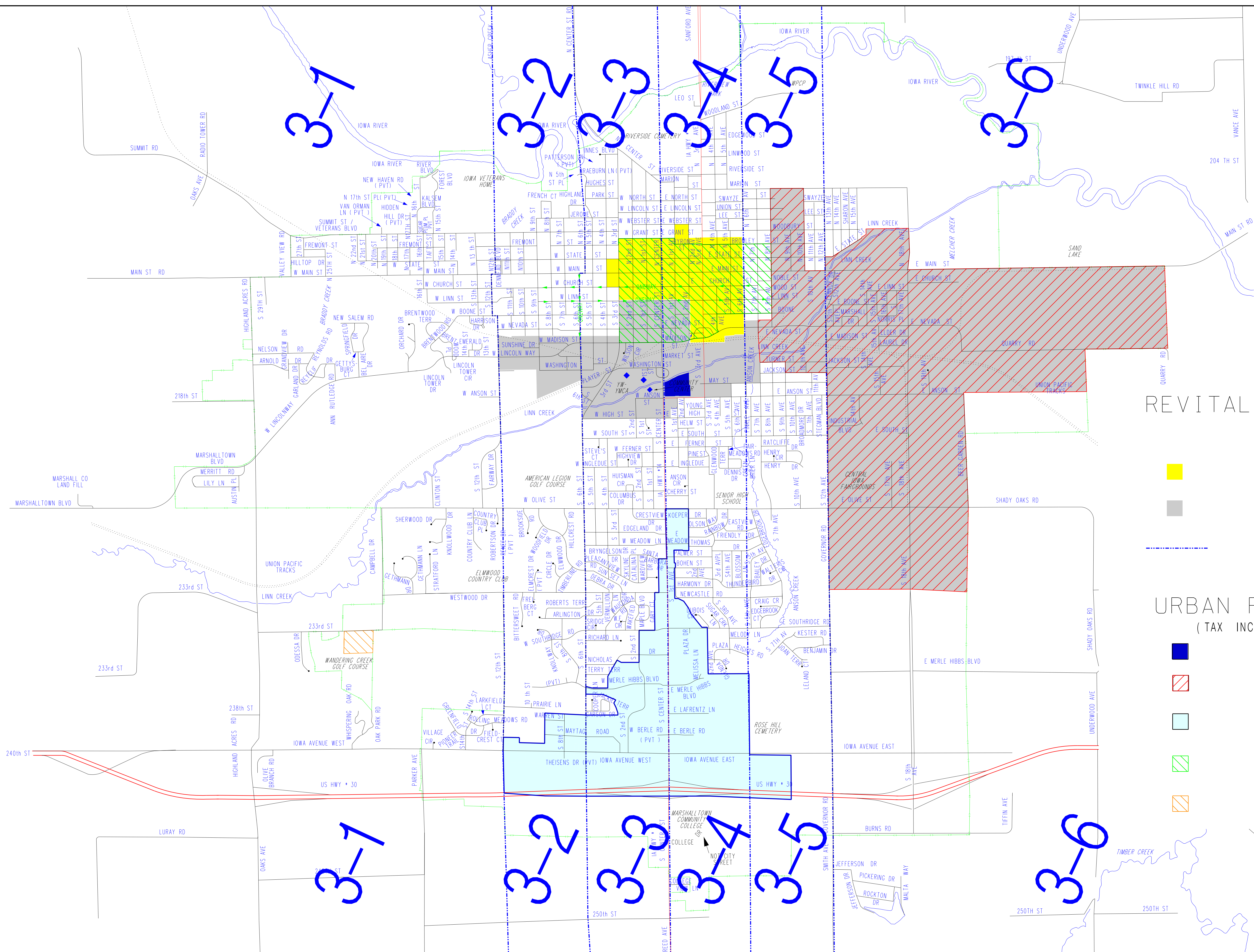
* * * *

There being no further business to come before the meeting, it was upon motion adjourned.

Mayor

Attest:

City Clerk



REVITALIZATION AREAS

(TAX ABATEMENT)

NO. 1 AS AMENDED



NO. 2 AS AMENDED



NO. 3

URBAN RENEWAL AREAS

(TAX INCREMENT FINANCING)



NUMBER 1



NUMBER 2



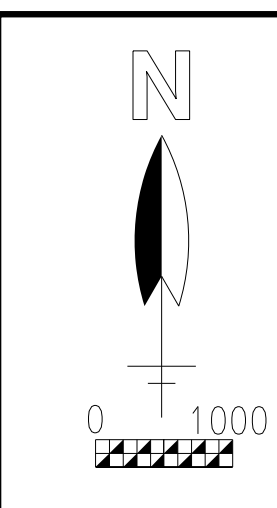
NUMBER 3



NUMBER 4



NUMBER 5



AMENDMENT NO. 5

to the

**CITY OF MARSHALLTOWN URBAN
RENEWAL AREA NO. 2 URBAN
RENEWAL PLAN**

for the

**MARSHALLTOWN URBAN RENEWAL
AREA NO. 2**

City of Marshalltown, Iowa

Original Plan – May 1993

Amended and Restated Urban Renewal Plan – 2002

Amendment No. 2 – December 2013

Amendment No. 3 – January 2015

Amendment No. 4 – August 2015

Amendment No. 5 – May 2018

Local Government Professional Services, Inc.

DBA – Simmering-Cory

AMENDMENT NO. 5
to the
MARSHALLTOWN URBAN RENEWAL AREA NO. 2
URBAN RENEWAL PLAN
for the
MARSHALLTOWN URBAN RENEWAL AREA NO. 2
CITY OF MARSHALLTOWN, IOWA

The Marshalltown Urban Renewal Area No. 2 Urban Renewal Plan (the “Plan” or “Urban Renewal Plan”) for the Marshalltown Urban Renewal Area No. 2 (the “Area” or “Urban Renewal Area”), adopted in 1993 has been previously amended four times including the following amendments:

- Amendment No. 1 (2002). Amendment No. 1 amended and restated the Urban Renewal Plan No. 2 for the Marshalltown Urban Renewal Area No. 2.
- Amendment No. 2 (December 2013). Amendment No. 2 added a project, TIG Distributing, Inc., to the Urban Renewal Plan and removed a self-imposed expiration date.
- Amendment No. 3 (January 2015). Amendment No. 3 added a project, Menard, Inc., to the Urban Renewal Plan. The amendment also added land to the Urban Renewal Area.
- Amendment No. 4 (August 2015). Amendment No. 4 amended a previously authorized project for TIG Distributing, Inc., that was approved in Amendment No. 2 in December 2013.

Now the Marshalltown Urban Renewal Area No. 2 Urban Renewal Plan is being further amended for the purpose of identifying new urban renewal projects to be undertaken within the Urban Renewal Area by this Amendment No. 5 (“Amendment No. 5” or “Amendment”) in accordance with the provisions of Chapter 403 of the *Code of Iowa*.

Except as modified by this Amendment, the provisions of the Amended and Restated Urban Renewal Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment shall control.

AREA DESIGNATION

The Urban Renewal Area was originally designated as both an economic development area appropriate for the promotion of commercial and industrial development and an area in which blighted conditions exist that is appropriate for blight remediation activities. Amendment No. 1 confirmed the designation of economic development and the presence of blighting factors within the area. Amendments two through four did not make any changes to the Area designation.

This Amendment makes no change in the Area designation.

ELIGIBLE URBAN RENEWAL PROJECTS (AMENDMENT NO. 5)

1. Public Improvements:

Project	Estimated Date	Estimated Cost to be Funded by TIF Funds	Rationale
Economic Development Grant Program for Demolition and Redevelopment of Blighted Properties	2019 – 2025	\$300,000	The City plans to provide economic development grants to entities for the purpose of acquisition, demolition, and cleanup of dangerous and dilapidated properties that contribute to blighting conditions within the Area.
Security Camera Network	2018 – 2021	\$50,000	A contributing factor to the Area's blighting designation was increased crime and police calls for service. Installation of a security camera system network will aid in the prevention of crime and reduction of blighting influences. Reduction in crime may lead to increased property values and additional development within the Area.
Sidewalk and Trail Developments including the following locations: • 12th Avenue • 17th Avenue • Olive Street	2018 – 2025	\$2,000,000	A safe pedestrian transportation system is an important component to a successful economic environment and quality of life factor for communities. The City anticipates providing funding to improve pedestrian access within the Urban Renewal Area including sidewalks and trails that meet current ADA accessibility standards. Safe and accessible pedestrian paths, sidewalks and trails, can provide a low-cost and healthy transportation system for employees who work at commercial and industrial facilities within the Urban Renewal Area.
Linn Creek Trail Overlay	2018 – 2022	\$250,000	The existing Linn Creek Trail runs through the Urban Renewal Area and has deteriorated to a point that is causing safety concerns for pedestrian and bicycle traffic utilizing the trail. The City plans to rehabilitate the trail to ensure a safe travel way for users. Safe and accessible pedestrian paths, sidewalks and trails, can provide a low cost and healthy transportation system for employees who work at commercial and

			industrial facilities within the Urban Renewal Area.
Park Improvements	2019 – 2026	\$300,000	Parks are an important part of quality of life which may attract families and employees to neighborhoods. The City is proposing to enhance two parks within the Urban Renewal Area to ensure adequate safety for residents and visitors. The parks include Peterson Park and Optimist Park. Potential improvements include security lighting, connections to pedestrian pathways (trails and sidewalks), and updating park equipment to meet current safety standards.
Beer Garden Road Development – Approximately 1,300 Feet of New Road	2019 – 2022	\$4,000,000	Development of a new road on the west side of the proposed new industrial park. The City anticipates the need to develop a new road on the west side of the proposed new industrial park to facilitate traffic flow to existing and new businesses developed in the area. Development of the road may also open up additional land for new development.
Marshalltown Industrial Park Development – 18 th Avenue	2019 – 2025	\$2,000,000	The City is actively marketing a 25-acre area as a potential new industrial park. Depending on interest in the site the potential is for five, five-acre sites. With development of the site the City anticipates the need for infrastructure improvements which may include streets, water, sanitary sewer, sidewalks, street lighting, and storm water facilities.
Storm Water System Improvements on 8 th Avenue, Main Street, and Nevada Street	2019 – 2025	\$2,000,000	Lack of an adequate storm water system can lead to blight conditions and lack of development. Parts of the Urban Renewal Area have no storm water system or a very limited system. The City anticipates a need to install new storm water facilities within this area as development and redevelopment occur.
Development of a New Street Connecting Street between S. 12 th Avenue and S. 18 th Avenue	2019-2025	\$1,000,000	To encourage development within the Area the City anticipates a need to develop a connecting street, yet unnamed, between S. 12 th Avenue and S. 18 th Avenue. The development would consist of the purchase of land for the road as well as the construction of the new road. The addition of a connecting road will open up potential for new economic development and facilitate better traffic flow within the Area.

NOTE: It may be that the above costs will be reduced by the application of state and/or federal grants or programs; cost-sharing agreements with other entities; or other available sources of funds.

2. Tax Rebate Program: The City anticipates that there will be a need to provide incentives to developers within the Urban Renewal Area, in the form of tax increment rebates to incentivize economic development and remediation of blight within the Urban Renewal Area.

The following general program guidelines and benefits will be based on the following, subject to review by the City Council:

- Projects must be located within the Urban Renewal Area.
- Prior to providing any rebate under this program the City will hold a public hearing(s) as required by Iowa Law and will approve a Development Agreement outlining details specific to the development and any rebates to be approved.
- Priority for agreements will be given to projects that result in the creation of new jobs and/or new taxable value for the City of Marshalltown.
- Rebates provided will be subject to annual appropriation by the City Council.
- Projects should not create an unfair advantage over similar businesses within the Urban Renewal Area as determined by the City Council.
- Projects will not be participating or taking advantage of other City incentives including, but not limited to, Urban Revitalization (tax abatement) or other tax exemption programs.
- Rebate agreements will not be approved for amounts less than \$10,000 nor more than \$1,000,000.
- Rebate agreements will not exceed a maximum of ten years.
- The City does not anticipate more than ten development agreements to be approved under this program without reauthorization.

3. Planning, Engineering Fees (for Urban Renewal Plans), Attorney Fees, Administrative, and Other Related Costs to Support Urban Renewal Projects and Planning:

Project	Estimated Date	Estimated Cost to be Funded by TIF Funds
Fees & Costs	Undetermined	Not to Exceed \$25,000 Annually

FINANCIAL INFORMATION

1.	July 1, 2017 Constitutional Debt Limit:	\$68,225,606
2.	Outstanding General Obligation Debt:	\$33,349,985
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects (Amendment No. 5) has not yet been determined. This document is for planning purposes only. The estimated project costs in this Plan are estimates only and will be incurred and spent over a number of years. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area, as amended. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects (Amendment No. 5) as described above will be approximately as stated in the next column:	\$11,900,000 plus up to \$25,000 annually for planning expenses and up to \$10,000,000 in the City's Tax Rebate Program for economic development and blight remediation projects subject to annual appropriation by the City Council. This does not include financing costs related to debt issuance, which may be incurred over the life of the Area.

EFFECTIVE PERIOD

This Amendment No. 5 will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Urban Renewal Plan, any prior amendment, resolution, or document, the Urban Renewal Plan shall remain in effect until terminated by the City Council, and the use of incremental property tax revenues, or the "division of revenue," as those words are used in Chapter 403 of the *Code of Iowa*, will be consistent with Chapter 403 of the *Code of Iowa*. The division of revenues shall continue on the Area for the maximum period allowed by law.

At the time the original Urban Renewal Area was adopted in 1993, the plan was designated as a mixed economic development and blighted area and therefore the Area is not subject to the statutorily required expiration on the ability to collect incremental taxes set out in the *Code of Iowa* section 403.17(10). Amendment No. 2, adopted in 2013, removed a self-imposed expiration date and clarified that the division of revenue in the Area is not subject to any sunset. This Amendment No. 5 makes no change to the effective period of the Area.

At all times, the use of tax increment financing revenues (including the amount of loans, advances, indebtedness or bonds which qualify for payment from the division of revenue provided in Section 403.19 of the *Code of Iowa*) by the City for activities carried out under the Urban Renewal Area shall be limited as deemed appropriate by the City Council and consistent with all applicable provisions of law.

REPEALER

Any parts of the Plan, as previously amended, in conflict with this Amendment are hereby repealed.

SEVERABILITY CLAUSE

If any part of this Amendment No. 5 is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the previously adopted Plan as a whole or the previous amendments to the Plan, or any part of the Plan not determined to be invalid or unconstitutional.

Consultation Meeting for Amendment No. 5 to Urban Renewal Plan for Marshalltown Urban Renewal Area No. 2

Date & Time: Monday, May 14, 2018 at 4:00 PM

Location: City Council Chambers, 10 W. State Street, Marshalltown, IA 50158

Present:

Michelle Spohnheimer, City of Marshalltown

Whitney Hunt, Marshall County

Nan Benson, Marshall County

Craig Madill, Marshall County

Spohnheimer opened the meeting to accept comments related to the proposed amendment.

Hunt expressed opposition to tax exempt projects which will not add value or jobs. She indicated there was not enough detail with some projects to know the full impact on if it would result in increased taxable values. She noted concern that other taxing bodies will have to raise taxes to compensate for essentially causing tax payers to pay twice. Some projects are ones that could be used with bond funding instead.

Madill questioned the industrial road expansions whether they would be done in advance of a project or later when a project was being proposed. Spohnheimer indicated typically those types of road projects are when something is being built and we look for other funding opportunities as well.

Hunt closed with a general statement that there are several new or increased rates, public safety building, library, change in LOST and that many of the proposed project in this and other areas are for tax exempt projects such as roads, sidewalks or things not adding taxable value.

Spohnheimer commented that the next meeting of the Council is May 29th at noon in the Council Chambers where additional comments can be presented.

Meeting adjourned at 4:15 PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Michelle Spohnheimer', with a stylized flourish at the end.

Michelle Spohnheimer

Housing & Community Development Director

City of Marshalltown

MARSHALL COUNTY
OFFICE OF
COUNTY BOARD OF SUPERVISORS
COURTHOUSE
MARSHALLTOWN, IOWA 50158

TELEPHONE 641-754-6330

BOARD OF SUPERVISORS

**Bill Patten
Dave Thompson
Steve Salasek**

May 18, 2018

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

Re: Amendment #5 to Urban Renewal Area #2 (Eastside TIF)

Ms. Kinser,

Marshall County would like to object to the tax-exempt projects listed on Amendment #5 for the Urban Renewal Area #2 (Eastside TIF).

We understand that a few of the new streets may be necessary for new development projects and approve of this TIF usage, but would strongly encourage the City to wait until there are firm commitments from developers before doing so.

We also request that Minimum Assessment Agreements be entered into for any new TIF projects and that these agreements follow through proper channels per Iowa Code 403.6(19) (going through Assessors office, Recording of the agreement, etc...). This takes the risk away from taxpayers and the governing body.

We are assuming that the Tax Rebate Program will result in taxable value, although there are no details as to what type of incentives to developers are intended. Therefore, our approval of this project is pending until we receive more detailed information from the City.

- These are not additional incentives for the developers/developments that will also receive street, water, sewer system, sidewalks, street lighting and storm sewer from TIF, are they?

We approve of the grant program for Demolition & Redevelopment of Blighted properties as well.

Because TIF diverts taxes from overlying tax entities (school, city, county, college, etc...), those entities are forced to raise taxes to make up for the lost revenue from the increment, or cut back on services. Residents' who are taxed by those entities end up paying higher taxes, and it is not just city residents. It shifts the costs from city taxpayers to other county and school taxpayers who do not see the offsetting revenue benefits and lower rates that are

supposed to occur when the project is complete and increased taxable value comes back on – which is the original point of TIF.

When TIF projects are working properly and producing new economic activity that would not otherwise exist or produces jobs, it is worth the temporary diversion of taxes. Tax-exempt projects do neither.

Unfortunately, many times the diversion of revenue continues long after the initial project(s) have been paid for and the TIF starts being treated as a “money tree”. We believe the City of Marshalltown is trying to use TIF on some speculative projects that do not pay for themselves, or for tax-exempt facilities and infrastructure that are normally paid for by city bonds or fees (cameras, sidewalks, streets, alleys, trails, parks, etc...).

These types of projects are exempt from taxation, and will never generate additional tax base, and by their very nature are temporary and will need to be replaced/fixed again. Similar to maintaining your home – if you have a bad roof, you have to replace it and you know you will have to do so periodically. You save money, cut back somewhere else or take out a loan to cover the maintenance. However, you do not take money from your child’s college fund to pay for it knowing that you will be shifting the expense of college onto your child. Alternatively, you will have to save double the amount to replace the money in the college fund and set up a fund to cover the next roof repair, so there is not a need to raid another fund again.

In addition to the fact that many of these proposed projects are tax-exempt, we also object to the use of TIF dollars for sidewalks and pedestrian paths and trails. You are asking for TIF dollars, which come from the taxpayers to improve sidewalks for city projects, and also attempting to force property owners to construct new sidewalks or replace/repair existing sidewalks at their expense with the proposed sidewalk amendment (with a small possible reimbursement). If property owners are unable or unwilling to pay for these, you will place a special assessment on the property, further hindering taxpayers’ finances.

In essence, taxpayers would be paying for sidewalks three ways: the sidewalks abutting their property and in the city right-of-way; the tax exempt city sidewalk projects being funded through the diversion of tax dollars via TIF; and lastly by the increase of property taxes from the taxing entities who have had tax dollars diverted from them because of the use of TIF.

The taxpayers of this community and county are seeing increases in many other areas already – storm sewer rates, Communication Commission levy, electricity, library tax, etc...- and this additional increase for tax-exempt projects will just increase the burden.

In Assessment Year 2015 Payable FY16-17, the City of Marshalltown significantly reduced their request of TIF dollars (an almost \$26,000,000 decrease in Increment). Our Auditors office emailed the City to verify that the figures were correct and asked for confirmation in writing because the figures were so much lower than previous years. When the City received valuations for that Assessment Year, the Auditor’s Office received several calls from the City wondering if the figures were correct because they had so much more Valuation to work with in their budget. That year all taxing entities (not only the School and County, but the City as well) saw tremendous relief when preparing budgets from all the added tax value that was not diverted by TIF. The City & County have always struggled with the General Fund levy limits. When TIF is used less, it relieves some of the pressure in the General Fund. The attached graph clearly shows this correlation between less TIF and more Taxable Value.

MARSHALL COUNTY
OFFICE OF
COUNTY BOARD OF SUPERVISORS
COURTHOUSE
MARSHALLTOWN, IOWA 50158

TELEPHONE 641-754-6330

BOARD OF SUPERVISORS

Bill Patten
Dave Thompson
Steve Salasek

By being fiscally responsible and trying to lower taxes and save money for projects that are tax-exempt, our city will become more attractive to new people and businesses. TIF should only be used only for projects that will increase Marshalltown's tax base when the project is completed.

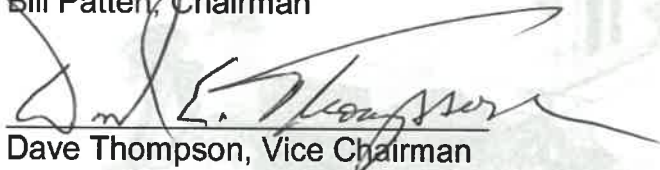
We appreciate your time, and hope that due consideration will be given to our comments, as we all want what is best for our community, surrounding areas and most importantly our citizens.

Thank you.

Sincerely,



Bill Patten, Chairman



Dave Thompson, Vice Chairman



Steve Salasek, Member

CC: Bethany Wirin, At Large
1802 Sherwood Ave

Bill Martin, At Large
605 Joan Terrace

Leon Lamer, At Large
503 S 12th St

Susan Cahill, 1st Ward
202 N 1st St

Gabriel Isom, 2nd Ward
506 Highland Dr

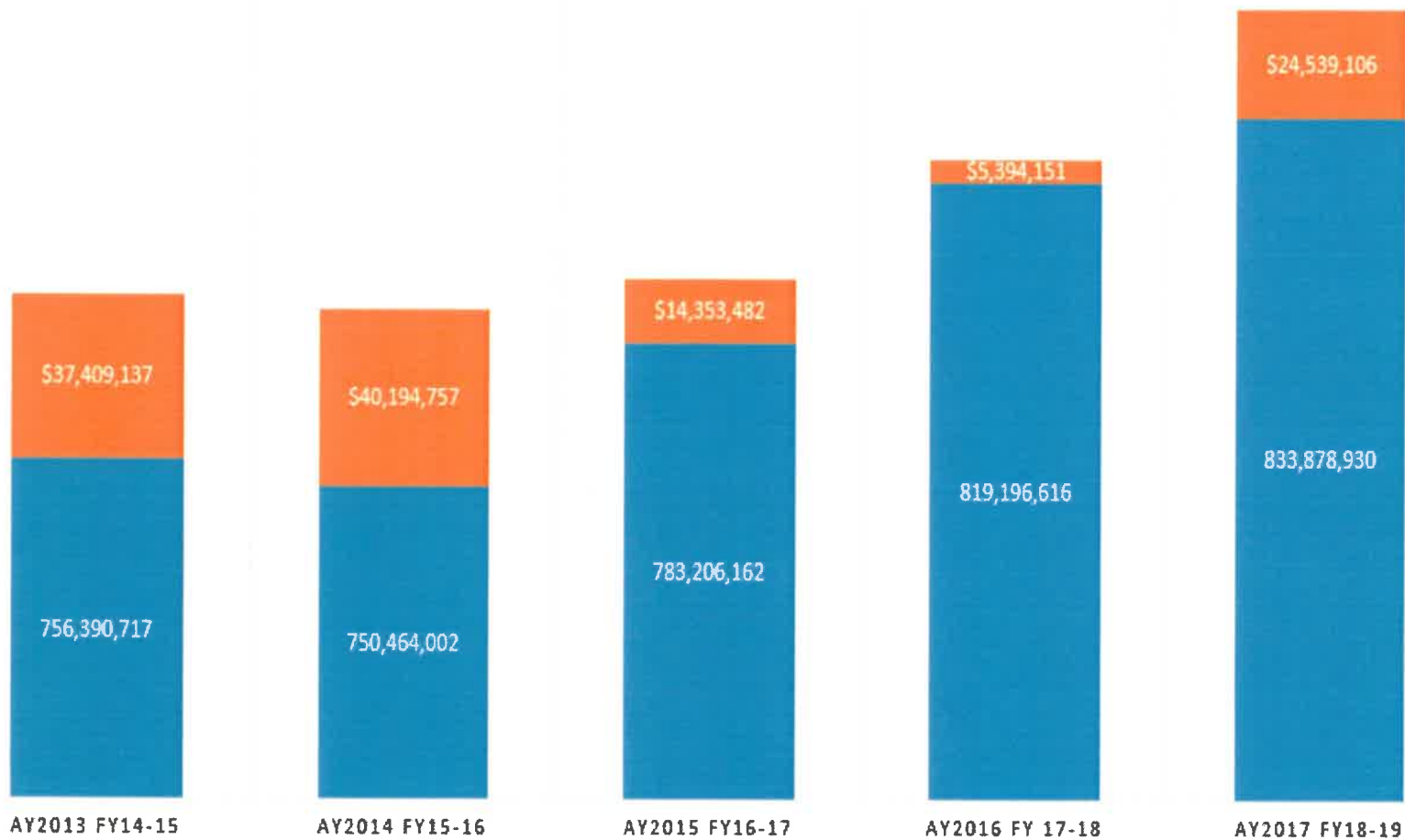
Mike Gowdy, 3rd Ward
404 Meadow Ln

Al Hoop, 4th Ward
209 Olson Way

Joel Greer, Mayor
420 Hughes St

THE EFFECT REDUCED INCREMENT HAD ON TAXABLE VALUE INCLUDING GAS & ELECTRIC UTILITY VALUE FOR THE CITY OF MARSHALLTOWN

■ Taxable Value Including Gas & Electric ■ Applicable Increment Value



MARSHALLTOWN

I O W A

City Administrator's Office

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

May 23, 2018

Marshall County Board of Supervisors
1 E. Main St.
Marshalltown, IA 50158

To the Board of Supervisors:

Thank you for your written follow-up with questions from the May 14th consultation session regarding a plan amendment to Urban Renewal Area #2, which covers the east side of the City. The City is proceeding with this plan amendment to put ourselves in a proactive position where we can market to developers that we have planned for development and improvements and have the ability to readily move forward with an incentive package in an expeditious way.

You asked specific question about the City's intentions with the proposed Tax Rebate Program and whether or not a project would be eligible for both tax rebates and reimbursements for infrastructure. At this time, there is not a project that is contemplated; therefore, I cannot respond in the affirmative or negative to this question.

The public hearing for this plan amendment will be held at the City Council meeting on Tuesday, May 29th, at 12pm in City Council Chambers at 10 W. State Street. Following the public hearing, the City Council will consider a resolution to approve the plan amendment.

Again, thank you for your response to our proposed Urban Renewal Area #2 plan amendments.

Sincerely,



Jessica Kinser
City Administrator

City Council

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



**RESOLUTION APPROVING A CONTRIBUTION OF \$3,000 TO THE
MARSHALLTOWN 4TH OF JULY FIREWORKS CELEBRATION**

WHEREAS, Marshalltown hosts a 4th of July festival annually which provides fun, safe activities for the residents of Marshalltown and surrounding communities; and

WHEREAS, the 4th of July Fireworks Committee has requested a contribution of \$3,000 from the City of Marshalltown to support the annual fireworks display;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that a \$3,000 contribution is hereby approved, contingent upon other donations being raised to allow for a show to happen in 2018; and

BE IT FURTHER RESOLVED, the Finance Director is directed to utilize fund balance of local option sales tax from the designated portion for any lawful purpose for this expense.

Passed this 11th day of June, 2017, and signed this ____ day of June, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Joel Greer, Mayor
Jessica Kinser, Administrator
Shari L. Coughenour, City Clerk
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5734
Fax - (641) 754-5793

CITY CLERK'S OFFICE

June 4, 2018

To: Mayor Joel Greer
Members of the City Council

From: Anne Selness
Parks and Recreation Director

Re: Accept Land Donation

Policy Issue: For Council discussion

Recommendation: Accept the 3.5 acre land donation connected to Bicentennial Park.

Background: We have been offered a 3.5 acre land donation at Bicentennial Park from Dennis Grabenbauer. This land is north of the existing parking area and east of current parkland. This land gift is very timely as we work to expand recreational opportunities on the west side of Marshalltown. Our acceptance of this parcel is in keeping with our goal of providing recreational opportunities for all ages and abilities in our diverse City. The 2018-2028 Park and Recreation Master Plan recommends that we establish connections from the Bicentennial soccer fields to the playground equipment and add amenities such as a prairie path, a natural play scape and seating space with views to the soccer fields. Possible plans for this parcel include a prairie/walking path and perhaps disc golf t-pads. We think it is in the best interest of the City to accept this land donation.

Budget Impact: No

Attachment: Yes

cc: Jessica Kinser, City Administrator

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



2018

**RESOLUTION ACCEPTING 3.5 ACRE LAND DONATION FROM DENNIS GRABENBAUER
ADJACENT TO BICENTENNIAL PARK.**

WHEREAS, the City of Marshalltown provides parks and recreational facilities for all ages and abilities throughout the City; and

WHEREAS, the Park and Recreation Department's recent Parks and Recreation Master Plan directs us to diversify our amenities to engage more residents in physical activity offerings; and

WHEREAS, accepting this 3.5 acre donation adjacent to Bicentennial Park will allow us to expand recreation offerings on the west side of the city; and

WHEREAS, the City Council has found the request to approve this acceptance to be in the best interest of the City of Marshalltown.

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

Section 1. This council hereby authorizes City staff to accept the 3.5 acre land donation from Dennis Grabenbauer for expanded recreational opportunities on the west side of Marshalltown.

Passed this 11th day of June 2018, and signed this _____ day of June 2018.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

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

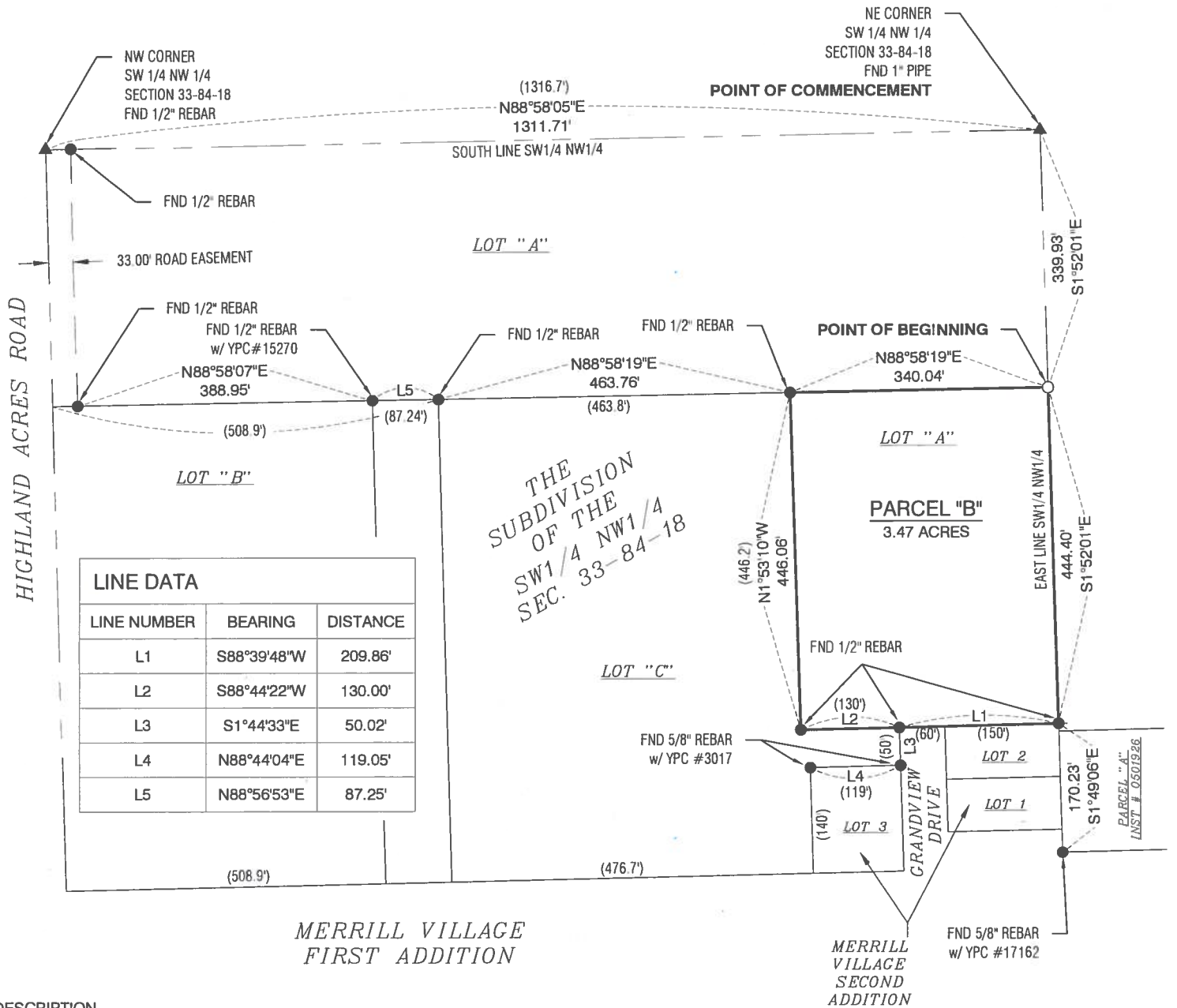




200ft

PLAT OF SURVEY

INDEX LEGEND	
LOCATION:	PARCEL "B" LOCATED IN LOT "A" IN THE SUB'D OF THE SW1/4 OF THE NW1/4 OF SECTION 33-84-18, MARSHALL COUNTY, IOWA
PROPRIETOR:	DENNIS R GRABENBAUER AND BARBARA K GRABENBAUER
SURVEY REQUESTED BY:	ANNE SELNESS, CITY OF MARSHALLTOWN
FIELD WORK COMPLETED:	5/16/2018
SURVEY PREPARED BY:	CLAPSADDLE-GARBER ASSOCIATES, INC,
RESPOND TO:	16 EAST MAIN STREET, P.O. BOX 754, MARSHALLTOWN, IOWA 50158
TRAVIS STEWART	PHONE 641-752-6701
	TSTEWART@CGACONSULTANTS.COM



DESCRIPTION

PARCEL "B" LOCATED ENTIRELY WITHIN LOT "A" OF THE SUBDIVISION OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 33, TOWNSHIP 84 NORTH, RANGE 18 WEST OF THE 5th P.M., MARSHALL COUNTY, IOWA.

MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT "A", ALSO BEING THE NORTHEAST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 33; THENCE, S1°52'01"E 339.93' ALONG THE EAST LINE OF SAID LOT "A" TO THE POINT OF BEGINNING; THENCE, CONTINUING S1°52'01"E 444.40' ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT "A"; THENCE, S88°39'48"W 209.86' ALONG THE SOUTHERLY LINE OF SAID LOT "A"; THENCE, S88°44'22"W 130.00' ALONG SAID SOUTHERLY LINE TO A SOUTHWESTERLY CORNER OF SAID LOT "A"; THENCE, N1°53'10"W 446.06' ALONG THE WESTERLY LINE OF SAID LOT "A" TO A CORNER ON THE SOUTHERLY LINE OF SAID LOT "A", ALSO BEING THE NORTHEAST CORNER OF LOT "C" IN SAID SUBDIVISION; THENCE, N88°58'19"E 340.04' TO THE POINT OF BEGINNING, CONTAINING 3.47 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

LEGEND:

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

NOTE:

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

GRABENBAUER SURVEY MARSHALL COUNTY

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

Travis R. Stewart, PLS

date

Iowa License Number 17162

My License Renewal Date is December 31, 2019

Pages or sheets covered by this seal: THIS SHEET

CGA

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

DRAWN CAQ	SHEET NO. 1
DATE 5-25-2018	PROJECT NO. 77860.05



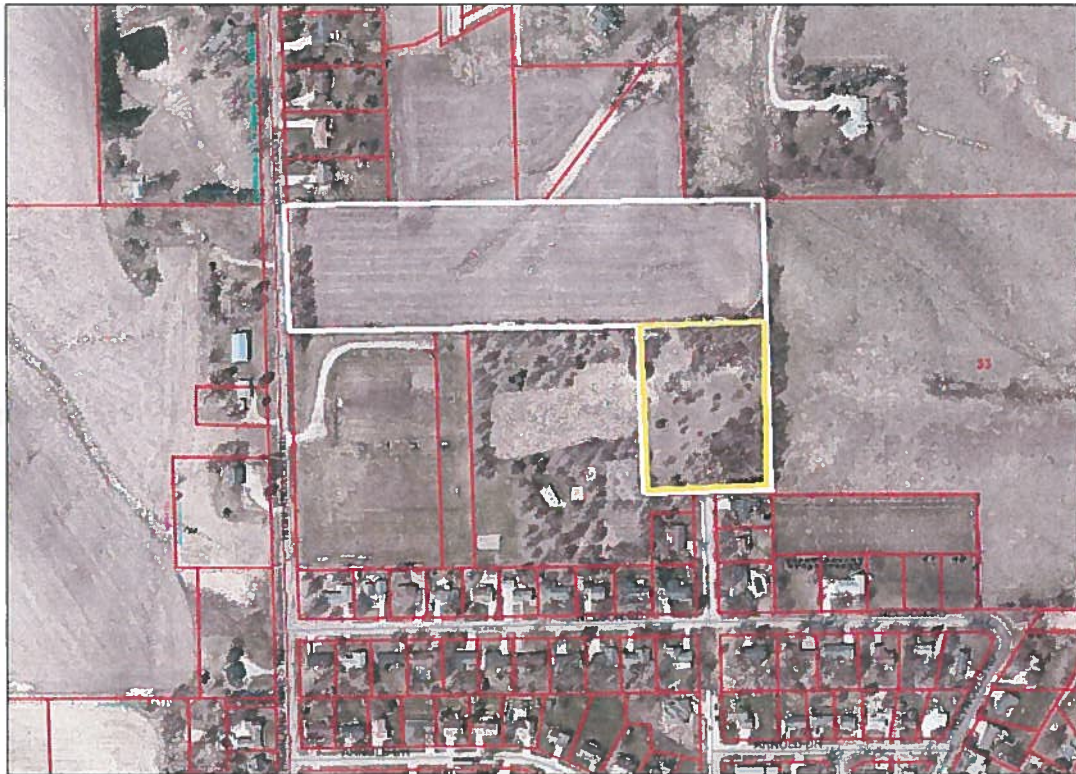
SCALE 1"=200'





Iowa
Appraisal and Research
CORPORATION

REAL ESTATE APPRAISAL



OF

±3.5 acres or ±152,460 square feet
Marshalltown, IA

FOR

Annemarie Selness
City of Marshalltown/ Parks and Recreation Department
10 West State Street
Marshalltown, Iowa 50158

DATE OF VALUE

April 4, 2018

PREPARED BY

Daniel W. Dvorak, MAI
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Iowa
Appraisal and Research
CORPORATION

April 12, 2018

Annemarie Selness
City of Marshalltown/Parks and Recreation Department
10 West State Street
Marshalltown, IA 50158
(641)-754-5715
(641)-754-5715 x4

Dear Ms. Selness:

Re: Appraisal of ± 3.5 Acres or $\pm 152,460$ square feet in Marshalltown, IA.

As you requested, we have appraised the property captioned in this letter. We are providing an appraisal report. Our value opinion of fee simple market value, as is, is effective April 4, 2018.

The purpose of the appraisal is to estimate the current market value of the fee simple estate of the subject property as of April 4, 2018. We are providing a written appraisal report.

If you should have any questions regarding the derivation of the estimates of market value, please feel free to contact us at your convenience.

Respectfully Submitted,

Daniel W. Dvorak, MAI
Vice President

Clinton N. Glaser
Associate Real Estate Appraiser

DWD/CNG:arm



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SUMMARY OF SALIENT DATA

Property Type	Land
Location	E of 507 Grandview Drive, Marshalltown, IA
Site	±152,460 square feet, or ±3.5 acres. The area is based on an aerial photo provide by the client. An aerial mapping tool was used to measure the area of the site. No survey or formal legal description is available.
Improvements	There are no building improvements located on the subject property.
Legal Description	The abbreviated legal description is as follows: A ±3.5 acre tract in the S/2 SW/4 NW/4 in Section 33-84N-18W in Marshalltown, Iowa.
Ownership and Sales History	According to public records, title is held by Dennis R. & Barbara K. Grabenbauer. The current property owner purchased two larger parcels totaling ±18.99 acres in September of 2017 for \$133,000. The property being appraised is ±3.5 acres that was a part of that transaction. The sale was reported to be an arm's length transaction. The property was not listed publicly.
Occupancy	The subject was vacant as of the effective date.
Assessed Valuation and Taxes	The subject is part of a larger assessment parcel whose assessed valuation effective January 1, 2017 is \$25,090. Public records indicate taxes are current. There are no special assessments against the subject.
Client	City of Marshalltown/ Parks and Recreation Department
Intended Use	Income tax purposes; no other use is intended.
Intended User	City of Marshalltown/ Parks and Recreation Department & Dennis/Barbara Grabenbauer; no other user is intended
Ownership Interest Valued	Fee Simple
Scope of the Appraisal	Please refer to the Scope of Work section of the report.



Definitions	Please refer to the Addenda for the definition of market value and other selected terms used in this report.
Zoning	R-2, Low Density Residential District
Date of Field Visit	April 4, 2018
Effective Date of the Appraisal	April 4, 2018
Date of Report	April 12, 2018
Type of Appraisal Report	Written Appraisal Report
Fixtures and Equipment	There are no building improvements located on the subject property therefore there are no fixtures or equipment included in this report.
Exposure Period	Based on a review of comparable sales data, we estimate an exposure period of 3-6 months.
Highest and Best Use	
As Vacant	Single-family residential development
As Improved	The subject is not improved therefore the highest and best use as improved is not applicable.
Valuation Conclusion	
Fee Simple Market Value, As Is,	\$11,250 per acre or \$39,500 total (rounded)

Extraordinary Assumption

The subject is part of a larger assessment parcel, and no survey has yet been made of it. The client reports the area of the site to be three to four acres, and we estimate its area using a measuring tool on the Marshall County Assessor's office to be ±3.5 acres. Our total value opinion for the subject assumes its area is 3.5 acres. If this is not correct, our total value opinion for the subject may be different. Minor discrepancies in the size of the subject would not materially affect our value opinion per acre for the subject.

GENERAL ASSUMPTIONS AND LIMITING CONDITIONS

Extraordinary Assumption

The subject is part of a larger assessment parcel, and no survey has yet been made of it. The client reports the area of the site to be three to four acres, and we estimate its area using a measuring tool on the Marshall County Assessor's office to be ± 3.5 acres. Our total value opinion for the subject assumes its area is 3.5 acres. If this is not correct, our total value opinion for the subject may be different. Minor discrepancies in the size of the subject would not materially affect our value opinion per acre for the subject.

The appraisal and the appraisal report do not constitute an inspection of the improvements. The appraiser(s) performed only a visual inspection of the immediately accessible areas and the appraisal cannot be relied upon to disclose conditions or defects in the improvements. In addition, regardless of who receives a copy of the appraisal, unless specifically stated in the appraisal, they are not an intended user of it.

The following assumptions and limiting conditions may or may not be applicable to every assignment:

This appraisal report has been made with the following general assumptions:

1. No responsibility is assumed for the legal description provided or for matters pertaining to legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated.
2. The property is appraised free and clear of any or all liens or encumbrances unless otherwise stated.
3. Responsible ownership and competent property management are assumed.
4. The information furnished by others is believed to be reliable, but no warranty is given for its accuracy.
5. All engineering studies are assumed to be correct. The plot plans and illustrative material in this report are included only to help the reader visualize the property.
6. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for obtaining the engineering studies that may be required to discover them.
7. It is assumed that the property is in full compliance with all applicable federal, state, and local environmental regulations and laws unless the lack of compliance is stated, described, and considered in the appraisal report.
8. It is assumed that the property conforms to all applicable zoning and use regulations and restrictions unless a nonconformity has been identified, described, and considered in the appraisal report.
9. It is assumed that all required licenses, certificates of occupancy, consents and other legislative or administrative authority from any local, state or national government or private entity or organization have been or can be obtained or renewed for any use on which the opinion of value contained in this report is based.
10. It is assumed that the use of the land and improvements is confined within the boundaries or property lines of the property described and that there is no encroachment or trespass unless noted in the report.
11. Unless otherwise stated in this report, the existence of hazardous materials, pollutants, fungi or microbes commonly known as mold (collectively referred to as "environmental hazards") that may or may not be present on the property, was not observed by the appraiser. The appraiser is not trained in environmental engineering, is not qualified to detect environmental hazards and has not investigated whether environmental hazards are present on or in the property. The



presence of substances such as asbestos, ureaformaldehyde foam insulation, and other environmental hazards may affect the value of the property. The estimate of value is predicated on the assumption that there are no environmental hazards on or in the property that would cause a loss in value. No responsibility is assumed for the presence of environmental hazards. To conduct an environmental assessment of the property, the intended user is urged to retain an environmental engineer.

This appraisal report has been made with the following general limiting conditions:

1. Any allocation of the total value estimated in this report between the land and the improvements applies only under the stated program of utilization. The separate values allocated to the land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.
2. Possession of this report, or a copy thereof, does not carry with it the right of publication.
3. The appraiser, by reason of this appraisal, is not required to give further consultation or testimony or to be in attendance in court with reference to the property in question unless arrangements have been previously made.
4. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraiser, or the firm with which the appraiser is connected) shall be disseminated to the public through advertising, public relations, news, sales or other media without the prior written consent and approval of the appraiser.

Additional assumptions and limiting conditions:

1. Any opinions of value provided in the report apply to the entire property, and any proration or division of the total into fractional interests will invalidate the opinion of value, unless such proration or division of interests has been set forth in the report.
2. If only preliminary plans and specifications were available for use in the preparation of this appraisal, the analysis is subject to a review of the final plans and specifications when available.
3. Any proposed improvements are assumed to have been completed unless otherwise stipulated, so any construction is assumed to conform with the building plans referenced in the report.
4. The appraiser assumes that the reader or user of this report has been provided with copies of available building plans and all leases and amendments, if any, that encumber the property.
5. If no legal description or survey was furnished, the appraiser used the county tax plan to ascertain the physical dimensions and acreage of the property. Should a survey prove this information to be inaccurate, it may be necessary for this appraisal to be adjusted.
6. The forecasts, projections, or operating estimates contained herein are based on current market conditions, anticipated short-term supply and demand factors, and a continued stable economy. These forecasts are, therefore, subject to changes with future conditions.
7. The Americans with Disabilities Act (ADA) became effective January 26, 1992. The appraiser has not made a specific compliance survey or analysis of the property to determine whether or not it is in conformity with the various detailed requirements of ADA. It is possible that a compliance survey of the property and a detailed analysis of the requirements of the ADA would reveal that the property is not in compliance with one or more of the requirements of the act. If so, this fact could have a negative impact upon the value of the property. Since the appraiser has no direct evidence relating to this issue, possible noncompliance with the requirements of ADA was not considered in estimating the value of the property.
8. This appraisal report is not intended to be used and shall not be used by real estate syndications, real estate investment trusts, limited partnership or other individuals or entities in the solicitation of investors. The appraiser shall not be liable for violations or alleged violations of the Securities Act of 1933 or 1934 and the amendments thereto, or any state blue sky or securities law or similar federal or state law.



SCOPE OF WORK

Summary	The client requested the market value, as is, of land in Marshalltown, IA. We are to appraise the property in fee simple. We are to provide the valuation in an written appraisal report. We have utilized a depth of scope of work adequate to provide a reliable indication of value.
Property Visit	As part of the appraisal assignment the subject property and neighborhood were visited and viewed. Pictures of the subject and neighborhood were taken.
Data Collection	After the property visit we researched the local and regional markets for data. We collected data on all items that affect the value of the subject property. These factors include Area and City Data, Neighborhood Data, Site and Improvement Data, Highest and Best Use Analysis, and the application of the three approaches to estimate the property's value. We searched for similar sales of vacant land in Marshalltown, IA. Only 6 residential land sales in Marshalltown were found dating back to the beginning of 2014 between 1 and 10 acres in size. We then expanded our search to include areas outside the city limits of Marshalltown as well as other nearby similar sized communities. Data was obtained from public records, the client, the property owner, real estate agents, our internal database, and various other sources. We have relied on an aerial measuring tool for our estimate of the site area.
Valuation	Real estate appraisers generally use three approaches to value known as: The Cost Approach, Sales Comparison Approach (also known as the Market Data Approach) and the Income Capitalization Approach. We have completed the sales comparison approach.

MARSHALLTOWN AREA ANALYSIS

General

The subject is located within the community of Marshalltown, Iowa. Marshalltown is a mid-sized Iowa community located along Highway 30 in Marshall County. The city is located approximately one hour northeast of Des Moines, the capital of Iowa. Roads in the city are predominately paved. Center Street is the primary road in the community, providing north-south access to Highway 30 on the south side of the city. Properties in the city limits have access to typical city services and utilities.

Population

Population growth is an important determinant of demand for real estate. Positive growth generally indicates that more development will be needed in the future. The population of Marshalltown, Marshall County and the State of Iowa are summarized below.

POPULATION GROWTH¹

	Census 2000	Census 2010	Annual % Change	Estimated 2016	Annual % Change	Projected 2021	Annual % Change
City of Marshalltown	26,009	27,552	0.59%	27,821	0.16%	28,015	0.14%
Marshall County	39,311	40,648	0.34%	41,088	0.18%	41,399	0.15%
Iowa	2,926,324	3,046,355	0.41%	3,173,649	0.70%	3,280,109	0.67%

Population in all three areas showed positive trends. Marshalltown showed the largest annual increase from the 2000 Census to the 2010 Census of 0.59%. Both city and county showed similar increases following the 2010 Census. Marshalltown's projected data predicts the population will grow above 28,000 by 2021 while the county just under 41,400. The state of Iowa, since the Census 2000, has shown steady increases through the time span shown.

Households

We have obtained census data on households and household growth and projections from a national data service. The data for Marshalltown, Marshall County and Iowa are shown below.

HOUSEHOLD GROWTH²

	Census 2000	Census 2010	Annual % Change	Estimated 2016	Annual % Change	Projected 2021	Annual % Change
City of Marshalltown	10,175	10,335	0.16%	10,350	0.02%	10,385	0.07%
Marshall County	15,338	15,538	0.13%	15,608	0.08%	15,680	0.09%
Iowa	1,149,276	1,221,576	0.63%	1,271,012	0.67%	1,313,044	0.66%

Household formations are an important factor in determining demand for housing construction. The city and county data indicates a steady incline in households through the years. This trend is projected to continue through 2021. The number of households statewide has gradually increased from 2000 and is projected to continue in that direction into 2021.

Income

The following tables summarize median household income for the city, county and state.

¹ STDB – Demographic and Income Profile

² STDB – Demographic and Income Profile

**MEDIAN HOUSEHOLD INCOME³**

	Census 2000	Estimated 2016	Annual % Change	Projected 2021	Annual % Change
City of Marshalltown	\$35,688	\$47,461	2.06%	\$53,262	2.44%
Marshall County	\$38,268	\$50,757	2.04%	\$55,833	2.00%
State of Iowa	\$39,469	\$53,696	2.25%	\$60,259	2.44%

All three areas have shown increasing trends since the 2000 Census. Marshalltown's median household income is shown to be slightly lower than that of the county and the state. The city and state both show an anticipated income growth of 2.44% per year through 2021.

Employment

The following tables show Marshalltown's unemployment rates and largest employers. The Iowa Work Force Development indicates the following current and historical unemployment in Marshalltown, Marshall County and Iowa.

UNEMPLOYMENT RATES⁴

Year	Marshalltown	Marshall Co.	Iowa
2005	4.7%	4.8%	4.3%
2006	3.7%	3.7%	4.0%
2007	3.9%	4.0%	3.8%
2008	5.5%	5.2%	4.1%
2009	7.8%	7.3%	6.2%
2010	7.0%	6.8%	6.3%
2011	6.9%	6.6%	5.9%
2012	6.9%	6.4%	5.2%
2013	6.5%	6.0%	4.7%
2014	5.8%	5.3%	4.4%
2015	5.5%	5.0%	3.8%
2016	5.4%	4.9%	3.7%

TOP EMPLOYERS⁵

Employer	Industry	Class Size
Fisher Controls	Manufacturing	1000-4999
JBS	Manufacturing	1000-4999
Central Iowa Healthcare	Health Care	500-999
Veterans Home	Health Care	500-999
Emerson Process Management Fisher	Manufacturing	250-499
Hy-Vee	Retail Trade	250-499
Iowa Valley Continuing Education	Education	250-499
Walmart Supercenter	Retail Trade	250-499

Unemployment rates for Marshalltown and Marshall County have been relatively higher than the state's averages. 2009 marked a turning point for all three subjects where unemployment rates increased by over 2%. Since, unemployment rates have begun to decline. The following table shows the industries break up for the county. Manufacturing, health care and retail are among the highest industries in the area.

MARSHALLTOWN INDUSTRY SECTOR

Industry	%	Industry	%
Agricultural, Forestry, Fishing & Hunting	0.0%	Real Estate, Rental & Leasing	0.6%
Mining, Quarrying, Oil & Gas Extraction	0.0%	Professional, Scientific & Technical Services	2.0%
Utilities	0.6%	Management and Enterprises	0.6%
Construction	2.5%	Administration & Support	5.0%
Manufacturing	33.1%	Educational Services	8.5%
Wholesale Trade	2.2%	Health Care and Social Assistance	16.6%
Retail Trade	11.3%	Arts, Entertainment, and Recreation	0.5%
Transportation & Warehousing	1.6%	Accommodation and Food Services	5.1%
Information	0.9%	Other Services	3.5%
Finance and Insurance	1.7%	Public Administration	3.6%

³ STDB – Demographic and Income Profile & Profile of General Demographic Characteristics: 2000

⁴ Bureau of Labor Statistics

⁵ Iowa Workforce Development – Employer Database

Recent Development

Alliant Energy constructed a new power plant in Marshalltown which opened in April, 2017. As the largest economic development project in the city's history, it is one of the largest ever in Central Iowa. The facility's 650-megawatt, natural gas-fired generating station will power more than 500,000 homes in the area and will create long-term environmental benefits to the state. The economic impact of the facility has brought in approximately \$47.3 million in the Marshalltown area.

A new Holiday Inn Express began construction in early-2017. The Marshalltown hotel will be a four-story, 93-unit facility. The project is expected to generate a 20-year economic impact of over \$200 million through taxes, consumer spending and job creation. Hotel officials estimate 35-40 full and part-time jobs will be created. The new hotel is slated to open in January of 2018.

Red Earth Real Estate purchased property adjacent to Wandering Creek Golf Course for a planned 52-unit luxury townhome development. The 11.3-acre site, named Eagle View, will include 2 bedroom, 1,650 square foot single-story townhomes. The project began in March, 2016.

Construction began in May, 2017 on The Willows Assisted Living and Memory Care. The \$13.3-million, 58-unit apartment complex, located in Marshalltown, is expected to be completed in summer 2018. The 50,215 square foot complex will offer 24 one-bedroom, 4 two-bedroom and 12 studio assisted living apartments, as well as a memory care center featuring 16 studio apartments and 2 deluxe studio apartments.

Other developments from past years include the Tallcorn Towers. An \$11 million renovation was done to the building which consisted of 64 efficiencies and one-bedroom apartments. The renovation was completed in spring, 2014. The Towers were turned into 49 one-and-two bedroom affordable apartments and retail space.⁶

Marshalltown High School's gymnasium, also known as the "Roundhouse," completed a 15-month, \$8.5 million renovation and expansion project. In addition to an overhaul of the gym itself, new locker rooms, weight room, team meeting rooms and equipment storage facilities were also updated. Phase 2 of the project will include a wrestling room and scoreboards. Designs are still in the works as of early-2017.

Anticipated Trend

Mid-sized communities such as Marshalltown have fared well over the past few decades. The smaller, rural communities in Iowa have declined in population over the past decade as more people move to urban areas. Marshalltown appears to have a stable population. Income and population are expected to generally remain stable with intentions on increasing. The trend for the community is for continued stable existence.

⁶ The Washington Times – "Tallcorn Renovation Pleases Marshalltown Residents." May, 2014.

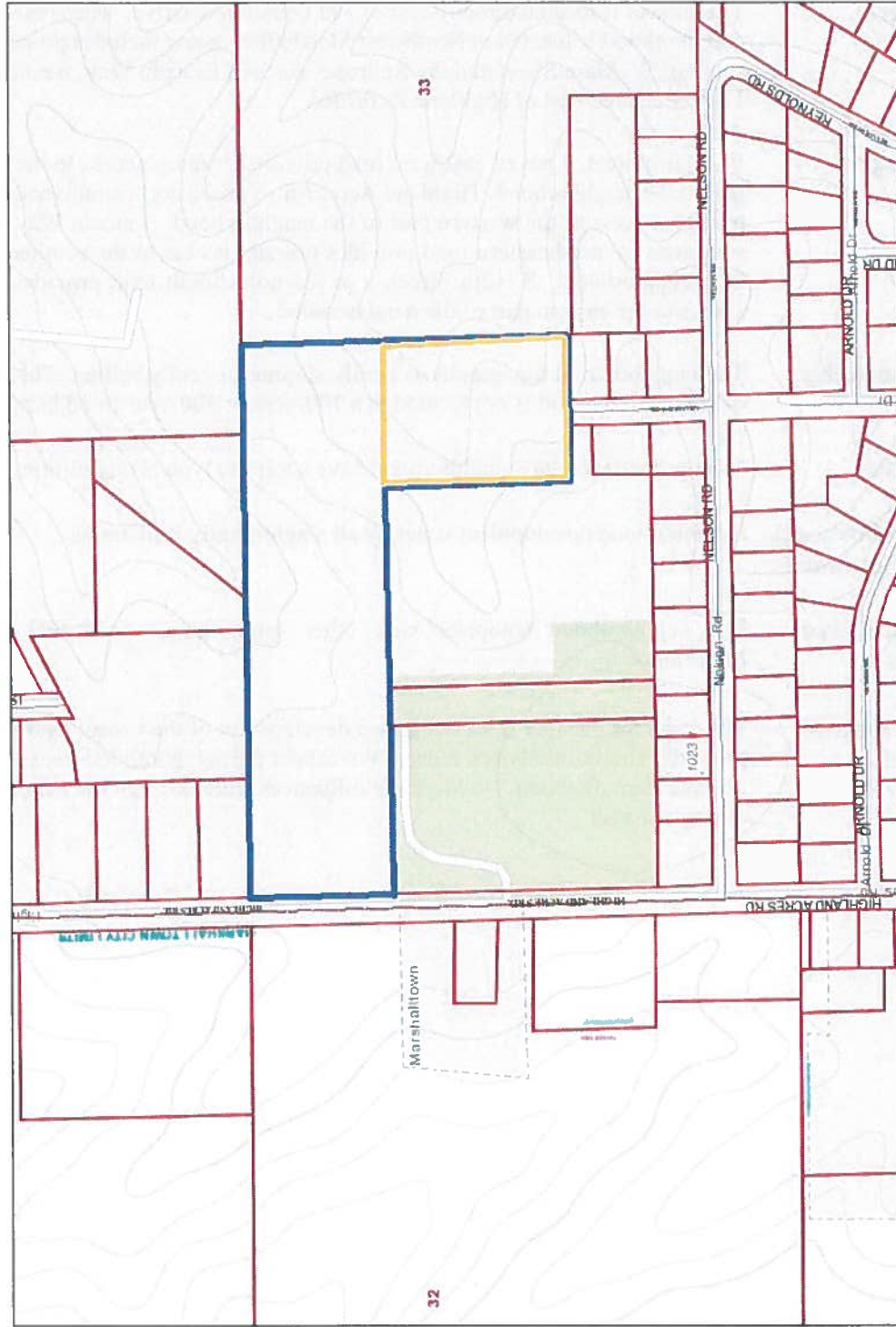


NEIGHBORHOOD ANALYSIS

General	The subject is located directly east of 507 Grandview Drive. The subject neighborhood is located in Northwest Marshalltown and includes properties south of W. Main Street and the Railroad, north of Lincoln Way, west of S. 12th Street and east of Highland Acres Rd.
Linkages	W. Main Street, a paved east/west road provides primary access to the northern part of the neighborhood. Highland Acres Rd., a paved north/south road provides primary access to the western part of the neighborhood. Lincoln Way, a paved southwestern/northeastern road provides primary access to the southern part of the neighborhood. S. 12th Street, a paved north/south road provides primary access to the eastern part of the neighborhood.
Topography	The neighborhood topography is gently sloping to gently rolling. The majority of the neighborhood is not located in a 100-year or 500-year flood hazard area.
Utilities	Most properties in the neighborhood have access to typical city utilities.
Neighborhood Development	Neighborhood development is nearly all single-family residential.
Competitive Areas	The neighborhood competes with other single-family residential areas in Marshalltown.
Anticipated Trend	The trend for the area is for continued development of the vacant land to primarily single-family residences. We expect the neighborhood to expand in a northwestern direction. No blighting influences were noted in the neighborhood during our visit.

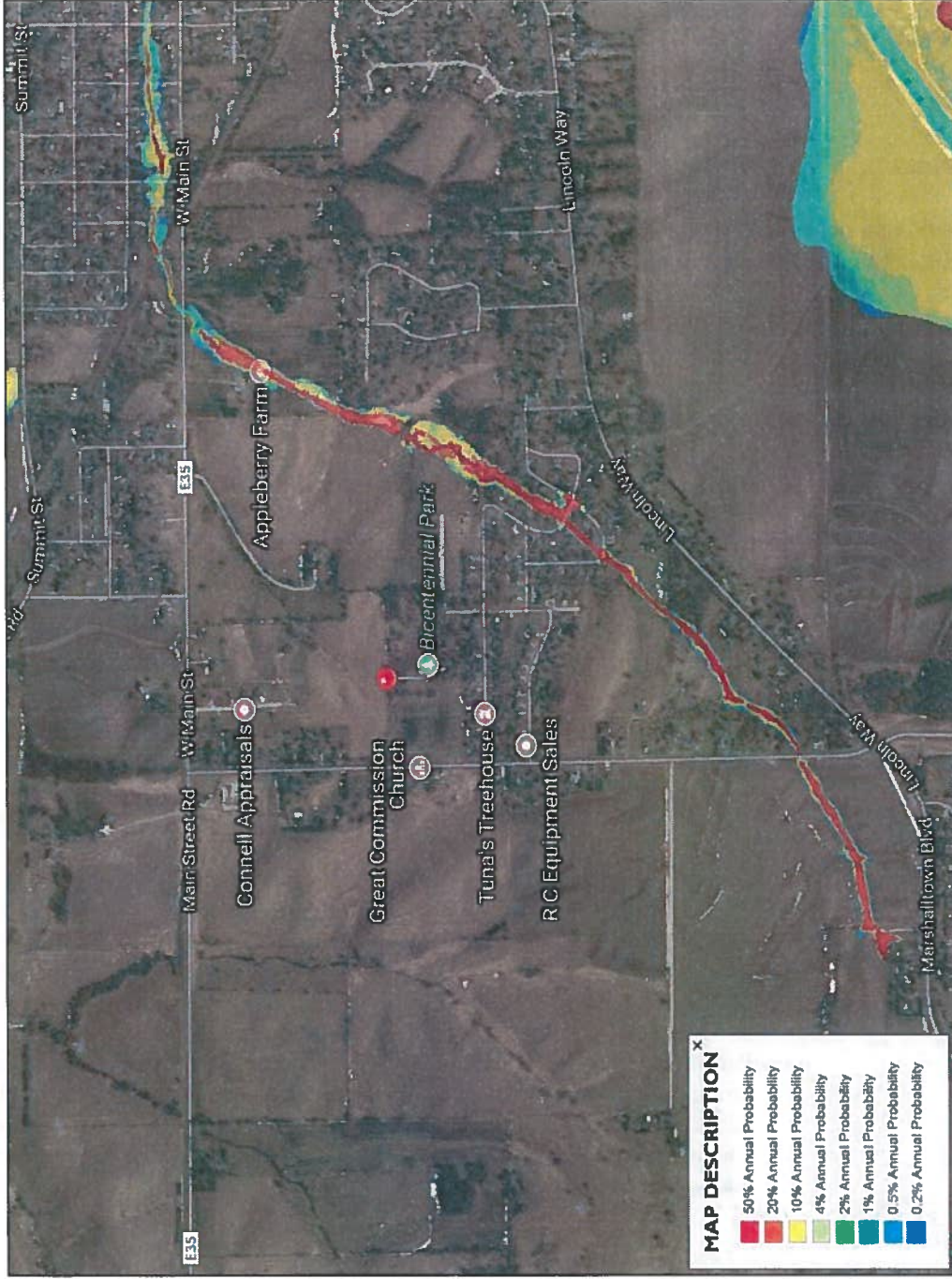


PLAT MAP





FLOOD MAP



SITE ANALYSIS

General	The property has an address of E of 507 Grandview Drive in Marshalltown, IA.
Access	Access is provided by Grandview Drive, a paved street.
Size	±152,460 square feet, or ±3.5 acres, according to assessment records.
Shape	Near rectangle
Frontage and Visibility	Visibility is low as a street does not run through or by the property. Grandview drive runs to the south end of the site.
Nearby Properties	Nearby properties consist of primarily single-family residences to the south and north, a public park to the west and open land being farmed to the east.
Flood Zone	The subject is not located in the 100 or 500 year flood hazard area.
Topography	Gently sloping to gently rolling with some wooded areas.
Easements & Encroachments	No atypical easements noted. No obvious encroachment noted during our property visit.
Utilities	All utilities and city services are available.
Soils	We have performed no soil analysis. It is assumed that the site would support those uses deemed to be the highest and best use of the land.
Streets	Grandview Drive, a paved north/south street runs to the south end of the site.
Zoning	The site is zoned R-2, Low Density Residential District. This district is intended and designed to provide for the development of both low and medium density single family subdivisions in the rural areas where similar residential development appears likely to occur adjacent to, or near cities or towns having a zoning ordinance and to corresponding future suburban development with the residentially zoned areas of such cities or towns. Permitted uses include single-family dwellings, developmentally disabled group homes, family homes including elder family homes, child day care facilities, farms/agriculture and livestock to those parcels listed on the Marshall County R-2/R-3 livestock special use permit register and possess a special use permit. The bulk regulations are summarized next.



**Zoning Bulk
Regulations**

Minimum Lot Area: 1 acre.
Minimum Lot Width: 70 ft. for single-family, 200 ft. for all other permitted
uses.
Minimum Front Yard: 35 ft.
Minimum Rear Yard: 35 ft.
Minimum Side Yard: 7 ft.

**Hazards and
Nuisances**

No obvious hazards or nuisances were observed during our field visit.



HIGHEST AND BEST USE

This section seeks to determine the most profitable use of the subject land, as if it were vacant as well as the improved property. Refer to the Definition pages in the Addenda for a full definition of highest and best use.

The appraisal problem did not warrant an intensive highest and best use study, in which a survey of the local market would have been conducted to determine supply and demand factors to determine the feasibility of alternative uses. Our conclusion of highest and best use is based on our experience, historical data and observation of the market. This is considered an inferred analysis.

The Site if Vacant

Physically Possible The site contains a total area of $\pm 152,460$ square feet or ± 3.5 acres. It is gently sloping to gently rolling and it is not in a 100 or 500 year flood hazard area.

Legally Permissible The highest and best use of a property must also be legally permissible. Private deed restrictions and municipal restrictions of zoning are the most common considerations. To our knowledge, there are no private deed restrictions on this property which negatively affect the value of the site.

The site is zoned R-2, Low Density Residential District. The zoning was summarized in the site analysis.

Financially Feasible Of those physically possible and legally permissible uses, we must determine which are financially feasible. More specifically, which uses are likely to produce an income or return equal to or greater than the amount needed to satisfy operating expenses, financial obligations, and capital amortization. All uses that are expected to produce a positive return are regarded as financially feasible.

Due to the subject's location and nearby properties and development, we conclude single-family residential development is financially feasible.

Maximally Productive Of the financially feasible uses, the use that provides the highest price or value is the highest and best use.

Based on our examination of the preceding aspects of highest and best use, it appears that the highest and best use of the site if vacant is for single-family residential development. The most probable user is an owner occupant.

HIGHEST AND BEST USE AS IMPROVED

There are no building improvements located on the subject property. As a result, an analysis of the highest and best use as improved is not applicable.



SALES COMPARISON APPROACH

The essence of the Sales Comparison Approach is to discover what competitive properties have sold for recently in the local market, and other similar markets, and after an appropriate adjustment process, to develop indications of what they would have sold for if they had possessed all of the physical and economic characteristics of the subject.

We have searched for sales of vacant land similar to the subject. Only 6 land sales in Marshalltown were found dating back to the beginning of 2014 between 1 and 10 acres in size. Of these sales only 2 were similar sites to the subject that were confirmed to be arm's length transactions. We expanded our search to include areas outside the city limits of Marshalltown as well as other nearby similar sized communities. We have selected three comparable sales for our analysis. The Sales Comparison Adjustment table follows and displays the essential data for each sale. Additional information about each sale is included in the addenda.

The Sales Comparison Adjustment Table follows. It is a presentation of the essential data for each sale and the adjustments we deemed necessary. The sales are analyzed by price per acre.

Some of the sales require adjustments for a variety of factors and therefore extracting adjustments independent of other adjustments is difficult. Because of this, we have relied on qualitative adjustments for some items. Qualitative adjustment is similar to how typical market participants analyze sales and are made on a plus (+) or minus (-) basis. We have also made quantitative adjustments for some items. An adjustment greater than 1.00 indicates that an upward quantitative adjustment is necessary, and an adjustment less than 1.00 indicates that a downward quantitative adjustment is necessary.

The sales comparison adjustment table follows and it is followed by a discussion of the relevant adjustments.

**LAND SALES COMPARISON AND ADJUSTMENT TABLE**

Sale	Subject	1		2		3	
Comp ID	NA	286097		286098		286104	
Address	E of 507 Grandview Drive	Approx. 509 E South Street		1808 W. Main Street		S 29 Avenue E	
City	Marshalltown	Marshalltown		Marshalltown		Newton	
Sale Price (SP)	NA	\$65,000		\$30,000		\$55,000	
Area (Acres)	3.50	7.28		2.32		5.11	
SP/\$Acre	N/A	\$8,929		\$12,931		\$10,763	
Grantor	N/A	Wright & Lamport Marshalltown Inc.		Rocky & Melissa Monk		Bradley McCall et al	
Grantee	N/A	Hala Ventures		Reji Kurian		Zachary & Stephanie Alexander	
		Attribute	Adj.	Attribute	Adj.	Attribute	Adj.
Property Rights Conveyed	Fee Simple	Fee Simple		Fee Simple		Fee Simple	
Cash Equivalency	Typical	Typical		Typical		Typical	
Conditions of Sale	Typical	Typical		Typical		Typical	
Market Conditions	4/4/2018	7/26/2017	1.01	3/1/2017	1.02	3/23/2018	1.00
Adjusted Sale Price	N/A	\$65,650		\$30,600		\$55,000	
Adjusted Price / Acre	N/A	\$9,018		\$13,190		\$10,763	
Other Considerations							
Location	Average	Similar		Similar		Similar	
Size	3.50	7.28	1.10	2.32	0.95	5.11	1.08
Shape	Rectangular	See below		Similar		Similar	
Utilities	All available	Similar		Similar		Similar	
Topography	Gently sloping/gently rolling/wooded	Gently sloping/wooded		Gently sloping/lightly wooded		Gently sloping/rolling/wooded	
Build-ability	Fair	Good/Superior		Good/Superior		Good/Superior	
Zoning	R-2	R-2		R-3		RR-1	
Flood Zone	No	Partial		No		No	
Total Adjustment (Rounded)		1.15		0.90		1.03	
Indicated Subject Value Per Acre		\$10,371		\$11,871		\$11,086	
Additional Qualitative Adjustment Necessary		None		None		None	

Explanation for Adjustments

Property Rights Conveyed – No adjustment is necessary for property rights conveyed.

Cash Equivalency – No adjustment is necessary for cash equivalency.

Conditions of Sale – This category evaluates buyer or seller motivation. Conditions of sale may include: bank sale, tax deferral, sale to political subdivisions, assemblage, sales under duress, court-ordered sales, or related party transactions, etc. The sales are arm's length transactions. No adjustments are necessary.

Market Conditions – The market conditions adjustment is based upon the increase in property values that have occurred in the market between the date of the comparable sale and the valuation of the subject. Adjustments are based on a 2% increase in values per year to reflect typical inflation.



Location – The subject is located in northwest Marshalltown. Sales 1 and 2 are also located in Marshalltown in similar neighborhoods. Sale 3 is located in Newton. Newton is typically an inferior location compared to Marshalltown; however the sale is located in a newly developed neighborhood. We conclude location adjustments are not needed to any of the comparable sales.

Size – This category takes into consideration the size of the comparable sales in relation to the subject. Typically, as the size increases the sale price per acre decreases due to economies of scale and because there are fewer buyers for larger sites than for smaller ones. Sales 1 and 3 are considerably larger than the subject and upward adjustments are needed. Sale 2 is smaller than the subject and a downward adjustment is needed. The adjustments are based on sale data and information used on past appraisals.

Shape – The subject has a near rectangle shape. Sale 1 has an area about 23% of the entire site that is irregular shaped. This area is more difficult to utilize and an upward adjustment is needed. A buyer would likely pay less per acre for this area compared to the area that has good utilization. An upward adjustment is made based on the size of the irregular land and considering it is likely worth less to a typical buyer than the regularly shaped land, though it is not entirely useless. Sales 2 and 3 are similar in shape and do not need adjustments.

Utilities – The subject property and all comparable sales have access, or reasonable access, to all public utilities and city services. No adjustment is necessary.

Topography –No adjustments are necessary regarding topography.

Build-ability –The site has a paved road that runs to the south end of the property but then dead ends into a wooded area. All of the sales have a paved road access that runs along the property and are therefore superior to the subject. There is a park driveway owned by the city that runs along the south side of the subject. To allow construction, the property owner would likely negotiate an access easement with the park owner, or they would need to perform earthwork to connect a driveway to the public street. The sales require downward adjustment.

Zoning –No adjustments are necessary for zoning.

Flood Zone –The subject is not located within a flood zone area. Part of Sale 1 is located in a flood zone however the area that would be developed is not located in this area. Sales 2 and 3 are not located in a flood zone. No adjustments are needed.

Prior Sale of the Subject

The property being appraised was part of a larger parcel that sold to the current owner in September of 2017. The sale was of ±18.99 and sold for \$133,000. The property owner reported this sale to be an arm's length transaction. This sale was analyzed but is too large of a sale to be a good comparable and is not a good indication of value of the ±3.5 acre subject property being appraised.

Reconciliation of Values

After quantitative adjustments, the comparable sales indicate a range of values for subject from \$10,371 to \$11,871 per acre. Sales 1 and 2 are located in Marshalltown and therefore receive primary consideration. Considering the above, a value of \$11,250 per acre is indicated for the subject property.

The reconciled value of the subject, as is fee simple, effective April 4, 2018, is **\$39,500 (rounded)**.

$$\$11,250 \times 3.5 \text{ acres, rounded}$$



Extraordinary Assumption

The subject is part of a larger assessment parcel, and no survey has yet been made of it. The client reports the area of the site to be three to four acres, and we estimate its area using a measuring tool on the Marshall County Assessor's office to be ± 3.5 acres. Our total value opinion for the subject assumes its area is 3.5 acres. If this is not correct, our total value opinion for the subject may be different. Minor discrepancies in the size of the subject would not materially affect our value opinion per acre for the subject.



PHOTOGRAPHS OF NEIGHBORHOOD AND SUBJECT PROPERTY



PHOTO 1: LOOKING NORTHEAST ACROSS THE SUBJECT



PHOTO 3: LOOKING EAST ALONG SOUTHERN BORDER OF SUBJECT FROM PARK DRIVEWAY



PHOTO 2: LOOKING NORTH ACROSS THE SUBJECT



PHOTO 4: END OF GRANDVIEW DRIVE AT SOUTHERN EDGE OF THE SUBJECT



CERTIFICATION

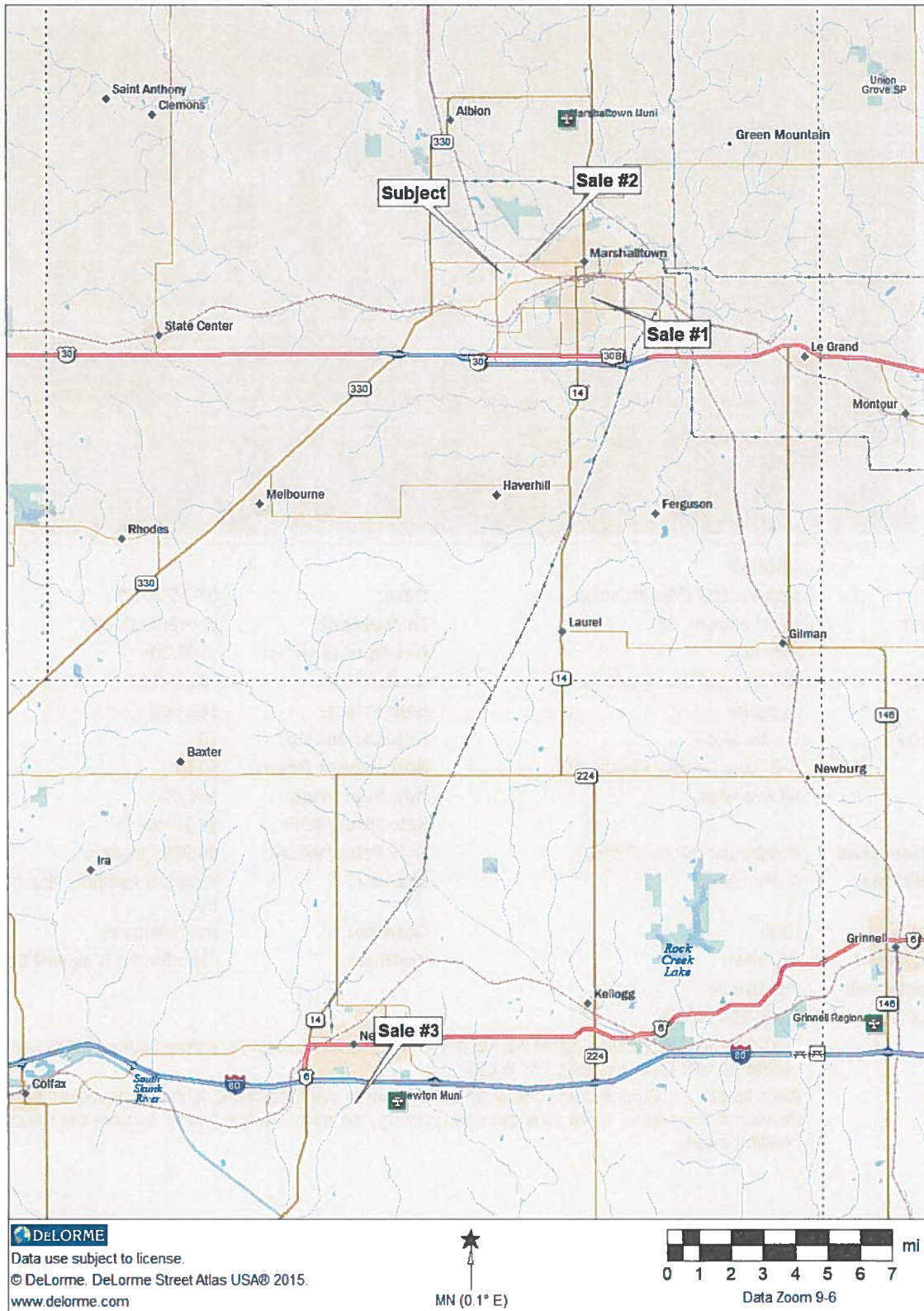
We certify that, to the best of our knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- We have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
- Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
- The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.
- The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- Daniel W. Dvorak has observed the subject property for this assignment.
- Clinton N. Glaser has observed the subject property for this assignment.
- No significant professional assistance was provided to the person signing this report.
- As of the date of this report, Daniel W. Dvorak has completed the continuing education program for Designated Members of the Appraisal Institute.
- As of the date of this report, Clinton N. Glaser has completed the Standards and Ethics Education Requirement of the Appraisal Institute for Practicing Affiliates.
- We have not performed any real property services related to the subject property within the three year period immediately preceding acceptance of this assignment.

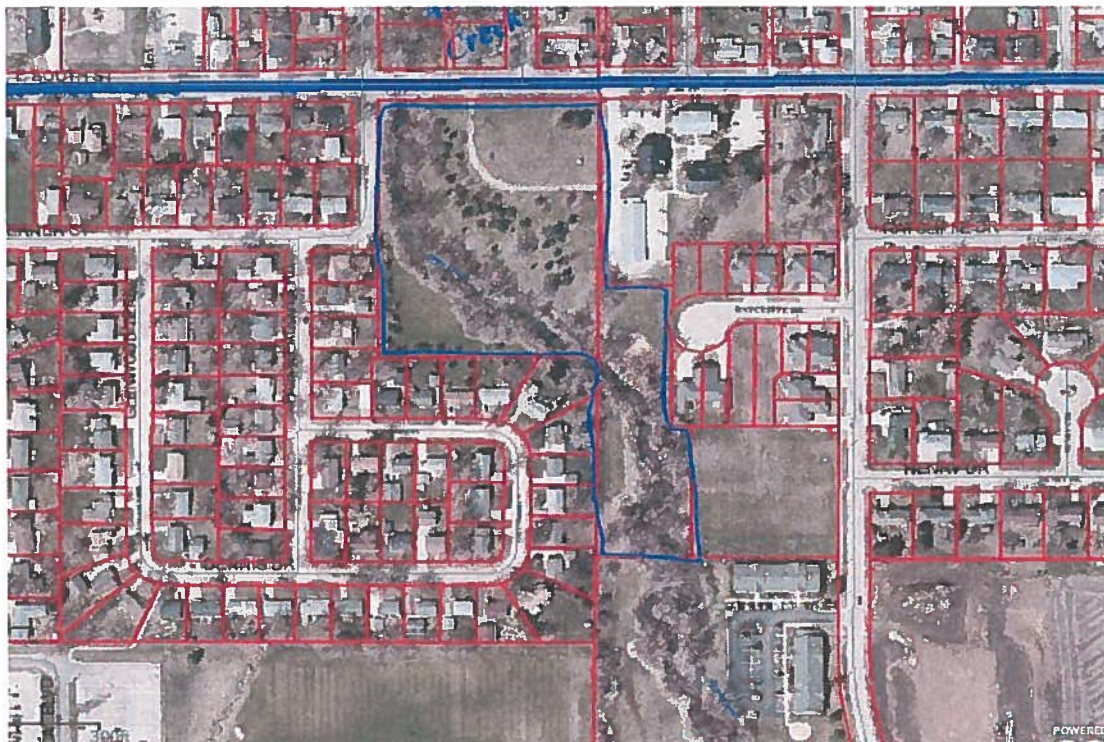
Daniel W. Dvorak, MAI
Vice President
State #CG02880

Clinton N. Glaser,
Associate Real Estate Appraiser
State # AG03566

COMPARABLE LAND SALES MAP



Comparable Land Sale 1



Comp ID:	286097	Date:	07-26-2017
Address:	Approx. 509 E South Street	Instrument:	Warranty Deed
City, State:	Marshalltown, IA	Revenue Stamps:	\$103.20
County:	Marshall	Book/Page:	2017/4116
Land Area:	317,117 SqFt, or 7.280 Acres	Sale Price:	\$65,000
Shape:	Irregular	Adjustment Up:	\$0
Topography:	Gentle Slope	Adjustment Down:	\$0
Zoning:	R-2: Low Density Residential	Adj. Sale Price:	\$65,000
Utilities:	All Available	Sale Price/\$SF:	\$0.20 per SF
Access:		Sale Price/\$Acre:	\$8,929 per Acre
Highest/Best Use:	Residential (Single-Family)	Grantor:	Wright & Lamport Marshalltown Inc.
Sale Conditions:	Arm's Length	Grantee:	Hala Ventures
Terms:	Cash	Verified:	Chris Brodin (Coldwell Banker)
Marketing Time:	Unknown		
Rights Conveyed:	Fee Simple		
Tax Parcel No:	8318-02-227-006		
Legal:	2-83-18 Parcel B that lies within NE NE & 1-83-18 NW NW except Brooshire Estate First & Second Add except parcels C/B, D/B, E/B, F/B & G/B		
Remarks:	Arms length per Chris Brodin (Coldwell Banker), buyer owns adjoining land with apartment and may develop in the future, creek runs through property and partial in flood zone but not the majority of the building areas.		



Comparable Land Sale 2



Comp ID:	286098	Date:	03-01-2017
Address:	1808 W Main Street	Instrument:	Warranty Deed
City, State:	Marshalltown, IA	Revenue Stamps:	\$47.20
County:	Marshall	Book/Page:	2017/975
Land Area:	101,059 SqFt, or 2.320 Acres	Sale Price:	\$30,000
Shape:	Trapazoid	Adjustment Up:	\$0
Topography:	Gentle Slope	Adjustment Down:	\$0
Zoning:	R-3: Residential Medium Density District	Adj. Sale Price:	\$30,000
Utilities:	All Available	Sale Price/\$SF:	\$0.30 per SF
Access:	Paved	Sale Price/\$Acre:	\$12,931 per Acre
Highest/Best Use:	Residential (Single-Family)	Grantor:	Rocky & Melissa Monk
Sale Conditions:	Arm's Length	Grantee:	Reji Kurian
Terms:	Cash	Verified:	Reji Kurian(buyer)
Marketing Time:	Unknown		
Rights Conveyed:	Fee Simple		
Tax Parcel No:	8418-33-226-010		
Legal:	33-84-18 LOT 1 NE NE EX W 22 RODS 11 LINKS & EX E 125' & EX W 100' OF THE FOLLOWING DESC; BEG AT THE NE COR OF LOT 1 NE NE & RUNNING THENCE W ALONG THE N LINE OF SAID LOT 1, 40 RODS THENCE DUE S TO THE N LINE OF RR ROW THENCE SELY ALONG THE N LINE OF SAID RR ROW TO E LINE OF SAID LOT 1 RUNNING THENCE N ALONG THE E LINE OF SAID LOT 1 TO POB & EX PARCEL A & B IN LOT 1 NE NE		
Remarks:	Per Reji Kurian (buyer), arms length transaction, dealt with Coldwell Banker, plans to build a house one day, all utilities available, he thought he got decent deal compared to other listings.		



Comparable Land Sale 3



Comp ID:	286104	Date:	03-23-2018
Address:	S 29 Avenue E	Instrument:	Warranty Deed
City, State:	Newton, IA	Revenue Stamps:	\$87.20
County:	Jasper	Book/Page:	2018/1583
Land Area:	222,592 SqFt, or 5.110 Acres	Sale Price:	\$55,000
Shape:	Nearly Rectangle	Adjustment Up:	
Topography:	Gently Rolling	Adjustment Down:	\$0
Zoning:	RR-1: Rural Residential District	Adj. Sale Price:	\$55,000
Utilities:	All Available	Sale Price/\$SF:	\$0.25 per SF
Access:	Paved	Sale Price/\$Acre:	\$10,763 per Acre
Highest/Best Use:	Residential (Single-Family)	Grantor:	Bradley McCall et al
Sale Conditions:	Arm's Length	Grantee:	Zachary & Stephanie Alexander
Terms:	Cash	Verified:	Bradley McCall (seller)
Marketing Time:	Unknown		
Rights Conveyed:	Fee Simple		
Tax Parcel No:	1310-201-005, 1310-201-002		
Legal:	10-79-19 ENNIS ESTATES LOT 6 & 7 EX PARCEL A		
Remarks:	Per Bradley McCall (seller), arms length, last 2 lots in development, neighbor bought both lots, seller sold decided to sell both lots together at a slight discount to sell out, he said single lots were selling for \$30,000 a piece so discount was \$5,000, utilities available		





DEFINITIONS

Unless otherwise noted, all definitions are those set forth by the Appraisal Institute, in the *Dictionary of Real Estate Appraisal*, Sixth Edition.

Easement: The right to use another's land for a stated purpose.

identified and quantified. (ASA Glossary)

Eminent Domain: The right of government to take private property for public use upon the payment of just compensation. The Fifth Amendment of the U.S. Constitution, also known as the *takings clause*, guarantees payment of just compensation upon appropriation of private property.

Grantee: A person to whom property is transferred by deed or to whom property rights are granted by a trust instrument or other document.

Grantor: A person who transfers property by deed or grants property rights through a trust instrument or other document.

Fee Simple Estate: Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Highest & Best Use:

Going-Concern Value: 1. An outdated label for the market value of all the tangible and intangible assets of an established and operating business with an indefinite life, as if sold in aggregate; more accurately termed the *market value of the going concern* or *market value of the total assets of the business*.

1. The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permission, physical possibility, financially feasible, and maximum productivity.
2. The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset's existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid. (IVS)
3. [The] highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future. (Uniform Appraisal Standards for Federal land Acquisitions)

2. The market value of an established and operating business including the real property, financial assets, and the intangible assets of the business.

Goodwill:

1. Unidentifiable intangible assets.
2. The amount by which the acquisition price exceeds the fair value of identified assets.
3. The intangible asset arising as a result of name, reputation, customer loyalty, location, products, and similar factors not separately identified. (International Glossary of Business Valuation Terms)
4. The intangible asset arising as a result of elements such as name, reputation, customer loyalty, location, products, and related factors not separately

Leased Fee Estate (Interest): The ownership interest held by the lessor, which includes the right to receive the contract rent specified in the lease plus the reversionary right when the lease expires.



Leasehold Improvements:

Improvements or additions to leased property that have been made by the lessee.

Leasehold Interest: The right held by the lessee to use and occupy real estate for a stated term and under the conditions specified in the lease.

Lessee: One who has the right to occupancy and use of the property of another for a period of time according to a lease agreement.

Lessor: One who conveys the rights of occupancy and use to others under a lease agreement.

Liquidation Value: The most probable price that a specified interest in property should bring under the following conditions:

1. Consummation of a sale within a short time period.
2. The property is subjected to market conditions prevailing as of the date of valuation.
3. Both the buyer and seller acting prudently and knowledgeably.
4. The seller is under extreme compulsion to sell.
5. The buyer is typically motivated.
6. Both parties are acting in what they consider to be their best interests.
7. A normal marketing effort is not possible due to the brief exposure time.
8. Payment will be made in cash in U.S. dollars (or the local currency) or in terms of financial arrangements comparable thereto.
9. The price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

Market Value: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is consummation of a sale as of a specified date and passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised and acting in what they consider their best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.⁷

Obsolescence: One cause of depreciation; an impairment of desirability and usefulness caused by new inventions, changes in design, improved processes for production, or external factors that make a property less desirable and valuable for a continued use; may be either functional or external.

Uniform Standards of Professional Appraisal Practice (USPAP): In the United States, professional standards, developed for appraisers and users of appraisal services by the Appraisal Standards Board of The Appraisal Foundation, that are required for use in federally related transactions. Compliance with USPAP is also required in certain appraisals by state certification and licensing boards.

⁷ Source: Office of the Comptroller of the Currency, effective date August 24, 1990.



Daniel W. Dvorak, MAI
Vice President

Dan joined Iowa Appraisal and Research Corporation in 2006. He is a Certified General Real Property Appraiser and a member of the Appraisal Institute. Dan provides expert witness services and is experienced in providing appraisals for a wide variety of property types including:

- Agricultural, commercial and residential land
- Multifamily, office, and industrial
- Rail corridor
- Religious facility
- Eminent domain appraisal
- Hospitality
- Car wash

Education

Iowa State University, College of Liberal Arts and Sciences
Bachelor of Science, with Distinction, May 2006
Majors in History and Economics

Professional Affiliations

Member, Appraisal Institute (MAI)
Appraisal Institute, Iowa Chapter

State Certification

State of Iowa, Certified General Real Estate Appraiser, CG02880
State of Minnesota, Non-Resident Appraiser: Certified General, 40363667

Representative Assignments

- ±3,500 Acre Farm Land Appraisal for Estate, Dallas County, Iowa
- Existing Church with Proposed Addition, ±50,000 Square Feet Total, Ames, Iowa
- Mixed Use Subdivision, ±35 acres, Norwalk, Iowa
- Hospitality Property, 285 Rooms, West Des Moines, Iowa
- Timberland Subject to Unique Deed Restriction, ±17 acres, Ames, Iowa
- Retail Center, ±35,000 Square Feet, Omaha, Nebraska
- Multiple Property Industrial Appraisal for Divorce, Ames, Iowa
- Office Building for Assessment Appeal, ±400,000 Square Feet, Des Moines, Iowa
- Multiple Property Eminent Domain Appraisal, Ottumwa, Iowa
- Automobile Dealership for Divorce, ±40,000 Square Feet, Johnston, Iowa
- Multiple Bank Branch Appraisal for Agent of FDIC, Various, Iowa
- Multifamily Appraisal, ±100 Units, Ames, Iowa



Clinton N. Glaser
Real Estate Appraiser

Clint joined Iowa Appraisal and Research Corporation in August 2017. He is working towards becoming a Certified General Real Property Appraiser and has completed additional education with regard to that goal. Clint is also following the educational and work-related requirements to become MAI designated. He has supervised experience in providing appraisals for a wide variety of commercial property types, including:

- Commercial
- Agricultural
- Office
- Retail
- Industrial

Education

Kansas State University

B.S. Agricultural Economics, May 2016.

Cloud County Community College

A.S. Business, May 2014.

State Registration

State of Iowa, Associate Real Property Appraiser, AG03566



STATE CERTIFICATIONS



STATE OF IOWA

IOWA DEPARTMENT OF COMMERCE
PROFESSIONAL LICENSING AND REGULATION

THIS IS TO CERTIFY THAT THE BELOW NAMED
HAS BEEN GRANTED A CERTIFICATE AS A
GENERAL REAL PROPERTY APPRAISER

CERTIFICATE NO. CG02880 EXPIRES: 6/30/2018

DVORAK, DANIEL W.
IOWA APPRAISAL
1707 HIGH STREET
DES MOINES, IA 50309



STATE OF IOWA

IOWA DEPARTMENT OF COMMERCE
PROFESSIONAL LICENSING AND REGULATION

This is to certify that the below named has been granted a Registration
as: Associate General Appraiser.

Registration Number: AG03566 Expires: June 30, 2018

Status: Active

Clinton Glaser
Iowa Appraisal and Research Corporation
1707 High St
Des Moines, Iowa 50309



IOWA APPRAISAL AND RESEARCH CORPORATION PRIVACY NOTICE

The implementation of the Gramm-Leach-Bliley Act, effective July 2001, requires all financial service companies (including appraisers) to notify their clients of their (the company's) policies to protect your non-public information.

If you have questions, you can contact us at 515-283-0146.

Iowa Appraisal and Research Corporation understands our clients' concerns about the privacy of their information collected by us. Our company is dedicated to protecting the confidentiality and security of nonpublic personal information we collect about our customers in accordance with applicable laws and regulations. This notice refers to the Company by using terms "us", "we" and "our". This notice describes our privacy policy and describes how we treat non-public personal information that we receive from our clients.

WHY WE COLLECT AND HOW WE USE INFORMATION

We collect and use information for business purposes with respect to our real estate appraisal and consulting services. We gather this information to evaluate our clients' requests for property appraisal and consulting, and to process these requests according to the Uniform Standards of Professional Appraisal Practice, as well as particular requirements an appraisal reviewer may require.

HOW WE COLLECT INFORMATION

Some information collected by us is provided by you, your lender, your attorney or CPA. We receive copies of purchase agreements, copies of income and expense information, copies of building costs and other pertinent information. We also obtain information from public sources, multiple listing services and other appraisers.

HOW WE PROTECT INFORMATION

We require our appraisers and staff to protect the confidentiality of the information we receive from you. We also maintain physical, electronic, and procedural safeguards designed to protect information. When you, your lender, or your attorney orders an appraisal on your behalf, we hold this request in strict confidence. For example, we will not divulge to unrelated parties whether we are or whether we are not completing an appraisal for you. Once the appraisal document has been completed, we will not, unless requested by you, your lender/your attorney (see intended user section of appraisal report) divulge the results of this report to anyone other than the intended user.

TO WHOM INFORMATION MAY BE DISCLOSED

1. The intended users of our services
2. Peer review groups as may be required to continue our professional designations
3. Law enforcement, regulatory, governmental agencies, courts or parties therein pursuant to a subpoena or court order.
4. A review appraiser, performing a review of your appraisal

REAL ESTATE GIFTING AGREEMENT

This Real Estate Gifting Agreement ("Agreement") is made and entered into by **DENNIS R. GRABENBAUER AND BARBARA K. GRABENBAUER**, husband and wife, (hereinafter referred to collectively as "DONOR"), and the **CITY OF MARSHALLTOWN, IOWA**, an Iowa municipal corporation ("CITY"), as of the date of the last signature set forth below ("Effective Date").

The DONOR hereby desires to gift to CITY and CITY desires to accept from DONOR, for the purpose of park land for public use, the real property ("Property") situated in the City of Marshalltown, Marshall County, Iowa, legally described as follows:

Parcel "B" located entirely within Lot "A" of the Subdivision of the SW 1/4 of the NW 1/4 of Section 33, Township 84 N, Range 18 W of the 5th P.M., Marshall County, Iowa described as follows: commencing at the NE corner of said Lot "A", also being the NE corner of the SW 1/4 of the NW 1/4 of said Section 33; thence, S1°52'01"E 339.93' along the E line of said Lot "A" to the point of beginning; thence, continuing S1°52'01"E 440.40' along said E line to the SE corner of said lot "A"; thence S88°39'48"W 209.86' along the S line of said Lot "A"; thence, S88°44'22"W 130.00' along said S line to a SW corner of said Lot "A"; thence, N1°53'10"W 446.06' along the W line of said Lot "A" to a corner on the S line of said lot "A", Also being the NE corner of Lot "C" in said subdivision; thence, N88°58'19"E 340.04' to the point of beginning, containing 3.47 acres. Subject to easements and restrictions of record, if any.

and as depicted on the Plat of Survey attached hereto as "Exhibit A," incorporated herein by this reference, together with any easements and appurtenant servient estates and subject to any reasonable easements of record for public utilities or roads, any zoning restrictions, customary restrictive covenants, and/or mineral reservations of record, if any, upon the following terms and conditions:

1. REAL ESTATE TAXES.

- A. Unless otherwise provided in this Agreement, at closing DONOR shall pay CITY, or CITY shall be given a credit for, taxes from the first day of July prior to possession to the date of possession based upon the last known actual net real estate taxes payable according to public records. However, if such taxes are based upon a partial assessment of the present property improvements or a changed tax classification as of the date of possession, such proration shall be based on the current levy rate, assessed value, legislative tax rollbacks and real estate tax exemptions that will be applicable as shown by the assessor's records on the date of possession.
- B. CITY shall pay all subsequent real estate taxes to the extent required by law.

2. SPECIAL ASSESSMENTS.

- A. DONOR shall pay at time of closing all installments of special assessments which are a lien on the Property and, if not paid, would become delinquent during the calendar year this Agreement is effective, and all prior installments thereof.
- B. Any preliminary or deficiency assessment which cannot be discharged by payment shall be paid by DONOR through an escrow account with sufficient funds to pay such liens when payable, with any unused funds returned to DONOR.

3. LIABILITY. DONOR shall bear the risk of all liability for property damage or bodily injury occurring with respect to the Property during DONOR'S possession of the Property and prior to closing or possession, whichever first occurs. In the event a suit for liability with respect to the Property is filed prior to closing, or in the event DONOR is notified or otherwise learns of an incident giving rise to a suit for liability at any time prior to closing, this Agreement shall, subject to CITY'S discretion, be declared null and void.

4. POSSESSION AND CLOSING. If CITY timely performs all obligations, possession of the Property shall be delivered to CITY upon closing, and any adjustments of rent, insurance, interest and all charges attributable to DONOR'S possession, if any, shall be made as of the date of closing. Closing shall occur after approval of title by CITY and vacation of the Property by DONOR, but no later than 2018, unless otherwise mutually agreed by the parties. This transaction shall be considered closed upon the filing of the title transfer documents by CITY.

5. CONDITION OF PROPERTY. The Property, as of the date of this Agreement, will be preserved by DONOR in its present condition until possession. Except as otherwise provided in this Agreement, DONOR makes no warranties, expressed or implied, as to the condition of the property.

6. ABSTRACT AND TITLE. DONOR shall provide an abstract of title to CITY for the parent parcel from which the Property was split. CITY shall have a new abstract created at its expense. DONOR'S original abstract shall remain DONOR'S property and shall be returned to the DONOR after the new abstract is created. The new abstract shall show marketable title in DONOR in conformity with this Agreement, Iowa law, and title standards of the Iowa State Bar Association. DONOR shall make every reasonable effort to promptly perfect title. If closing is delayed due to DONOR'S inability to provide marketable title, this Agreement shall continue in force and effect until either party rescinds the Agreement after giving ten (10) days' written notice to the other party.

7. SURVEY. CITY, at its expense, has had the Property surveyed and certified by a registered land surveyor prior to closing.

8. ENVIRONMENTAL MATTERS.

- A. DONOR warrants to the best of its knowledge and belief there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances or underground storage tanks located on the Property, the Property does not contain levels of radon gas, asbestos or urea-formaldehyde foam insulation which require remediation

under current governmental standards, and DONOR has done nothing to contaminate the Property with hazardous wastes or substances. DONOR warrants the Property is not subject to any local, state or federal judicial or administrative action, investigation or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances or underground storage tanks. DONOR shall also provide CITY with a properly executed Groundwater Hazard Statement showing no wells, private burial sites, solid waste disposal sites, private sewage disposal system, hazardous waste and underground storage tanks on the Property unless disclosed in an addendum prepared by DONOR and attached hereto and incorporated herein by this reference.

- B. CITY may at its expense, at any time prior to closing, obtain a report from a qualified engineer or other person qualified to analyze the existence or nature of any hazardous materials, substances, conditions or wastes located on the Property. In the event any hazardous materials, substances, conditions or wastes are discovered on the Property, CITY'S obligation hereunder shall be contingent upon the removal of such materials, substances, conditions or wastes or other resolution of the matter reasonably satisfactory to CITY. However, in the event DONOR is required to expend any sum to remove any hazardous materials, substances, conditions or wastes, DONOR shall have the option to cancel this transaction and declare this Agreement null and void. The expense of any inspection shall be paid by CITY. The expense of any action necessary to remove or otherwise make safe any hazardous material, substances, conditions or waste shall be paid by DONOR, subject to DONOR'S right to cancel this transaction as provided above.

9. **DEED.** Upon satisfaction of all obligations and contingences required pursuant to this Agreement, DONOR shall convey the Property to CITY by Warranty Deed, free and clear of all liens, restrictions, and encumbrances, except as provided in this Agreement. General warranties of the title shall extend to the time of delivery of the Deed excepting liens and encumbrances suffered or permitted by CITY.

10. **STATEMENT AS TO LIENS.** DONOR shall be and is responsible for satisfying any and all liens upon the Property, including any mortgage(s) at or prior to closing. CITY shall not be required to complete acceptance of the Property, as otherwise contemplated by this Agreement, absent the satisfaction of such liens.

11. **NOTICE.** Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by certified mail, addressed to the parties at the addresses given below.

12. **GENERAL PROVISIONS.** In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the parties. This Agreement shall survive the closing. This Agreement contains the entire agreement of the parties and shall not be amended, except by a written instrument duly signed by DONOR and CITY. Paragraph headings are for convenience of

reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

13. NO REAL ESTATE AGENT OR BROKER. Neither party has used the service of a real estate agent or broker in connection with this transaction.

14. CERTIFICATION. CITY and DONOR each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly, on behalf of any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorneys' fees and costs) arising from or related to any breach of the foregoing certification.

15. INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM. DONOR represents and warrants to CITY that the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

16. COUNCIL APPROVAL. In the performance of this Agreement, CITY, as a municipal corporation, shall take all action legally required of a municipal corporation relative to the purchase of real property including, but not limited to, considering required resolutions. This Agreement shall be expressly contingent upon approval by the City Council for Marshalltown, Iowa.

17. COUNTERPARTS. This Agreement may be executed in several counterparts, each of which, when so executed and delivered, shall be deemed an original, and all of which, when taken together, shall constitute the same instrument, even though all parties are not signatories to the original or the same counterpart. Furthermore, the parties may execute and deliver this Agreement by electronic means, such as PDF or a similar format. CITY and DONOR agree that delivery of the Agreement by electronic means shall have the same force and effect as delivery of original signatures and that each of the parties may use such electronic signatures as evidence of the execution and delivery of the Agreement by all parties to the same extent as an original signature.

18. EXECUTION. When and if executed by both DONOR and CITY, this Agreement shall become a binding contract.

**DENNIS R. GRABENBAUER AND
BARABARA K. GRABENBAUER**

Dated this _____ day of _____, 2018.

By: _____
Dennis R. Grabenbauer

Address : 140 S 29th St.,
Marshalltown, IA 50158

Telephone: _____

By: _____
Barbara K. Grabenbauer

Address : 140 S 29th St.,
Marshalltown, IA 50158

Telephone: _____

CITY OF MARSHALLTOWN, IOWA,
an Iowa municipal corporation

Dated this _____ day of _____, 2018.

By: _____
Joel Greer, Mayor

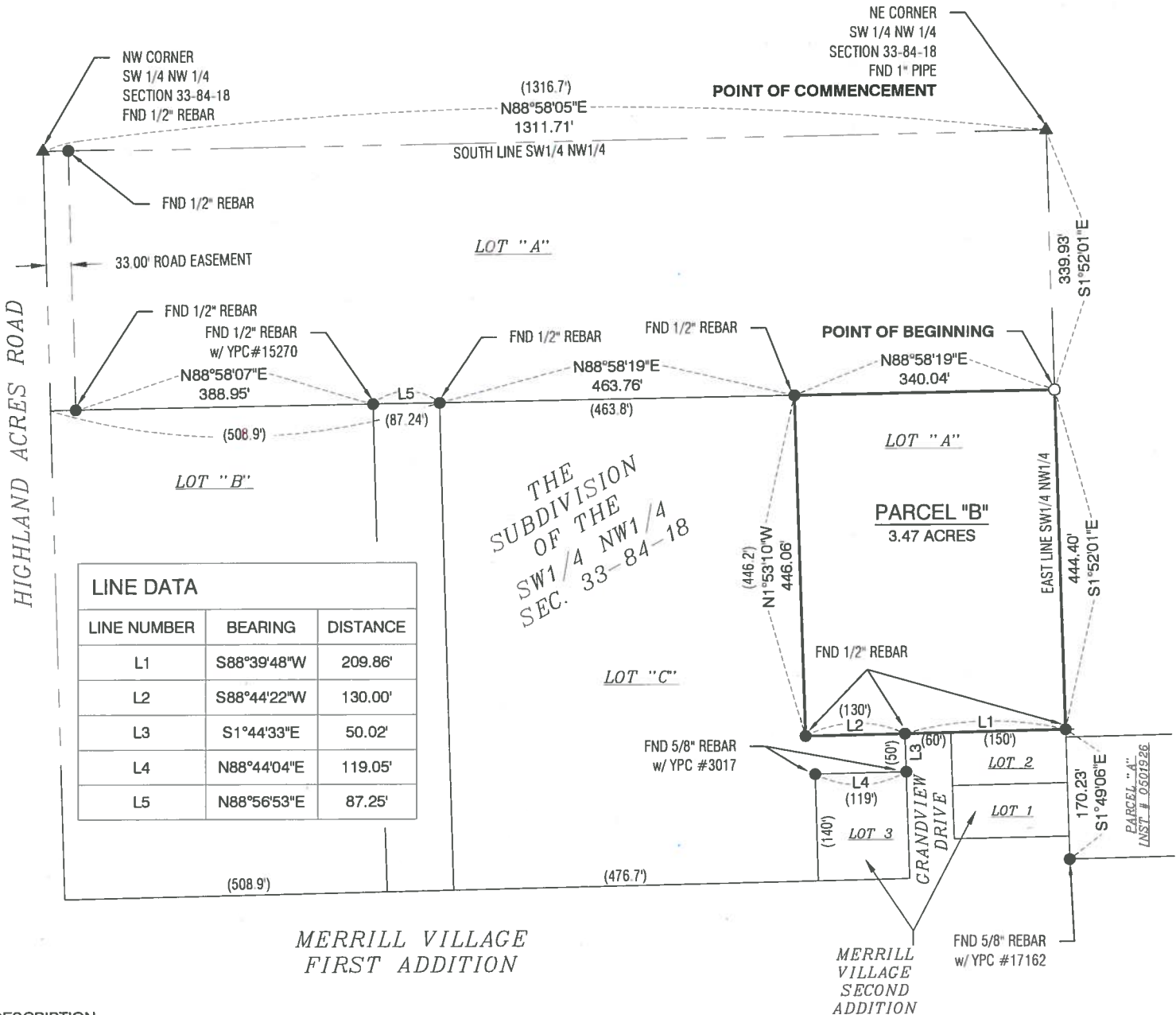
Address: 24 N Center St.,
Marshalltown, IA 50158

Telephone: 641-754-5712

PLAT OF SURVEY

EXHIBIT A

INDEX LEGEND	
LOCATION:	PARCEL "B" LOCATED IN LOT "A" IN THE SUB'D OF THE SW1/4 OF THE NW1/4 OF SECTION 33-84-18, MARSHALL COUNTY, IOWA
PROPRIETOR:	DENNIS R GRABENBAUER AND BARBARA K GRABENBAUER
SURVEY REQUESTED BY:	ANNE SELNESS, CITY OF MARSHALLTOWN
FIELD WORK COMPLETED:	5/16/2018
SURVEY PREPARED BY:	CLAPSADDLE-GARBER ASSOCIATES, INC,
RESPOND TO:	16 EAST MAIN STREET, P.O. BOX 754,
TRAVIS STEWART	MARSHALLTOWN, IOWA 50158
	PHONE 641-752-6701
	TSTEWART@CGACONSULTANTS.COM



DESCRIPTION
PARCEL "B" LOCATED ENTIRELY WITHIN LOT "A" OF THE SUBDIVISION OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 33, TOWNSHIP 84 NORTH, RANGE 18 WEST OF THE 5th P.M., MARSHALL COUNTY, IOWA.
MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT "A", ALSO BEING THE NORTHEAST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 33; THENCE, S1°52'01"E 339.93' ALONG THE EAST LINE OF SAID LOT "A" TO THE POINT OF BEGINNING; THENCE, CONTINUING S1°52'01"E 444.40' ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT "A"; THENCE, S88°39'48"W 209.86' ALONG THE SOUTHERLY LINE OF SAID LOT "A"; THENCE, S88°44'22"W 130.00' ALONG SAID SOUTHERLY LINE TO A SOUTHWESTERLY CORNER OF SAID LOT "A"; THENCE, N1°53'10"W 446.06' ALONG THE WESTERLY LINE OF SAID LOT "A" TO A CORNER ON THE SOUTHERLY LINE OF SAID LOT "A", ALSO BEING THE NORTHEAST CORNER OF LOT "C" IN SAID SUBDIVISION; THENCE, N88°58'19"E 340.04' TO THE POINT OF BEGINNING, CONTAINING 3.47 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

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

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

N

SCALE 1"=200'

TRAVIS R. STEWART
LICENSED
17162
PROFESSIONAL LAND SURVEYOR
IOWA

GRABENBAUER SURVEY
MARSHALL COUNTY

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

Travis R. Stewart, PLS _____ date _____
Iowa License Number 17162
My License Renewal Date is December 31, 2019
Pages or sheets covered by this seal: THIS SHEET

CGA

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

DRAWN CAQ	SHEET NO. 1
DATE 5-25-2018	PROJECT NO. 77860.05

REAL ESTATE TRANSFER - GROUNDWATER HAZARD STATEMENT
TO BE COMPLETED BY TRANSFEROR

TRANSFEROR:

Name Dennis R. Grabenbauer & Barbara K. Grabenbauer

Address 140 S 29th St., Marshalltown, IA 50158

Number and Street or RR

City, Town or P.O.

State

Zip

TRANSFeree:

Name City of Marshalltown

Address 24 N Center St, Marshalltown, IA 50158

Number and Street or RR

City, Town or P.O.

State

Zip

Address of Property Transferred:

Approximately 3.47 acres contained in the undeveloped property described in Addendum

Number and Street or RR

City, Town or P.O.

State

Zip

Legal Description of Property: (Attach if necessary) See 1 in Addendum

1. Wells (check one)

☒ There are no known wells situated on this property.

☐ There is a well or wells situated on this property. The type(s), location(s) and legal status are stated below or set forth on an attached separate sheet, as necessary.

2. Solid Waste Disposal (check one)

☒ There is no known solid waste disposal site on this property.

☐ There is a solid waste disposal site on this property and information related thereto is provided in Attachment #1, attached to this document.

3. Hazardous Wastes (check one)

☒ There is no known hazardous waste on this property.

☐ There is hazardous waste on this property and information related thereto is provided in Attachment #1, attached to this document.

4. Underground Storage Tanks (check one)

☒ There are no known underground storage tanks on this property. (Note exclusions such as small farm and residential motor fuel tanks, most heating oil tanks, cisterns and septic tanks, in instructions.)

☐ There is an underground storage tank on this property. The type(s), size(s) and any known substance(s) contained are listed below or on an attached separate sheet, as necessary.

5. Private Burial Site (check one)

- ☒ There are no known private burial sites on this property.
☐ There is a private burial site on this property. The location(s) of the site(s) and known identifying information of the decedent(s) is stated below or on an attached separate sheet, as necessary.

6. Private Sewage Disposal System (check one)

- ☒ All buildings on this property are served by a public or semi-public sewage disposal system.
☐ This transaction does not involve the transfer of any building which has or is required by law to have a sewage disposal system.
☐ There is a building served by private sewage disposal system on this property or a building without any lawful sewage disposal system. A certified inspector's report is attached which documents the condition of the private sewage disposal system and whether any modifications are required to conform to standards adopted by the Department of Natural Resources. A certified inspection report must be accompanied by this form when recording.
☐ There is a building served by private sewage disposal system on this property. Weather or other temporary physical conditions prevent the certified inspection of the private sewage disposal system from being conducted. The buyer has executed a binding acknowledgment with the county board of health to conduct a certified inspection of the private sewage disposal system at the earliest practicable time and to be responsible for any required modifications to the private sewage disposal system as identified by the certified inspection. A copy of the binding acknowledgment is attached to this form.
☐ There is a building served by private sewage disposal system on this property. The buyer has executed a binding acknowledgment with the county board of health to install a new private sewage disposal system on this property within an agreed upon time period. A copy of the binding acknowledgment is provided with this form.
☐ There is a building served by private sewage disposal system on this property. The building to which the sewage disposal system is connected will be demolished without being occupied. The buyer has executed a binding acknowledgment with the county board of health to demolish the building within an agreed upon time period. A copy of the binding acknowledgment is provided with this form. [Exemption #9]
☐ This property is exempt from the private sewage disposal inspection requirements pursuant to the following exemption [Note: for exemption #9 use prior check box]: _____.
☐ The private sewage disposal system has been installed within the past two years pursuant to permit number _____.

Information required by statements checked above should be provided here or on separate sheets attached hereto:

**I HEREBY DECLARE THAT I HAVE REVIEWED THE INSTRUCTIONS FOR THIS FORM
AND THAT THE INFORMATION STATED ABOVE IS TRUE AND CORRECT.**

Signature: _____ Telephone No.: _____
(Transferor or Agent)

Addendum

1. Parcel "B" located entirely within Lot "A" of the Subdivision of the SW 1/4 of the NW 1/4 of Section 33, Township 84 N, Range 18 W of the 5th P.M., Marshall County, Iowa described as follows: commencing at the NE corner of said Lot "A", also being the NE corner of the SW 1/4 of the NW 1/4 of said Section 33; thence, S1°52'01"E 339.93' along the E line of said Lot "A" to the point of beginning; thence, continuing S1°52'01"E 440.40' along said E line to the SE corner of said lot "A"; thence S88°39'48"W 209.86' along the S line of said Lot "A"; thence, S88°44'22"W 130.00' along said S line to a SW corner of said Lot "A"; thence, N1°53'10"W 446.06' along the W line of said Lot "A" to a corner on the S line of said lot "A", Also being the NE corner of Lot "C" in said subdivision; thence, N88°58'19"E 340.04' to the point of beginning, containing 3.47 acres. Subject to easements and restrictions of record, if any.

RESOLUTION AUTHORIZING ACCEPTANCE OF REAL PROPERTY TO BE DONATED
TO THE CITY OF MARSHALLTOWN, IOWA
BY DENNIS R. GRABENBAUER AND BARBARA K. GRABENBAUER

WHEREAS, Dennis R. Brabenbauer and Barbara K. Grabenbauer desire to donate to the City of Marshalltown, Iowa, as additional park land, approximately 3.47 acres of real property ("Property") adjacent to Bicentennial Park, as described and delineated on the Plat of Survey attached hereto as "Exhibit A," incorporated herein by this reference; and

WHEREAS, the proposed addition of the Property to Bicentennial Park promises to further recreational opportunities for residents of the City of Marshalltown, Iowa.

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

SECTION 1: The acceptance of the gift and title to the Property is declared to be in the best interest of the public.

SECTION 2: The Mayor is hereby authorized to execute and enter into a Gifting Agreement with Dennis R. Brabenbauer and Barbara K. Grabenbauer, to accept a Warranty Deed to the Property from Dennis R. Brabenbauer and Barbara K. Grabenbauer on behalf of the City of Marshalltown, Iowa, and to further do all things necessary to effectuate the above-described gift.

Passed this __ day of _____, 2018, and signed this __ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Sheri L. Coughenour, CMC, City Clerk

Preparer/Return to: Steven C. Leidinger of Lynch Dallas, P.C.,
526 Second Avenue SE, P.O. Box 2457, Cedar Rapids, IA 52406 Phone: (319) 365-9101
Taxpayer Information: City of Marshalltown, 24 N Center St, Marshalltown, IA 50158

WARRANTY DEED

For good and valuable consideration, **Dennis R. Grabenbauer and Barbara K. Grabenbauer**, husband and wife, do hereby convey to **the City of Marshalltown, Iowa**, the real property described as follows:

Parcel "B" located entirely within Lot "A" of the Subdivision of the SW 1/4 of the NW 1/4 of Section 33, Township 84 N, Range 18 W of the 5th P.M., Marshall County, Iowa described as follows: commencing at the NE corner of said Lot "A", also being the NE corner of the SW 1/4 of the NW 1/4 of said Section 33; thence, S1°52'01"E 339.93' along the E line of said Lot "A" to the point of beginning; thence, continuing S1°52'01"E 440.40' along said E line to the SE corner of said lot "A"; thence S88°39'48"W 209.86' along the S line of said Lot "A"; thence, S88°44'22"W 130.00' along said S line to a SW corner of said Lot "A"; thence, N1°53'10"W 446.06' along the W line of said Lot "A" to a corner on the S line of said lot "A", Also being the NE corner of Lot "C" in said subdivision; thence, N88°58'19"E 340.04' to the point of beginning, containing 3.47 acres. Subject to easements and restrictions of record, if any.

This transfer is exempt from revenue stamps and Declaration of Value pursuant to Iowa Code §428A.2(21), this being a deed in which the consideration is five hundred dollars or less.

Grantor does hereby covenant with grantee, and successors in interest, that grantor holds the real estate by title in fee simple; that they have good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances except as may be above stated; and grantor covenants to warrant and defend the real estate against the lawful claims of all persons except as may be above stated. Each of the undersigned hereby relinquishes all rights of dower, homestead, and distributive share in and to the real estate.

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

Dated: _____, 2018.

Dennis R. Grabenbauer

Barbara K. Grabenbauer

STATE OF IOWA,
COUNTY OF MARSHALL, ss:

This instrument was acknowledged before me on the ____ day of _____, 2018, by Dennis R. Grabenbauer and Barbara K. Grabenbauer, known to be to be the same individuals named in and who executed the foregoing agreement and acknowledged that they executed the same as their voluntary act and deed.

Notary Public in and for said State

RESOLUTION AUTHORIZING ACCEPTANCE OF REAL PROPERTY TO BE DONATED
TO THE CITY OF MARSHALLTOWN, IOWA
BY DENNIS R. GRABENBAUER AND BARBARA K. GRABENBAUER

WHEREAS, Dennis R. Brabenbauer and Barbara K. Grabenbauer desire to donate to the City of Marshalltown, Iowa, as additional park land, approximately 3.47 acres of real property (“Property”) adjacent to Bicentennial Park, as described and delineated on the Plat of Survey attached hereto as “Exhibit A,” incorporated herein by this reference; and

WHEREAS, the proposed addition of the Property to Bicentennial Park promises to further recreational opportunities for residents of the City of Marshalltown, Iowa.

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

SECTION 1: The acceptance of the gift and title to the Property is declared to be in the best interest of the public.

SECTION 2: The Mayor is hereby authorized to execute and enter into a Gifting Agreement with Dennis R. Brabenbauer and Barbara K. Grabenbauer, to accept a Warranty Deed to the Property from Dennis R. Brabenbauer and Barbara K. Grabenbauer on behalf of the City of Marshalltown, Iowa, and to further do all things necessary to effectuate the above-described gift.

Passed this __ day of _____, 2018, and signed this __ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

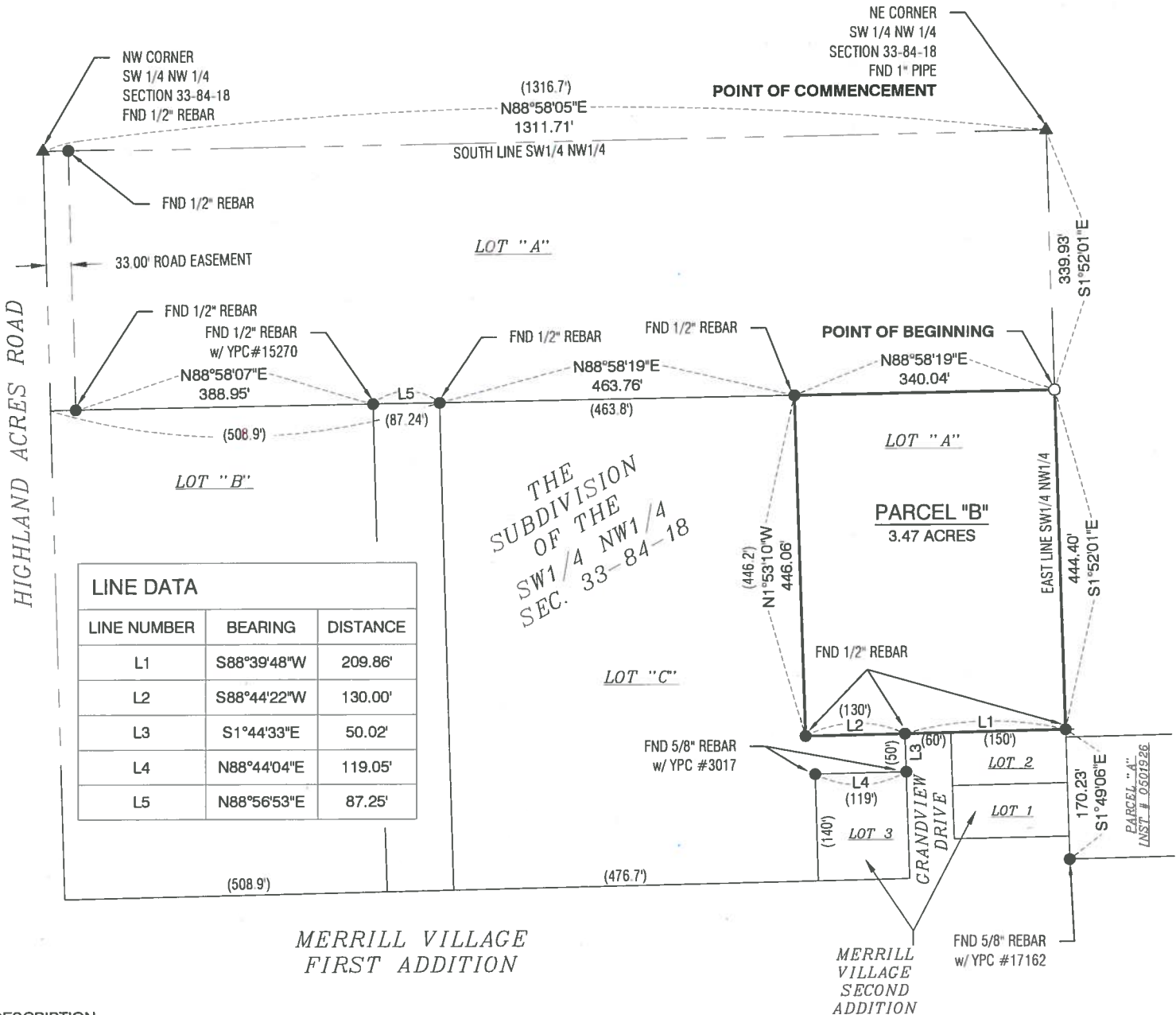
ATTEST:

Sheri L. Coughenour, CMC, City Clerk

PLAT OF SURVEY

EXHIBIT A

INDEX LEGEND	
LOCATION:	PARCEL "B" LOCATED IN LOT "A" IN THE SUB'D OF THE SW1/4 OF THE NW1/4 OF SECTION 33-84-18, MARSHALL COUNTY, IOWA
PROPRIETOR:	DENNIS R GRABENBAUER AND BARBARA K GRABENBAUER
SURVEY REQUESTED BY:	ANNE SELNESS, CITY OF MARSHALLTOWN
FIELD WORK COMPLETED:	5/16/2018
SURVEY PREPARED BY:	CLAPSADDLE-GARBER ASSOCIATES, INC,
RESPOND TO:	16 EAST MAIN STREET, P.O. BOX 754,
TRAVIS STEWART	MARSHALLTOWN, IOWA 50158
	PHONE 641-752-6701
	TSTEWART@CGACONSULTANTS.COM



DESCRIPTION

PARCEL "B" LOCATED ENTIRELY WITHIN LOT "A" OF THE SUBDIVISION OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 33, TOWNSHIP 84 NORTH, RANGE 18 WEST OF THE 5th P.M., MARSHALL COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT "A", ALSO BEING THE NORTHEAST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 33; THENCE, S1°52'01"E 339.93' ALONG THE EAST LINE OF SAID LOT "A" TO THE POINT OF BEGINNING; THENCE, CONTINUING S1°52'01"E 444.40' ALONG SAID EAST LINE TO THE SOUTHEAST CORNER OF SAID LOT "A"; THENCE, S88°39'48"W 209.86' ALONG THE SOUTHERLY LINE OF SAID LOT "A"; THENCE, S88°44'22"W 130.00' ALONG SAID SOUTHERLY LINE TO A SOUTHWESTERLY CORNER OF SAID LOT "A"; THENCE, N1°53'10"W 446.06' ALONG THE WESTERLY LINE OF SAID LOT "A" TO A CORNER ON THE SOUTHERLY LINE OF SAID LOT "A", ALSO BEING THE NORTHEAST CORNER OF LOT "C" IN SAID SUBDIVISION; THENCE, N88°58'19"E 340.04' TO THE POINT OF BEGINNING, CONTAINING 3.47 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

LEGEND:

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

NOTE:

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

GRABENBAUER SURVEY
MARSHALL COUNTY

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

Travis R. Stewart, PLS
Iowa License Number 17162
My License Renewal Date is December 31, 2019
Pages or sheets covered by this seal: THIS SHEET



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

DRAWN CAQ	SHEET NO. 1
DATE 5-25-2018	PROJECT NO. 77860.05



SCALE 1"=200'



**RESOLUTION APPROVING A REORGANIZATION OF THE RECORDS DIVISION TO
CREATE A FULL-TIME PARKING ENFORCEMENT POSITION**

WHEREAS, the Records Division of the Police Department has the following positions budgeted as of July 1, 2018:

- 1 Records Supervisor
- 1 Records Clerk
- 1 Records Clerk/Parking Enforcement; and

WHEREAS, a retirement within the division has allowed for a reorganization of positions, resulting in savings of \$22,277 by converting a Records Supervisor to a Records Clerk;

WHEREAS, utilizing the savings above to support a part-time Records Clerk at an estimated wage of \$15,943 and converting the blended Records/Parking position into a full-time Parking Enforcement position, the following positions are proposed:

- 2.5 Records Clerks
- 1 Parking Enforcement; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the 2.5 Records Clerks and 1 Parking Enforcement Official are hereby approved and the Police Department may begin hiring for the vacant positions immediately.

Passed this 11th day of June, 2018, and signed this ___ day of June, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



POLICE DEPARTMENT

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

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

FROM: Michael W. Tupper
Chief of Police

DATE: 5 June 2018

RE: Full-time Parking Enforcement Position & Reorganization of the Records Unit

Policy Issue: Currently the City employs a part-time parking enforcement officer. This position operates under the umbrella of the police department. The police department is proposing the creation of a full-time parking enforcement position. City policy requires governing body approval for new personnel expenditures or the addition of full-time staffing positions.

Recommendation: Staff recommends converting the part-time parking enforcement position to a full-time position.

Background: Currently the police department has the following positions in the department's records unit.

- 1 Records Supervisor
- 1.5 Records Clerks
- .5 Parking Enforcement

Due to retirements in the police department, department staff is reviewing several reorganization possibilities that will enhance the operational effectiveness and efficiency of the department. Currently, the parking enforcement position is blended with a records clerk position to create one full-time position (50% parking and 50% records). A pending retirement of the Records Supervisor within the police department has allowed for reorganization of positions, resulting in an estimated salary savings of \$22,277.00 by converting a Records Supervisor position to a Records Clerk position.

The police department proposes utilizing this savings to support a part-time Records Clerk and converting the blended Records/Parking position into a full-time Parking Enforcement position. This reorganization if approved would result in the authorization of the following positions in the police department records unit.

- 2.5 Records Clerks
- 1 Parking Enforcement

Making these changes would allow the police department to more efficiently and economically operate the Records Unit. By converting the parking enforcement position from part-time to full-time, the department would have more flexibility to enhance parking enforcement services beyond the downtown area. We would be able to proactively address parking complaints in neighborhoods and provide parking enforcement in additional business districts.

CITY COUNCIL

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

Budget Impact:

Human Resource Director Jill Petermeier analyzed the financial impact of this transition and estimates these changes will result in an estimated net savings of \$6,334.00.

Attachment: None

**RESOLUTION APPROVING A REORGANIZATION OF THE RECORDS POSITION,
CREATING A FULL-TIME PARKING ENFORCEMENT POSITION**

WHEREAS, the Records Division of the Police Department has the following positions budgeted as of July 1, 2018:

- 1 Records Supervisor
- 1 Records Clerk
- 1 Records Clerk/Parking Enforcement; and

WHEREAS, a retirement within the division has allowed for a reorganization of positions, resulting in savings of \$22,277.00 by converting a Records Supervisor to a Records Clerk;

WHEREAS, utilizing the savings above to support a part-time Records Clerk and converting the blended Records/Parking position into a Parking Enforcement position, the following positions are proposed:

- 2.5 Records Clerks
- 1 Parking Enforcement; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the 2.5 Records Clerks and 1 Parking Enforcement Official are hereby approved and the Police Department may begin hiring for the Parking Enforcement Official.

Passed this 11th day of June, 2018, and signed this __ day of June, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

**RESOLUTION APPROVING A FACILITY LEASE AGREEMENT WITH THE NORTHEAST
IOWA AREA AGENCY ON AGING THROUGH DECEMBER 31, 2019**

WHEREAS, the City owns and operates a building at 20 East State Street, which is leased to two entities providing services to senior citizens; and

WHEREAS, the City has not had a lease with the Northeast Iowa Area Agency on Aging (NEI3A) or its local entity of the Marshall County Commission on Aging since April 30, 2012; and

WHEREAS, NEI3A would like to continue to occupy the second floor space as they have been doing until December 31, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, the attached lease agreement is hereby approved with the Northeast Iowa Area Agency on Aging through December 31, 2019.

Passed this ___th day of June, 2018, and signed this ___ day of June, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

LEASE AGREEMENT WITH THE NORTHEAST IOWA AREA AGENCY ON AGING FOR SPACE IN
THE SENIOR CITIZENS BUILDING

This agreement is made and entered into this ___ day of June, 2018, by and between the CITY OF MARSHALLTOWN, IOWA, and the NORTHEAST IOWA AREA AGENCY ON AGING:

WITNESSETH, that the CITY OF MARSHALLTOWN, IOWA, (Lessor) agrees to lease to the NORTHEAST IOWA AREA AGENCY ON AGING (Lessee) the following described premises in Marshalltown, Iowa, to-wit:

The upstairs portion of the building located at 20 East State Street, Marshalltown, Iowa, except for the non-exclusive rights to use of the entry ways to said building, elevator, the machinery room and the boiler room.

1. This Lease Agreement shall commence on the 1st day of July, 2018, and shall continue until 11:59PM on December 31, 2019.
2. The Lessee shall provide two (2) weeks notice of vacating the premise if this should occur prior to December 31, 2019.
3. The monthly rent shall be the sum of \$400.00, or the amount of rent collected by the Lessee for subletting the rented space. Upon the Lessee's vacation of the premises, the City of Marshalltown shall write-off all outstanding debt associated with the Marshall County Commission on Aging.
4. Lessee shall not sell, assign, transfer, convey or assign this Lease Agreement or sublet any part of the demised premises without written consent of Lessor, given by the City Administrator, nor shall Lessee use the same for any purpose other than for a Senior Citizens Center. Lessee shall not discriminate on the basis of race, creed, color, religion, handicap, sex, or any other basis. In the event federal or state funds are used in the operation of this center, any conditions, restrictions or other requirements required or imposed by the federal or state governments shall automatically become a part of this Lease Agreement without any further action by either Party and the Parties shall abide by these requirements.
5. Lessor retains the absolute right to use any portion of the building not leased hereunder as it, in its sole discretion, may deem advisable. Lessor makes no expressed or implied covenant that it will not lease other portions of the building to other groups that may, in fact, be in competitions with Lessee or that may provide similar services or provide similar activities to senior citizens, or to any other groups.
6. This Lease Agreement replaces all other lease agreements, oral or written, existing between the Parties hereto.
7. Lessor shall have rights of entry at all reasonable times and places, into the demised premises, for purposes of inspection, repair or remodeling of any part of the building.
8. Lessor shall pay utility charges and building and equipment repairs. Lessee shall pay rent plus reimburse the city for garbage collection and phone charges.
9. The Lessor shall assist wherever practical with the bookkeeping of the Lessee and may advance, on Lessee's behalf, certain of the costs of Lessee's obligations outlined above for which Lessee will be billed periodically. Failure of Lessee to promptly pay same shall in itself constitute a breach of the Lease Agreement.
10. Lessee agrees to operate said leased premises for the general good of senior citizens and to make such reports as the Marshalltown City Council may, from time to time, request and to keep and maintain the premises in good condition, and to deliver the premises in as good as condition as they received same, ordinary wear and tear excepted.

11. Lessee shall timely pay all its obligations assumed under this Agreement and will permit no violations of laws as to gambling and intemperance, nor shall it permit any acts or business that would vitiate the usual insurance policy and will give Lessor timely notice of any danger to the premises, as well as loss or injury.
12. In the event of breach of the Least Agreement by non-payment or by other failures to conform to the terms of the Lease Agreement, Lessor shall have all rights of any nature and description at its disposal and may proceed under any one or combination of rights, it may, in its sole discretion possess.
13. (a) Lessee agrees to hold the Lessor harmless from any liability arising from the use of the premises by itself, its agents, members, invitees, guests or other persons, and Lessee agrees to hold the Lessor harmless from any liability arising by reason of personal injury to any person or persons on or about the said premises, and Lessee agrees it will carry liability insurance at the following levels: \$1,000,000 per incident with a \$2,000,000 aggregate. A copy of said insurance policy shall be placed on file in the City Clerk's office.

(b) Lessee will make no claim for damages as against Lessor arising out of or occasioned by any leakage or roof, walls, windows, or otherwise, nor arising out of or occasioned by steam, water, sewage, electricity, elements or other conditions not the responsibility of Lessor, beyond Lessor's control or occasioned by sudden and unexpected occurrence, nor for any loss arising out of or occasioned by any of the aforesaid through the negligence of Lessee, its agents, employees or sub-lessees, nor for repairs which are the responsibility or obligation of Lessee and Lessee will notify Lessor of any condition for which Lessor is responsible for repair and Lessor will make repairs being afforded reasonable time therefore considering the availability of labor, materials, strike, lockouts, weather conditions, ice, snow, riots, armed conflict, tornadoes, earthquakes, or other acts of God.

IN WITNESS THEREOF, the parties pursuant to the authority granted by their governing boards of bodies affix their signatures hereto.

CITY OF MARSHALLTOWN

NORTHEAST IOWA AREA AGENCY ON
AGING

Joel T.S. Greer, Mayor

BY:

Shari L. Coughenour, CMC, City Clerk

BY:

MARSHALLTOWN

— I O W A —

City Administrator's Office

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

To: Mayor Greer and the City Council
From: Jessica Kinser, City Administrator
Date: June 7, 2018
RE: NEI3A Lease

Policy Issue: The City Council must approve lease agreements

Recommendation: To approve the resolution as proposed

Background: The Northeast Iowa Area Agency on Aging (NEI3A) has occupied the second floor of the Senior Citizens Building for many years. All agreements prior to April 30, 2012, have been with the Marshall County Commission on Aging to pay the rent for NEI3A. The Commission on Aging has ceased to exist which has created some rent challenges which are addressed in this lease, but will continue to be challenges for the organization beyond the lease period.

I met with Cara Ferch, the Regional Coordinator, who said they could work with the timeline of December 31, 2019, and provided some of their space needs for me to begin looking at. The lease is agreeable to their organization. She provided information on what NEI3A does which I have attached with this memo.

Budget Impact: None

Attachment: Information provided by NEI3A

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



Northeast Iowa Area Agency on Aging

We are a non-profit that serves 18 counties. Our counties are divided into regions. We are region 1 which is made up of Poweshiek, Tama, Hardin, Marshall, Grundy, and Tama counties. We are located upstairs in the Senior Citizens building. Working out of our Marshalltown location is also Valley services. Valley is our contracted meal provider that cooks and transports meals for congregate and home delivered meals in Marshall, Tama, and Poweshiek counties. (Hardin and Grundy counties receive their meals from the Valley kitchen out of Waterloo). Valley also prepares meals and snacks for several preschools in Marshalltown.

NEI3A has two Aging Specialists housed out of the Marshalltown office. The Aging Specialists are our experts on aging who implement all of our services which include:

- long and short term case management which is service coordination, education, and providing options for anyone in any situation age 60 and over
- evidence based programs like Matter of Balance, Better Choices Better Health, and Tai Chi
- caregiver program which provides funding for services, caregiver support, and respite
- Veterans Directed Program – service coordination and funding to allow Veterans to remain in their home versus going into a nursing home
- MIPPA and BEC grants – applications for Medicare savings plans, SNPA, Medicaid
- Elder Abuse Initiative program – assisting seniors to who are being abused get into safe environments. Often working with DHS and / or law enforcement
- NEI3A funds – funds to assist seniors who in gap services when no other funding is available (examples: life line, transportation, homemaker, etc.) This service also requires ongoing case management

NEI3A has one Service Specialist who is housed in the Marshalltown office. Her job is to coordinate home delivered meals in Marshalltown (approximately 80 per day) along with the congregate meals in Marshalltown (approximately 20 per day) along with senior activities education which occur upstairs of the senior center.

NEI3A has one Regional Coordinator, Cara Ferch, for region 1. Her job is to oversee all programs and staff in region 1.

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



RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#9-2 FLOOR COVERINGS FOR ALLIED
CONSTRUCTION SERVICES, INC.
AN INCREASE OF \$2,801.00

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$232,605.00 is hereby accepted and approved.

Passed this 11th day of June 2018, and signed this ____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Change Request Summary

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

CHANGE REQUEST NO.: **CR-031**

DATE: June 1, 2018

SUBJECT: PR #023 – Lobby Modifications

PROPOSED CHANGE DESCRIPTION

Corrado Construction - [Bid Package No. 4-1]

SHEETS A5.5

1. Modify ground face block installation from Type 3 split face to Type 2 ground face at location as shown on Detail 1/A5.5 attached in order to accommodate new bulletin board installation.

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

SHEETS A1.6b, A5.5, Fixtures & Equipment Schedule,

1. Provide pricing to coordinate delivery and install new owner supplied fixtures: F-26-Enclosed Bulletin Board and F-27-Prescription Drug Drop-Box as shown on A5.5 and A7.3.
2. Change fire extinguisher to fire extinguisher and cabinet in lieu of mounting bracket at west wall of Passage C201.

Hilsabeck Schacht - [Bid Package No. 9-1]

SHEETS A1.6b, A3.12, A5.1a, A5.5, A7.3

1. Provide labor and material pricing to add metal framing and gypsum wall at west wall of Passage C201 as shown on Sheet A1.6b.

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

SHEETS A1.6b, A3.12, A3.16a, A5.1a, A5.5, A7.3

1. Add 12"x12" 7271301 Mosaico Naturale Tile Size to CT-8 Olimpia Lavagna on the Color and Materials Schedule on Sheet A4.1.
2. Change CT-1 and CT-2 Product in its entirety on Color & Materials Schedule, Sheet A4.1 as follows: CT-1 Stonepeak Pattern: Simply Modern Color: Simply Grey Sizes: 12" x 12" and 12" x 24" in Lieu of Dal Tile Portfolio Iron Grey and CT-2 Stonepeak Pattern: Simply Modern Color: Simply Black Sizes: 12" x 12", 12"x24", 24" x 24" and Bullnose 3"x12" in Lieu of Dal Tile Portfolio Charcoal.
3. Change on Room Finish Schedule, Sheet A4.1 Room C110 Lobby, C112 Passage and C114 Lobby Floor Finish to "CT-1" in Lieu of CT-1,3.
4. Change on Room Finish Schedule, Sheet A4.1 Stairs S-1 Floor to "CT-5" in Lieu of CT-4. Change keyed Note 20 and 22 to read "CT-5" in lieu of "CT-4".
5. Revise the tile installation on all four elevator walls as shown on Details 2, 3, 4, and 5 on new Sheet A5.5.
6. Update tile corners edge transition profile details and their finishes as shown on A3.16a. Finish ATGB Brushed Nickel anodized aluminum to be used with the Lighter Color Tile CT-4, CT-5, CT-6, CT-7 and CT-9. Finish AGRB Brushed Graphite anodized aluminum to be used with Darker Color Tile CT-8 and CT-12.
7. Delete CT-3 12" x 24" stacked tile border around stairs in Lobby C110/C114 as shown on new sheet A7.3.
8. Change Note 21 on A5.5 to "CT-8" in lieu of "CT-2". Change note on Detail 9/A5.1 to "CT-8" in lieu of "CT-2."

Heartland Finishes - [Bid Package No. 9-3]

SHEETS A3.12, A5.5, A7.2

1. Change Notes P-8 to P-10 on Detail 1/A5.5 and A7.2 in Waiting C204.

2. Change Notes "CMU" on 2/A5.5 to P-1.

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

SHEETS E2.3f

1. Modify layout of data box and reset button as necessary to accommodate enclosed bulletin board installation.
2. Modify installation of electrical devices to be flush with furred out wall at west wall of Passage C201.

Provide all work in accordance with Change Request No. CR #031 dated April 30, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Supplemental Drawing A1.6b, dated 3/28/18
- Revised Sheet A3.12, dated 3/28/18
- Supplemental Drawing A3.16b, dated 3/28/18
- Revised Sheet A5.5, dated 3/28/18
- Revised Sheet A7.3, dated 3/28/18
- Supplemental Drawing E2.3f, dated 3/28/18
- Revised Fixtures & Equipment Schedule, 11 30 00, dated 3/28/18

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
06-1	General	Garling Construction, Inc.	\$ 740.00
09-1	Gypsum Wall Assemblies	Hilsabeck Schacht, Inc.	\$ 1,905.00
09-2	Floor Coverings	Allied Construction	\$ 2,801.00
Total			\$5,446.00

Story Construction Co.
Contractor

Prochaska & Associates
Designer

City of Marshalltown
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Wette

By: William R. Hay III

By: _____

Date: 6-1-18

Date: 6/4/18

Date: _____

cc: Field
File



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 023

Project No.: 160308

DATE ISSUED: 03/29/18

DATE REQUIRED: 04/12/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. Owner's Fixtures "Enclosed Bulletin Board" F-26 and "Prescription Drug Drop-Box" F-27, Owner Furnished/Contractor Installed on Lobby Wall outside P101/P103. See notes on sheet A5.5 and A7.3 as well as updated fixture schedule attached. Note on 1/A5.5 1 accent band of type 3 textured block changed to type 2 ground face to accommodate "flush" installation of bulletin board and electrical items.
2. Add Sheet Note "2", Sheet A7.3 as follows: Owner's prescription drug drop-box. Contractor installed per owner's direction. Note box is a "bolted down installation".
3. Add "12"x12" 7271301 Mosaico Naturale Tile Size to CT-8 Olimpia Lavagna under Color & Materials Schedule, Sheet A4.1.
4. Change CT-1 and CT-2 Product in its entirety on Color & Materials Schedule, Sheet A4.1 as follows: CT-1 Stonepeak Pattern: Simply Modern Color: Simply Grey Sizes: 12" x 12" and 12" x 24" in Lieu of Dal Tile Portfolio Iron Grey and CT-2 Stonepeak Pattern: Simply Modern Color: Simply Black Sizes: 12" x 12", 12"x24", 24" x 24" and Bullnose 3"x12" in Lieu of Dal Tile Portfolio Charcoal.
5. Change on Room Finish Schedule, Sheet A4.1 Room C110 Lobby, C112 Passage and C114 Lobby Floor Finish to "CT-1" in Lieu of CT-1,3.
6. Change on Room Finish Schedule, Sheet A4.1 Stairs S-1 Floor to "CT-5" in Lieu of CT-4.
7. Change on Room Finish Schedule, Sheet A4.1 Passage C201 West Wall Finish to "GB and P-1" in Lieu of CMU and - .
8. See Attached Supplemental Drawing A1.6b for furred out GB wall in Passage C201.
9. Change Fire Extinguisher Bracket to Fire Extinguisher Cabinet at Passage C201 as shown on Supplemental Drawing A1.6b Revise Shop Drawing Quantity as Required.
- ~~10. See Attached Supplemental Drawing A0.12 for main lobby vending machine alcove by the elevator core. Enlarged plan, section and elevation updates to include alcove.~~
11. See Attached Supplemental Drawing A3.16a for updated tile corners edge transition profile details and their finishes. Finish ATGB Brushed Nickel anodized aluminum to be used with the Lighter Color Tile CT-4, CT-5, CT-6, CT-7 and CT-9. Finish AGRB Brushed Graphite anodized aluminum to be used with Darker Color Tile CT-8 and CT-12.
- ~~12. Add receptacles for lobby vending machines. Connect to spare 20/1 breakers in Panel 'L3' as indicated on attached Supplemental Drawing E2.01.~~
13. Relocate lobby phone outlet and panic strip reset button to be on each side of the bulletin board as indicated on attached Supplemental Drawing E2.3f.
14. See Attached Supplemental Drawing A5.1a for Revised Elevation 9/A5.1 and Sheet A5.5 for Revised Elevations 1/A5.5, 2/A5.5, 3/A5.5, 4/A5.5 and 5/A5.5 for further clarification on Lobby Modifications.
15. Delete CT-3 12" x 24" Stacked Tile Border around stairs as shown in Lobby C110/C114 on sheet A7.3. See

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

- attached Revised A7.3 drawing sheet for Lobby Tile Pattern Update.
16. Change Paint Notes P-10 to "P-8" on Elevation 1/A5.5 and A7.2 in Waiting C204.
 17. Change CMU Notes to "P-1" for furred out wall on Elevation 2/A5.5. Install electrical devices to be flush with furred out wall.
 18. Change Key Note 7 to Read "Raised Platform/Bench" in Lieu of Planter/Bench, Sheet A5.5.
 19. Change Key Note 20 to read "CT-5" Stairtread 12" x 12" Tile for Treads and Risers "CT-5"...in Lieu of CT-4, Sheet A5.5.
 20. Change Key Note 21 to read "CT-8" 2" x 2" Mosaic in lieu of CT-2 Sheet A5.5.
 21. Change Key Note 22 to read "CT-5" 12"x12" Stairtread and 12" x 24" Field Tile,in Lieu of CT-4, Sheet A5.5.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATION.....From: A/E To: Owner

We have reviewed the CM's/Contractor's **(proposal) (estimate)** for the change described above and recommend your **(approval) (disapproval)** of the Contract Sum, and **(approval) (disapproval)** of Contract Time.

By: _____ Date: _____

OWNER'S ACTIONFrom: Owner To: A/E

The CM/Contractor is **(authorized) (not authorized)** to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS - ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

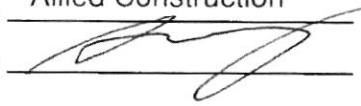
Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	
Overhead and Profit - (15% max.)	\$	
Subtotal	\$	

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	2,667.00
Overhead and Profit - (5% max.)	\$	134.00
Subtotal	\$	

Bond	\$	
GRAND TOTAL	\$	2,801.00

Company: Allied Construction Date: 5/24/2018
 Signature:  Name: Adam Luetje

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: **Justin Nickel, City of Marshalltown**
Bill Huey, Prochaska and Associates
Curt Field, Prochaska and Associates
Mike Welter, Story Construction
Ethan Dix, Story Construction
Jace Christensen, Story Construction



June 4, 2018

Mr. Justin Nickel, P.E.
Public Works Director
City of Marshalltown
24 N. Center Street
Marshalltown, IA 50518

RE: Marshalltown Police & Fire Headquarters Project

Dear Justin,

Story has reviewed the attached Change Requests and recommends approval and incorporation into the appropriate Bid Packages.

Change Requests Required by Scope & Design Changes

<u>Change Request #</u>	<u>Description</u>	<u>Dollar amount</u>
CR-023	PR #024 Workshop F149 Heater	\$ 5,010.21
CR-025	PR #014 FD Wall Heater Circuits 7 Misc.	\$ 5,887.93
CR-030	ASI #014	\$ 723.00
CR-031	PR #023 Lobby Modifications	\$ 5,446.00
CR-032	PR #026 Booking Ext. East Wall	\$ 1,693.74
CR-033	PR #027 Emer. Eyewash Mods Ev. Proc P121	\$ 1,668.00
CR-034	PR #028 Garbage Disposals in Breakrooms	\$ 980.00
CCD-002	Sanitary Manhole	\$ 6,000.00
CCD-003	Imported Sand for Exp. Burnished Concrete Slabs	\$ 7,923.50
CO #004	Con-Struct – Temp Seed & Mulch	\$ 2,330.00
	TOTAL	\$37,662.38

Sincerely,

STORY CONSTRUCTION CO.

Mike Welter
Project Manager

MW:rl

enc: Change Request Summaries

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#7-1 MEMBRANE ROOFING AND WALL
PANELS FOR BLACK HAWK ROOF COMPANY
AN INCREASE OF \$1,133.74

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$569,722.74 is hereby accepted and approved.

Passed this 11rd day of June 2018, and signed this ____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



xCHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: **CR #032**
DATE: **April 19, 2018**
SUBJECT: **PR #026 – Booking Ext. East Wall**

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☒ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☒ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☐ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☒ Black Hawk Roof - [Bid Package No. 7-1] | ☐ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be submitted by no later than 12:00 p.m. on Thursday, May 03, 2018, to Story Construction. Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category. Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Corrado Construction - [Bid Package No. 4-1]
SHEET A2.1

1. Provide labor and material pricing to fill in (3) Type "N" windows with CMU at the east exterior wall of Booking P128.

Hilsabeck Schacht - [Bid Package No. 9-1]
SHEET A2.1

1. Provide labor and material pricing to install sheathing and insulation at (3) Type "N" windows at the east exterior wall of Booking P128.

Black Hawk Roof - [Bid Package No. 7-1]
SHEET A2.1

1. Provide labor and material pricing to infill (3) Type "N" windows with Metal Panels at the east exterior wall of Booking P128.

Provide all work in accordance with Change Request No. CR #032 dated April 19, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- **Revised Sheet, A2.1, dated 4/13/18**

**Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown**

CHANGE REQUEST FOR PRICING
Page 1

**April 19, 2018
CR #032
PR #026 – Booking Ext. East Wall**

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS - ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	N/A
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	N/A
Overhead and Profit - (15% max.)	\$	N/A
Subtotal	\$	N/A

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	504.00
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	564.00
Overhead and Profit - (5% max.)	\$	53.40
Subtotal	\$	1,121.40
Bond	\$	12.34
GRAND TOTAL	\$	1,133.74

Company: Black Hawk Roof Co Date: 5/11/2018
 Signature: [Signature] Name: Michael Kelly

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction



Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters** CHANGE REQUEST NO.: **CR-032**
Marshalltown, IA

DATE: May 22, 2018

SUBJECT: PR #026 – Booking Ext. East Wall

PROPOSED CHANGE DESCRIPTION

Corrado Construction - [Bid Package No. 4-1]

SHEET A2.1

1. Provide labor and material pricing to fill in (3) Type "N" windows with CMU at the east exterior wall of Booking P128.

Hilsabeck Schacht - [Bid Package No. 9-1]

SHEET A2.1

1. Provide labor and material pricing to install sheathing and insulation at (3) Type "N" windows at the east exterior wall of Booking P128.

Black Hawk Roof - [Bid Package No. 7-1]

SHEET A2.1

1. Provide labor and material pricing to infill (3) Type "N" windows with Metal Panels at the east exterior wall of Booking P128.

Provide all work in accordance with Change Request No. CR #032 dated April 19, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Revised Sheet, A2.1, dated 4/13/18

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
07-1	Membrane Roofing & Wall Panels	Black Hawk Roof Company	\$1,133.74
09-1	Gypsum Wall Assemblies	Hilsabeck Schacht	\$ 560.00
Total			\$1,693.74

Story Construction Co. Contractor	Prochaska & Associates Designer	City of Marshalltown Owner
---	---	--------------------------------------

☒ Recommend Acceptance	☒ Recommend Acceptance	☐ Accepted
--	--	-----------------------------------

☐ Do Not Recommend Acceptance	☐ Do Not Recommend Acceptance	☐ Not Accepted
--	--	---------------------------------------

☐ Other	☐ Other	☐ Other
--------------------------------	--------------------------------	--------------------------------

By: <u>Mike Welts</u>	By: <u>William R. Hays III</u>	By: _____
-----------------------	--------------------------------	-----------

Date: <u>5-22-18</u>	Date: <u>5/23/18</u>	Date: _____
----------------------	----------------------	-------------

cc: Field/File



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 026

Project No.: 160308

DATE ISSUED: 04/13/18

DATE REQUIRED: 04/25/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. The Contractor(s) and suppliers shall provide pricing for labor and materials to accomplish the following proposed modifications to the east wall of Booking P128 & Interrogation P129:

A. Delete the three (3) "N" type windows in their entire, and infill the openings with metal panel and cmu to match adjacent interior & exterior wall construction & finishes.

B. Refer to attached Drawing Sheet A2.1, Revised date 4/13/18, for metal panel dimensions.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSE

From: Contractor

To: A/E

A. In accordance with this PR, this CM/Contractor proposes to make changes to the Work as follows:

As an (addition) (deduction) (no change) of \$ _____ to the Contract Sum.

As an (increase) (decrease) (no change) of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor estimates the changes to the Work as follows:

As an (addition) (deduction) (no change) of \$ _____ to the Contract Sum.

As an (increase) (decrease) (no change) of _____ days to the Contract Time.

By: _____

Date: _____

A/E RECOMMENDATION

From: A/E

To: Owner

We have reviewed the CM's/Contractor's (proposal) (estimate) for the change described above and recommend your (approval) (disapproval) of the Contract Sum, and (approval) (disapproval) of Contract Time.

By: _____

Date: _____

OWNER'S ACTION

From: Owner

To: A/E

The CM/Contractor is (authorized) (not authorized) to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____

Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

619 East 19th Street
Cedar Falls, IA 50613
P 319-277-9355
F 319-277-9360



CR # 032

Labor-
9 hours at \$55/per hour= \$504.00

Matieral-
Metal wall panel infill- \$564

Overhead and Profit-
5%=\$53.40

Bond Cost-
1.1%=\$12.34

Total cost CR #032
\$1,133.74

www.blackhawkroof.com
admin@blackhawkroof.com

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#3-1 CONCRETE FOUNDATIONS FOR
CALIBER CONCRETE
AN INCREASE OF \$7,923.50

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$698,608.89 is hereby accepted and approved.

Passed this 11th day of June 2018, and signed this ____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



CONSTRUCTION CHANGE DIRECTIVE NO. CCD-003

Date: April 9, 2017
To: BP 03-1 Caliber Concrete
Subject: Imported Sand for Exposed Burnished Concrete Slabs
Re: **Marshalltown Police & Fire Station Headquarters**
City of Marshalltown
Marshalltown, Iowa

The following change in the contract document is approved and the work is authorized to proceed accordingly. Determine and submit final costs and time adjustments (if any) in accordance with the conditions of the contract. **Document and confirm quantities with the Construction Manager on a daily basis.** This change will be incorporated in a subsequent change order.

DESCRIPTION:

Per the final decision between Prochaska and Associates, Story Construction, Caliber Concrete, and the City of Marshalltown, BP 03-1 Caliber Concrete is directed to provide imported sand in the concrete mix design for the Police and Fire Wing exposed burnished concrete floor slabs. This will help to mitigate pop outs that may occur in the concrete slabs due to the chert content in local sand.

Contractor:

BP 03-1 Caliber Concrete
Provide imported sand for the 1st Floor Police Wing and Fire Wing only. Exposed burnished concrete areas only.

Issued by Story Construction Co.

Ethan Dix
Project Superintendent

Authorized by:

City of Marshalltown
Justin Nickel, Director of Public Works

cc: Mike Welter
Jace Christensen
Rebecca Lensch

309 Audubon Street
P.O. Box 248
Adair, Iowa 50002



Phone 515-979-2004
Fax 888-965-9309
www.caliber-concrete.com

Ethan

To place the 1st floor exposed slabs with Import sand would cost \$7923.50

MS Ticket Detail by Customer

Customer: 44392 - 44392

From Location: 460 - 460

Date Option: Posted Month

Posted Months: 1/18 - 5/18

Ticket Dates: First - Last

Tickets: First - Last

Ticket	Date	Customer Job	Material	UM	Units	Unit Price	Mat'l	Haul	Tax	Invoice #
From Location		Customer P.O.	Description				AMT	AMT	AMT	Batch ID
44392 - CALIBER CONCRETE LLC										
Month: 4/18										
46000148	04/05/18	201 W High St	.3030	CY	10.00	93.25000	932.50	430.00	0.00	891637
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / INT SLABS IMPORT S.							729
46000149	04/05/18	201 W High St	.3030	CY	10.00	93.25000	932.50	430.00	0.00	891637
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / INT SLABS IMPORT S.							729
46000150	04/05/18	201 W High St	.3030	CY	10.00	93.25000	932.50	430.00	0.00	891637
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / INT SLABS IMPORT S.							729
46000153	04/05/18	201 W High St	.3030	CY	4.50	93.25000	419.63	193.50	0.00	891637
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / INT SLABS IMPORT S.							729
46000283	04/26/18	201 W High St	.3040	CY	8.50	98.25000	835.13	365.50	0.00	893850
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							3,968
46000294	04/27/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	894080
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,281
46000295	04/27/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	894080
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,281
46000296	04/27/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	894080
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,281
46000297	04/27/18	201 W High St	.3040	CY	4.50	98.25000	442.13	193.50	0.00	894080
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,281
46000315	04/30/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	894635
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,544
46000316	04/30/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	894635
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,544
46000318	04/30/18	201 W High St	.3040	CY	7.00	98.25000	687.75	301.00	0.00	894635
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,544
04/18 Total:					104.50		10,094.64	4,493.50	0.00	
Month: 5/18										
46000363	05/09/18	201 W High St	.3040	CY	5.50	98.25000	540.38	236.50	0.00	895885
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							1,535
46000374	05/10/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896303
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,072
46000375	05/10/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896303
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,072
46000376	05/10/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896303
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,072
46000377	05/10/18	201 W High St	.3040	CY	7.50	98.25000	736.88	322.50	0.00	896303
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,072
46000404	05/15/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896811
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,709
46000407	05/15/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896811
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,709
46000408	05/15/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896811
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,709
46000413	05/16/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896988
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,853
46000416	05/16/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896988
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,853
46000418	05/16/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	896988
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,853
46000420	05/16/18	201 W High St	.3040	CY	7.00	98.25000	687.75	301.00	0.00	896988
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							2,853
46000425	05/17/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	897210
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							3,072
46000427	05/17/18	201 W High St	.3040	CY	6.00	98.25000	589.50	258.00	0.00	897210
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							3,072
46000431	05/18/18	201 W High St	.3040	CY	10.00	98.25000	982.50	430.00	0.00	897377
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							3,345
46000432	05/18/18	201 W High St	.3040	CY	9.00	98.25000	884.25	387.00	0.00	897377
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							3,345
46000456	05/23/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898091
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,135
46000457	05/23/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898091
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,135
46000459	05/23/18	201 W High St Marsha	.3040	CY	5.50	98.25000	540.38	236.50	0.00	898091
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,135
46000461	05/24/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898382
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,366
46000462	05/24/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898382
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,366
46000464	05/24/18	201 W High St Marsha	.3040	CY	5.00	98.25000	491.25	215.00	0.00	898382
460		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,366

MS Ticket Detail by Customer

Customer: 44392 - 44392

From Location: 460 - 460

Date Option: Posted Month

Posted Months: 1/18 - 5/18

Ticket Dates: First - Last

Tickets: First - Last

Ticket	Date	Customer Job	Material	UM	Units	Unit Price	Mat'l	Haul	Tax	Invoice #
From Location		Customer P.O.	Description				AMT	AMT	AMT	Batch ID
46000477 460	05/25/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898625
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,622
46000478 460	05/25/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898625
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,622
46000480 460	05/25/18	201 W High St Marsha	.3040	CY	1.50	98.25000	147.38	64.50	0.00	898625
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,622
46000492 460	05/29/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898921
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,962
46000495 460	05/29/18	201 W High St Marsha	.3040	CY	10.00	98.25000	982.50	430.00	0.00	898921
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,962
46000498 460	05/29/18	201 W High St Marsha	.3040	CY	3.00	98.25000	294.75	129.00	0.00	898921
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR /M-R/ IMP SAND							4,962
46000516 460	05/30/18	201 W High St	.3013	CY	1.00	64.00000	64.00	43.00	0.00	899355
		MARSHALLTOWN POLICE/	7 BAG GROUT 20%ASH							5,396
46000517 460	05/30/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899199
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,272
46000519 460	05/30/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899199
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,272
46000520 460	05/30/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899199
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,272
46000521 460	05/30/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899199
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,272
46000542 460	05/31/18	201 W High St	.3013	CY	1.00	64.00000	64.00	43.00	0.00	899343
		MARSHALLTOWN POLICE/	7 BAG GROUT 20%ASH							5,390
46000543 460	05/31/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899342
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,390
46000544 460	05/31/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899342
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,390
46000545 460	05/31/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899342
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,390
46000546 460	05/31/18	201 W High St Marsha	.3040	CY	10.00	78.25000	782.50	430.00	0.00	899342
		MARSHALLTOWN POLICE/	4000 NO ASH/NO AIR / M-R/ INT SLABS							5,390
05/18 Total:					322.00		29,968.02	13,846.00	0.00	
44392 - CALIBER CONCRETE LLC Total:					426.50		40,062.66	18,339.50	0.00	
Grand Total					426.50		40,062.66	18,339.50	0.00	

From: [Ethan Dix](#)
To: [Rebecca Lensch](#)
Subject: FW: [FWD: FW: Imported Sand yards]
Date: Monday, June 4, 2018 9:58:54 AM

This states pricing per yard.
 $23 \times 344.5 = \$7923.50$

Ethan Dix | Superintendent
Story Construction
515.291.5448 cell | ethan.dix@storycon.com

From: jasonmartin@caliber-concrete.com [mailto:jasonmartin@caliber-concrete.com]
Sent: Monday, June 04, 2018 9:36 AM
To: Ethan Dix <ethan.dix@storycon.com>
Subject: RE: [FWD: FW: Imported Sand yards]

The old email said \$23 for import

----- Original Message -----

Subject: [FWD: FW: Imported Sand yards]
From: <jasonmartin@caliber-concrete.com>
Date: Mon, June 04, 2018 9:34 am
To: "Ethan Dix" <ethan.dix@storycon.com>

----- Original Message -----

Subject: FW: Imported Sand yards
From: <mikenoland@caliber-concrete.com>
Date: Mon, June 04, 2018 9:32 am
To: <jasonmartin@caliber-concrete.com>

From: Julie Kelley <juliek@manatts.com>
Sent: Friday, June 1, 2018 4:05 PM
To: mikenoland@caliber-concrete.com
Subject: Imported Sand yards

Hi Mike

It looks like everything Caliber poured from 1/1/18 through 5/31/18 on the Marshalltown Police/Fire project had imported sand except 2 yards of grout on the 30th & 31st of May & 80 yards of 4000 no ash poured on the 30th & 31st of May. So, total yards of mixes with imported sand were 344.5.

I am attaching the detail report showing the totals. The non-imported sand yards are the last 10 entries on page 2 of the attachment.

Please let me know if you have any questions.

Thanks & have a great weekend.

Julie Kelley
Manatt's Inc.
PO Box 535
Brooklyn, IA 52211
641.522.9206 ext 215
641.522.5594 Fax
juliek@manatts.com





PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 023

Project No.: 160308

DATE ISSUED: 03/29/18

DATE REQUIRED: 04/12/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. Owner's Fixtures "Enclosed Bulletin Board" F-26 and "Prescription Drug Drop-Box" F-27, Owner Furnished/Contractor Installed on Lobby Wall outside P101/P103. See notes on sheet A5.5 and A7.3 as well as updated fixture schedule attached. Note on 1/A5.5 1 accent band of type 3 textured block changed to type 2 ground face to accommodate "flush" installation of bulletin board and electrical items.
2. Add Sheet Note "2", Sheet A7.3 as follows: Owner's prescription drug drop-box. Contractor installed per owner's direction. Note box is a "bolted down installation".
3. Add "12"x12" 7271301 Mosaico Naturale Tile Size to CT-8 Olimpia Lavagna under Color & Materials Schedule, Sheet A4.1.
4. Change CT-1 and CT-2 Product in its entirety on Color & Materials Schedule, Sheet A4.1 as follows: CT-1 Stonepeak Pattern: Simply Modern Color: Simply Grey Sizes: 12" x 12" and 12" x 24" in Lieu of Dal Tile Portfolio Iron Grey and CT-2 Stonepeak Pattern: Simply Modern Color: Simply Black Sizes: 12" x 12", 12"x24", 24" x 24" and Bullnose 3"x12" in Lieu of Dal Tile Portfolio Charcoal.
5. Change on Room Finish Schedule, Sheet A4.1 Room C110 Lobby, C112 Passage and C114 Lobby Floor Finish to "CT-1" in Lieu of CT-1,3.
6. Change on Room Finish Schedule, Sheet A4.1 Stairs S-1 Floor to "CT-5" in Lieu of CT-4.
7. Change on Room Finish Schedule, Sheet A4.1 Passage C201 West Wall Finish to "GB and P-1" in Lieu of CMU and -.
8. See Attached Supplemental Drawing A1.6b for furred out GB wall in Passage C201.
9. Change Fire Extinguisher Bracket to Fire Extinguisher Cabinet at Passage C201 as shown on Supplemental Drawing A1.6b Revise Shop Drawing Quantity as Required.
- ~~10. See Attached Supplemental Drawing A3.12 for main lobby vending machine alcove by the elevator core. Enlarged plan, section and elevation updates to include alcove.~~
11. See Attached Supplemental Drawing A3.16a for updated tile corners edge transition profile details and their finishes. Finish ATGB Brushed Nickel anodized aluminum to be used with the Lighter Color Tile CT-4, CT-5, CT-6, CT-7 and CT-9. Finish AGRB Brushed Graphite anodized aluminum to be used with Darker Color Tile CT-8 and CT-12.
- ~~12. Add receptacles for lobby vending machines. Connect to spare 20/1 breakers in Panel 'L3' as indicated on attached Supplemental Drawing E2.0f.~~
13. Relocate lobby phone outlet and panic strip reset button to be on each side of the bulletin board as indicated on attached Supplemental Drawing E2.3f.
14. See Attached Supplemental Drawing A5.1a for Revised Elevation 9/A5.1 and Sheet A5.5 for Revised Elevations 1/A5.5, 2/A5.5, 3/A5.5, 4/A5.5 and 5/A5.5 for further clarification on Lobby Modifications.
15. Delete CT-3 12" x 24" Stacked Tile Border around stairs as shown in Lobby C110/C114 on sheet A7.3. See

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

attached Revised A7.3 drawing sheet for Lobby Tile Pattern Update.

16. Change Paint Notes P-10 to "P-8" on Elevation 1/A5.5 and A7.2 in Waiting C204.
17. Change CMU Notes to "P-1" for furred out wall on Elevation 2/A5.5. Install electrical devices to be flush with furred out wall.
18. Change Key Note 7 to Read "Raised Platform/Bench" in Lieu of Planter/Bench, Sheet A5.5.
19. Change Key Note 20 to read "CT-5" Stairtread 12" x 12" Tile for Treads and Risers "CT-5"...in Lieu of CT-4, Sheet A5.5.
20. Change Key Note 21 to read "CT-8" 2" x 2" Mosaic in lieu of CT-2 Sheet A5.5.
21. Change Key Note 22 to read "CT-5" 12"x12" Stairtread and 12" x 24" Field Tile,in Lieu of CT-4, Sheet A5.5.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATIONFrom: A/E To: Owner

We have reviewed the CM's/Contractor's **(proposal) (estimate)** for the change described above and recommend your **(approval) (disapproval)** of the Contract Sum, and **(approval) (disapproval)** of Contract Time.

By: _____ Date: _____

OWNER'S ACTIONFrom: Owner To: A/E

The CM/Contractor is **(authorized) (not authorized)** to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us



GENERAL CONTRACTORS SINCE 1971

Marshalltown Police and Fire Station Headquarters

05-14-18

CR 031 / PR 023

Lobby Modifications:

Labor:

Add installation for owner-supplied Enclosed Bulletin Board (F-26)

(3 hrs @ \$54.00 / hr) = \$ 162.00

Add installation for owner-supplied Prescription Drug Drop-Box (F-27)

(4 hrs @ \$54.00 / hr) = \$ 216.00

Add installation of fire-treated wood backing and fire extinguisher cabinet in lieu of fire extinguisher bracket

(1.5 hrs @ \$54.00 / hr) = \$ 81.00

ADD = \$ 459.00

Materials:

Additional wood backing materials for fire extinguisher cabinet

(2 pcs. Danback @ \$7.00 / pc) = \$ 14.00

EPCO:

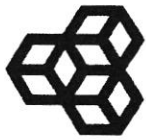
Add for fire extinguisher cabinet in

Lieu of fire extinguisher bracket = \$ 148.00

Miscellaneous fasteners

= \$ 10.00

Net ADD = \$ 172.00



EPCO

DIVISION 10 SPECIALTIES

Quoted To:	Garling Construction
Attention:	
Email/Fax:	kmeyeraan@garlingconstruction.com

Quote #	7977A
Project	Marshalltown PD & FD station
Location	Marshalltown, IA
Addenda Acknowledged	0
Date	May 3, 2018
Quotation valid until	August 1, 2018
Quote by	Brent@epcoltdinc.com

Description	Price
<u>Added Fire Extinguisher Cabinet per CR#031</u> To add 1 - fire extinguisher cabinet results in an add of	\$148.00
<i>NOTE: Manufacturers bid are per plans and specifications.</i>	
Terms and Conditions 1. Prices DO NOT include sales tax 2. Prices are quoted delivered to job site 3. Prices are quoted to include one shipment per item, multiple shipments will incur additional charges 4. Fasteners provided for toilet partitions only. We exclude all other fasteners. 5. Lift gate deliveries and reconsignments will result in extra freight charges. 6. Prices are for material only unless otherwise noted 7. Net 30 days, we are a supplier not a contractor, and as such cannot allow retention to be held 8. Prices do not include costs of electronic billing (i.e. Textura or similar)	

To accept this quotation sign here and return: _____ Date: _____

• EPCO Ltd., Inc • 1159 East Pierce Street • Council Bluffs, IA 51503 • P 712.322.0308 • F 712.323.7575 • epcoltdinc.com •

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#2-1 SITE DEMOLITION AND
EARTHWORK FOR CON-STRUCT, INC.
AN INCREASE OF \$8,330.00

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$644,875.25 is hereby accepted and approved.

Passed this 11rd day of June 2018, and signed this ____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



CHANGE ORDER

Owner ☐
Architect ☐
Construction Manager ☐
Bid Package Contractor ☐

PROJECT: **Marshalltown Police & Fire Station Headquarters**
City of Marshalltown
Marshalltown, Iowa

CHANGE ORDER NO.: 004

DATE: May 2, 2018

CONTRACT FOR: **Bid Package No. 2-1**

CONTRACTOR: **Con-Struct, Inc.**
1710 East Main Street
Marshalltown, Iowa 50158

THE CONTRACT IS CHANGED AS FOLLOWS:

Temp Seed & Mulch (\$.05 per Sqft) 1.07 AcresAdd \$2,330.00
(Per Unit Price #3 referenced in Bid Package 02-1)

Current Contract Amount:	\$ 642,545.25
Contract Amount will be increased by this Change Order:	\$ 2,330.00
New Contract Amount including this Change Order:	\$ 644,875.25

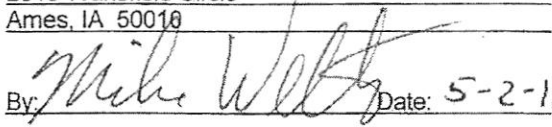
Not valid until signed by the Construction Manager, Contractor, Architect, and Owner.

STORY CONSTRUCTION CO.

Construction Manager

2810 Wakefield Circle

Ames, IA 50010

By: 

Date: 5-2-18

PROCHASKA & ASSOCIATES

Architect

11317 Chicago Circle

Omaha, NE 68154

By: 

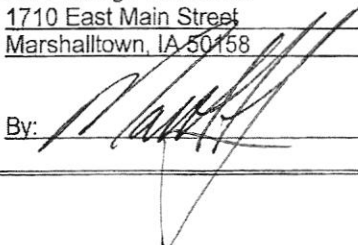
Date: 5/7/18

CON-STRUCT, INC.

Bid Package Contractor

1710 East Main Street

Marshalltown, IA 50158

By: 

Date: 5-2-18

CITY OF MARSHALLTOWN

Owner

24 N. Center St.

Marshalltown, IA 50158

By: _____

Date: _____



CONSTRUCTION CHANGE DIRECTIVE NO. CCD-002

Date: January 24, 2017

To: BP 02-1 Con-Struct
BP 22-1 Tony's Plumbing

Subject: Sanitary Manhole

Re: **Marshalltown Police & Fire Station Headquarters**
City of Marshalltown
Marshalltown, Iowa

The following change in the contract document is approved and the work is authorized to proceed accordingly. Determine and submit final costs and time adjustments (if any) in accordance with the conditions of the contract. **Document and confirm quantities with the Construction Manager on a daily basis.** This change will be incorporated in a subsequent change order.

DESCRIPTION:

Per the direction of the Marshalltown Wastewater Superintendent, provide and install a sanitary sewer manhole in lieu of the (2) two-way cleanouts as shown on the attached drawing. Manhole is to have a sealed lid.

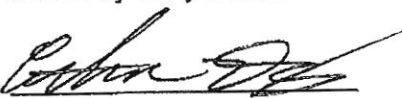
Contractor:

- BP 02-1 Con-Struct
- BP 22-1 Tony's Plumbing

Provide and install sanitary manhole
Provide deduct pricing for two-way cleanouts

Attachment A: Sanitary Manhole Change

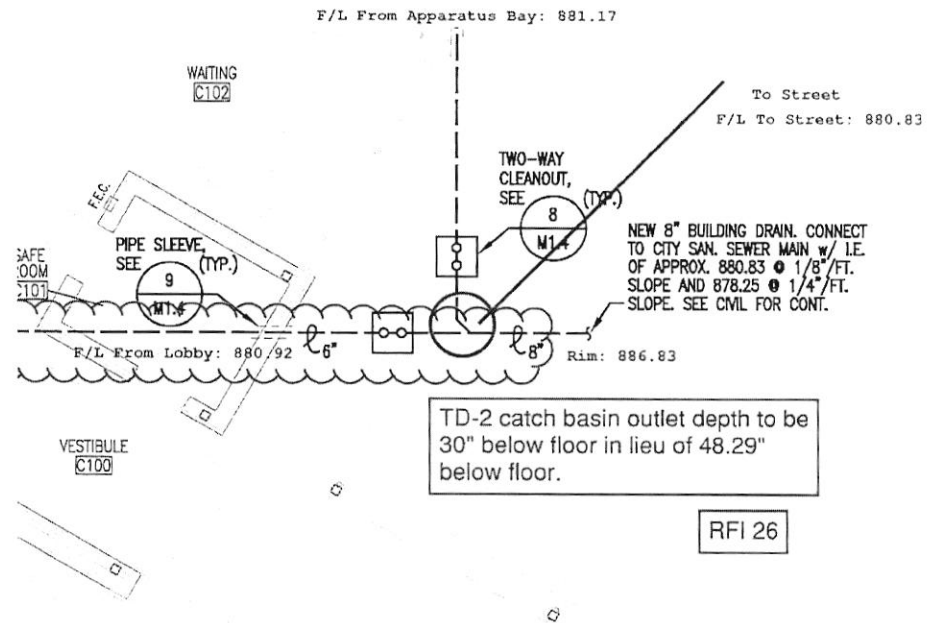
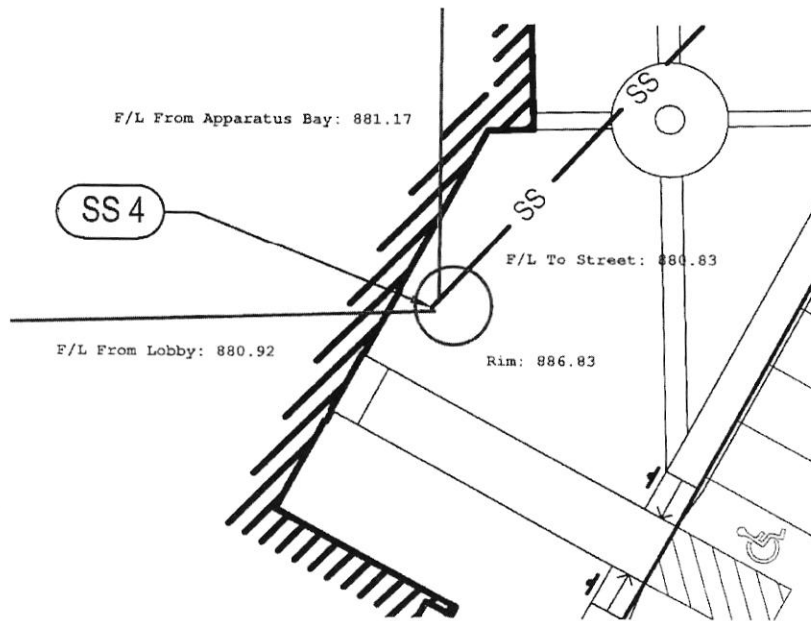
Issued by Story Construction Co.


Ethan Dix
Project Superintendent

Authorized by:


City of Marshalltown
Justin Nickel, Director of Public Works

cc: Mike Welter
Jace Christensen
Rebecca Lensch



Install sanitary sewer manhole instead of the two-way cleanouts per the direction of the Marshalltown Wastewater superintendent.
Provide sealed lid manhole.

RFI 26

Con-Struct Inc.

1710 E. Main Street
Marshalltown, Iowa 50158
641-752-1865
FAX-752-5905

CCD -002 Sanitary Manhole

Date: 2/1/18

Project Name: Marshalltown Police and Fire Headquarters

Scope: provide and install sanitary manhole in lieu of the (2) two-way cleanouts next to the building. Manhole to have an sealed lid.

Price:

Sanitary sewer manhole = \$6000.00

A handwritten signature in black ink, appearing to read 'Matthew A. Jensen', is written over a horizontal line.

Matthew A. Jensen

Vice President

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#26-1 ELECTRICAL COMMUNICATIONS
& SECURITY FOR DEVRIES ELECTRIC
AN INCREASE OF \$7,080.14

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$1,035,965.72 is hereby accepted and approved.

Passed this 11th day of June 2018, and signed this ____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Change Request Summary

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

CHANGE REQUEST NO.: **CR-023**

DATE: April 11, 2018

SUBJECT: PR #024 Workshop F149 Water Heater

PROPOSED CHANGE DESCRIPTION

Tony's Plumbing & Heating - [Bid Package No. 22-1]

SHEETS M1.3a

1. Provide and install new Electric Water Heater (EWH-1), piping, expansion tank, fittings, and accessories required for a complete system to provided domestic hot water supply to SK-6 in Workshop F149 as shown on Supplemental Drawing M1.3a. Contractor to provide and install drain pan with condensate line to drain.
2. Provide and install steel angle brackets and mount water heater on brackets as specified on Note 1 of the Electric Water Heater Schedule.
3. Provide and install new service sink faucet for SK-6 as specified on Note 1 on Supplemental Drawing M1.3a.

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

SHEETS E2.4a

1. Provide and install new 25/2 circuit breaker for EWH-1 and connect to EWH-1 as shown on E2.4a.

Provide all work in accordance with Change Request No. CR #023 dated March 14, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Supplemental Drawing M1.3a, dated 2/21/18
- Supplemental Drawing E2.4a, dated 2/21/18

SUMMARY OF COST BREAKDOWN:

BP#	Bid Package Name	Contractor	Amount
22-1	Plumbing & Mechanical	Tony's Plumbing & Heating	\$3,818.00
26-1	Electrical, Comm & Security	DeVries Electric	\$1,192.21
Total			\$5,010.21

Story Construction Co.
Contractor

Prochaska & Associates
Designer

City of Marshalltown
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Webb

By: William R. Haug III

By: _____

Date: 4-24-18

Date: 5/1/18

Date: _____

cc: Field/File



Change Request Summary

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

CHANGE REQUEST NO.: **CR-025**

DATE: April 11, 2018

SUBJECT: PR #014 – Wall Heater Circuits & Misc.

PROPOSED CHANGE DESCRIPTION

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

SHEETS E2.1c, E2.1f

1. Provide and install additional work to connect Electric Wall Heaters. Provide two 25/1 circuit breakers for Panel 'HE1'. Generator circuits shown for clarification. See attached Supplemental Drawing E2.1c.
2. Provide and install receptacles for intercom power supplies as shown on E2.1c.
3. Provide and install new GFI receptacle on roof as shown on E2.1f.
4. Modify receptacles at Sallyport to be GFI, WP receptacles as shown on E2.1f.

Provide all work in accordance with Change Request No. CR #025 dated March 14, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Supplemental Drawing E2.1c, dated 3/2/18
- Supplemental Drawing E2.1f, dated 3/2/18

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
26-1	Electrical, Comm & Security	DeVries Electric	\$5,887.93
Total			\$5,887.93

Story Construction Co.
Contractor

Prochaska & Associates
Designer

City of Marshalltown
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: [Signature]

By: [Signature]

By: _____

Date: 4-11-18

Date: 4/17/18

Date: _____

cc: Field
File



De Vries Electric INC.

Electrical Designing & Contracting

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

PROPOSAL REQUEST

April 2, 2018

To: Story Construction
2810 Wakefield Circle
Ames, IA 50010

Attn: Jace Christensen

Re: Marshalltown Police & Fire Station HQ
909 South 2nd Street
Marshalltown, IA 50518
CR#023 <Workshop F149 Water Heater>

Jace:

Please see the enclosed change request CR#023 - Workshop F149 Water Heater to provide and install wiring for added power shown on E2.4a.

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

ADD/DEDUCT:

- Material
- Labor

\$143.41
7.11 hrs.

Quantity	Item Name
1	25AMP 2 POLE BKR
1	2 POLE BKR LOCK BRLW2
40	3/4 EMT
2	3/4 EMT CONN
4	3/4 EMT COUP
1	4/S BOX
1	4/S SG EXT RING
1	4/S BLANK COVER
1	BOX SUPPORT
6	3/4 EMT STRAP
6	1/2 FLEX
2	1/2 FLEX CONN
150	10 THHN CU
~	MISC. FASTNERS & TERMINATIONS



DeVries Electric *INC.*

Electrical Designing & Contracting

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

TOTAL MATERIAL ADD	\$	143.41
TOTAL MATERIAL DEDUCT	\$	-
SALES TAX EXEMPT	\$	-
MATERIAL SUBTOTAL	\$	143.41
TOTAL LABOR ADD (7.11 hr. x \$72.54)	\$	515.76
TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)	\$	-
PROJECT MANAGER (1 hr. x \$89.50)	\$	89.50
PROJECT COORDINATOR (.5 hr. x \$55.57)	\$	27.79
ESTIMATOR (.5 hr. x \$89.50)	\$	44.75
BIM/CAD	\$	-
LABOR SUBTOTAL	\$	677.79
MATERIAL & LABOR SUBTOTAL	\$	821.20
OTHER ITEMS:		
COORDINATION/LAYOUT/AS-BUILTS (1 hr. x \$72.54)	\$	72.54
EQUIPMENT	\$	-
RENTAL EQUIPMENT	\$	-
EXPENDABLE TOOLS (3% Mat.)	\$	4.30
TOOLS/EQUIP. (5% Lab.)	\$	33.89
FIRE/SOUND CAULKING (3% Mat. + Lab.)	\$	24.64
CLEAN-UP LABOR (2% Subtotal + Subcont.)	\$	46.25
SAFETY (2% Lab.)	\$	13.56
TESTING/START-UP/CXM	\$	-
PERMITS/INSPECTIONS	\$	-
COREDILLING	\$	-
FREIGHT	\$	-
FUEL/TRAVEL	\$	-
TONER TRUCK DELIVERY	\$	-
STORAGE	\$	-
SHOP LABOR	\$	-
DRAWINGS/CAD PLOT/XEROX	\$	-
OTHER ITEMS SUBTOTAL	\$	195.17
SUBTOTAL	\$	1,016.38
OVERHEAD FEE (15%)	\$	152.46
SUBCONTRACTOR	\$	-
OVERHEAD FEE (5%)	\$	-
INSURANCE	\$	23.38
TOTAL	\$	1,192.21

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

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

Sincerely,
DEVRIES ELECTRIC, INC.

Derek Van Dyke

Derek Van Dyke
Project Manager

Cc: DVV, SDV, File



DeVries Electric Inc.

Electrical Designing & Contracting

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

PROPOSAL REQUEST

April 2, 2018

To: Story Construction
2810 Wakefield Circle
Ames, IA 50010

Attn: Jace Christensen

Re: Marshalltown Police & Fire Station HQ
909 South 2nd Street
Marshalltown, IA 50518
CR#025 < PR#014 Wall Heater Circuits & Misc.>

Jace:

Please see the enclosed change request CR#025 - PR#014 Wall Heater Circuits & Misc. to provide and install wiring for added power shown on E2.1c and E2.1f. Note RTU-3 is in Evidence Garage and added roof outlet was tied onto Panel L2 circuit 10.

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

ADD/DEDUCT:

- Material

\$1,202.47

- Labor

43.21 hrs.

Quantity	Item Name
2	25AMP 1 POLE BKR 277V FD1025
2	MASON SUPERVISION
260	3/4 EMT
5	3/4 RGD
10	3/4 EMT CONN
16	3/4 EMT COUP
30	3/4 PVC
4	3/4 PVC 90 ELBOW
8	3/4 PVC COUP
4	3/4 PVC FEMALE
5	4/S BOX
1	1 G WP BOX
1	4/S SG EXT RING
2	4/S SG 2" MUD RING
3	4/S BLANK COVER
3	BOX SUPPORT
20	3/4 EMT STRAP
3	GFI REC
3	GFI REC WP PLATE
2	1G SS DUPL RECP PLATE



DeVries Electric *INC.*

Electrical Designing & Contracting

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

2	DUPLEX
-2	1G SS DUPL RECP PLATE
-2	DUPLEX
6	3/4 WP FLEX
2	3/4" WP CONN
350	12 THHN CU
500	10 THHN CU
~	MISC. FASTNERS & TERMINATIONS

SUBCONTRACTORS:

- CEC

\$0.00

TOTAL MATERIAL ADD	\$	1,202.47
TOTAL MATERIAL DEDUCT	\$	-
SALES TAX EXEMPT	\$	-
MATERIAL SUBTOTAL	\$	1,202.47
TOTAL LABOR ADD (43.21 hr. x \$72.54)	\$	3,134.45
TOTAL LABOR DEDUCT (-0.00 hr. x \$72.54)	\$	-
PROJECT MANAGER (1 hr. x \$89.50)	\$	89.50
PROJECT COORDINATOR (.5 hr. x \$55.57)	\$	27.79
ESTIMATOR (.5 hr. x \$89.50)	\$	44.75
BIM/CAD	\$	-
LABOR SUBTOTAL	\$	3,296.49
MATERIAL & LABOR SUBTOTAL	\$	4,498.96
OTHER ITEMS:		
COORDINATION/LAYOUT/AS-BUILTS (1 hr. x \$72.54)	\$	72.54
EQUIPMENT	\$	-
RENTAL EQUIPMENT	\$	-
EXPENDABLE TOOLS (3% Mat.)	\$	36.07
TOOLS/EQUIP. (5% Lab.)	\$	164.82
FIRE/SOUND CAULKING (3% Mat. + Lab.)	\$	134.97
CLEAN-UP LABOR (2% Subtotal + Subcont.)	\$	46.25
SAFETY (2% Lab.)	\$	65.93
TESTING/START-UP/CXM	\$	-
PERMITS/INSPECTIONS	\$	-
COREDRIILLING	\$	-
FREIGHT	\$	-
FUEL/TRAVEL	\$	-
TONER TRUCK DELIVERY	\$	-
STORAGE	\$	-
SHOP LABOR	\$	-
DRAWINGS/CAD PLOT/XEROX	\$	-
OTHER ITEMS SUBTOTAL	\$	520.59
SUBTOTAL	\$	5,019.55
OVERHEAD FEE (15%)	\$	752.93
SUBCONTRACTOR	\$	-
OVERHEAD FEE (5%)	\$	-
INSURANCE	\$	115.45
TOTAL	\$	5,887.93



DeVries Electric INC.

Electrical Designing & Contracting

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

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

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

Sincerely,
DEVRIES ELECTRIC, INC.

Derek Van Dyke

Derek Van Dyke
Project Manager

Cc: DVV, SDV, File



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 014

Project No.: 160308

DATE ISSUED: 03/06/18

DATE REQUIRED: 03/20/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. The Contractor(s)/Supplier(s) shall provide labor & material pricing for additional work to connect Electric Wall Heaters and other miscellaneous changes. Provide two 25/1 circuit breakers for Panel 'HE1'. Generator circuits shown for clarification. See attached Supplemental Drawing E2.1c & E2.1f

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATIONFrom: A/E To: Owner

We have reviewed the CM's/Contractor's **(proposal) (estimate)** for the change described above and recommend your **(approval) (disapproval)** of the Contract Sum, and **(approval) (disapproval)** of Contract Time.

By: _____ Date: _____

OWNER'S ACTIONFrom: Owner To: A/E

The CM/Contractor is **(authorized) (not authorized)** to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

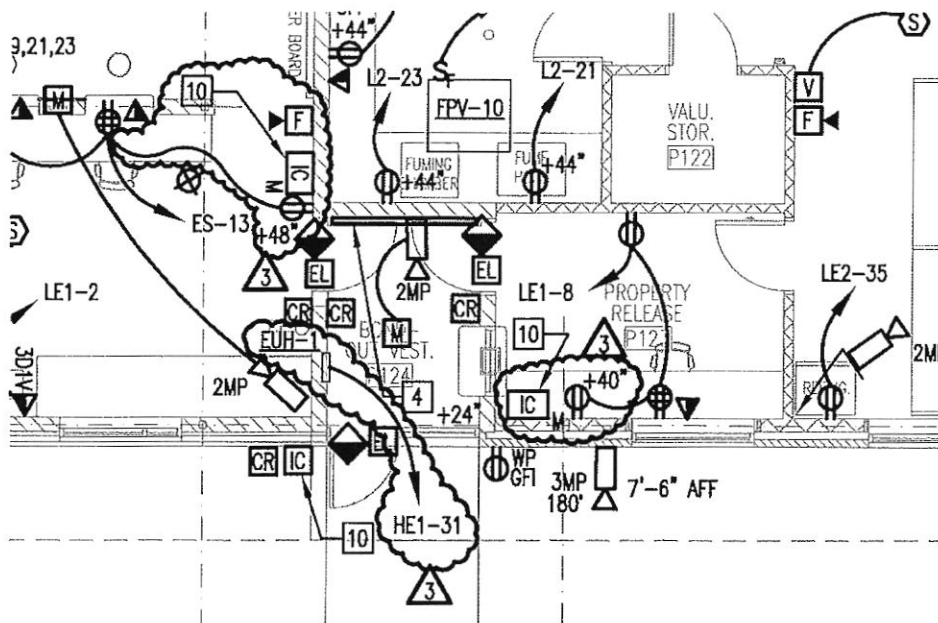
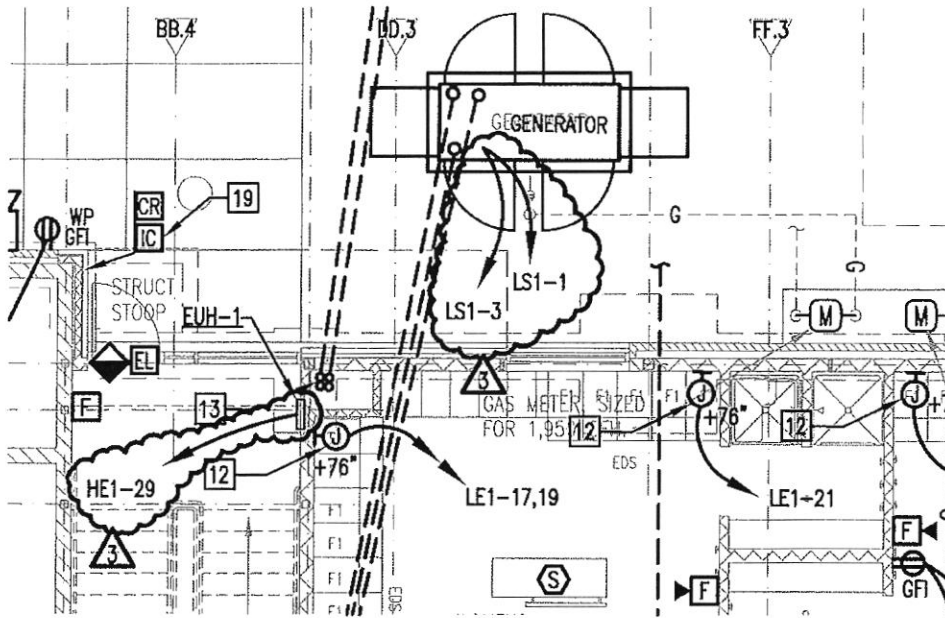
PROCHASKA & ASSOCIATES

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Telephone: (402) 334-0755

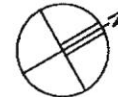
FAX: (402) 334-0868

E-Mail: mail@prochaska.us

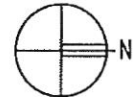


MAIN FLOOR POWER & SYSTEMS PLAN POLICE WING

SCALE: 1/8" = 1'-0"



TRUE NORTH



PLAN NORTH

PR 014

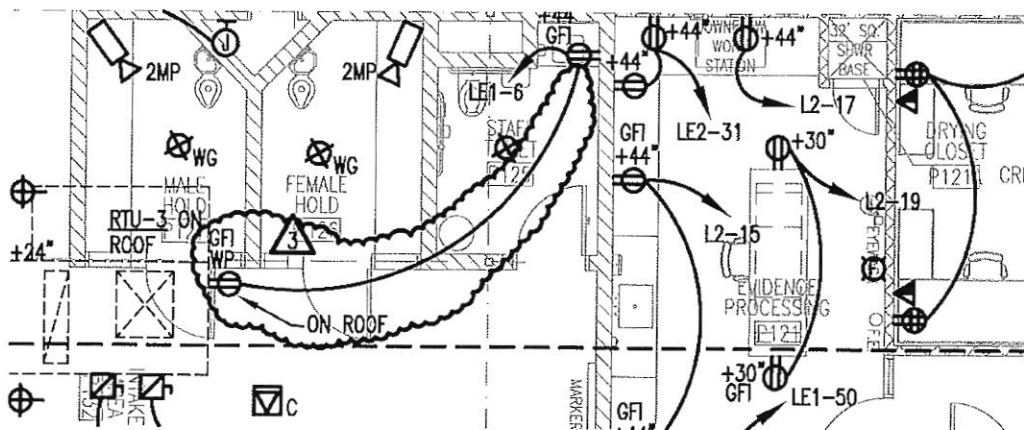
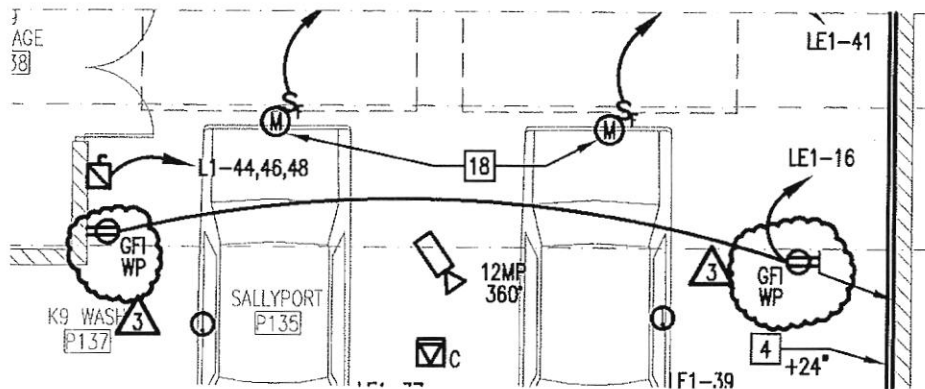
Date:
03/02/18
Project No.
150603

Project:
MARSHALLTOWN POLICE
& FIRE HEADQUARTERS



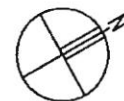
PLANNING ARCHITECTURE ENGINEERING
PROCHASKA & ASSOCIATES
INTERIORS & FACILITY MANAGEMENT
11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68154-2633
PHONE: 402.334.0755 FAX: 402.334.0868 E-MAIL: mail@prochaska.us

Sheet:
E2.1c



MAIN FLOOR POWER & SYSTEMS PLAN POLICE WING

SCALE: 1/8" = 1'-0"



TRUE NORTH



PLAN NORTH

PR 014

Date:
03/02/18
Project No.
150603

Project:
MARSHALLTOWN POLICE
& FIRE HEADQUARTERS



PLANNING ARCHITECTURE ENGINEERING
PROCHASKA & ASSOCIATES
INTERIORS & FACILITY MANAGEMENT
11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68154-7633
PHONE: 402.334.0755 FAX: 402.334.0858 E-MAIL: mait@prochaska.net

Sheet:
E2.1f

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#6-1 GENERAL SUPPLIES FOR GARLING
CONSTRUCTION
AN INCREASE OF \$1,463.00

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$1,228,668.00 is hereby accepted and approved.

Passed this 11rd day of June 2018, and signed this ____ day of_____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Change Request Summary

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

CHANGE REQUEST NO.: **CR-030**

DATE: May 4, 2018

SUBJECT: ASI #014

PROPOSED CHANGE DESCRIPTION

To revise the plastic laminates in multiple locations as described in ASI #014:

Architectural Arts	\$ 616.00
Garling OH & P for Supplier (15%)	\$ 92.40
Bond (2%)	\$ 14.17
Total (Actual)	\$ 722.57
Total (Rounded)	\$ 723.00

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
06-1	General	Garling Construction, Inc.	\$ 723.00
Total			\$ 723.00

Story Construction Co.
Contractor

Prochaska & Associates
Designer

City of Marshalltown
Owner

☒ Recommend Acceptance

☒ Recommend Acceptance

☐ Accepted

☐ Do Not Recommend Acceptance

☐ Do Not Recommend Acceptance

☐ Not Accepted

☐ Other

☐ Other

☐ Other

By: Mike Welke

By: William R. Hay III

By: _____

Date: 5-4-18

Date: 5/7/18

Date: _____

cc: Field
File

GARLING CONSTRUCTION INC
1120 11TH STREET

Page 1 of 6

BELLE PLAINE, IA 52208
(319) 444-3409

Change Order Request

03/16/2018

Project: Marshalltown Police Department & Fire Station

To: Jace Christensen
Story Construction
2810 Wakefield Circle
Ames, IA 50010
(515) 232-4358

Contract : 5450
Change Order: 004

Owner/GC CP:
Reference: ASI 014
Section:

RE: Revisions to Casework and Plastic Laminates per ASI #014

Requested By:

Respond By:

Scope of Work:

To revise the plastic laminates in multiple locations as described in ASI #014:

Architectural Arts	= \$ 616.00
Garling OH & P for Supplier (15%)	= \$ 92.40
Bond (2%)	= \$ 14.17
Total (Actual)	= \$ 722.57

Total (Rounded) = \$ 723.00

Signed:

Signed:

GARLING CONSTRUCTION INC

By:
Date:

By:
Date:



ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS (ASI)

Planning • Architecture • Engineering • Interiors • Facility Management

TO: Ethan Dix
Story Construction
2810 Wakefield Circle
Ames, IA 50010-7707

DATE ISSUED: 02/23/18

FROM: Dixie D. Thomas, Interiors

PROJECT No.: 160308

PROJECT: Marshalltown Police and Fire
Headquarters

ASI No.: 014

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgement that there will be no Change in the Contract Sum or Contract Time.

DESCRIPTION:

The Contractor/CM shall make modifications noted and shown on the attached drawing sheets.

Changes to Drawing Sheet A4.1

1. Delete CPT-3 in its entirety on Color & Materials Schedule.
2. Revise RB-1 and RB-2 to "Color: #123 Charcoal" in Lieu of 100 Black.
3. Revise LVT-1 Specification to the New Selection per Manufacturer of the Access Flooring's recommendation to be factory applied "Mannington Spacia for Access Flooring Factory Applied to 24" x 24" Color: SS5S3606 – Linear Stone Shale.
4. Delete RFT-1 Color 934 Rouge and Replace with "Color 913 Charcoal". Delete RFT-2 Reference.
5. Delete CT-2 Portfolio Charcoal and CT-3 Portfolio White on Color & Materials Schedule. A Separate ASI and/or PR will Follow with Further Tile Instructions.
6. Add Additional Sizes to CT-12 with "12" x 24", 24" x 24" and 3"x12" Bullnose".
7. Revise P-2 to be "#SW7069 Iron Ore" in Lieu of #SW6991 Black Magic.
8. Delete P-9 #SW2839 Roycroft Copper Red in its Entirety.
9. Revise Finish Schedule General Note "G" as Follows: Paint All Exposed-to-View Duct work P-2, Except Lobby C110 and Shared Fitness Room C200 P-3, unless Noted Otherwise.
10. Revise Note 20 Under Key to Room Finish Schedule Remarks & Notes to "Sheet A5.3" in Lieu of A5.4.
11. C101 Safe Room Revise Wall Paint Color to "P-5" in Lieu of P-1.
12. C105 Multi-Purpose/Training Revise South Wall Paint Color to "P-8" in Lieu of P10.
13. C106 Logistics & ID Revise Floor Finish to CPT-1; RB-1; Paint Color to "P-1" in Lieu of CPT-3, P-5 & P-7.
14. C108 and C109 Women/Men Restrooms Revise Wall Paint Color to "P-5" In Lieu of P-1. Ceiling Finish Paint Revise to "P-8" in Lieu of P-7.
15. C200 Shared Fitness Room Revise Wall Paint Color to "P-1" in Lieu of P-5 & P-7.
16. Delete C205 Toilet Room Reference in its Entirety.

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17. C204 Waiting Revise East, South & West Wall Paint Color to "P-8" in Lieu of P-10.
18. S-4 Stairs Revise Wall Paint Color to "P-1" in Lieu of P-5 & P-9.
19. P100/P101 Interview Rooms Revise Floor Finish to "CPT-1".
20. P103 & P104 Lieut. Offices Revise Floor Finish to "CPT-2" and All Walls to "P-6" in Lieu of CPT-1 and P-3 & P-5.
21. P105, P108 & P109 Revise All Paint P-6 References to "P-5".
22. P113 Swat Room Revise Wall Paint P-3 to "P-6" on North Wall.
23. P116 Evidence Intake & P121 Evidence Processing Revise Paint SGP-5 to "SGP-6".
24. P117 Crime Scene Tech. Revise Floor Finish to ADD "CPT-2" in Lieu of Burn. Conc.; Revise North Wall to "P-8" and East, South and West Walls to "P-6" in Lieu of P-3 & P-5.
25. P122 Valu. Storage Revise Paint P-4 to "P-6".
26. P125 Staff Toilet Revise Paint GWP-5 and P-3 to "GWP-6 and P-6".
27. P126 Female Hold & P127 Male Hold Revise Paint GWP-4 to "GWP-6".
28. P129 Interrogation Revise Paint GWP-5 to "GWP-6".
29. P130 Breath Test & P134 Temp. Holding Revise Paint GWP-4 to "GWP-6".
30. P132 Intake Area Revise Paint South Wall Finish to "GWP-8" and West Wall to "GWP-6" in Lieu of GWP-6 & GWP-3.
31. P133 Passage Revise East Wall to just "GWP-6" in Lieu of GWP-3,6.
32. P146, P147, P148, P149, P150 and P151 All Wall Paint Finish References Revise to "P-5". Note Ceilings remain as specified.
33. P154 Break Room Revise Paint Color to "P-3" All Walls in Lieu of P-6 & P-8.
34. P160 Records/Archive & P161 Admin. Services Revise North, East & South Wall to P-6 and West Wall to P-8.
35. P162 Recep./Vol. Revise North, East Walls & West Walls to P-6.
36. P201 Administration Assistant Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint Colors to North, South & West Walls to "P-6" and East Wall to "P-8" in Lieu of P-3 and P-5.
37. P202, P203, P205 and P206 Offices Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint Colors to "P-6" in Lieu of P-5 and Accent Wall to "P-8" in Lieu of P-3.
38. P202 Chief Office Revise Ceiling Finish Paint Color to "P-6" in Lieu of P-5.
39. P213 Alcove Revise Floor Finish to "CT-4,5" in Lieu of CT-1,3 and West Wall Finish to "CT-5 (Lappato&Honed)" in Lieu of CT-7.
40. P214 Women and P215 Men Revise Paint Finish to "GWP-5" in Lieu of GWP-3.
41. P216 Passage Revise Ceiling Finish Column to "P-5" in Lieu of "-".
42. P217 Nuisan. Revise North and East Walls to "P-5" in Lieu of P-1.
43. P218 Project Room Revise Floor Finish to "CPT-1" in Lieu of CPT-2 and Wall Paint Colors to "P-3" in Lieu of P-7, "P-5" in Lieu of P-6.
44. P219 Captain Office, P220, P222, P223 and P224 Detective Offices Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Paint Finish to "P-6" in Lieu of P-5. Accent P-7 Walls Remain as originally specified.
45. P221 Copy/Work Revise North Wall Paint Finish to "P-3" in Lieu of (-) and East, South & West to "P-5" in Lieu of P-1.
46. P226 Crime Control Revise East Wall Paint Finish to "P-5" and West to "P-3" in Lieu of P-1.
47. P229 Ramp Revise Floor Finish to "LVT-1" in Lieu of CPT-1; North Wall Paint Finish to "P-10" in Lieu of P-6 and West Wall to "P-5" in Lieu of P-6.
48. P232 Supervisor & Lead Operator Office Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint Colors All to "P-10" in Lieu of P-6.
49. P233 Telecommunicators Revise Floor Finish to "LVT-1" in Lieu of CPT-1; North Wall Paint Finish to "P-10" in Lieu of P-3 and East, South and West Walls to "P-5" in Lieu of P-6.
50. P234 Janitor Revise Floor Finish to "LVT-1" in Lieu of Conc.
51. P235 Dispatch Break Room Revise North, East and South Wall Paint Finish to "P-3" in Lieu of P-6.
52. P-241, P243 & P244 DAT Training/Firearms/I.T. Revise Wall Paint Color to be "P-1" in Lieu of P-4.
53. P-241 DAT Training Revise Floor Finish to "RFT-1" in Lieu of RFT-2. Now Color Charcoal.
54. P-242 Community Outreach Office Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint

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- Colors to "P-6" in Lieu of P-5.
55. F100 Administration Assistant Revise Floor Finish to "CPT-1" and West Wall to "P-10" in Lieu of CPT-3 and P-9.
 56. F102 Captains' Office Revise North and South Wall to "P-5" in Lieu of P-3.
 57. F104 Fire Marshal Office Revise East Wall to "P-10" in Lieu of P-9.
 58. F106 Passage Revise Ceiling Finish Column to "P-5" in Lieu of "-".
 59. F115 Day Room Revise Floor Finish to "CPT-1" and East Wall to "P-6" in Lieu of CPT-3 and P-9.
 60. F116 Dining/F117 Kitchen Revise West Wall to "GWP-6" in Lieu of GWP-3.
 61. F125, F126, F127 and F128 Revise All Wall Paint Finishes to "GWP-6" in Lieu of GWP-1.
 62. F126 and F128 Showers Revise Floor Finish to "CT-6 Mosaic" in Lieu of CT-12.
 63. F138 Report/Station Office Revise All Wall Paint Finishes to "P-5" in Lieu of P-6.

Changes to Drawing Sheet A5.1

1. Plastic Laminate Color Schedule Change PL-1 to "Wilsonart #7994-38 Lowell Ash Fine Velvet Finish" in Lieu of #7919K-78 Amber Cherry; DELETE "PL-3 Formica #5882-58 Citadel Warp"; ADD "PL-6 Wilsonart #4940K-18 Astro Strandz".
2. Revise the following Laminate Locations:
Elevation(s) 11/A5.1 "PL-1" in Lieu of PL-2, 12/A5.1 "PL-1" in Lieu of PL-2 and PL-5 Noted, 13 & 14/A5.1 "PL-1" in Lieu of PL-5.
3. Revise Paint Note(s) P-1 to "P-5" and P-7 to "P-8" on Elevation 5/A5.1.
4. Revise Paint Note(s) GWP-5 to "GWP-6" on Elevation 16/A5.1.

Changes to Drawing Sheet A5.2

1. Revise the following Laminate Locations:
Elevation(s) 25/A5.2 "PL-1" in Lieu of PL-4; 33/A5.2 "PL-4" in Lieu of PL-1; 34/A5.2 "PL-6" in Lieu of PL-5 and PL-1; 35/A5.2 "PL-4" in Lieu of PL-1; 36/A5.2 "PL-1" in Lieu of PL-4.
2. Revise Paint Note(s) GWP-3 to "GWP-5" on Elevation(s) 23b&c/A5.2, 24b&c/A5.2,
3. Revise Tile Note on Elevation 32/A5.2 to CT-12 Mosaic Accent "Obsidian Crosshead" in Lieu of CT-6 Mosaic.

Changes to Drawing Sheet A5.3

1. Revise the following Tile Locations on Elevation 38/A5.3 CT-6 to "CT-12 Obsidian 12" x 24" & 24" x 24" and CT-12 to "CT-6 Mosaic Accent "Fossil Crosshead" Color: Mica".
2. Revise the following Tile Locations on Elevation 39/A5.3 and 40/A5.3 CT-6 references to "CT-12" and CT-12 to "CT-6".
3. Revise Paint Note(s) GWP-1 to "GWP-6" on Elevation 39/A5.3.
4. Add Note "CT-6 Mosaics on Floor in Shower Area" to Elevation 39c/A5.3.
5. Add Note "Marker Board to be Installed on North Wall per PR No.019. Coordinate Location of New TV on East Wall" Elevation 41/A5.3.
6. Revise the following Laminate Locations:
Elevation(s) 41/A5.3 "PL-1" in Lieu of PL-3; 47/A5.3 "PL-1" in Lieu of PL-5; 49/A5.3 "PL-1" in Lieu of PL-2; 53/A5.3 "PL-1" in Lieu of PL-2; 54/A5.3 "PL-1" in Lieu of PL-4, Refer to A5.3d PR No. 18 for Final Changes.
7. Revise the following Tile Locations on Elevation 46/A5.3 CT-1 and CT-2 to "CT-4 12"x24" Vertical Installation."
8. Add 2 Drawers to Base Cabinets Left of the U.C. Refrig Elevation 49/A5.3.
9. Revise the following Tile references on Elevation 51/A5.3 to "CT-5 6" x 24" 50/50 Mix of Lappato & Honed Finish" in Lieu of CT-7.
10. Revise Paint Note(s) GWP-3 to "GWP-5" on Elevation 52/A5.3.
11. Delete All Lock Notes on Elevation 53/A5.3.
12. Delete Drawers on Elevation "A" 53/A5.3.

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Changes to Drawing Sheet A6.1

1. Revise Paint Note(s) P-5 on Drywall Soffit Note at P125 to "P-6".

Changes to Drawing Sheet A6.2

1. Revise Paint Note(s) P-5 on Drywall Bulkhead Note at P202 to "P-6".

Changes to Drawing Sheet A6.3

1. Revise Paint Note(s) P-3 on Drywall Soffit Note at F125 and F127 to "P-7" to coordinate with RFS Ceiling Finish.
2. Revise Paint Note(s) P-7 on Drywall Soffit Note at C108 and C109 to "P-8".

Changes to Drawing Sheet A7.1

1. Revise Paint Accent Note(s) P-3 at P132 Area to "P-8" and Move Note/Arrows to the East Wall.

Changes to Drawing Sheet A7.2

1. Revise Floor Tile Note(s) at P213 Alcove Area to "CT-4" in Lieu of CT-1 and "CT-5" in Lieu of CT-3.
2. Revise Floor Note at P241 DAT Training to "RFT-1" in Lieu of RFT-2.
3. ADD Floor Note at P233 and P234 "LVT-1".

[Coordinate with all contractors affected by this directive]

ATTACHMENTS: A4.1 ROOM FINISH SCHEDULE UPDATED AS OF 2-23-18
 PAINT SUPPLEMENTAL
 CARPET SUPPLEMENTAL

ISSUED BY THE ARCHITECT/ENGINEER

Dixie D. Thomas
(Signature)

PROCHASKA & ASSOCIATES

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ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS (ASI)

Planning • Architecture • Engineering • Interiors • Facility Management

TO: Ethan Dix
Story Construction
2810 Wakefield Circle
Ames, IA 50010-7707

DATE ISSUED: 02/23/18

FROM: Dixie D. Thomas, Interiors

PROJECT No.: 160308

PROJECT: Marshalltown Police and Fire
Headquarters

ASI No.: 014

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgement that there will be no Change in the Contract Sum or Contract Time.

DESCRIPTION:

The Contractor/CM shall make modifications noted and shown on the attached drawing sheets.

Changes to Drawing Sheet A4.1

1. Delete CPT-3 in its entirety on Color & Materials Schedule.
2. Revise RB-1 and RB-2 to "Color: #123 Charcoal" in Lieu of 100 Black.
3. Revise LVT-1 Specification to the New Selection per Manufacturer of the Access Flooring's recommendation to be factory applied "Mannington Spacia for Access Flooring Factory Applied to 24" x 24" Color: SS5S3606 – Linear Stone Shale.
4. Delete RFT-1 Color 934 Rouge and Replace with "Color 913 Charcoal". Delete RFT-2 Reference.
5. Delete CT-2 Portfolio Charcoal and CT-3 Portfolio White on Color & Materials Schedule. A Separate ASI and/or PR will Follow with Further Tile Instructions.
6. Add Additional Sizes to CT-12 with "12" x 24", 24" x 24" and 3"x12" Bullnose".
7. Revise P-2 to be "#SW7069 Iron Ore" in Lieu of #SW6991 Black Magic.
8. Delete P-9 #SW2839 Roycroft Copper Red in its Entirety.
9. Revise Finish Schedule General Note "G" as Follows: Paint All Exposed-to-View Duct work P-2, Except Lobby C110 and Shared Fitness Room C200 P-3, unless Noted Otherwise.
10. Revise Note 20 Under Key to Room Finish Schedule Remarks & Notes to "Sheet A5.3" in Lieu of A5.4.
11. C101 Safe Room Revise Wall Paint Color to "P-5" in Lieu of P-1.
12. C105 Multi-Purpose/Training Revise South Wall Paint Color to "P-8" in Lieu of P10.
13. C106 Logistics & ID Revise Floor Finish to CPT-1; RB-1; Paint Color to "P-1" in Lieu of CPT-3, P-5 & P-7.
14. C108 and C109 Women/Men Restrooms Revise Wall Paint Color to "P-5" In Lieu of P-1. Ceiling Finish Paint Revise to "P-8" in Lieu of P-7.
15. C200 Shared Fitness Room Revise Wall Paint Color to "P-1" in Lieu of P-5 & P-7.
16. Delete C205 Toilet Room Reference in its Entirety.

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17. C204 Waiting Room East, South & West Wall Paint Color to "P-8" in Lieu of P-10.
18. S-4 Stairs Revise Wall Paint Color to "P-1" in Lieu of P-5 & P-9.
19. P100/P101 Interview Rooms Revise Floor Finish to "CPT-1".
20. P103 & P104 Lieut. Offices Revise Floor Finish to "CPT-2" and All Walls to "P-6" in Lieu of CPT-1 and P-3 & P-5.
21. P105, P108 & P109 Revise All Paint P-6 References to "P-5".
22. P113 Swat Room Revise Wall Paint P-3 to "P-6" on North Wall.
23. P116 Evidence Intake & P121 Evidence Processing Revise Paint SGP-5 to "SGP-6".
24. P117 Crime Scene Tech. Revise Floor Finish to ADD "CPT-2" in Lieu of Burn. Conc.; Revise North Wall to "P-8" and East, South and West Walls to "P-6" in Lieu of P-3 & P-5.
25. P122 Valu. Storage Revise Paint P-4 to "P-6".
26. P125 Staff Toilet Revise Paint GWP-5 and P-3 to "GWP-6 and P-6".
27. P126 Female Hold & P127 Male Hold Revise Paint GWP-4 to "GWP-6".
28. P129 Interrogation Revise Paint GWP-5 to "GWP-6".
29. P130 Breath Test & P134 Temp. Holding Revise Paint GWP-4 to "GWP-6".
30. P132 Intake Area Revise Paint South Wall Finish to "GWP-8" and West Wall to "GWP-6" in Lieu of GWP-6 & GWP-3.
31. P133 Passage Revise East Wall to just "GWP-6" in Lieu of GWP-3,6.
32. P146, P147, P148, P149, P150 and P151 All Wall Paint Finish References Revise to "P-5". Note Ceilings remain as specified.
33. P154 Break Room Revise Paint Color to "P-3" All Walls in Lieu of P-6 & P-8.
34. P160 Records/Archive & P161 Admin. Services Revise North, East & South Wall to P-6 and West Wall to P-8.
35. P162 Recep./Vol. Revise North, East Walls & West Walls to P-6.
36. P201 Administration Assistant Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint Colors to North, South & West Walls to "P-6" and East Wall to "P-8" in Lieu of P-3 and P-5.
37. P202, P203, P205 and P206 Offices Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint Colors to "P-6" in Lieu of P-5 and Accent Wall to "P-8" in Lieu of P-3.
38. P202 Chief Office Revise Ceiling Finish Paint Color to "P-6" in Lieu of P-5.
39. P213 Alcove Revise Floor Finish to "CT-4,5" in Lieu of CT-1,3 and West Wall Finish to "CT-5 (Lappato&Honed)" in Lieu of CT-7.
40. P214 Women and P215 Men Revise Paint Finish to "GWP-5" in Lieu of GWP-3.
41. P216 Passage Revise Ceiling Finish Column to "P-5" in Lieu of "-".
42. P217 Nuisan. Revise North and East Walls to "P-5" in Lieu of P-1.
43. P218 Project Room Revise Floor Finish to "CPT-1" in Lieu of CPT-2 and Wall Paint Colors to "P-3" in Lieu of P-7, "P-5" in Lieu of P-6.
44. P219 Captain Office, P220, P222, P223 and P224 Detective Offices Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Paint Finish to "P-6" in Lieu of P-5. Accent P-7 Walls Remain as originally specified.
45. P221 Copy/Work Revise North Wall Paint Finish to "P-3" in Lieu of (-) and East, South & West to "P-5" in Lieu of P-1.
46. P226 Crime Control Revise East Wall Paint Finish to "P-5" and West to "P-3" in Lieu of P-1.
47. P229 Ramp Revise Floor Finish to "LVT-1" in Lieu of CPT-1; North Wall Paint Finish to "P-10" in Lieu of P-6 and West Wall to "P-5" in Lieu of P-6.
48. P232 Supervisor & Lead Operator Office Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint Colors All to "P-10" in Lieu of P-6.
49. P233 Telecommunicators Revise Floor Finish to "LVT-1" in Lieu of CPT-1; North Wall Paint Finish to "P-10" in Lieu of P-3 and East, South and West Walls to "P-5" in Lieu of P-6.
50. P234 Janitor Revise Floor Finish to "LVT-1" in Lieu of Conc.
51. P235 Dispatch Break Room Revise North, East and South Wall Paint Finish to "P-3" in Lieu of P-6.
52. P-241, P243 & P244 DAT Training/Firearms/I.T. Revise Wall Paint Color to be "P-1" in Lieu of P-4.
53. P-241 DAT Training Revise Floor Finish to "RFT-1" in Lieu of RFT-2. Now Color Charcoal.
54. P-242 Community Outreach Office Revise Floor Finish to "CPT-2" in Lieu of CPT-1 and Wall Paint

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

Colors to "P-6" in Lieu of P-5.

55. F100 Administration Assistant Revise Floor Finish to "CPT-1" and West Wall to "P-10" in Lieu of CPT-3 and P-9.
56. F102 Captains' Office Revise North and South Wall to "P-5" in Lieu of P-3.
57. F104 Fire Marshal Office Revise East Wall to "P-10" in Lieu of P-9.
58. F106 Passage Revise Ceiling Finish Column to "P-5" in Lieu of "-".
59. F115 Day Room Revise Floor Finish to "CPT-1" and East Wall to "P-6" in Lieu of CPT-3 and P-9.
60. F116 Dining/F117 Kitchen Revise West Wall to "GWP-6" in Lieu of GWP-3.
61. F125, F126, F127 and F128 Revise All Wall Paint Finishes to "GWP-6" in Lieu of GWP-1.
62. F126 and F128 Showers Revise Floor Finish to "CT-6 Mosaic" in Lieu of CT-12.
63. F138 Report/Station Office Revise All Wall Paint Finishes to "P-5" in Lieu of P-6.

Changes to Drawing Sheet A5.1

1. Plastic Laminate Color Schedule Change PL-1 to "Wilsonart #7994-38 Lowell Ash Fine Velvet Finish" in Lieu of #7919K-78 Amber Cherry; DELETE "PL-3 Formica #5882-58 Citadel Warp"; ADD "PL-6 Wilsonart #4940K-18 Astro Strandz".
2. Revise the following Laminate Locations:
Elevation(s) 11/A5.1 "PL-1" in Lieu of PL-2, 12/A5.1 "PL-1" in Lieu of PL-2 and PL-5 Noted, 13 & 14/A5.1 "PL-1" in Lieu of PL-5.
3. Revise Paint Note(s) P-1 to "P-5" and P-7 to "P-8" on Elevation 5/A5.1.
4. Revise Paint Note(s) GWP-5 to "GWP-6" on Elevation 16/A5.1.

Changes to Drawing Sheet A5.2

1. Revise the following Laminate Locations:
Elevation(s) 25/A5.2 "PL-1" in Lieu of PL-4; 33/A5.2 "PL-4" in Lieu of PL-1; 34/A5.2 "PL-6" in Lieu of PL-5 and PL-1; 35/A5.2 "PL-4" in Lieu of PL-1; 36/A5.2 "PL-1" in Lieu of PL-4.
2. Revise Paint Note(s) GWP-3 to "GWP-5" on Elevation(s) 23b&c/A5.2, 24b&c/A5.2,
3. Revise Tile Note on Elevation 32/A5.2 to CT-12 Mosaic Accent "Obsidian Crosshead" in Lieu of CT-6 Mosaic.

Changes to Drawing Sheet A5.3

1. Revise the following Tile Locations on Elevation 38/A5.3 CT-6 to "CT-12 Obsidian 12" x 24" & 24" x 24" and CT-12 to "CT-6 Mosaic Accent "Fossil Crosshead" Color: Mica".
2. Revise the following Tile Locations on Elevation 39/A5.3 and 40/A5.3 CT-6 references to "CT-12" and CT-12 to "CT-6".
3. Revise Paint Note(s) GWP-1 to "GWP-6" on Elevation 39/A5.3.
4. Add Note "CT-6 Mosaics on Floor in Shower Area" to Elevation 39c/A5.3.
5. Add Note "Marker Board to be Installed on North Wall per PR No.019. Coordinate Location of New TV on East Wall" Elevation 41/A5.3.
6. Revise the following Laminate Locations:
Elevation(s) 41/A5.3 "PL-1" in Lieu of PL-3; 47/A5.3 "PL-1" in Lieu of PL-5; 49/A5.3 "PL-1" in Lieu of PL-2; 53/A5.3 "PL-1" in Lieu of PL-2; 54/A5.3 "PL-1" in Lieu of PL-4, Refer to A5.3d PR No. 18 for Final Changes.
7. Revise the following Tile Locations on Elevation 46/A5.3 CT-1 and CT-2 to "CT-4 12"x24" Vertical Installation."
8. Add 2 Drawers to Base Cabinets Left of the U.C. Refrig Elevation 49/A5.3.
9. Revise the following Tile references on Elevation 51/A5.3 to "CT-5 6" x 24" 50/50 Mix of Lappato & Honed Finish" in Lieu of CT-7.
10. Revise Paint Note(s) GWP-3 to "GWP-5" on Elevation 52/A5.3.
11. Delete All Lock Notes on Elevation 53/A5.3.
12. Delete Drawers on Elevation "A" 53/A5.3.

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

Changes to Drawing Sheet A6.1

1. Revise Paint Note(s) P-5 on Drywall Soffit Note at P125 to "P-6".

Changes to Drawing Sheet A6.2

1. Revise Paint Note(s) P-5 on Drywall Bulkhead Note at P202 to "P-6".

Changes to Drawing Sheet A6.3

1. Revise Paint Note(s) P-3 on Drywall Soffit Note at F125 and F127 to "P-7" to coordinate with RFS Ceiling Finish.
2. Revise Paint Note(s) P-7 on Drywall Soffit Note at C108 and C109 to "P-8".

Changes to Drawing Sheet A7.1

1. Revise Paint Accent Note(s) P-3 at P132 Area to "P-8" and Move Note/Arrows to the East Wall.

Changes to Drawing Sheet A7.2

1. Revise Floor Tile Note(s) at P213 Alcove Area to "CT-4" in Lieu of CT-1 and "CT-5" in Lieu of CT-3.
2. Revise Floor Note at P241 DAT Training to "RFT-1" in Lieu of RFT-2.
3. ADD Floor Note at P233 and P234 "LVT-1".

[Coordinate with all contractors affected by this directive]

ATTACHMENTS:

A4.1 ROOM FINISH SCHEDULE UPDATED AS OF 2-23-18
PAINT SUPPLEMENTAL
CARPET SUPPLEMENTAL

ISSUED BY THE ARCHITECT/ENGINEER

Dixie D. Thomas
(Signature)

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

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E-Mail: mail@prochaska.us



CHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: CR #031
DATE: April 30, 2018
SUBJECT: PR #023 – Lobby Modifications

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☒ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☒ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☒ Heartland Finishes - [Bid Package No. 9-3] |
| ☒ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☒ Garling Construction - [Bid Package No. 6-1] | ☐ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☒ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Monday, May 14, 2018**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Corrado Construction - [Bid Package No. 4-1]

SHEETS A5.5

1. Modify ground face block installation from Type 3 split face to Type 2 ground face at location as shown on Detail 1/A5.5 attached in order to accommodate new bulletin board installation.

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

SHEETS A1.6b, A5.5, Fixtures & Equipment Schedule,

1. Provide pricing to coordinate delivery and install new owner supplied fixtures: F-26-Enclosed Bulletin Board and F-27-Prescription Drug Drop-Box as shown on A5.5 and A7.3.
2. Change fire extinguisher to fire extinguisher and cabinet in lieu of mounting bracket at west wall of Passage C201.

Hilsabeck Schacht - [Bid Package No. 9-1]

SHEETS A1.6b, A3.12, A5.1a, A5.5, A7.3

1. Provide labor and material pricing to add metal framing and gypsum wall at west wall of Passage C201 as shown on Sheet A1.6b.

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

SHEETS A1.6b, A3.12, A3.16a, A5.1a, A5.5, A7.3

1. Add 12"x12" 7271301 Mosaico Naturale Tile Size to CT-8 Olimpia Lavagna on the Color and Materials Schedule on Sheet A4.1.
2. Change CT-1 and CT-2 Product in its entirety on Color & Materials Schedule, Sheet A4.1 as follows:
CT-1 Stonepeak Pattern: Simply Modern Color: Simply Grey Sizes: 12" x 12" and 12" x 24" in Lieu of Dal Tile Portfolio Iron Grey and CT-2 Stonepeak Pattern: Simply Modern Color: Simply Black Sizes: 12" x 12", 12"x24", 24" x 24" and Bullnose 3"x12" in Lieu of Dal Tile Portfolio Charcoal.
3. Change on Room Finish Schedule, Sheet A4.1 Room C110 Lobby, C112 Passage and C114 Lobby Floor Finish to "CT-1" in Lieu of CT-1,3.

**Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown**

CHANGE REQUEST FOR PRICING
Page 1

April 30, 2018
CR #031
PR #023 – Lobby Modifications

CR #031 FOR PRICING (CONT.)

4. Change on Room Finish Schedule, Sheet A4.1 Stairs S-1 Floor to "CT-5" in Lieu of CT-4. Change keyed Note 20 and 22 to read "CT-5" in lieu of "CT-4".
5. Revise the tile installation on all four elevator walls as shown on Details 2, 3, 4, and 5 on new Sheet A5.5.
6. Update tile corners edge transition profile details and their finishes as shown on A3.16a. Finish ATGB Brushed Nickel anodized aluminum to be used with the Lighter Color Tile CT-4, CT-5, CT-6, CT-7 and CT-9. Finish AGRB Brushed Graphite anodized aluminum to be used with Darker Color Tile CT-8 and CT-12.
7. Delete CT-3 12" x 24" stacked tile border around stairs in Lobby C110/C114 as shown on new sheet A7.3.
8. Change Note 21 on A5.5 to "CT-8" in lieu of "CT-2". Change note on Detail 9/A5.1 to "CT-8" in lieu of "CT-2."

Heartland Finishes - [Bid Package No. 9-3]

SHEETS A3.12, A5.5, A7.2

1. Change Notes P-8 to P-10 on Detail 1/A5.5 and A7.2 in Waiting C204.
2. Change Notes "CMU" on 2/A5.5 to P-1.

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

SHEETS E2.3f

1. Modify layout of data box and reset button as necessary to accommodate enclosed bulletin board installation.
2. Modify installation of electrical devices to be flush with furred out wall at west wall of Passage C201.

Provide all work in accordance with Change Request No. CR #031 dated April 30, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Supplemental Drawing A1.6b, dated 3/28/18
- Revised Sheet A3.12, dated 3/28/18
- Supplemental Drawing A3.16b, dated 3/28/18
- Revised Sheet A5.5, dated 3/28/18
- Revised Sheet A7.3, dated 3/28/18
- Supplemental Drawing E2.3f, dated 3/28/18
- Revised Fixtures & Equipment Schedule, 11 30 00, dated 3/28/18

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS – ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	459.00
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	172.00
Overhead and Profit - (15% max.)	\$	95.00
Subtotal	\$	726.00

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	
Overhead and Profit - (5% max.)	\$	
Subtotal	\$	

Bond	\$	14.00
GRAND TOTAL	\$	740.00

Company: Garling Construction, Inc.Date: 5/14/18Signature: Kendall MeyeraanName: Kendall Meyeraan

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP#9-1 GYMPSUM WALL ASSEMBLIES FOR
HILSABEK SCHACHT, INC.
AN INCREASE OF \$2,465

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

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

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the
increased amount of \$1,095,680.00 is hereby accepted and approved.

Passed this 11rd day of June 2018, and signed this ____ day of_____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



xCHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

HILSABECK SCHACHT INC.
617 S. 19th Street
West Des Moines, IA 50265

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: **CR #032**
DATE: **April 19, 2018**
SUBJECT: **PR #026 – Booking Ext. East Wall**

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☒ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☒ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☐ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☒ Black Hawk Roof - [Bid Package No. 7-1] | ☐ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Thursday, May 03, 2018**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Corrado Construction - [Bid Package No. 4-1]

SHEET A2.1

1. Provide labor and material pricing to fill in (3) Type "N" windows with CMU at the east exterior wall of Booking P128.

Hilsabeck Schacht - [Bid Package No. 9-1]

SHEET A2.1

1. Provide labor and material pricing to install sheathing and insulation at (3) Type "N" windows at the east exterior wall of Booking P128.

Black Hawk Roof - [Bid Package No. 7-1]

SHEET A2.1

1. Provide labor and material pricing to infill (3) Type "N" windows with Metal Panels at the east exterior wall of Booking P128.

Provide all work in accordance with Change Request No. CR #032 dated April 19, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- **Revised Sheet, A2.1, dated 4/13/18**

Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown

CHANGE REQUEST FOR PRICING
Page 1

April 19, 2018
CR #032
PR #026 – Booking Ext. East Wall

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS - ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	290 ⁻
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	190 ⁻
Overhead and Profit - (15% max.)	\$	72
Subtotal	\$	552

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	—
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	—
Overhead and Profit - (5% max.)	\$	—
Subtotal	\$	—

Bond	\$	8
GRAND TOTAL	\$	560 ⁻

Company: Hilsabeck SchachtDate: 5/16/18Signature: Name: Jerry Anderson

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
Bill Huey, Prochaska and Associates
Curt Field, Prochaska and Associates
Mike Welter, Story Construction
Ethan Dix, Story Construction
Jace Christensen, Story Construction



CHANGE REQUEST

HILSABECK SCHACHT INC.
617 S. 19th Street
West Des Moines, IA 50265
Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: **CR #031**
DATE: **April 30, 2018**
SUBJECT: **PR #023 – Lobby Modifications**

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☒ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☒ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☒ Heartland Finishes - [Bid Package No. 9-3] |
| ☒ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☒ Garling Construction - [Bid Package No. 6-1] | ☐ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☒ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Monday, May 14, 2018**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Corrado Construction - [Bid Package No. 4-1]

SHEETS A5.5

1. Modify ground face block installation from Type 3 split face to Type 2 ground face at location as shown on Detail 1/A5.5 attached in order to accommodate new bulletin board installation.

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

SHEETS A1.6b, A5.5, Fixtures & Equipment Schedule,

1. Provide pricing to coordinate delivery and install new owner supplied fixtures: F-26-Enclosed Bulletin Board and F-27-Prescription Drug Drop-Box as shown on A5.5 and A7.3.
2. Change fire extinguisher to fire extinguisher and cabinet in lieu of mounting bracket at west wall of Passage C201.

Hilsabeck Schacht - [Bid Package No. 9-1]

SHEETS A1.6b, A3.12, A5.1a, A5.5, A7.3

1. Provide labor and material pricing to add metal framing and gypsum wall at west wall of Passage C201 as shown on Sheet A1.6b.

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

SHEETS A1.6b, A3.12, A3.16a, A5.1a, A5.5, A7.3

1. Add 12"x12" 7271301 Mosaico Naturale Tile Size to CT-8 Olimpia Lavagna on the Color and Materials Schedule on Sheet A4.1.
2. Change CT-1 and CT-2 Product in its entirety on Color & Materials Schedule, Sheet A4.1 as follows:
CT-1 Stonepeak Pattern: Simply Modern Color: Simply Grey Sizes: 12" x 12" and 12" x 24" in Lieu of Dal Tile Portfolio Iron Grey and CT-2 Stonepeak Pattern: Simply Modern Color: Simply Black Sizes: 12" x 12", 12"x24", 24" x 24" and Bullnose 3"x12" in Lieu of Dal Tile Portfolio Charcoal.
3. Change on Room Finish Schedule, Sheet A4.1 Room C110 Lobby, C112 Passage and C114 Lobby Floor Finish to "CT-1" in Lieu of CT-1,3.

**Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown**

CHANGE REQUEST FOR PRICING
Page 1

April 30, 2018
CR #031
PR #023 – Lobby Modifications

CR #031 FOR PRICING (CONT.)

4. Change on Room Finish Schedule, Sheet A4.1 Stairs S-1 Floor to "CT-5" in Lieu of CT-4. Change keyed Note 20 and 22 to read "CT-5" in lieu of "CT-4".
5. Revise the tile installation on all four elevator walls as shown on Details 2, 3, 4, and 5 on new Sheet A5.5.
6. Update tile corners edge transition profile details and their finishes as shown on A3.16a. Finish ATGB Brushed Nickel anodized aluminum to be used with the Lighter Color Tile CT-4, CT-5, CT-6, CT-7 and CT-9. Finish AGRB Brushed Graphite anodized aluminum to be used with Darker Color Tile CT-8 and CT-12.
7. Delete CT-3 12" x 24" stacked tile border around stairs in Lobby C110/C114 as shown on new sheet A7.3.
8. Change Note 21 on A5.5 to "CT-8" in lieu of "CT-2". Change note on Detail 9/A5.1 to "CT-8" in lieu of "CT-2."

Heartland Finishes - [Bid Package No. 9-3]

SHEETS A3.12, A5.5, A7.2

1. Change Notes P-8 to P-10 on Detail 1/A5.5 and A7.2 in Waiting C204.
2. Change Notes "CMU" on 2/A5.5 to P-1.

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

SHEETS E2.3f

1. Modify layout of data box and reset button as necessary to accommodate enclosed bulletin board installation.
2. Modify installation of electrical devices to be flush with furred out wall at west wall of Passage C201.

Provide all work in accordance with Change Request No. CR #031 dated April 30, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Supplemental Drawing A1.6b, dated 3/28/18
- Revised Sheet A3.12, dated 3/28/18
- Supplemental Drawing A3.16b, dated 3/28/18
- Revised Sheet A5.5, dated 3/28/18
- Revised Sheet A7.3, dated 3/28/18
- Supplemental Drawing E2.3f, dated 3/28/18
- Revised Fixtures & Equipment Schedule, 11 30 00, dated 3/28/18

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS - ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

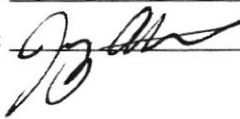
Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	1220 ⁻
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	410 ⁻
Overhead and Profit - (15% max.)	\$	245 ⁻
Subtotal	\$	1875 ⁻

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	NA
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	NA
Overhead and Profit - (5% max.)	\$	NA
Subtotal	\$	

Bond	\$	30
GRAND TOTAL	\$	1905 ⁻

Company: Hilsabeck SchachtDate: 5/16/18Signature: Name: Jerry Atchison

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
Bill Huey, Prochaska and Associates
Curt Field, Prochaska and Associates
Mike Welter, Story Construction
Ethan Dix, Story Construction
Jace Christensen, Story Construction

RESOLUTION APPROVING CONTRACT CHANGE ORDER FOR THE POLICE & FIRE
HEADQUARTERS PROJECT # BLD17001 BP# 22-1 PLUMBING & MECHANICAL FOR
TONY'S PLUMBING & HEATING LLC.
AN INCREASE OF \$6,466.00

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Tony's Plumbing & Heating LLC for the labor and material for the POLICE & FIRE HEADQUARTERS Project #BLD17001; and

WHEREAS an increase is requested to complete the project.

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

Section1. That the contract Change Order for the Police & Fire Headquarters Project, in the increased amount of \$1,820,127.00 is hereby accepted and approved.

Passed this 11th day of June 2018, and signed this ____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Change Request Summary

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

CHANGE REQUEST NO.: **CR-034**

DATE: June 1, 2018

SUBJECT: PR #028 – Garbage Disposals in Breakrooms

PROPOSED CHANGE DESCRIPTION

Tony's Plumbing & Heating - [Bid Package No. 22-1]

1. Provide and install garbage disposal GD-1 at SK-2A in Break Rooms P154 and P235. Contractor to provide cord and plug into receptacle under counter.

Provide all work in accordance with Change Request No. CR #034 dated May 14, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #028.

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
22-1	Plumbing & Mechanical	Tony's Plumbing & Heating, LLC	\$ 980.00
Total			\$ 980.00

Story Construction Co. Contractor	Prochaska & Associates Designer	City of Marshalltown Owner
---	---	--------------------------------------

☒ Recommend Acceptance	☒ Recommend Acceptance	☐ Accepted
☐ Do Not Recommend Acceptance	☐ Do Not Recommend Acceptance	☐ Not Accepted
☐ Other	☐ Other	☐ Other

By: *Mike Webb* By: *William R. Ziegler III* By: _____

Date: 6-1-18 Date: 6/4/18 Date: _____

cc: Field
File



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 028

Project No.: 160308

DATE ISSUED: 04/30/18

DATE REQUIRED: 05/14/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this ~~(ADD)~~ ~~(DEDUCT)~~ ~~(CLARIFICATION)~~. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following ~~(ADD)~~ ~~(DEDUCT)~~ ~~(CLARIFICATION)~~ to the Work.

Proposed Change(s) herein as follows ~~(ADD)~~ ~~(DEDUCT)~~ ~~(CLARIFICATION)~~ to the Work:

1. The Contractor(s) and suppliers shall provide pricing for labor and materials to install garbage disposers (GD-1) to double compartment sinks serving Break Rooms P154 and P235:
 - A. SK-2A in the above described rooms shall be the same in all respects to SK-2, less dishwasher connection.
 - B. Provide power to new garbage disposers (GD-1) from the switched receptacles previously provided for future considerations at these locations.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an ~~(addition)~~ ~~(deduction)~~ ~~(no change)~~ of \$ _____ to the Contract Sum.
As an ~~(increase)~~ ~~(decrease)~~ ~~(no change)~~ of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an ~~(addition)~~ ~~(deduction)~~ ~~(no change)~~ of \$ _____ to the Contract Sum.
As an ~~(increase)~~ ~~(decrease)~~ ~~(no change)~~ of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATIONFrom: A/E To: Owner

We have reviewed the CM's/Contractor's ~~(proposal)~~ ~~(estimate)~~ for the change described above and recommend your ~~(approval)~~ ~~(disapproval)~~ of the Contract Sum, and ~~(approval)~~ ~~(disapproval)~~ of Contract Time.

By: _____ Date: _____

OWNER'S ACTIONFrom: Owner To: A/E

The CM/Contractor is ~~(authorized)~~ ~~(not authorized)~~ to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us



CHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: CR #034
DATE: May 14, 2018
SUBJECT: PR #028 – Garbage Disposals in Breakrooms

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☐ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☐ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☒ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☐ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Monday, May 28, 2018**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Tony's Plumbing & Heating - [Bid Package No. 22-1]

1. Provide and install garbage disposal GD-1 at SK-2A in Break Rooms P154 and P235. Contractor to provide cord and plug into receptacle under counter.

Provide all work in accordance with Change Request No. CR #034 dated May 14, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #028.

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS – ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	68.28 @4hr: \$273.00
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	570.00
Overhead and Profit - (15% max.)	\$	127.00
Subtotal	\$	970.00

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$	
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$	
Overhead and Profit - (5% max.)	\$	
Subtotal	\$	

Bond	\$	10.00
GRAND TOTAL	\$	980.00

Company: Tony's Plumbing & HeatingDate: 5/22/18Signature: M CaswellName: Mike Caswell

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction



Change Request Summary

PROJECT: **Marshalltown Police & Fire Station Headquarters** CHANGE REQUEST NO.: **CR-033**
Marshalltown, IA

DATE: May 16, 2018

SUBJECT: PR #027 – Emerg. Eyewash Mods Ev. Proc. P121

PROPOSED CHANGE DESCRIPTION

Tony's Plumbing & Heating - [Bid Package No. 22-1]

SHEET A2.1

1. Provide and install revised emergency eye and face wash fixture Water Saver #FEBF735DP, recessed, swing down eye/face wash with drain pipe, in lieu of previously specified EEW-1 in Evidence Processing P121 only.

Provide all work in accordance with Change Request No. CR #033 dated May 9, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached RFI #079 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- RFI #079 – Emerg. Eye & Face Wash Piping

SUMMARY OF COST BREAKDOWN:

<u>BP#</u>	<u>Bid Package Name</u>	<u>Contractor</u>	<u>Amount</u>
22-1	Plumbing & Mechanical	Tony's Plumbing & Heating LLC	\$1,668.00
Total			\$1,668.00

Story Construction Co. Contractor	Prochaska & Associates Designer	City of Marshalltown Owner
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☒ Recommend Acceptance	☒ Recommend Acceptance	☐ Accepted
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☐ Do Not Recommend Acceptance	☐ Do Not Recommend Acceptance	☐ Not Accepted
--	--	---------------------------------------

☐ Other	☐ Other	☐ Other
--------------------------------	--------------------------------	--------------------------------

By: <u>Mike Webb</u>	By: <u>William R. Ziegler III</u>	By: _____
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Date: <u>5-15-18</u>	Date: <u>5/18/18</u>	Date: _____
----------------------	----------------------	-------------

cc: Field
File



CHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: CR #033
DATE: May 9, 2018
SUBJECT: PR #027 – Emerg. Eyewash Mods Ev. Proc.
P121

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☐ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☐ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☒ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☐ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Wednesday, May 23, 2018**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Tony's Plumbing & Heating - [Bid Package No. 22-1]

SHEET A2.1

1. Provide and install revised emergency eye and face wash fixture Water Saver #FEBF735DP, recessed, swing down eye/face wash with drain pipe, in lieu of previously specified EEW-1 in Evidence Processing P121 only.

Provide all work in accordance with Change Request No. CR #033 dated May 9, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached RFI #079 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- **RFI #079 – Emerg. Eye & Face Wash Piping**

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS – ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$ 205.00
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$ 1,231.00
Overhead and Profit - (15% max.)	\$ 215.00
Subtotal	\$ 1,651.00

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$
Overhead and Profit - (5% max.)	\$
Subtotal	\$

Bond	\$ 17.00
GRAND TOTAL	\$ 1,668.00

Company: Tonys Plumbing & HeatingDate: 5/10/18Signature: M CaswellName: Mike Caswell

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 027

Project No.: 160308

DATE ISSUED: 05/04/18

DATE REQUIRED: 05/15/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this ~~(ADD)~~ ~~(DEDUCT)~~ **(CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following ~~(ADD)~~ ~~(DEDUCT)~~ **(CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows ~~(ADD)~~ ~~(DEDUCT)~~ **(CLARIFICATION)** to the Work:

1. The Contractor(s) and suppliers shall provide pricing for labor and materials to accomplish the following proposed modifications to the Emergency Eyewash at the north wall of Evidence Processing P121 in response to RFI 079 – Emergency Eye & Face Wash Stations:

- A. Delete the wall-mounted eye/face wash unit and all eyewash specific notations, and substitute a recessed WaterSaver #FEBF735DP, Swing-down Eye/Face Wash w/ Drain Pan, or approved equal, in lieu thereof.
- B. Refer to attached Drawing Sheets....for location, installation & connection coordination.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSEFrom: Contractor To: A/E

- A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an ~~(addition)~~ ~~(deduction)~~ **(no change)** of \$ _____ to the Contract Sum.

As an ~~(increase)~~ ~~(decrease)~~ **(no change)** of _____ days to the Contract Time.

- B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an ~~(addition)~~ ~~(deduction)~~ **(no change)** of \$ _____ to the Contract Sum.

As an ~~(increase)~~ ~~(decrease)~~ **(no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATION.....From: A/E To: Owner

We have reviewed the CM's/Contractor's ~~(proposal)~~ ~~(estimate)~~ for the change described above and recommend your ~~(approval)~~ ~~(disapproval)~~ of the Contract Sum, and ~~(approval)~~ ~~(disapproval)~~ of Contract Time.

By: _____ Date: _____

OWNER'S ACTION.....From: Owner To: A/E

The CM/Contractor is ~~(authorized)~~ ~~(not authorized)~~ to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us



REQUEST FOR INFORMATION

To: Bill Huey
PROCHASKA & ASSOCIATES
11317 CHICAGO CIRCLE
OMAHA, NE 68154
Ph: 402-334-0755

RFI: 79
Date: 4/12/2018
Project: Marshalltown Police & Fire HQ
Marshalltown, IA
17407-01

Subject: **Emergency Eye & Fash Wash Stations**

Drawing:

Spec Section:

The Request for Information is intended as a clarification to the contract documents. If contract price or contract time is affected, an itemized proposal must be submitted to the owner through Story Construction Co. and approved before proceeding with the work in question.

Request:

Date Required:

Please verify if it is acceptable for the water supply piping to be exposed at the emergency eye and face wash stations as shown on the attached document.

Please verify if this fixture is required to be ADA compliant.

Requested by: Jace Christensen (STORY CONSTRUCTION CO.)

Phone: 515-232-4358

Request cc'd to: Paul Ryan (PROCHASKA & ASSOCIATES)

Response:

Upon review by the M.P.D. & PA, it has been determined that the wall mounted emergency eyewash unit originally specified for Evidence Processing #121, shall be replaced with a recess mounted swing-down eye/face wash with drain pan equal to WaterSaver #FEBF735DP. A "Proposal Request" addressing this item will be forthcoming.

Response by: WRH

Response date: 4/19/18



5630 Westminster Dr
Cedar Falls, Iowa 50613
Telephone (319)277-2750 Fax (319)277-3311
Web-site: www.tonyphc.com

REQUEST FOR INFORMATION

PROJECT: Marshalltown Police & Fire

RFI #

Construction Manager: Story Construction

CONTRACTOR: ARCHITECT: Prochask & Associates

Subject:	Bradley eye & face wash		
Drawing	(M1.1) Main floor Plumbing Police Wing		
Detail			
Specification			
	Please verify if water piping is to be ran exposed or an elevation required to stub water out and will this be required to be ADA compliant?		
	Question by: Mike Caswell		
	Date: 4/12/18		
Submitted by:	Reviewed by:		
Action Required by:			
	Answered by:		
	Date:		

Distribution:



CHANGE REQUEST

Story Construction
Construction Manager
2810 Wakefield Circle
Ames, Iowa 50010

PROJECT: **Marshalltown New Police and Fire
Station Headquarters
City of Marshalltown
Marshalltown, IA**

CHANGE REQUEST NO.: **CR #023**
DATE: **March 14, 2018**
SUBJECT: **PR #024 Workshop F149 Water Heater**

CONTRACTOR:

- | | |
|--|--|
| ☐ Con-Struct - [Bid Package No. 2-1] | ☐ Hilsabeck Schacht - [Bid Package No. 9-1] |
| ☐ Caliber Concrete - [Bid Package No. 2-2] | ☐ Allied Construction - [Bid Package No. 9-2] |
| ☐ Caliber Concrete - [Bid Package No. 3-1] | ☐ Heartland Finishes - [Bid Package No. 9-3] |
| ☐ Corrado Construction - [Bid Package No. 4-1] | ☐ Schumacher Elevator - [Bid Package No. 14-1] |
| ☐ Central Western Fabricators - [Bid Package No. 5-1] | ☐ Black Hawk Automatic Sprinkler - [Bid Package No. 21-1] |
| ☐ Garling Construction - [Bid Package No. 6-1] | ☒ Tony's Plumbing & Heating - [Bid Package No. 22-1] |
| ☐ Black Hawk Roof - [Bid Package No. 7-1] | ☒ DeVries Electric - [Bid Package No. 26-1] |
| ☐ Forman Ford - [Bid Package No. 8-1] | |

PROPOSED CHANGE - Please review the following proposed change and determine the impact on your work. This Change Request is intended to provide clarification and revisions to the Bid Packages listed below, however if you feel the proposed changed and/or attachments also impact your contract and result in a change to your scope of work, you are instructed to prepare a cost impact proposal. Responses and proposals are to be **submitted by no later than 12:00 p.m. on Wednesday, March 28, 2018**, to Story Construction. **Return to Story Construction Co., via uploading to Submittal Exchange in the Change Request Initial Log under your respective Bid Package Category.** Lack of response by this date will be considered no change in cost, and claims for additional cost or time for these changes will not be honored if submitted after this date.

Tony's Plumbing & Heating - [Bid Package No. 22-1]

SHEETS M1.3a

1. Provide and install new Electric Water Heater (EWH-1), piping, expansion tank, fittings, and accessories required for a complete system to provided domestic hot water supply to SK-6 in Workshop F149 as shown on Supplemental Drawing M1.3a. Contractor to provide and install drain pan with condensate line to drain.
2. Provide and install steel angle brackets and mount water heater on brackets as specified on Note 1 of the Electric Water Heater Schedule.
3. Provide and install new service sink faucet for SK-6 as specified on Note 1 on Supplemental Drawing M1.3a.

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

SHEETS E2.4a

1. Provide and install new 25/2 circuit breaker for EWH-1 and connect to EWH-1 as shown on E2.4a.

Provide all work in accordance with Change Request No. CR #023 dated March 14, 2018, as prepared by Prochaska and Associates and Story Construction. In addition, reference the attached Proposal Request #014 with the following Supplemental Drawings and email dated 2/22/18 from Prochaska & Associates.

- Supplemental Drawing M1.3a, dated 2/21/18
- Supplemental Drawing E2.4a, dated 2/21/18

CONTRACTOR PROPOSAL - Attach an itemized breakdown of costs (to include a breakdown of labor, including man-hours and rates, material, equipment, subcontractor, supplier, overhead and profit) as described in Section 00 72 13 GENERAL CONDITIONS – ARTICLE 8 and fill out the summary below. Include any comments or remarks and advise if proposed change affects contract time.

Self Performed Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$ 2,163.00
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$ 950.00
Overhead and Profit - (15% max.)	\$ 467.00
Subtotal	\$ 3,580.00

Subcontractor Work

Labor (attach itemized breakdown of hours, rates, etc. per the above paragraph & the project specification)	\$ 115.00
Material (attach itemized breakdown of units, unit costs, etc. for each material per above paragraph & project specification)	\$ 75.00
Overhead and Profit - (5% max.)	\$ 10.00
Subtotal	\$ 200.00

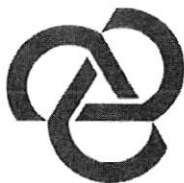
Bond	\$ 38.00
GRAND TOTAL	\$ 3,818.00

Company: Tony's Plumbing & Heating, LLC. Date: 4/19/18

Signature: M Caswell Name: Michael Caswell

This is not a Change Order, a Construction Change Directive or a direction to proceed with the work described. An itemized proposal must be submitted to Story Construction Co. and approved by all parties before proceeding with the work described.

COPIES TO: Justin Nickel, City of Marshalltown
 Bill Huey, Prochaska and Associates
 Curt Field, Prochaska and Associates
 Mike Welter, Story Construction
 Ethan Dix, Story Construction
 Jace Christensen, Story Construction



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 024

Project No.: 160308

DATE ISSUED: 02/21/18

DATE REQUIRED: 03/01/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. Furnish and install an electric water heater to provide domestic hot water supply to SK-6 in Workshop F149 and complete other Work as indicated on Drawing Sheet M1.3a.
2. Implementation will require a new service sink faucet selection for SK-6. This in turn will necessitate a different faucet hole configuration than originally specified. Plumbing Contractor to delay purchase of SK-6 and faucet until a decision on this Proposal Request is made by the Owner.
3. Provide a 25/2 circuit breaker for Panel 'L4' and connect to EWH-1 as indicated on Supplemental Drawing E2.4a. Circuit breaker shall serve as local disconnecting means.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSE From: Contractor To: A/E

A. In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

B. In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.

As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATION From: A/E To: Owner

We have reviewed the CM's/Contractor's **(proposal) (estimate)** for the change described above and recommend your **(approval) (disapproval)** of the Contract Sum, and **(approval) (disapproval)** of Contract Time.

By: _____ Date: _____

OWNER'S ACTION From: Owner To: A/E

The CM/Contractor is **(authorized) (not authorized)** to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

PipeDetail

Company: Tony's Plumbing
 JobName: S:\FastEST-FastPIPE.site\Jobs\MARSHALLTOWN P&F.job
 Material Set: Factor 1
 Labor Set: Factor #1
 Run Date: 3/14/2018 14:12
 Sort Key: By Matl Group



Matl Group	Qty	Size	Description	Matl Group	Wt.	Unit Price	Matl Disc	Net Price	Net Total	Unit Hours	Adj Hours	Job Fact	Job Total
blin6	24	3/8	Plain Threaded Rod	blin6	0.0	\$ 0.73	0.25	\$ 0.18	\$ 4.38	0.00	0.0	1.00	0.0
bolts	12	3/8	Hex Nuts	bolts	0.0	\$ 0.21	0.25	\$ 0.05	\$ 0.63	0.00	0.0	1.00	0.0
copfit	6	1/2	Wrot Copper 90 Ell	copfit	0.0	\$ 1.73	0.25	\$ 0.43	\$ 2.60	0.32	1.9	1.00	1.9
copfit	11	3/4	Wrot Copper 90 Ell	copfit	0.1	\$ 3.86	0.25	\$ 0.97	\$ 10.62	0.43	4.7	1.00	4.7
copfit	2	3/4	Wrot Copper 45 Ell	copfit	0.1	\$ 5.37	0.25	\$ 1.34	\$ 2.69	0.43	0.9	1.00	0.9
copfit	2	1/2	Wrot Copper Tee	copfit	0.1	\$ 2.94	0.25	\$ 0.74	\$ 1.47	0.46	0.9	1.00	0.9
copfit	2	3/4	Wrot Copper Tee	copfit	0.2	\$ 7.09	0.25	\$ 1.77	\$ 3.55	0.61	1.2	1.00	1.2
copfit	2	1/2	Wrot Copper Cap	copfit	0.0	\$ 1.26	0.25	\$ 0.32	\$ 0.63	0.18	0.4	1.00	0.4
copfit	1	3/4	Wrot Copper Fem Street Adapter	copfit	0.1	\$ 14.58	0.25	\$ 3.65	\$ 3.65	0.26	0.3	1.00	0.3
copfit	3	3/4	Wrot Copper Male Adapter	copfit	0.1	\$ 6.05	0.25	\$ 1.51	\$ 4.54	0.21	0.6	1.00	0.6
copfit	2	3/4 x 1/2	Wrot Copper Fitting Reducer	copfit	0.1	\$ 4.52	0.25	\$ 1.13	\$ 2.26	0.23	0.5	1.00	0.5
coptub	23	1/2	Type L Hard Copper Tube	coptub	0.3	\$ 2.22	0.25	\$ 0.56	\$ 12.58	0.05	1.1	1.00	1.1
coptub	40	3/4	Type L Hard Copper Tube	coptub	0.5	\$ 3.58	0.25	\$ 0.90	\$ 35.80	0.05	2.0	1.00	2.0
hanger	4	2 1/2	Plain Standard Clevis Hanger	hanger	1.2	\$ 5.66	0.25	\$ 1.42	\$ 5.66	0.70	2.8	1.00	2.8
hanger	2	3	Plain Standard Clevis Hanger	hanger	1.3	\$ 7.11	0.25	\$ 1.78	\$ 3.56	0.70	1.4	1.00	1.4
milbal	2	3/4	BA450 2Pc FP Brnz Swt Ball Valve w/CP Ball	milbal	0.0	\$ 48.78	0.25	\$ 12.20	\$ 24.39	0.43	0.9	1.00	0.9
milind	1	1 1/2	1509 125# Brnz Swt Horiz Swing Check Valve	milind	0.0	\$ 145.00	0.25	\$ 36.25	\$ 36.25	0.32	0.3	1.00	0.3
misc	12	3/8	Plain Washer	misc	0.0	\$ 0.04	0.25	\$ 0.01	\$ 0.12	0.00	0.0	1.00	0.0
misc	24	1/2	95/5 Solder Joints	misc	0.0	\$ 0.40	0.25	\$ 0.10	\$ 2.40	0.00	0.0	1.00	0.0
misc	41	3/4	95/5 Solder Joints	misc	0.0	\$ 0.48	0.25	\$ 0.12	\$ 4.92	0.00	0.0	1.00	0.0
misc	8	3/4	Male Iron Pipe Thread Joints	misc	0.0	\$ -	0.25	\$ -	\$ -	0.00	0.0	1.00	0.0
misc	3	3/4	Female Iron Pipe Thread Joints	misc	0.0	\$ 0.13	0.25	\$ 0.03	\$ 0.10	0.00	0.0	1.00	0.0
misc	1	3/4	Thermometer [Material price quote needed]	misc	0.0	\$ 34.50	1.00	\$ 34.50	\$ 34.50	1.73	1.7	1.00	1.7
plbgeq	1	10	EWB Electric Water Heater (gal)	plbgeq	0.0	\$ -	1.00	\$ -	\$ -	4.00	4.0	1.00	4.0
plbgeq	1	8	EXPT Expansion Tanks (gal)	plbgeq	0.0	\$ -	0.25	\$ -	\$ -	4.00	4.0	1.00	4.0
schief	1	1 1/4 x 20	Stub Out Cop Pltd Extrdd Bracket	schief	0.0	\$ 3.80	0.25	\$ 0.95	\$ 0.95	0.00	0.0	1.00	0.0
shield	4	2 1/2 x 12	Galv Insulation Prot Shield	shield	0.8	\$ -	0.25	\$ -	\$ -	0.17	0.7	1.00	0.7
shield	2	3 x 12	Galv Insulation Prot Shield	shield	0.9	\$ -	0.25	\$ -	\$ -	0.17	0.3	1.00	0.3
stlnip	2	3/4 x 4	Standard Galv Steel Nipple	stlnip	0.0	\$ 5.55	0.25	\$ 1.39	\$ 2.78	0.03	0.1	1.00	0.1
uppera	6	3/8	Plain Wide Jaw Top C-Clamp	uppera	1.1	\$ 4.95	0.25	\$ 1.24	\$ 7.43	0.00	0.0	1.00	0.0

PipeDetail

Matl Group	Qty	Size	Description	Matl Group	Wt.	Unit Price	Matl Disc	Net Price	Net Total	Unit Hours	Adj Hours	Job Fact	Job Total
wt-spec	2	¾	FIPT x Swt Dielectric Union	wt-spec	0.0	\$ 14.50	0.25	\$ 3.63	\$ 7.25	0.50	1.0	1.00	1.0
									\$ 215.67		31.7		31.7

From: Scott.Henning@Ferguson.com
To: mike@tonysphc.com
Cc: ash.larsen@ferguson.com
Subject: FW: Email Bid# B528450/REVISED BID WITH ALTERNATES PR#024 MARSHALLTOWN
Date: Thursday, April 19, 2018 10:44:45 AM

ATTENTION:12% PRICE INCREASE ON AO SMITH WATER HEATERS AFTER MAY 3,2018

From: Scott Henning - 1699 UPPER_MIDWEST [mailto:scott.henning@ferguson.com]
Sent: Thursday, April 19, 2018 10:42 AM
To: Henning, Scott [Ferguson] - 1699 Waterloo <Scott.Henning@Ferguson.com>
Subject: Email Bid# B528450

Price Quotation # B528450

FERGUSON #1699

920 S HACKETT RD
WATERLOO, IA 50701-3556

Phone : 319-235-0222

Fax : 319-235-0444

Bid No.....: B528450
Bid Date....: 03/14/18
Quoted By: SEH
Customer.: TONY'S PLUMBING & HEATING LLC
MARSHALLTOWN P&F STATION
5630 WESTMINSTER DRIVE
CEDAR FALLS, IA 50613

Cust Phone: 319-277-2750
Terms.....: NET 10TH PROX
Ship To.....: TONY'S PLUMBING & HEATING LLC
MARSHALLTOWN P&F STATION
5630 WESTMINSTER DRIVE
CEDAR FALLS, IA 50613

Cust PO#...: PR #024 WATER HEATER

Job Name.: MARSHALLTOWN P&F STATION

Item	Description	Quantity	Net Price	UM	Total
	EWB-1 120 VOLT-2.5KW				
H50SWHPWM	50G WM WHTR STND	1	277.760	EA	277.76
AEJCS20261291S19	19G 2.5KW 120V 1PH SB WHTR MAG	1	370.640	EA	370.64
	SUBTOTAL				648.40
	ET-2 NON-ASME				
AST5	LF 2 GAL THERM-X-TROL EXP WHTR TANK	1	41.700	EA	41.70
	SUBTOTAL				41.70

Subtotal: \$690.10

Inbound Freight: \$0.00

Tax: \$0.00

Order Total: \$690.10

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at http://wolseleyna.com/terms_conditionsSale.html. Govt Buyers: All items quoted are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

From: Todd Lampe tgtgt5bynb 5y y gngtfc dc
To: [Mike Caswell](#)
Subject: Re: FW: Marshalltown P & F HQ CR 023 - PR #024 Workshop F149 Water Heater
Date: Friday, March 16, 2018 4:11:28 AM
Attachments: image001.jpg

Mike

This would be an add of \$115.00 in labor and \$75.00 in materials. Total \$190.00. Let me know if you need any other information or have questions.

Thanks

*Todd Lampe
Iowa Insulation
515-382-5507 office
515-203-0665 cell*

On Wed, Mar 14, 2018 at 10:05 AM, Mike Caswell <mike@tonysphc.com> wrote:

Todd-

See attached PR and return pricing back at your earliest convenience.

From: Rebecca Lensch <rlensch@storycon.com>
Sent: Wednesday, March 14, 2018 9:09 AM
Cc: Jace Christensen <jace.christensen@storycon.com>; Ethan Dix <ethan.dix@storycon.com>
Subject: Marshalltown P & F HQ CR 023 - PR #024 Workshop F149 Water Heater

Good Morning,

Please view the attachment for your pricing: CR #023 – [PR #024 Workshop F149 Water Heater](#)

We believe this Change Request affects the following Bid Package Contractors:

1. BP 22-1
2. BP 26-1

If you see that this Change Request changes your scope of work, you have 5 days to notify



PROPOSAL REQUEST

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Marshalltown Police & Fire Headquarters

PR: 028

Project No.: 160308

DATE ISSUED: 04/30/18

DATE REQUIRED: 05/14/18

A. Proposed Change

The attached documentation / description is a "Proposed Change" to the contracted Work. The CM/Contractor herein provides detailed cost and time 'breakdowns', to support this **(ADD) (DEDUCT) (CLARIFICATION)**. The Project Team is hereby notified of this proposed change. Unless otherwise directed, the CM/Contractor shall not stop work in progress or execute the proposed change prior to formal written acceptance. All costs (including re-work) and Contract time impacts are included in this Proposal.

B. Estimated Change

In order to expedite the Work and avoid escalating costs and/or delays, which could increasingly affect Contract Sum or Contract Time, this request is based on the 'field' estimate stated or attached herein, to accomplish the following **(ADD) (DEDUCT) (CLARIFICATION)** to the Work.

Proposed Change(s) herein as follows **(ADD) (DEDUCT) (CLARIFICATION)** to the Work:

1. **The Contractor(s) and suppliers shall provide pricing for labor and materials to install garbage disposers (GD-1) to double compartment sinks serving Break Rooms P154 and P235:**

- A. SK-2A in the above described rooms shall be the same in all respects to SK-2, less dishwasher connection.**
B. Provide power to new garbage disposers (GD-1) from the switched receptacles previously provided for future considerations at these locations.

Upon approval/acceptance by the Owner, this PR is to be incorporated into a Change Order via AIA Document G701-2001, and once the CO is signed by the Owner then the CO is to be included into the CM's/Contractor's next Application and Certificate for Payment (AIA Document G702-2001).

CONTRACTORS RESPONSE **From: Contractor** **To: A/E**

- A.** In accordance with this PR, this CM/Contractor **proposes** to make changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.
As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

- B.** In accordance with this PR, this CM/Contractor **estimates** the changes to the Work as follows:

As an **(addition) (deduction) (no change)** of \$ _____ to the Contract Sum.
As an **(increase) (decrease) (no change)** of _____ days to the Contract Time.

By: _____ Date: _____

A/E RECOMMENDATION **From: A/E** **To: Owner**

We have reviewed the CM's/Contractor's **(proposal) (estimate)** for the change described above and recommend your **(approval) (disapproval)** of the Contract Sum, and **(approval) (disapproval)** of Contract Time.

By: _____ Date: _____

OWNER'S ACTION **From: Owner** **To: A/E**

The CM/Contractor is **(authorized) (not authorized)** to proceed with the work and the contract adjustments are to be formalized in the next upcoming Change Order.

By: _____ Date: _____

PROCHASKA & ASSOCIATES

11317 Chicago Circle • Omaha, Nebraska 68154-2633

Telephone: (402) 334-0755

FAX: (402) 334-0868

E-Mail: mail@prochaska.us

From: Scott.Henning@Ferguson.com
To: mike@tonysphc.com
Cc: ash.larsen@ferguson.com
Subject: FW: Email Bid# B604811/MARSHALLTOWN CR#034-PR#028
Date: Monday, May 14, 2018 3:47:32 PM

From: Scott Henning - 1699 UPPER_MIDWEST [mailto:scott.henning@ferguson.com]
Sent: Monday, May 14, 2018 3:47 PM
To: Henning, Scott [Ferguson] - 1699 Waterloo <Scott.Henning@Ferguson.com>
Subject: Email Bid# B604811

Price Quotation # B604811

FERGUSON #1699

920 S HACKETT RD
WATERLOO, IA 50701-3556

Phone : 319-235-0222
Fax : 319-235-0444

Bid No.....: B604811	Cust Phone: 319-277-2750
Bid Date...: 05/14/18	Terms.....: NET 10TH PROX
Quoted By: SEH	Ship To.....: TONY'S PLUMBING & HEATING LLC
Customer.: TONY'S PLUMBING & HEATING LLC	MARSHALLTOWN P&F STATION
MARSHALLTOWN P&F STATION	5630 WESTMINSTER DRIVE
5630 WESTMINSTER DRIVE	CEDAR FALLS, IA 50613
CEDAR FALLS, IA 50613	

Cust PO#...: CR#034-PR#028

Job Name.: MARSHALLTOWN P&F STATION

Item	Description	Quantity	Net Price	UM	Total
	SK-2A				
IPRO750WCORD	3/4 HP PRO 750 DISP W/ CORD	1	194.343	EA	194.34
PFEWB200	1-1/2X13 17GA EO WST DISP KIT	1	23.880	EA	23.88

Subtotal: \$218.22

Inbound Freight: \$0.00

Tax: \$0.00

Order Total: \$218.22

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE.

RESOLUTION APPROVING CONTRACT CHANGE ORDER #1 FOR THE PCC
PATCHING PROJECT # 76015009 CURB & GUTTER REMOVE & REPLACE, PATCHES
& FLAGGERS
AN INCREASE OF \$61,574.23

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with
Midwest Contractors, Inc for the labor and material for the PCC Patching Project #76015009;
and

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

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

Passed this 11rd day of June 2018, and signed this ____ day of_____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Joel Greer, Mayor
Jessica Kinser, Administrator
Justin Nickel, Public Works Director
24 North Center Street
Marshalltown, IA. 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

DEPARTMENT OF PUBLIC WORKS

June 6, 2018

**To: Mayor Joel Greer
Members of the City Council**

From: Justin Nickel
Public Works Director

Re: City Project #76015009 (STP-U-4797(619)--70-64) Change Order #1 – Midwest Contractors, Inc., for the 2016 S 18th Ave PCC Patching in the City of Marshalltown.

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 #1 which increases the contract total by \$61,574.23.

Background: Change Order #1 includes work extra that was not included in the original contract.

Budget Impact: This project is part of the Iowa Department of Transportation's Surface Transportation Program (STP). 80% of the project is federally funded with the remaining 20% covered by the city. This project has sufficient Road Use Tax revenues for the City's 20% portion.

Attachment: Change Order #1

cc: Jessica Kinser, City Administrator

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



CHANGE ORDER
For Local Public Agency Projects

No.: 1

Non-Substantial: ☒

Substantial: ☐

Administering Office
Concurrence Date

Accounting ID No. (5-digit number): 33156

Project Number: STP-U-4797(619)-70-64

Kind of Work: PCC PATCHING

Local Public Agency: CITY OF MARSHALLTOWN

Contractor: MIDWEST CONTRACTORS, INC.

Date Prepared: 12/21/17

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- 8001: CURB & GUTTER, REMOVAL & REPLACEMENT, LF
- 8002: PATCHES w/ REINFORCING, FULL-DEPTH, BY AREA, SY
- 8003: ADDITION OF FLAGGERS, EACH

B - Reason for change:

- 8001: FULL PANEL REPLACEMENT AREAS DID NOT INCLUDE CURB & CUTTER IN THE QUANTITY CALCULATIONS.
- 8002: SEVERAL REPLACEMENT PANELS WERE IN THE BRIDGE APPROACH AND REQUIRED ADDITIONAL REINFORCING.
- 8003: FLAGGERS WERE NEEDED AS PATCHES WERE SPREAD APART IN DISTANCE.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- 8001 - 8003: CONTRACTOR SUBMITTED COSTS FOR THESE ITEMS.

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

- 8001 - 8003: ANALYSIS OF LABOR, EQUIPMENT, AND MATERIALS SEEMED REASONABLE.

E - Contract time adjustment: ☒ No Working Days added ☐ Working Days added: _____ ☐ Unknown at this time

Justification for selection:

F - Items included in contract:

Participating		Line Number	Item Description	For deductions enter as "-x.xx"		Amount .xx
Federal-aid	State-aid			Unit Price .xx	Quantity .xxx	
				Add Row	Delete Row	TOTAL

G - Items not included in contract:

Participating		Change Number	Item Description	For deductions enter as "-x.xx"		Amount .xx
Federal-aid	State-aid			Unit Price .xx	Quantity .xxx	
		8001	CURB & GUTTER, REMOVAL & REPLACEMENT	\$42.00	699.500	\$29,379.00
		8002	PATCHES w/ REINFORCING, FULL-DEPTH, BY AREA	\$120.35	106.670	\$12,837.73
		8003	FLAGGERS	\$435.00	44.500	\$19,357.50
				Add Row	Delete Row	TOTAL
						\$61,574.23

H. Signatures

Agreed:

Contractor 5020, PRES Date 12/24/17

Recommended:

Contractor Shad Bateman Date 6/4/18
Project Engineer _____ Date _____

Approved:

Person in Responsible Charge 6/7/18
Date

Other (optional)

Title

Date _____

Contracting Authority (optional)

Date _____

Other (optional)

Title

Date _____

Iowa DOT Administering Office

Date _____

Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence:

Federal Highway Division Administration _____ Date _____
(if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

Date distributed: _____

Initials: _____

RESOLUTION APPROVING CONTRACT CHANGE ORDER #2 FOR THE PCC
PATCHING PROJECT # 76015009 REMOVE & REPLACE ADDITIONAL PCC PATCH &
FLAGGERS
AN INCREASE OF \$53,077.73

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with
Midwest Contractors, Inc for the labor and material for the PCC Patching Project #76015009;
and

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

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

Passed this 11rd day of June 2018, and signed this _____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk



Joel Greer, Mayor
Jessica Kinser, Administrator
Justin Nickel, Public Works Director
24 North Center Street
Marshalltown, IA. 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

DEPARTMENT OF PUBLIC WORKS

June 6, 2018

**To: Mayor Joel Greer
Members of the City Council**

From: Justin Nickel
Public Works Director

Re: City Project #76015009 (STP-U-4797(619)--70-64) Change Order #2 – Midwest Contractors, Inc., for the 2016 S 18th Ave PCC Patching in the City of Marshalltown.

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 #2 which increases the contract total by \$53,077.73.

Background: Change Order #2 includes work extra that was not included in the original contract.

Budget Impact: This project is part of the Iowa Department of Transportation's Surface Transportation Program (STP). 80% of the project is federally funded with the remaining 20% covered by the city. This project has sufficient Road Use Tax revenues for the City's 20% portion.

Attachment: Change Order #2

cc: Jessica Kinser, City Administrator

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



CHANGE ORDER
For Local Public Agency Projects

No.: 2

Non-Substantial: ☒

Substantial: ☐

Administering Office
Concurrence Date

Accounting ID No. (5-digit number): 33156

Project Number: STP-U-4797(619)--70-64

Kind of Work: PCC PATCHING

Local Public Agency: CITY OF MARSHALLTOWN

Contractor: MIDWEST CONTRACTORS, INC.

Date Prepared: 12/07/17

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

7001 - 7006: REMOVE AND REPLACE ADDITIONAL PCC PATCHES.

8001 - 8005: ADDITION OF FLAGGERS AND MATERIALS FOR PATCH REPAIRS.

B - Reason for change:

7001 - 7006: ADDITIONAL REPAIRS WERE NEEDED FOR EXISTING PATCHES THAT FAILED AND PATCHES WERE ENLARGED TO PREVENT FURTHER FAILURE.

8001: FLAGGERS WERE NEEDED AS PATCHES WERE SPREAD APART IN DISTANCE.

8002 - 8005: ADDITIONAL MATERIALS WERE NEEDED FOR PATCH STABILIZATION AND SUBGRADE DRAINAGE.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

7001 - 7006: CONTRACT UNIT PRICES WERE USED FOR CONTRACT ITEMS. QUANTITIES WERE CALCULATED ON REPAIRS AND LUMB SUM QUANTITIES WERE PRORATED FOR DAYS OF WORK.

8001 - 8005: CONCRATOR SUBMITTED COST FOR THESE ITEMS.

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

7001 - 7006: CONTRACT UNIT PRICES WERE USED FOR CONTRACT ITEMS.

8001 - 8005: ANALYSIS OF LABOR, EQUIPMENT, AND MATERIALS SEEMED REASONABLE.

48-KI

E - Contract time adjustment: ☒ No Working Days added ☐ Working Days added: _____ ☐ Unknown at this time

Justification for selection:

F - Items included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		7001	TRAFFIC CONTROL	\$2,500.00	1.000	\$2,500.00
		7002	PATCHES, FD FINISHED, AREA	\$62.40	399.560	\$24,932.54
		7003	PATCHES, FD FINISHED, AREA +50	\$64.00	133.340	\$8,533.76
		7004	PATCHES, FD FINISHED, COUNT	\$74.00	37.000	\$2,738.00
		7005	SUBBASE	\$9.00	532.900	\$4,796.10
		7006	MOBILIZATION	\$4,800.00	1.000	\$4,800.00
Add Row Delete Row TOTAL						\$48,300.40

G - Items not included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Change Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		8001	FLAGGERS	\$435.00	4.000	\$1,740.00
		8002	CD BASKETS	\$110.00	9.000	\$990.00
		8003	SUBDRAIN & TILE OUTLET	\$500.00	1.000	\$500.00
		8004	GEOGRID	\$227.70	1.000	\$227.70
		8005	M-4, ADDED CHARGE FOR COLD WEATHER MIX	\$1,319.63	1.000	\$1,319.63
Add Row Delete Row TOTAL						\$4,777.33

H. Signatures

Agreed:

Sen Q23, PRES. 12/7/17
Contractor Date

Recommended:

Shad Bateman 6/4/18
Project Engineer Date

Approved:

Chris Neikro 6/7/18
Person in Responsible Charge Date

Other (optional)

Title

Date

Contracting Authority (optional)

Date

Other (optional)

Title

Date

Iowa DOT Administering Office

Date

Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence:

Federal Highway Division Administration Date
(if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

Date distributed:

Initials:

RESOLUTION APPROVING CONTRACT CHANGE ORDER #2 FOR THE 2017 CENTER
STREET BRIDGE OVER LINN CREEK PROJECT # STR17006
AN INCREASE OF \$76,802.70

WHEREAS the City of Marshalltown, Iowa, has heretofore entered into a contract with Jasper Construction Services , Inc., for the labor and material for the 2017 Center Street Bridge over Linn Creek Project #STR17006; and

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

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

Section1. That the contract Change Order #2 for the 2017 Center Street Bridge Over Linn Creek Project, in the increased amount of \$76,802.70 is hereby accepted and approved.

Passed this 11th day of June 2018, and signed this _____ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

CHANGE ORDER

OWNER: CITY OF MARSHALLTOWN, IOWA
DEPARTMENT OF PUBLIC WORKS

CONTRACTOR: JASPER CONSTRUCTION SERVICES, INC.
928 N 19TH AVENUE EAST
NEWTON, IA. 50208

PROJECT: CENTER STREET BRIDGE
OVER LINN CREEK

SUBJECT: CHANGE ORDER #2

PROJECT NUMBER: STR 17006

DATE: MAY 9TH, 2018

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 TO BE MADE OR EXTRA WORK TO BE DONE:

CONTRACT ITEMS:

- 7001) Increase the amount of **Removals** by 0.5 Lump Sum
- 7002) Increase the amount of **Structural Concrete (Bridge)** by 5.1 Cubic Yards
- 7003) Increase the amount of **Reinforced Steel, Epoxy Coated** by 897.0 Pounds
- 7004) Increase the amount of **Steel Extrusion Joint with Neoprene** by 37.0 Linear Feet
- 7005) Increase the amount of **Neoprene Gland Installation and Testing** by 37.0 Linear Feet

NON-CONTRACT ITEMS (EXTRA WORK ORDER):

- 8001) **Additional Removals**, 7.5 Cubic Yards
- 8002) **Structural Concrete (Bridge)**, 12.0 Cubic Yards
- 8003) **Reinforcing Steel, Epoxy Coated**, 1,623.7 Pounds
- 8004) **Paint Beam Ends**, 5.0 Each
- 8005) **Remove and Replace Approach**, 56.0 Square Yards
- 8006) **Subdrain, 4"**, 42.0 Linear Feet
- 8007) **Subdrain Outlet**, 1.0 Each
- 8008) **Remove and Replace Sidewalk**, 2.1 Square Yards
- 8009) **Re-Mobilize and Install Traffic Control**, 1.0 Lump Sum

B) REASON FOR ORDERING CHANGES OR EXTRA WORK:

CONTRACT ITEMS:

- 7001) The increase in the amount of **Removals** was due to bringing back the contractor to complete the south bridge joint
- 7002) The increase in the amount of **Structural Concrete (Bridge)** was due to bringing back the contractor to complete the south bridge joint
- 7003) The increase in the amount of **Reinforced Steel, Epoxy Coated** was due to bringing back the contractor to complete the south bridge joint
- 7004) The increase in the amount of **Steel Extrusion Joint with Neoprene** was due to bringing back the contractor to complete the south bridge joint
- 7005) The increase in the amount of **Neoprene Gland Installation and Testing** was due to bringing back the contractor to complete the south bridge joint

NON-CONTRACT ITEMS (EXTRA WORK ORDER):

- 8001) The addition of the **Additional Removals** was due to fixing the south abutment back wall and approach slab
- 8002) The addition of the **Structural Concrete (Bridge)** was due to fixing the south abutment back wall with paving notch
- 8003) The addition of the **Reinforcing Steel, Epoxy Coated** was due to fixing the south abutment back wall and approach slab
- 8004) The addition of the **Paint Beam Ends** was due to having the back wall removed allowing for the sealing of the beam ends from corrosion
- 8005) The addition of the **Remove and Replace Approach** was due to fixing the south approach slab
- 8006) The addition of the **Subdrain, 4"** was due to fixing a drainage concern behind the south abutment
- 8007) The addition of the **Subdrain Outlet** was due to fixing a drainage concern behind the south abutment
- 8008) The addition of the **Remove and Replace Sidewalk** was due to fixing sidewalk adjacent to the south joint

8009) The addition of the **Re-Mobilize and Install Traffic Control** was a result of having the contractor back to complete the south joint and back wall replacement

Original Contract:	\$	95,625.00
Change Order #1:	\$	78,220.17
Change Order #2:	\$	<u>76,802.70</u>
New Contract Price:	\$	250,647.87

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

CONTRACTOR: JASPER CONSTRUCTION
SERVICES, INC.

BY: 

DATE: 5/14/18

CITY ENGR: 

DATE: 5/17/18

CITY OF MARSHALLTOWN
PROJECT NO. ~~STR~~ 17006
2017 Center Street Bridge over Linn Creek

Contractor: JASPER CONSTRUCTION SERVICES INC

CHANGE ORDER 2

DATE OF THIS ESTIMATE: 5/9/2018

CONTRACT AMOUNT: \$133,832.67

ITEM NO.	ITEM	QUANTITY	UNIT	CONTRACT PRICE	COMPLETE TO DATE	DOLLAR AMOUNT
1	Removals	1.0	LS	\$22,000.00	1.0	\$ 22,000.00
2	Structural Concrete (Bridge)	10.2	CY	\$ 3,000.00	10.2	\$ 30,600.00
3	Reinforcing Steel, Epoxy Coated	1,794.0	LB	\$ 2.50	1794.0	\$ 4,485.00
4	Steel Extrusion Joint With Neoprene	74.0	LF	\$ 250.00	74.0	\$ 18,500.00
5	Neoprene Gland Installation and Testing	74.0	LF	\$ 60.00	74.0	\$ 4,440.00
6	Safety Closure	2.0	Each	\$ 250.00	2.0	\$ 500.00
7	Traffic Control	1.0	LS	\$ 2,300.00	1.0	\$ 2,300.00
8	Mobilization	1.0	LS	\$12,800.00	1.0	\$ 12,800.00

Total Items 1-8: \$95,625.00

ITEM NO.	CHANGE ORDER ITEM	QUANTITY	UNIT	UNIT PRICE	COMPLETED TO DATE	DOLLAR AMOUNT
1.01	Additional Removals	7.5	CY	\$2,156.86	7.5	\$16,176.45
1.02	Structural Concrete (Bridge)	12.0	CY	\$3,000.00	12.0	\$36,000.00
1.03	Reinforcing Steel, Epoxy Coated	1,623.7	LB	\$2.50	1,623.7	\$4,059.25
1.04	Paint Beam Ends	5.0	EA	\$500.00	5.0	\$2,500.00
1.05	Remove and Replace Approach	56.0	SY	\$280.00	56.0	\$15,680.00
1.06	Subdrain, 4"	42.0	LF	\$20.00	42.0	\$840.00
1.07	Subdrain Outlet	1.0	EA	\$400.00	1.0	\$400.00
1.08	Remove and Replace Sidewalk	2.1	SY	\$70.00	2.1	\$147.00
1.09	Re-Mobilize and Install Traffic Control	1.0	LS	\$1,000.00	1.0	\$1,000.00

Extra Work Total: \$76,802.70

Total of Contract Items: \$95,625.00

Change Order #1: \$78,220.17

Change Order #2: \$76,802.70

NEW CONTRACT AMOUNT: \$250,647.87

Approved By Contractor: Jasper Construction Services, Inc.

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

APPROVE AMENDMENT NO. 7 TO
URBAN RENEWAL PLAN FOR URBAN
RENEWAL AREA NO. 3

422742-33

Marshalltown, Iowa

June 11, 2018

The City Council of the City of Marshalltown, Iowa, met on June 11, 2018, at 5:30 o'clock, p.m., at the Council Chambers, for the purpose of conducting a public hearing on a proposed urban renewal plan amendment. The Mayor presided and the roll being called the following members of the Council were present and absent:

Present: _____

Absent: _____

It was reported that notice of the intention of the Council to conduct a public hearing on Amendment No. 7 to the urban renewal plan for the Marshalltown Urban Renewal Area No. 3, which describes certain property that is being added to that urban renewal area and describes a new urban renewal project that is proposed to be undertaken, had been published according to law and as directed by the Council and that this is the time and place at which the Council shall receive oral or written comments from any resident or property owner of the City. All written comments, statements, and evidence heretofore filed were reported to the Council.

The following named persons presented oral comments, statements, or evidence as summarized below; filed written comments or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

(Here list all persons presenting written or oral statements or evidence and summarize each presentation.)

There being no further comments, or evidence offered, the Mayor announced the hearing closed.

Council Member _____ moved the adoption of a resolution entitled “A Resolution to Approve Amendment No. 7 to the urban renewal plan for the Marshalltown Urban Renewal Area No. 3”, seconded by Council Member _____. After due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted and signed approval thereto.

RESOLUTION NO. _____

A resolution to approve Amendment No. 7 to the urban renewal plan for the Marshalltown Urban Renewal Area No. 3

WHEREAS, the City Council of the City of Marshalltown, Iowa (the “City”) has created the Marshalltown Urban Renewal Area No. 3 (the “Urban Renewal Area”) and has approved an urban renewal plan for the Urban Renewal Area; and

WHEREAS, Chapter 403 of the Code of Iowa requires that, before a city adds any property or any new urban renewal projects to an urban renewal plan, a city must amend the existing urban renewal plan to describe the new property and the new projects that are being added to that plan; and

WHEREAS, Amendment No. 7 to the urban renewal plan for the Urban Renewal Area (“Amendment No. 7”) has been prepared which proposes to add certain property to the Urban Renewal Area and describes a new urban renewal project that will be undertaken; and

WHEREAS, notice of a public hearing by the City Council of the City on the proposed Amendment No. 7 was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing; and

WHEREAS, copies of Amendment No. 7, notice of public hearing and notice of a consultation meeting with respect to Amendment No. 7 were sent to Marshall County and the Marshalltown Community School District; the consultation meeting was held and responses to any comments or recommendations received following the consultation meeting were made as required by law; and

WHEREAS, Amendment No. 7 was submitted to and reviewed by the City’s Plan and Zoning Commission;

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

Section 1. It is hereby determined by this City Council as follows:

A. Amendment No. 7 to the Urban Renewal Plan for the Marshalltown Urban Renewal Area No. 3 conforms to the general plan of the City.

B. The project described in Amendment No. 7 is necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 2. Amendment No. 7, in the form presented to the City Council, is hereby made a part of this Resolution and is hereby in all respects approved.

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

Passed and approved June 11, 2018.

Mayor

Attest:

City Clerk

• • • • •

There being no further business to come before the meeting, it was upon motion adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF MARSHALL
CITY OF MARSHALLTOWN

SS:

I, the undersigned, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Marshalltown, and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with those records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with approving Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3.

WITNESS MY HAND this ____ day of _____, 2018.

City Clerk

June 7, 2018

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

Re: Amendment No. 7 to urban renewal plan for Marshalltown Urban Renewal Area
No. 3
Our File No. 422742-33

Dear Shari:

Enclosed are proceedings for use by your City Council at their meeting on June 11 to hold a public hearing and adopt a resolution to approve Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3.

I have sent separate proceedings that cover the adoption of an ordinance related to designating the new taxable property for purposes of tax increment financing.

We will appreciate receiving executed copies of these proceedings as soon as they are available. Please contact me if you have any questions.

Sincerely,

Robert E. Josten

Cc by email: Jessica Kinser
Roger Schoell
Michelle Spohnheimer
Justin Yarosevich

MINUTES
MARSHALLTOWN PLAN & ZONING COMMISSION
MAY 31, 2018

Call to order: 5:00 PM

Members Present: Keith Bloomquist, Jon Boston-Chair, Aimee Deimerly-Snyder, Sharon Greer-Vice-Chair & Steve Valbracht

Absent: Matthew Brodin & Angela Lins-Eich

1. **Review and Recommendation to City Council on Amendment #7 to Urban Renewal Area No. 3.**

Michelle Spohnheimer presented the proposed amendment to extend the boundary of Area No. 3 to the West along Iowa Avenue. Spohnheimer discussed the Commissions role in the process is to review the proposal for conformity to the overall plan for the development of the City. Spohnheimer discussed sections of the Comprehensive Plan, which outlines goals associated with encouraging redevelopment in commercial areas including along Iowa Avenue.

Valbracht identified two parcels he felt should be removed from the expansion since they are residential lots - 1603 & 1609 Iowa Avenue West. Others agreed they should not be included.

Mark Eaton 1007 S. 10th Avenue provided public comment about TIF regarding if approved projects should be required to create jobs. Eaton indicated he had a business in the area and wondered if he may be eligible for incentives.

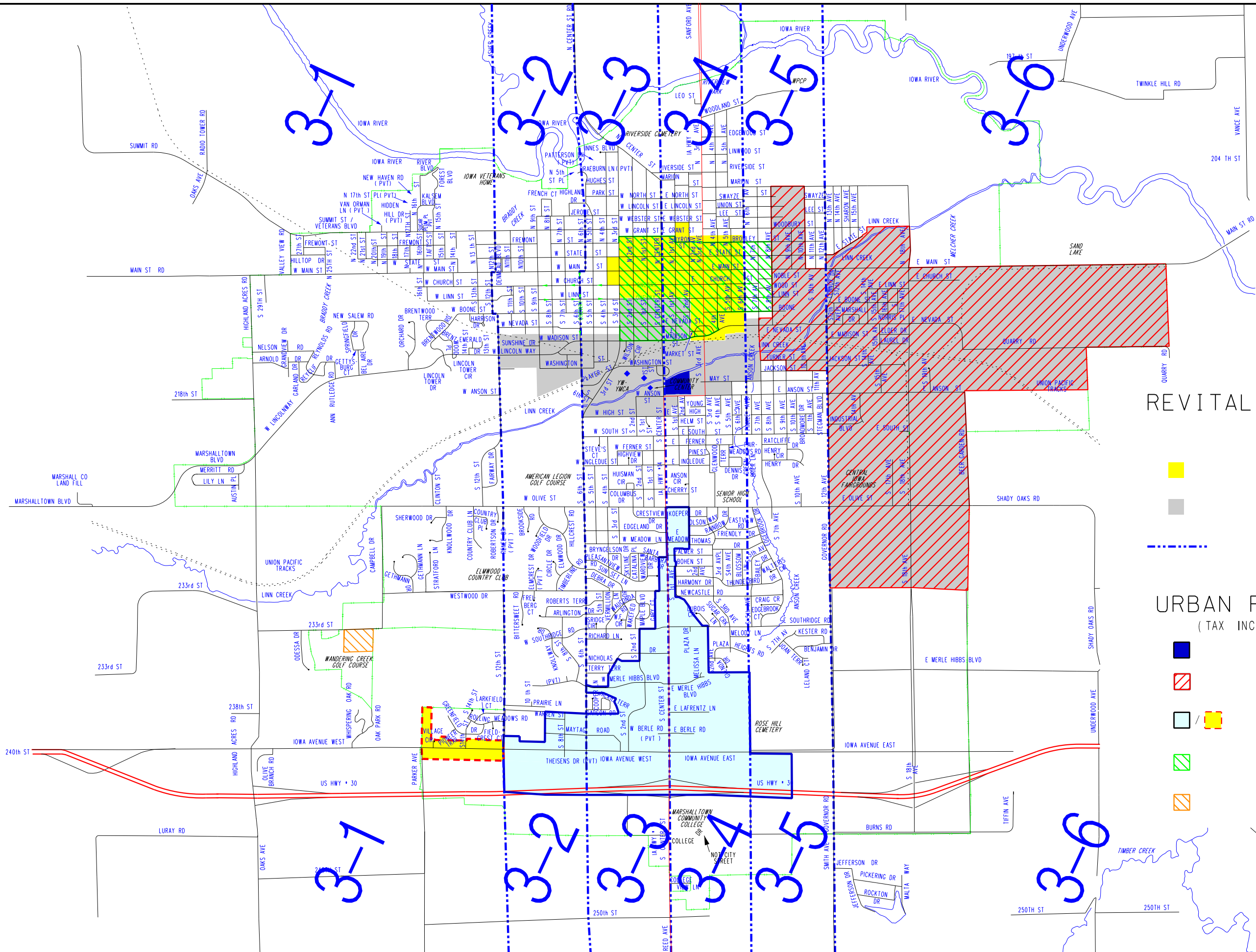
The Commission and staff indicated that the Council reviews the individual requests.

Motion by Valbracht to recommend approval of the amendment to the City Council with the removal of 1603 & 1609 Iowa Avenue West from the area. Second by Greer. Motion Carried 5-0

With no further business, the Commission adjourned.

Respectfully submitted,

Michelle Spohnheimer, Housing & Community Development Director

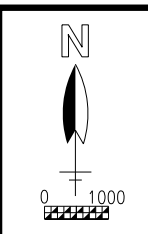


REVITALIZATION AREAS
(TAX ABATEMENT)

-  NO. 1 AS AMENDED
-  NO. 2 AS AMENDED
-  NO. 3

URBAN RENEWAL AREAS
(TAX INCREMENT FINANCING)

-  NUMBER 1
-  NUMBER 2
-  NUMBER 3 / PROPOSED AMENDMENT
-  NUMBER 4
-  NUMBER 5



AMENDMENT NO. 7
to the
**CITY OF MARSHALLTOWN AMENDED
AND RESTATED URBAN RENEWAL
AREA NO. 3 URBAN RENEWAL PLAN**
for the
**CITY OF MARSHALLTOWN AMENDED
AND RESTATED URBAN RENEWAL
AREA NO. 3 URBAN RENEWAL AREA**

City of Marshalltown, Iowa

Original Plan – February 1996

Amendment No. 1 – April 2000

Amended and Restated Urban Renewal Plan Amendment No. 2 – January 2007

Amended and Restated Urban Renewal Plan Amendment No. 3 – June 2013

Amended and Restated Urban Renewal Plan Amendment No. 4 – June 2015

Amended and Restated Urban Renewal Plan Amendment No. 5 – October 2015

Amended and Restated Urban Renewal Plan Amendment No. 6 – October 2016

Amended and Restated Urban Renewal Plan Amendment No. 7 – June 2018

Local Government Professional Services, Inc.

DBA – Simmering-Cory

AMENDMENT NO. 7
to the
AMENDED AND RESTATED URBAN RENEWAL AREA NO. 3
URBAN RENEWAL PLAN
for the
AMENDED AND RESTATED URBAN RENEWAL AREA NO. 3
CITY OF MARSHALLTOWN, IOWA

The Amended and Restated Urban Renewal Area No. 3 Urban Renewal Plan (the “Plan” or “Urban Renewal Plan”) for the Amended and Restated Urban Renewal Area No. 3 Urban Renewal Area (the “Area” or “Urban Renewal Area”) was adopted in 1996 and has been previously amended six times including the following amendments:

- Amendment No. 1 (April 2000). Amendment No. 1 added land to the Urban Renewal Area.
- Amendment No. 2 (January 2007). Amendment No. 2 Amended and Restated the Urban Renewal Plan No. 3 for the Urban Renewal Area No. 3. The Amendment also added land and removed land from the Urban Renewal Area.
- Amendment No. 3 (June 2013). Amendment No. 3 added a project, Plumb Supply Company, LLC. To the Urban Renewal Plan and removed a self-imposed expiration date.
- Amendment No. 4 (June 2015). Amendment No. 4 added a project, Theisen’s, Inc., to the Urban Renewal Plan.
- Amendment No. 5 (October 2015). Amendment No. 5, also referred to as 2015-A Amendment, added a project, Bobcat Academy, to the Urban Renewal Plan.
- Amendment No. 6 (October 2016). Amendment No. 6 added a project, Hawkeye Hotels, LLC, to the Urban Renewal Plan.

Now the Amended and Restated Urban Renewal Plan No. 3 is being further amended for the purpose of adding additional land to the Urban Renewal Area and to identify a new urban renewal project to be undertaken within the Urban Renewal Area by this Amendment No. 7 (“Amendment No. 7” or “Amendment”) in accordance with the provisions of Chapter 403 of the *Code of Iowa*.

Except as modified by this Amendment, the provisions of the Amended and Restated Urban Renewal Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment shall control.

DESCRIPTION OF PROPERTY ADDED TO THE URBAN RENEWAL AREA

A legal description of the property being added to the Urban Renewal Area by this Amendment is attached hereto as Exhibit “A”. A map of the entire Urban Renewal Area, as amended, is attached hereto as Exhibit “B.”

The City reserves the right to modify the boundary of the Area as needed in at some future date.

AREA DESIGNATION

The Urban Renewal Area was originally designated as both an economic development area appropriate for the promotion of commercial and industrial development and an area in which blighted conditions exist, appropriate for blight remediation activities. Amendments No. 2 and 3 reconfirmed the designation of economic development and the presence of blighting factors within the area. Amendments four through six did not make any changes to the Area designation.

This Amendment makes no change in the Area designation.

ELGIBLE URBAN RENEWAL PROJECTS (AMENDMENT NO. 7)

1. Development Agreement: The City is hereby amending the Urban Renewal Plan, as amended, in accordance with the provisions of Chapter 403 of the *Code of Iowa*, to authorize a new urban renewal project that is proposed to be undertaken in the Urban Renewal Area.

The proposed project involves the use of incremental property tax revenues to make economic development payments to TC Casady Property, LLC., in an amount not to exceed \$250,000.00 in connection with the development of a commercial building by TC Casady Property, LLC., located in the Urban Renewal Area. The City anticipates that the development will create an increase in assessed value for the property of \$530,000. Payments will be made for ten years, in an amount equal to 100% of the incremental property tax payments that are attributable to the expanded property.

2. Planning, Engineering Fees (for Urban Renewal Plans), Attorney Fees, Administrative, and Other Related Costs to Support Urban Renewal Projects and Planning:

Project	Estimated Date	Estimated Cost to be Funded by TIF Funds
Fees & Costs	Undetermined	Not to Exceed \$25,000

FINANCIAL INFORMATION

1.	July 1, 2017 Constitutional Debt Limit:	\$68,225,606
2.	Outstanding General Obligation Debt:	\$33,349,985
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Project (Amendment No. 7) is identified above in the Eligible Urban Renewal Projects (Amendment No. 7). The project cost in this Plan will be incurred and spent over a number of years based on the terms of a development agreement. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects (Amendment No. 7) as described above will be approximately as stated in the next column:	\$275,000.00

EFFECTIVE PERIOD

This Amendment No. 7 will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Urban Renewal Plan, any prior amendment, resolution, or document, the Urban Renewal Plan shall remain in effect until terminated by the City Council, and the use of incremental property tax revenues, or the “division of revenue,” as those words are used in Chapter 403 of the *Code of Iowa*, will be consistent with Chapter 403 of the *Code of Iowa*. The division of revenues shall continue on the Area for the maximum period allowed by law.

At all times, the use of tax increment financing revenues (including the amount of loans, advances, indebtedness or bonds which qualify for payment from the division of revenue provided in Section 403.19 of the *Code of Iowa*) by the City for activities carried out under the Urban Renewal Area shall be limited as deemed appropriate by the City Council and consistent with all applicable provisions of law.

REPEALER

Any parts of the Plan, as previously amended, in conflict with this Amendment are hereby repealed.

SEVERABILITY CLAUSE

If any part of this Amendment No. 7 is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the previously adopted Plan as a whole or the previous amendments to the Plan, or any part of the Plan not determined to be invalid or unconstitutional.

EXHIBIT A
LEGAL DESCRIPTION OF LAND ADDED TO URBAN RENEWAL AREA BY
AMENDMENT NO. 7

LEGAL DESCRIPTION OF LAND TO BE ADDED BY AMENDED AND RESTATED
AMENDMENT NO. 7:

Beginning at the northwest corner of the NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;

thence southerly along the west line of the NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M. to a point 341.4' south of the northwest corner in the NW $\frac{1}{4}$ NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;

thence westerly 673.0' bearing S 89° 10' W;

thence northerly to a point 617.4' east of the northeast corner of the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M. along the north line of the NE $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;

thence westerly 66' along the north line of the NE $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;

thence southerly 353.4' bearing S 5° 38' E;

thence westerly to a point 379.7' south of the northwest corner, along the west line of the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;

thence northerly along said west line to the NW corner of section 15 township 83 north range 18 west of the 5th P.M.;

thence north along the east line of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of section 9 township 83 north range 18 west of the 5th P.M.;

thence east along the north line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ a distance of 289.96';

thence south to the northwest corner of Lot 5, Block 3, Pioneer Village First Addition to Marshall;

thence easterly along the north lines of Lots 5, 6, 7, 8, 9, 10, 11, 12, and 13 to the northeast corner of lot 13 of Block 3, Pioneer Village First Addition to Marshall;

thence southeast to the northwest corner of Lot 14, Block 3, Pioneer Village First Addition to Marshall;

thence southeast to the northeast corner of lot 16, Block 3, Pioneer Village First Addition to Marshall;

thence east to a point along the east line of Pioneer Village First Addition to Marshall, 195' north of the southeast corner of the South Fourteenth St. Right of Way of Pioneer Village First Addition to Marshall.

thence north along said east line to the southwest corner of Lot 1, Block 3, Rolling Meadows 2nd Addition to Marshall;

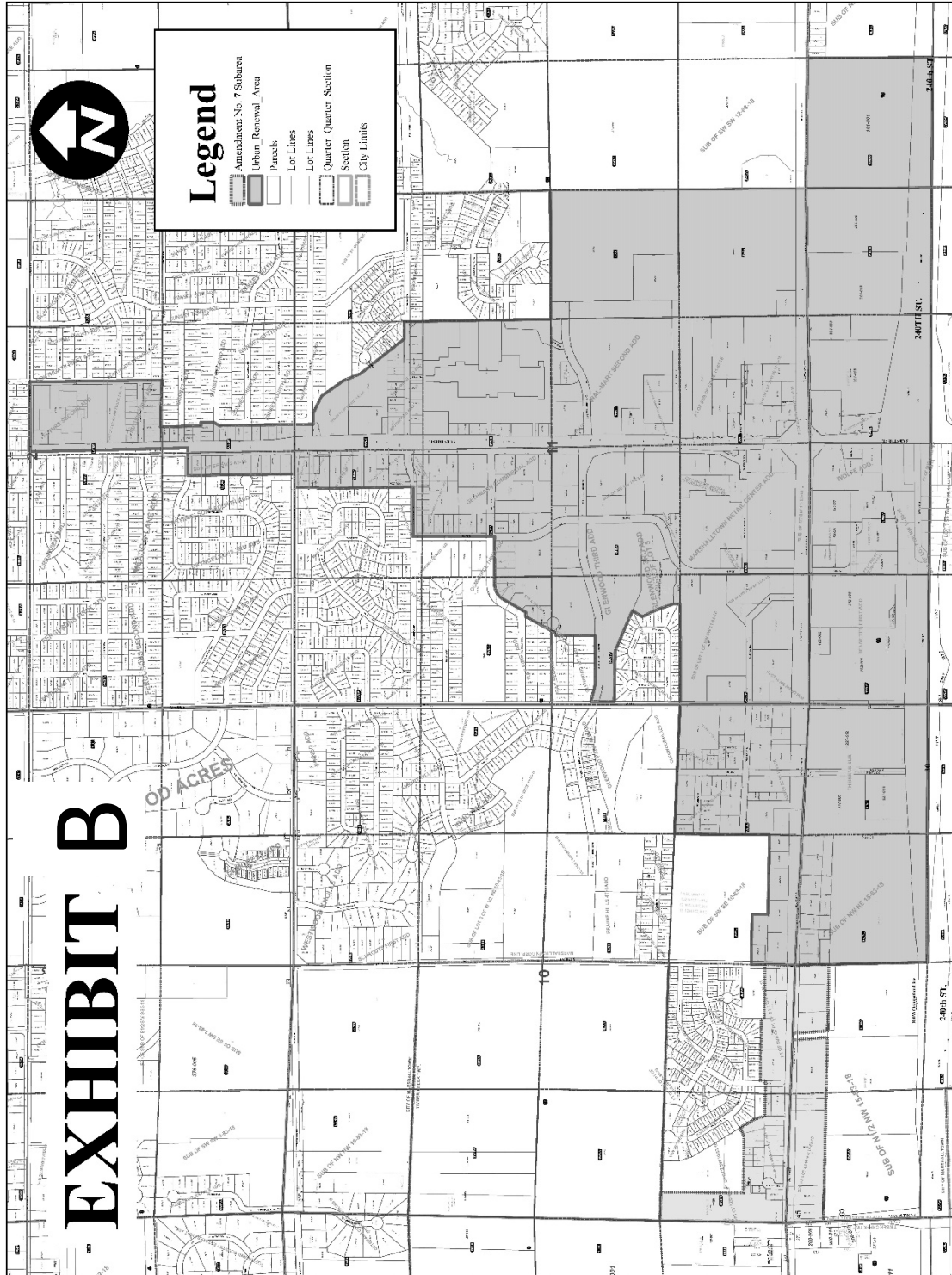
thence east along the south line of Rolling Meadows 2nd Addition to Marshall to the southeast corner of Lot 9, Block 3, Rolling Meadows 2nd Addition to Marshall;

thence south to the northwest corner of Parcel "A" in Lot 1 of the Subdivision of the S $\frac{1}{2}$ SW $\frac{1}{4}$ of section 10 township 83 north range 18 west of the 5th P.M.;

thence east to a point 302.6' north of the southwest corner, along the west line of the SW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 10 township 83 north range 18 west of the 5th P.M.;

thence southerly along said west line of the SW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 10 township 83 North Range 18 west of the 5th P.M. to the northwest corner of the NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M. and point of beginning.

MAP OF MARSHALLTOWN URBAN RENEWAL AREA NO. 3, AS AMENDED



Consultation Meeting for Amendment No. 7 to Urban Renewal Plan for Marshalltown Urban Renewal Area No. 3

Date & Time: Friday, May 25, 2018 at 2:00 PM

Location: City Council Conference Room, 10 W. State Street, Marshalltown, IA 50158

Present:

Shari L. Coughenour, City Clerk, City of Marshalltown

Whitney Hunt, Marshall County

Nan Benson, Marshall County

Craig Madill, Marshall County

Coughenour opened the meeting to accept comments related to the proposed amendment.

General discussion ensued regarding the inaccurate legal description. The county opined the legal description, being deficient, should require this amendment to the Urban Renewal Area #3 to stop, and resume only when the legal description is correct.

Coughenour asked the county to participate in the consultation and consider the amendment in general, without regard to the legal description, as indicated by the map of the area.

The county asked that when the legal description is corrected, to make sure the apartment complex on the south side of Westwood, adjacent to the old Kentucky Fried building (United Bank and Trust area) and lots adjacent to Terry Terrace are kept out of the revised legal description. Those parcels should not be in the TIF area.

The county's objections to the amendment:

1. Inaccurate legal description – they asked for a formal survey.
2. The improvement does not include any new employment opportunities.
3. The project, once completed, will likely not be improved

The county also requested the developer enter into a minimum assessment agreement.

Coughenour commented that the public hearing will be held on June 11 during the 5:30 PM council meeting in the Council Chambers where additional comments can be presented.

Meeting adjourned at 2:45 PM

Respectfully submitted,



Shari L. Coughenour, CMC, City Clerk
City of Marshalltown

MARSHALL COUNTY
OFFICE OF
COUNTY BOARD OF SUPERVISORS
COURTHOUSE
MARSHALLTOWN, IOWA 50158

TELEPHONE 641-754-6330

BOARD OF SUPERVISORS

**Bill Patten
Dave Thompson
Steve Salasek**

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

FILED

MAY 31 2018

**MARSHALL COUNTY
AUDITOR & RECORDER**

Re: Amendment #7 to Urban Renewal Area #3 (Retail TIF)

Ms. Kinser,

Due to the following concerns regarding the addition of parcels to the Retail TIF, Marshall County would like to oppose this expansion at this time.

- 1) Amendment #7 still has an incorrect legal for the parcels being added to the TIF and the Retail TIF boundary as a whole and cannot be followed accurately. Because there have been a number of parcels added and withdrawn from this TIF over the years and they did not fit easily into the legal description, a new description was attempted by office staff. We would like to recommend that a professional surveyor write the legal description before proceeding further with this amendment.
- 2) Our understanding is that the initial purpose for this amendment is so that the Casadys can build a Mini Self-Storage facility on parcel 8318-15-101-003 and they will use the TIF funds to make their property compliant with City Code. If they do not receive these TIF funds to make their property compliant, they will not build there.
 - a. We were told at the consultation that this project would not create any new jobs due to it being a Self-Storage facility.
 - b. The proposed maximum amount of development payments has increased \$71,000, from \$179,000 to \$250,000 between the April 6, 2018 proposal and the May 10, 2018 revised proposal. Why was this increased? Please note: the estimated assessed value of the property has remained the same at 530,000.
 - c. There is currently no plan to request a Minimum Assessment Agreement with the Casadys, per your response at the consultation hearing. In the past, many Developers have immediately requested that their Assessed Value be reduced upon completion of the construction of the new project.

- i. This defeats the entire premise of TIF, which is that even though there is a temporary diversion of taxes to multiple taxing entities, the value will increase and the tax dollars generated by this will be added back to the tax rolls at some point.
 - ii. We request that if you proceed with this project -- a **Minimum Assessment Agreement** will be properly put into effect per Iowa Code 403.6(19). These Agreements protect not only the taxpayers but also the municipality.
 - d. According to Google, there are currently seven mini-storage facilities in Marshalltown - one of which is within 1,800 feet of the proposed facility, setting the Casadys up in direct competition with Country K Mini Storage. This other facility is not in a TIF area and is immediately adjacent to the north boundary of the proposed expansion of the Retail TIF. Country K currently has an assessed value of 660,070 (130,070 more than the proposed new facility) and has been in existence since the late 1980's-early 1990's.
 - i. Why would the City give financial assistance to one storage facility and not another existing storage facility in the same vicinity? This gives the impression of promoting one business and contributing to the potential downfall of a like business.
 - e. How will this project benefit all the taxing entities (including those outside city limits) who are losing out on tax revenue and who may be forced to raise taxes because of this diversion of tax dollars?
 - f. How do you justify giving this developer money for their business, when others inside this same proposed expansion did NOT receive TIF dollars and yet created significant value increases on their own and created new jobs? For example:
 - i. Mitchell Funeral Home had an Assessed value of 23,882 in 2004 when they purchased it. In 2017, that Assessed value was 873,590.
 - ii. Similarly, Casey's went from 117,510 in 2015 to 961,330 in 2017.
 - g. In contrast, the Racom/Caleris project received \$95,000 from the *Uptown* TIF in 2013, and their value has only increased 120,230 as of 2017. We do not know how many jobs this created.
- 3) At the consultation meeting on April 23, 2018, Dr. Schutte asked what the City of Marshalltown's official philosophy was regarding TIF? The reply was that one would be prepared in the future. What is the timeline for this document?
- a. Has a general plan for the physical development of the municipality as a whole been adopted?
 - b. If so, may we have a copy of the most recent version?
- 4) Lastly, with the Replacement Claim backfill being phased out by our State Legislators and the signing on May 17, 2018 of SF 2388 by the Governor

(Telecommunications Property Taxation-see attached) a very real burden will be placed on local governments and in turn on our taxpaying constituents.

We do not believe this additional tax diversion by TIF is justified for this project.

Thank you in advance for your time and thoughtful consideration.

Sincerely,



Bill Patten, Chairman



Dave Thompson, Vice Chairman



Steve Salasek, Member

cc: Bethany Wirin, At Large
1802 Sherwood Ave

Susan Cahill, 1st Ward
202 N 1st St

Al Hoop, 4th Ward
209 Olson Way

Bill Martin, At Large
805 Joan Terrace

Gabriel Isom, 2nd Ward
506 Highland Dr

Joel Greer, Mayor
420 Hughes St

Leon Lamer, At Large
503 S 12th St

Mike Gowdy, 3rd Ward
404 Meadow Ln

FISCAL UPDATE Article

Fiscal Services Division

May 22, 2018



Ground Floor, State Capitol Building

Des Moines, Iowa 50319

515.281.3566

END OF SESSION – SF 2388 – TELECOMMUNICATIONS PROPERTY TAXATION

Description. [Senate File 2388](#) changes how telephone and cable company property is valued for property taxation purposes. Under the provisions of the Act as amended, beginning with assessment year (AY) 2022, assessment of telephone and cable company property for property taxation purposes would be restricted to the value of land and buildings. Also, all such property would be assessed at the local level and classified as commercial property. For AY 2019 through AY 2021, the Act provides for a phased-in property tax exemption for telephone and cable company property.

Under current law, the property of telephone companies is assessed by the Iowa Department of Revenue (centrally assessed).

By repealing Iowa Code chapter [433](#) and removing a corresponding reference in Iowa Code section [427A.1](#)(1)(h), the Act also makes available a sales and use tax exemption for machinery, equipment, and computers purchased by telecommunications companies that are centrally assessed under current law.

Fiscal Impact. [Senate File 2388](#) has the following projected State and local revenue impacts:

The assessment process change is projected to decrease property taxes paid by taxpayers by the following amounts:

- \$9.6 million in FY 2021.
- \$18.6 million in FY 2022.
- \$26.9 million in FY 2023.
- \$25.7 million in FY 2024 and after.

The decrease in the assessed value of telephone and cable company property results in the following projected increases in the State General Fund school aid appropriation:

- \$1.6 million in FY 2021.
- \$3.0 million in FY 2022.
- \$4.4 million in FY 2023.
- \$4.2 million in FY 2024 and after.

The decrease in property taxes paid by telephone and cable companies is projected to decrease the amount of tax revenue received by local governments (net of the increased school aid appropriation) by the following amounts:

- \$8.0 million in FY 2021.
- \$15.6 million in FY 2022.
- \$22.5 million in FY 2023.
- \$21.5 million in FY 2024 and after.

The sales tax exemption for telephone companies is projected to reduce State General Fund revenue by \$0.2 million in FY 2022 and \$0.4 million annually in FY 2023 and after.

Enactment Date. The Act was approved by the General Assembly on May 4, 2018, and signed by the Governor on May 17, 2018.

LSA Staff Contact: Jeff W. Robinson (515.281.4614) jeff.robinson@legis.iowa.gov

965821

Senate File 2388 - Enrolled

Senate File 2388

AN ACT

**RELATING TO THE ASSESSMENT AND TAXATION OF TELEPHONE AND
TELEGRAPH COMPANY PROPERTY FOR CERTAIN ASSESSMENT YEARS AND
INCLUDING EFFECTIVE DATE AND APPLICABILITY PROVISIONS.**

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

Section 1. Section 29C.24, subsection 3, paragraph a, subparagraph (6), Code 2018, is amended to read as follows:

(6) The assessment of property taxes by the department of revenue under sections 428.24 through 428.26, 428.28, and 428.29, or chapters ~~433~~, 434, 435, and 437 through 438, or by a local assessor under another provision of law, on property brought into the state to aid in the performance of disaster or emergency-related work during a disaster response period if such property does not remain in the state after the conclusion of the disaster response period.

Sec. 2. Section 331.401, subsection 1, paragraph k, Code 2018, is amended to read as follows:

k. Levy taxes as certified to it by tax-certifying bodies in the county, in accordance with the statutes authorizing the levies and in accordance with chapter 24 and sections 444.1 to 444.8, and levy taxes as required in chapters ~~433~~, 434, 437, and 438.

Sec. 3. Section 331.427, subsection 1, unnumbered paragraph 1, Code 2018, is amended to read as follows:

Except as otherwise provided by state law, county revenues from taxes and other sources for general county services shall

be credited to the general fund of the county, including revenues received under sections 91.11, 101A.3, 101A.7, 123.36, 123.143, 142D.9, 176A.8, 321.105, 321.152, 321G.7, 321I.8, section 331.554, subsection 6, sections 341A.20, 364.3, 368.21, 423A.7, 428A.8, ~~433.15~~, 434.19, 445.57, 453A.35, 458A.21, 483A.12, 533.329, 556B.1, 583.6, 602.8108, 904.908, and 906.17, and the following:

Sec. 4. Section 331.512, subsection 7, Code 2018, is amended by striking the subsection.

Sec. 5. Section 331.559, subsection 17, Code 2018, is amended by striking the subsection.

Sec. 6. Section 427.1, subsection 2, Code 2018, is amended to read as follows:

2. *Municipal and military property.* The property of a county, township, city, school corporation, levee district, drainage district, district organized under chapter 357E, or the Iowa national guard, when devoted to public use and not held for pecuniary profit, except property of a municipally owned electric utility held under joint ownership and property of an electric power facility financed under chapter 28F or 476A that shall be subject to taxation under chapter 437A and facilities of a municipal utility that are used for the provision of local exchange services pursuant to chapter 476, but only to the extent such facilities are used to provide such services, ~~which shall be subject to taxation under chapter 433, except that section 433.11 shall not apply.~~ The exemption for property owned by a city or county also applies to property which is operated by a city or county as a library, art gallery or museum, conservatory, botanical garden or display, observatory or science museum, or as a location for holding athletic contests, sports or entertainment events, expositions, meetings or conventions, or leased from the city or county for any such purposes, or leased from the city or county by the Iowa national guard or by a federal agency for the benefit of the Iowa national guard when devoted for public use and not for pecuniary profit. Food and beverages may be served at the events or locations without affecting the exemptions, provided the city has approved the serving of food and beverages on the property if the property is owned by the city or the county

has approved the serving of food and beverages on the property if the property is owned by the county. The exemption for property owned by a city or county also applies to property which is located at an airport and leased to a fixed base operator providing aeronautical services to the public.

Sec. 7. Section 427.1, subsection 40, paragraph a, Code 2018, is amended to read as follows:

a. The owner of broadband infrastructure shall be entitled to an exemption from taxation to the extent provided in this subsection for assessment years beginning before January 1, 2022. For the purposes of this subsection, *"broadband infrastructure"* and *"targeted service area"* mean the same as defined in section 8B.1.

Sec. 8. Section 427.1, subsection 40, Code 2018, is amended by adding the following new paragraph:

NEW PARAGRAPH. i. This subsection is repealed July 1, 2024.

Sec. 9. Section 427A.1, subsection 1, paragraphs c and d, Code 2018, are amended to read as follows:

c. Buildings, structures or improvements, any of which are constructed on or in the land, attached to the land, or placed upon a foundation whether or not attached to the foundation. However, property taxed under chapter 435, and property that is a concrete batch plant as that term is defined in subsection 4, and to the extent provided in subsection 6A, property that is transmission property shall not be assessed and taxed as real property.

d. Buildings, structures, equipment, machinery or improvements, any of which are attached to the buildings, structures, or improvements defined in paragraph "c" of this subsection. However, to the extent provided in subsection 6A, property that is transmission property shall not be assessed and taxed as real property.

Sec. 10. Section 427A.1, subsection 1, paragraph h, Code 2018, is amended to read as follows:

h. Property assessed by the department of revenue pursuant to sections 428.24 to 428.29, or chapters 433, 434, 437, 437A, 437B, and 438.

Sec. 11. Section 427A.1, Code 2018, is amended by adding the following new subsection:

NEW SUBSECTION. 6A. a. For purposes of this section, *"transmission property"* means cable and wire facilities, poles, aerial cable, underground cable, buried cable, intrabuilding network cable, or aerial wire within the meaning of and for purposes of the uniform system of accounts for telecommunication companies in 47 C.F.R. pt. 32, in effect on the effective date of this Act. *"Transmission property"* also includes lines, electronic equipment, headend electronics, poles, aerial cable, cable drops, lasers, fiber optics, underground cable, and any electronics attached thereto used to provide telecommunications service, cable television signals, or internet service to subscribers. *"Transmission property"* does not include a tower as defined in section 8C.2.

b. Transmission property that is not subject to assessment and taxation under chapter 433, shall be subject to assessment and taxation as follows:

(1) For the assessment year beginning January 1, 2019, at seventy-five percent of the transmission property's actual value.

(2) For the assessment year beginning January 1, 2020, at fifty percent of the transmission property's actual value.

(3) For the assessment year beginning January 1, 2021, at thirty percent of the transmission property's actual value.

(4) For the assessment year beginning January 1, 2022, and each subsequent assessment year, transmission property shall not be assessed and taxed as real property.

Sec. 12. Section 427B.17, subsection 8, paragraph a, Code 2018, is amended to read as follows:

a. *This section* shall not apply to property assessed by the department of revenue pursuant to sections 428.24 to 428.29, or chapters ~~433~~, 434, 437, 437A, 437B, and 438, and such property shall not receive the benefits of *this section*.

Sec. 13. Section 429.1, Code 2018, is amended to read as follows:

429.1 Notice of assessment.

The department of revenue shall, at the time of making the assessment of property as provided in chapters 428, ~~433~~, 434, 437, and 438, inform the person assessed, by mail, of the valuation put upon the taxpayer's property. The notice

shall contain a notice of the taxpayer's right of appeal to the director of revenue as provided in [section 429.2](#).

Sec. 14. Section 433.4, Code 2018, is amended by adding the following new subsection:

NEW SUBSECTION. 3. For the assessment years beginning January 1, 2019, January 1, 2020, and January 1, 2021, following the partial exemption from taxation under subsection 2, each company assessed for taxation under this chapter shall receive an additional exemption from taxation on the value of the company's property as provided in this subsection.

a. For the assessment year beginning January 1, 2019, the amount of the additional exemption for each company shall be equal to twenty-five percent of the amount of the company's actual value, as determined under subsection 1, remaining following application of the exemption under subsection 2 for the assessment year.

b. For the assessment year beginning January 1, 2020, the amount of the additional exemption for each company shall be equal to fifty percent of the amount of the company's actual value, as determined under subsection 1, remaining following application of the exemption under subsection 2 for the assessment year.

c. For the assessment year beginning January 1, 2021, the amount of the additional exemption for each company shall be equal to seventy percent of the amount of the company's actual value, as determined under subsection 1, remaining following application of the exemption under subsection 2 for the assessment year.

Sec. 15. Section 433.5, subsection 2, Code 2018, is amended to read as follows:

2. The department of revenue shall ascertain the exemption value per mile of the property of each company within this state by dividing the amount of the total exemption for that company determined under section 433.4, ~~subsection~~ subsections 2 and 3, by the number of miles of line of such company within the state, and the result shall be deemed and held to be the exemption value per mile of line for that company.

Sec. 16. NEW SECTION. 433.16 Applicability — future repeal.

1. This chapter applies to the assessment and taxation of telephone and telegraph company property for assessment years beginning before January 1, 2022.

2. This chapter is repealed on July 1, 2024.

Sec. 17. Section 437.15, Code 2018, is amended to read as follows:

437.15 Reassessment — procedure and requirements.

Sections 433.14~~7~~ and 433.15, Code 2018, and sections 439.1~~7~~ and 439.2 shall apply to the property of transmission lines which are referred to in section 437.2.

Sec. 18. Section 441.19, subsection 1, paragraph a, Code 2018, is amended to read as follows:

a. Supplemental and optional to the procedure for the assessment of property by the assessor as provided in this chapter, the assessor may require from all persons required to list their property for taxation as provided by sections 428.1 and 428.2, a supplemental return to be prescribed by the director of revenue upon which the person shall list the person's property. The supplemental return shall be in substantially the same form as now prescribed by law for the assessment rolls used in the listing of property by the assessors. However, for assessment years beginning on or after January 1, 2018, and unless otherwise required for property valued by the department of revenue pursuant to chapters 428, 433~~7~~, 437, and 438, a supplemental return shall not request, and a person shall not be otherwise required to provide to the assessor for property assessment purposes, sales or receipts data, expense data, balance sheets, bank account information, or other data related to the financial condition of a business operating in whole or in part on the property if the property is both classified as commercial or industrial property and owned and used by the owner of the business. Every person required to list property for taxation shall make a complete listing of the property upon supplemental forms and return the listing to the assessor as promptly as possible. The return shall be verified over the signature of the person making the return and section 441.25 applies to any person making such a return. The assessor shall make supplemental return forms available as soon as practicable after the first day of January

of each year. The assessor shall make supplemental return forms available to the taxpayer by mail, or at a designated place within the taxing district.

Sec. 19. Section 441.21, subsection 2, Code 2018, is amended to read as follows:

2. In the event market value of the property being assessed cannot be readily established in the foregoing manner, then the assessor may determine the value of the property using the other uniform and recognized appraisal methods including its productive and earning capacity, if any, industrial conditions, its cost, physical and functional depreciation and obsolescence and replacement cost, and all other factors which would assist in determining the fair and reasonable market value of the property but the actual value shall not be determined by use of only one such factor. The following shall not be taken into consideration: Special value or use value of the property to its present owner, and the goodwill or value of a business which uses the property as distinguished from the value of the property as property. In addition, for assessment years beginning on or after January 1, 2018, and unless otherwise required for property valued by the department of revenue pursuant to [chapters 428, 433, 437, and 438](#), the assessor shall not take into consideration and shall not request from any person sales or receipts data, expense data, balance sheets, bank account information, or other data related to the financial condition of a business operating in whole or in part on the property if the property is both classified as commercial or industrial property and owned and used by the owner of the business. However, in assessing property that is rented or leased to low-income individuals and families as authorized by section 42 of the Internal Revenue Code, as amended, and which section limits the amount that the individual or family pays for the rental or lease of units in the property, the assessor shall, unless the owner elects to withdraw the property from the assessment procedures for section 42 property, use the productive and earning capacity from the actual rents received as a method of appraisal and shall take into account the extent to which that use and limitation reduces the market value of the property. The

assessor shall not consider any tax credit equity or other subsidized financing as income provided to the property in determining the assessed value. The property owner shall notify the assessor when property is withdrawn from section 42 eligibility under the Internal Revenue Code or if the owner elects to withdraw the property from the assessment procedures for section 42 property under [this subsection](#). The property shall not be subject to section 42 assessment procedures for the assessment year for which section 42 eligibility is withdrawn or an election is made. This notification must be provided to the assessor no later than March 1 of the assessment year or the owner will be subject to a penalty of five hundred dollars for that assessment year. The penalty shall be collected at the same time and in the same manner as regular property taxes. An election to withdraw from the assessment procedures for section 42 property is irrevocable. Property that is withdrawn from the assessment procedures for section 42 property shall be classified and assessed as multiresidential property unless the property otherwise fails to meet the requirements of [section 441.21, subsection 13](#). Upon adoption of uniform rules by the department of revenue or succeeding authority covering assessments and valuations of such properties, the valuation on such properties shall be determined in accordance with such rules and in accordance with forms and guidelines contained in the real property appraisal manual prepared by the department as updated from time to time for assessment purposes to assure uniformity, but such rules, forms, and guidelines shall not be inconsistent with or change the foregoing means of determining the actual, market, taxable, and assessed values.

Sec. 20. Section 441.21, subsection 5, paragraph a, Code 2018, is amended to read as follows:

a. For valuations established as of January 1, 1979, property valued by the department of revenue pursuant to chapters 428, ~~433~~, [437](#), and [438](#) shall be considered as one class of property and shall be assessed as a percentage of its actual value. The percentage shall be determined by the director of revenue in accordance with the provisions of this section. For valuations established as of January 1, 1979, the

percentage shall be the quotient of the dividend and divisor as defined in [this section](#). The dividend shall be the total actual valuation established for 1978 by the department of revenue, plus ten percent of the amount so determined. The divisor for property valued by the department of revenue pursuant to [chapters 428, 433, 437, and 438](#) shall be the valuation established for 1978, plus the amount of value added to the total actual value by the revaluation of the property by the department of revenue as of January 1, 1979. For valuations established as of January 1, 1980, property valued by the department of revenue pursuant to [chapters 428, 433, 437, and 438](#) shall be assessed at a percentage of its actual value. The percentage shall be determined by the director of revenue in accordance with the provisions of [this section](#). For valuations established as of January 1, 1980, the percentage shall be the quotient of the dividend and divisor as defined in this section. The dividend shall be the total actual valuation established for 1979 by the department of revenue, plus eight percent of the amount so determined. The divisor for property valued by the department of revenue pursuant to [chapters 428, 433, 437, and 438](#) shall be the valuation established for 1979, plus the amount of value added to the total actual value by the revaluation of the property by the department of revenue as of January 1, 1980. For valuations established as of January 1, 1981, and each year thereafter, the percentage of actual value at which property valued by the department of revenue pursuant to [chapters 428, 433, 437, and 438](#) shall be assessed shall be calculated in accordance with the methods provided herein, except that any references to ten percent in [this subsection](#) shall be eight percent. For valuations established on or after January 1, 2013, property valued by the department of revenue pursuant to [chapter 434](#) shall be assessed at a percentage of its actual value equal to the percentage of actual value at which property assessed as commercial property is assessed under paragraph "b" for the same assessment year.

Sec. 21. Section 441.21, subsections 9 and 10, Code 2018, are amended to read as follows:

9. Not later than November 1, 1979, and November 1 of each subsequent year, the director shall certify to the county

auditor of each county the percentages of actual value at which residential property, agricultural property, commercial property, industrial property, multiresidential property, property valued by the department of revenue pursuant to chapter 434, and property valued by the department of revenue pursuant to chapters 428, ~~433~~, 437, and 438 in each assessing jurisdiction in the county shall be assessed for taxation. The county auditor shall proceed to determine the assessed values of agricultural property, residential property, commercial property, industrial property, multiresidential property, property valued by the department of revenue pursuant to chapter 434, and property valued by the department of revenue pursuant to chapters 428, ~~433~~, 437, and 438 by applying such percentages to the current actual value of such property, as reported to the county auditor by the assessor, and the assessed values so determined shall be the taxable values of such properties upon which the levy shall be made.

10. The percentage of actual value computed by the department of revenue for agricultural property, residential property, commercial property, industrial property, multiresidential property, property valued by the department of revenue pursuant to chapter 434, and property valued by the department of revenue pursuant to chapters 428, ~~433~~, 437, and 438 and used to determine assessed values of those classes of property does not constitute a rule as defined in section 17A.2, subsection 11.

Sec. 22. Section 441.73, subsection 1, Code 2018, is amended to read as follows:

1. A litigation expense fund is created in the state treasury. The litigation expense fund shall be used for the payment of litigation expenses incurred by the state to defend property valuations established by the director of revenue pursuant to section 428.24 and chapters ~~433~~, 434, 437, 437A, 437B, and 438, and for the payment of litigation expenses incurred by the state to defend the imposition of replacement taxes and statewide property taxes under chapters 437A and 437B.

Sec. 23. Section 476.1D, subsection 10, Code 2018, is amended by striking the subsection.

Sec. 24. FUTURE ASSESSMENT YEARS. Telephone and telegraph company property subject to assessment under chapter 433 for assessment years beginning before January 1, 2022, shall be, for assessment years beginning on or after January 1, 2022, assessed by local assessors under chapters 427, 427A, 427B, 428, and 441, and any other applicable provision of law in the same manner and on the same basis as other commercial property located in the assessing jurisdiction where situated.

Sec. 25. SAVINGS PROVISION. Except as specifically provided, this Act, pursuant to section 4.13, does not affect the operation of, or prohibit the application of, prior provisions of chapter 433, or rules adopted under chapter 17A to administer prior provisions of chapter 433, for assessment years beginning before January 1, 2022, and for duties, powers, protests, appeals, proceedings, actions, or remedies attributable to an assessment year beginning before January 1, 2022.

Sec. 26. IMPLEMENTATION. Section 25B.7 shall not apply to this Act.

Sec. 27. EFFECTIVE DATE. The following take effect July 1, 2021:

1. The section of this Act amending section 476.1D.

Sec. 28. EFFECTIVE DATE. The following take effect July 1, 2024:

1. The section of this Act amending section 29C.24.
2. The section of this Act amending section 331.401.
3. The section of this Act amending section 331.427.
4. The section of this Act amending section 331.512.
5. The section of this Act amending section 331.559.
6. The section of this Act amending section 427.1, subsection 2.
7. The section of this Act amending section 427A.1, subsection 1, paragraph "h".
8. The section of this Act amending section 427B.17.
9. The section of this Act amending section 429.1.
10. The section of this Act amending section 437.15.
11. The section of this Act amending section 441.19.
12. The section of this Act amending section 441.21, subsection 2.

13. The section of this Act amending section 441.21, subsection 5.

14. The section of this Act amending section 441.21, subsections 9 and 10.

15. The section of this Act amending section 441.73.

Sec. 29. APPLICABILITY. The following apply to assessment years beginning on or after January 1, 2022:

1. The section of this Act amending section 476.1D.

CHARLES SCHNEIDER
President of the Senate

LINDA UPMEYER
Speaker of the House

I hereby certify that this bill originated in the Senate and is known as Senate File 2388, Eighty-seventh General Assembly.

W. CHARLES SMITHSON
Secretary of the Senate

Approved _____, 2018

KIM REYNOLDS
Governor

MARSHALLTOWN

— I O W A —

City Administrator's Office

Joel Greer, Mayor
Jessica Kinser, Administrator
Shari L. Coughenour, Clerk
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5799
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June 4, 2018

Marshall County
Board of Supervisors
1 E. Main Street
Marshalltown, IA 50158

To the Board of Supervisors:

Thank you for submitting your comments to on the City's proposed Urban Renewal Plan amendment for Area #3. You have asked some specific questions, which I will try to answer below.

- Boundary Concerns- the City is still looking into this and will be able to address any issues with the legal description prior to Council consideration of a final plan, as the public hearing noticed provided a general description and not a precise legal descriptions.
- The developer for the proposed storage units provided the City an increased figure than his initial figure after obtaining more precise quotes for his proposed building project. The City is still negotiating a development agreement with the developer and do not have a final draft of a development agreement to share at this time. As you are aware, a new development agreement will require a public hearing, so those documents will be made public when the public hearing is set.
- The City is still in negotiations with the developer and cannot provide a response as to whether or not a minimum assessment agreement will be included as part of a development agreement.
- The City considers requests for financial assistance as they come in. I have no knowledge as to why some entities request assistance and why some do not. Equal consideration by the City Council would be given to other requests for use of tax increment financing in this urban renewal area and other urban renewal areas of the City.
- The proposed development agreement for storage units will benefit all taxing entities by increased the taxable value of the current parcel. No entity will lose tax revenue from what they are currently collecting off of the parcel and the frozen base value.

City Council

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



- Again, the City considers requests for financial assistance when they come in. We do not have a record of any requests from Mitchell Family Funeral Home or from Caseys.
- The City Council has not considered a formal economic development philosophy, but likely will some time in 2018. The City also has adopted the 2030 Comprehensive Plan, which is our guiding planning and development document for Marshalltown. The Plan was adopted in 2012 and is available for download at the following website: <https://www.marshalltown-ia.gov/193/Comprehensive-Plan-2030>.

The public hearing and consideration of a resolution to adopt the proposed amendment to Urban Renewal Area #3 will be on June 11th, at 5:30pm, in City Council Chambers.

Again, thank you for your response to the City's consultation session.

Thank you,



Jessica Kinser
City Administrator

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



MINUTES PROVIDING FOR PASSAGE OF
AN ORDINANCE RELATED TO TAXABLE
PROPERTY INCLUDED IN AMENDMENT
NO. 7 TO THE URBAN RENEWAL PLAN
FOR MARSHALLTOWN URBAN
RENEWAL AREA NO. 3

(Ord.–Initial Consideration)

422742-33

Marshalltown, Iowa

June 11, 2018

The City Council of the City of Marshalltown, Iowa, met on June 11, 2018, at 5:30 o'clock p.m., at the Council Chamber.

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

Present: _____

Absent: _____.

It was reported that it was necessary for the Council to adopt an ordinance in order to add the property that had been added to Urban Renewal Area No. 3 by Amendment No. 7 to the ordinance that designates property in Urban Renewal Area No. 3 that is subject to the tax increment provisions of Chapter 403 of the Code of Iowa.

Council Member _____ introduced an ordinance entitled “Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3, Pursuant to Section 403.19 of the Code of Iowa.”

It was moved by Council Member _____ and seconded by Council Member _____ that the ordinance be given its first consideration and that it be adopted.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its initial consideration.

• • • • •

There being no further business to come before the meeting, it was upon motion adjourned.

Mayor

Attest:

City Clerk

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN AMENDMENT NO. 7 TO THE URBAN RENEWAL PLAN FOR MARSHALLTOWN URBAN RENEWAL AREA NO. 3, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA

BE IT ENACTED by the Council of the City of Marshalltown, Iowa:

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property included in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3 each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City of Marshalltown to finance projects in Urban Renewal Area No. 3.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

“City” shall mean the City of Marshalltown, Iowa.

“County” shall mean Marshall County, Iowa.

“Urban Renewal Area” shall mean Marshalltown Urban Renewal Area No. 3, as from time to time amended.

“Urban Renewal Area Amendment” shall mean the taxable property included in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3 of the City of Marshalltown, the description of which taxable property is set out below, approved by the City Council by resolution adopted on June 11, 2018:

Beginning at the northwest corner of the NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;
thence southerly along the west line of the NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M. to a point 341.4' south of the northwest corner in the NW $\frac{1}{4}$ NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;
thence westerly 673.0' bearing S 89° 10' W;
thence northerly to a point 617.4' east of the northeast corner of the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M. along the north line of the NE $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;
thence westerly 66' along the north line of the NE $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;
thence southerly 353.4' bearing S 5° 38' E;
thence westerly to a point 379.7' south of the northwest corner, along the west line of the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M.;

thence northerly along said west line to the NW corner of section 15 township 83 north range 18 west of the 5th P.M.;
thence north along the east line of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of section 9 township 83 north range 18 west of the 5th P.M.;
thence east along the north line of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ a distance of 289.96';
thence south to the northwest corner of Lot 5, Block 3, Pioneer Village First Addition to Marshall;
thence easterly along the north lines of Lots 5, 6, 7, 8, 9, 10, 11, 12, and 13 to the northeast corner of lot 13 of Block 3, Pioneer Village First Addition to Marshall;
thence southeast to the northwest corner of Lot 14, Block 3, Pioneer Village First Addition to Marshall;
thence southeast to the northeast corner of lot 16, Block 3, Pioneer Village First Addition to Marshall;
thence east to a point along the east line of Pioneer Village First Addition to Marshall, 195' north of the southeast corner of the South Fourteenth St. Right of Way of Pioneer Village First Addition to Marshall.
thence north along said east line to the southwest corner of Lot 1, Block 3, Rolling Meadows 2nd Addition to Marshall;
thence east along the south line of Rolling Meadows 2nd Addition to Marshall to the southeast corner of Lot 9, Block 3, Rolling Meadows 2nd Addition to Marshall;
thence south to the northwest corner of Parcel "A" in Lot 1 of the Subdivision of the S $\frac{1}{2}$ SW $\frac{1}{4}$ of section 10 township 83 north range 18 west of the 5th P.M.;
thence east to a point 302.6' north of the southwest corner, along the west line of the SW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 10 township 83 north range 18 west of the 5th P.M.;
thence southerly along said west line of the SW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 10 township 83 North Range 18 west of the 5th P.M. to the northwest corner of the NE $\frac{1}{4}$ of section 15 township 83 north range 18 west of the 5th P.M. and point of beginning.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the Urban Renewal Area Amendment. After the effective date of this ordinance, the taxes levied on the taxable property in the Urban Renewal Area Amendment each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the Urban Renewal Area Amendment is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area Amendment, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the Urban Renewal Area Amendment on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which

amends the plan for the Urban Renewal Area Amendment to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, and to provide assistance for low and moderate-income family housing as provided in Section 403.22, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, to the extent authorized in Section 403.19(2) of the Code of Iowa, taxes for the instructional support program levy of a school district imposed pursuant to Section 257.19 of the Code of Iowa, to the extent authorized in Section 403.19(2) of the Code of Iowa, and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the Urban Renewal Area Amendment exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area Amendment shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the Urban Renewal Area Amendment shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word “taxes” includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed by the Council of the City of Marshalltown, Iowa, the ____ day of _____, 2018.

Mayor

Attest:

City Clerk

Approved this ____ day of _____, 2018.

Mayor

Attest:

City Clerk

MINUTES PROVIDING FOR PASSAGE OF
AN ORDINANCE RELATED TO TAXABLE
PROPERTY INCLUDED IN AMENDMENT
NO. 7 TO THE URBAN RENEWAL PLAN
FOR MARSHALLTOWN URBAN
RENEWAL AREA NO. 3

422742-33

(Ord.–Second Consideration)

Marshalltown, Iowa

_____, 2018

The City Council of the City of Marshalltown, Iowa, met on the ____ day of _____, 2018, at _____ o'clock ____m., at the Council Chambers.

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

Present: _____

Absent: _____.

It was reported that, on June 11, 2018, the Council had given its initial consideration to an ordinance entitled “Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3, Pursuant to Section 403.19 of the Code of Iowa.”

It was moved by Council Member _____ and seconded by Council Member _____ that the ordinance be given its second consideration and that it be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its second consideration.

* * * *

There being no further business to come before the meeting, it was upon motion adjourned.

Mayor

Attest:

City Clerk

MINUTES PROVIDING FOR PASSAGE OF
AN ORDINANCE RELATED TO TAXABLE
PROPERTY INCLUDED IN AMENDMENT
NO. 7 TO THE URBAN RENEWAL PLAN
FOR MARSHALLTOWN URBAN
RENEWAL AREA NO. 3

422742-33

(Final Consideration And Adoption)

Marshalltown, Iowa

_____, 2018

The City Council of the City of Marshalltown, Iowa, met on the ____ day of _____, 2018, at _____ o'clock ____m., at the Council Chambers.

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

Present: _____

Absent: _____.

It was reported that on June 11, 2018, and on _____, 2018, the Council had given initial and second consideration to an ordinance entitled "Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3, Pursuant to Section 403.19 of the Code of Iowa".

It was moved by Council Member _____ and seconded by Council Member _____ that the ordinance be given its final consideration and that it be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its final consideration and had been adopted.

* * * *

There being no further business to come before the meeting, it was upon motion adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA

SS:

MARSHALL COUNTY

CITY OF MARSHALLTOWN

I, the undersigned, City Clerk of the City of Marshalltown, Iowa, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Marshalltown, and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with those records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with approving "Ordinance No._____. An Ordinance providing for the division of taxes levied on taxable property in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3, pursuant to Section 403.19 of the Code of Iowa".

I also certify that I caused to be published a summary of "Ordinance No._____. An Ordinance providing for the division of taxes levied on taxable property in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3, pursuant to Section 403.19 of the Code of Iowa", of which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, on the date and in the newspaper specified in such affidavit, and that such newspaper has a general circulation in the City.

WITNESS MY HAND this ____ day of _____, 2018.

City Clerk

(Attach hereto publisher's affidavit of publication with clipping of summary of ordinance as published.)

STATE OF IOWA

SS:

MARSHALL COUNTY

I, the undersigned, County Auditor of Marshall County, Iowa, do hereby certify that on the ____ day of _____, 2018, the City Clerk of the City of Marshalltown, Iowa, filed in my office a copy of an ordinance of the City, shown to have been adopted by the City Council and approved by the Mayor thereof on _____ 2018, entitled: "Ordinance No. _____. An Ordinance providing for the division of taxes levied on taxable property in Amendment No. 7 to the urban renewal plan for Marshalltown Urban Renewal Area No. 3, pursuant to Section 403.19 of the Code of Iowa", and that I have duly placed a copy of the ordinance on file in my records.

WITNESS MY HAND this ____ day of _____, 2018.

County Auditor

June 7, 2018

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

Re: Ordinance for Amendment No. 7 to urban renewal plan for Marshalltown Urban
Renewal Area No. 3
Our File No. 422742-33

Dear Shari:

Enclosed are proceedings that may be used by your City Council to consider an Ordinance related to taxable property included in Amendment No. 7 to the urban renewal plan for Urban Renewal Area No. 3 at three separate meetings, beginning with the first consideration on June 11.

After final consideration and adoption of the Ordinance, it must be filed in the office of the County Auditor, and the Ordinance, or a summary of the Ordinance, must be published. I can prepare an appropriate summary for you.

We will appreciate receiving executed copies of these proceedings as soon as they are available. Please contact me if you have any questions.

Sincerely,

Robert E. Josten

Cc by email: Jessica Kinser
Roger Schoell
Michelle Spohnheimer
Justin Yarosevich

**ORDINANCE NO 14973 AMENDING CHAPTER 26, STREETS AND SIDEWALKS,
ARTICLE III, SIDEWALKS, BY REPEALING CURRENT LANGUAGE AND ADOPTING
NEW LANGUAGE**

BE IT ENACTED by the City Council of the City of Marshalltown, Iowa:

SECTION 1. Amendment. Chapter 26, Article III of the City of Marshalltown Code of Ordinances is hereby amended by repealing all current language of Sections 39 to 66 and replacing it with the following new language:

Sec. 26-39 Purpose.

The purpose of this chapter is to enhance safe passage by citizens on sidewalks, to place the responsibility for the maintenance, repair, replacement, or reconstruction of sidewalks upon the abutting property owner and to minimize the liability of the City.

Sec. 26-40 Definitions.

For use in this chapter the following terms are defined:

1. “Broom finish” means a sidewalk finish that is made by sweeping the sidewalk when it is hardening.
2. “Defective sidewalk” means any public sidewalk exhibiting one or more of the following characteristics:
 - A. Vertical separations equal to three-fourths ($\frac{3}{4}$) inch or more.
 - B. Horizontal separations equal to one (1) inch or more.
 - C. Holes or depressions equal to three-fourths ($\frac{3}{4}$) inch or more and at least four (4) inches in diameter.
 - D. Spalling over fifty percent (50%) of a single square of the sidewalk with one or more depressions equal to one-half ($\frac{1}{2}$) inch or more.
 - E. Spalling over less than fifty percent (50%) of a single square of the sidewalk with one or more depressions equal to three-fourths ($\frac{3}{4}$) inch or more.
 - F. A single square of sidewalk cracked in such a manner that no part thereof has a piece greater than one square foot.
 - G. A sidewalk with any part thereof missing to the full depth.
 - H. A change from the design or construction grade equal to or greater than three-fourths ($\frac{3}{4}$) inch per foot.
3. “Established grade” means that grade established by the City for the particular area in which a sidewalk is to be constructed.
4. “One-course construction” means that the full thickness of the concrete is placed at one time, using the same mixture throughout.
5. “Owner” means the person owning the fee title to property abutting any sidewalk and includes any contract purchaser for purposes of notification required herein. For all other purposes, “owner” includes the lessee, if any.
6. “Portland cement” means any type of cement except bituminous cement.
7. “Sidewalk” means all permanent public walks in business, residential or suburban areas.
8. “Sidewalk improvements” means the construction, reconstruction, repair, replacement or removal, of a public sidewalk and/or the excavating, filling or depositing of material in the public right-of-way in connection therewith.
9. “Wood float finish” means a sidewalk finish that is made by smoothing the surface of the sidewalk with a wooden trowel.

Sec. 26-41 Responsibility for Maintenance.

The owner of any lot or parcel thereof abutting upon any sidewalk on the city streets in the city shall maintain said sidewalk in state of good repair, free from cracks, holes and unevenness to that the sidewalk does not constitute a safety hazard. A state of sidewalk disrepair is hereby

declared a public nuisance. The owner of any lot or parcels who fails to repair said sidewalk shall be liable to any person injured as a result of such failure and shall further save, defend, indemnify and hold harmless the City of Marshalltown from and against any claim arising out of the failure to maintain said sidewalk.

Sec. 26-42 City may order repairs.

If the abutting property owner does not maintain sidewalks as required, the Council may serve notice on such owner, by certified mail, requiring the owner to repair, replace or reconstruct sidewalks within thirty (30) days, and if such action is not completed within such time, the Council may require the work to be done and assess the costs against the abutting property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2d & e])

Sec 26-43 Sidewalk Construction Ordered.

The Council may order the construction of permanent or temporary sidewalks upon any street or court in the City and may specially assess the cost of such improvement to abutting property owners in accordance with the provisions of Chapter 384 of the *Code of Iowa*.

(Code of Iowa, Sec. 384.38)

Sec. 26-44 New sidewalks required.

A public sidewalk shall be constructed adjacent to any lot platted prior to January 1, 2001, at the time any of the following occur:

1. Construction of a new building is completed upon a vacant lot.
2. Construction or reconstruction of a building upon the lot which amounts to an increase in value of 50% or more of an existing structure.
3. Reconstruction of a building which has incurred 50% or more in damage.
4. The property owner shall pay for all costs for constructing all sidewalks required under this section.

(Ord. 14668, § 1, 2-26-01)

Sec. 26-45 Deferments of New Sidewalk Construction.

The construction of a sidewalk, as required by Section 26-44 may be deferred for a specified period of time in a given instance. Applications for deferments must be submitted to the Housing and Community Development Department, along with the established fee, as set by resolution. A deferment will be recommended by staff if an applicant demonstrates one or more of the following criteria have been met:

1. Where the location of the proposed sidewalk is not adjacent to a street which has or will have curb and gutter;
2. Where the location of the proposed sidewalk has grade and drainage problems which would significantly interfere with the construction of the sidewalk at that location;
3. Where the location of the proposed sidewalk is on non-residential or non-retail property adjacent to an existing street with curb and gutter, and grade and drainage problems would not significantly interfere with the construction of its sidewalk at that location, and the following conditions are met:
 - a.) No pedestrian generators exist in this location; or
 - b.) The unique use of the property in conjunction with sidewalks or bike paths near the location allow for alternate pedestrian routes, unless the proposed sidewalk is needed to connect area residential property to other sidewalks in the area.

Should a deferment not be granted by City staff, the applicant can appeal this denial to the City Council.

Sec. 26-46 Deferment Expiration and Repeal.

Deferments will expire automatically if the street adjacent to the deferred location is improved and curb and gutter is installed. If conditions supporting the deferment change, the City Zoning officer may administratively repeal the deferment.

(Ord. No. 14779, § 1, 03-13-2006)

Sec. 26-47 Permit required.

No person shall remove, reconstruct or install a sidewalk unless such person has obtained a permit from the City and has agreed in writing that said removal, reconstruction or installation will comply with all ordinances and requirements of the City for such work. A written application for such permit shall be filed with the City and shall be accompanied by a permit fee as set forth and established by Resolution of the City Council.

Sec. 26- 48 Sidewalk standards.

Sidewalks repaired, replaced or constructed under the provisions of this chapter shall be constructed in accordance with the City's standard specifications. All such work shall be done under the direction and supervision of and subject to inspection and approval of the Public Works Director. If such work does not comply with the provisions of this chapter, the Public Works Director, after notice to the property owner, shall cause the sidewalks to be constructed in the proper manner and assess the cost for such work against the abutting property for collection in the same manner as a property tax.

Sidewalks repaired, replaced or constructed under the provisions of this chapter shall be of the following construction and meet the following standards.

1. *Cement.* Portland cement concrete shall be the only cement used in the construction and repair of sidewalks. The cement shall be standard gray color. Request to use any other color must be approved by the City Engineer.
2. *Construction.* Sidewalks shall be of one-course construction, using State Department of Transportation Class C portland cement concrete.
3. *Sidewalk base.* Concrete may be placed directly on compact and well-drained soil. Where soil is not well drained, a four-inch sub-base of compact, clean, coarse gravel, sand or cinders shall be laid. The adequacy of the soil drainage is to be determined by the city.
4. *Sidewalk bed.* The sidewalk bed shall be so graded that the constructed sidewalk will be at established grade.
5. *Length, width and depth.* Length, width and depth requirements are as follows:
 - a. Residential sidewalks shall be at least four feet wide and four inches thick, and each section shall be no more than four feet in length;
 - b. Business district sidewalks shall extend from the property line to the curb. Each section shall be four inches thick and no more than six feet in length and width unless the City Engineer so directs; and
 - c. Driveway areas shall be not less than six inches in thickness.
6. *Grade.* The City Engineer shall establish the sidewalk grade.
7. *Elevations.* The street edge of a sidewalk shall be at an elevation even with the curb at the curb or not less than one-half inch above the curb for each foot between the curb and the sidewalk.
8. *Slope.* All sidewalks shall have a maximum slope of 2% towards the curb.
9. *Finish.* All sidewalks shall be finished with a broom finish. All walks must be true to grade.
10. *Ramps for persons with disabilities.* There shall be not less than two curb cuts or ramps per lineal block which shall be located on or near the crosswalks at intersections. Each curb cut or ramp shall be at least 48 inches wide, shall be sloped at not greater than one inch of rise per 12 inches lineal distance, with a maximum cross slope of 2%. Each curb ramp shall include installation of detectable warning panels with truncated domes. All curb ramp installations should comply with the Iowa SUDAS Standard Specifications, Division 7, Section 7030.

Sec. 26-49 Location.

Residential sidewalks shall be located with the inner edge (edge nearest the abutting private property) one foot outside the property line, unless the Council establishes a different distance due to special circumstances.

Sec. 26-50 Barricades and warning lights.

Whenever sidewalk improvements are being made or when any sidewalk is in a dangerous condition, it is the duty of all persons having an interest therein, either as the contractor or the owner, agent, or lessee of the property in front of or along which such material may be deposited, or such dangerous condition exists, to put in conspicuous places at each end of such sidewalk

and at each end of any pile of material deposited in the street, a sufficient number of approved traffic control barricades, and to keep them lit during the entire night and to maintain said barricades both at night and in the daytime to secure the same as stated in Section 26-22. The party or parties using the street for any of the purposes specified in this chapter are liable for all injuries or damage to persons or property arising from any wrongful act or negligence of the party or parties, or their agents or employees or for any misuse of the privileges conferred by this chapter or of any failure to comply with provisions hereof.

Sec. 26-51 Failure to repair or barricade.

It is the duty of the owner of the property abutting the sidewalk, or the owner's contractor or agent, to notify the City immediately in the event of failure or inability to make necessary sidewalk improvements or to install or erect necessary barricades as required by this chapter.

Sec. 26-52 Encroaching steps.

It is unlawful for a person to erect or maintain any stairs or steps to any building upon any part of any sidewalk without permission by resolution of the Council.

Sec. 26-53 Openings and enclosures.

It is unlawful for a person to:

1. *Stairs and railings.* Construct or build a stairway or passageway to any cellar or basement by occupying any part of the sidewalk, or to enclose any portion of a sidewalk with a railing without permission by resolution of the Council.
2. *Openings.* Keep open any cellar door, grating or cover to any vault on any sidewalk except while in actual use with adequate guards to protect the public; and/or
3. *Protect openings.* Neglect to properly protect or barricade all openings on or within six feet of any sidewalk.

Sec. 26-54 Interference with sidewalk improvements.

No person shall knowingly or willfully drive any vehicle upon any portion of any sidewalk or approach thereto while in the process of being improved or upon any portion of any completed sidewalk or approach thereto, or shall remove or destroy any part or all of any sidewalk or approach thereto, or shall remove, destroy, mar or deface any sidewalk at any time or destroy, mar, remove or deface any notice provided by this chapter.

Sec. 26-55 Fires or fuels on sidewalks.

It is unlawful for a person to make a fire of any kind on any sidewalk or to place or allow any fuel to remain upon any sidewalk.

Sec. 26-56 Defacing.

It is unlawful for a person to scatter or place any paste, paint or writing on any sidewalk.
(Code of Iowa, Sec. 716.1)

Sec. 26-57 Debris on sidewalks.

It is unlawful for a person to throw or deposit on any sidewalk any glass, nails, glass bottle, tacks, wire, cans, trash, garbage, rubbish, litter, offal, or any other debris, or any substance likely to injure any person, animal or vehicle.
(Code of Iowa, Sec. 364.12 [2])

Sec. 26-58 to 66 Reserved.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When Effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed_____day of_____, 2018, and signed this_____day of_____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

I, Shari L. Coughenour, CMC, City Clerk of the City of Marshalltown, Iowa, do hereby certify that the foregoing AMENDMENT was passed and approved by the City Council of the City of Marshalltown, Iowa, on the_____day of_____, 2018, and was published in the Marshalltown Times-Republican, a newspaper of general circulation in the City of Marshalltown, Iowa, on the_____day of_____, 2018.

Shari L. Coughenour, CMC, City Clerk

ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA BY
AMENDING CHAPTER 20, SECTION 20-169 PROHIBITING PARKING WHEN SNOW REMOVAL
OPERATIONS ARE IN PROGRESS AND CHAPTER 20, SECTION 20-162, PARKING AROUND SCHOOLS

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

Section 1. The Code of Ordinances, City of Marshalltown, Iowa is hereby amended by repealing Section 20-169 and enacting the following as a substitute:

Sec. 20-169. Prohibiting parking when snow removal operations are in progress.

Wherever the word cul-de-sac is used in this ordinance it shall be that portion of a street or public way that is circular in its design and is located at the end or terminal point of a street or public way and shall start where the roadway commences its circular character and shall end when the roadway ceases its circular character.

The stopping, parking or leave standing of motor vehicles when snow removal operations are in progress by the City of Marshalltown, Iowa, on the following designated streets, parts of streets or public ways is hereby prohibited on either side of the street:

No.	Side		On Street	From	To
1			ALL CUL-DE-SAC CIRCLES		
2	BOTH	S	16TH ST	CHURCH ST	LINN ST
3	EAST	S	4TH AVE	CHURCH ST	NEVADA ST
4	BOTH	S	5TH AVE	SOUTHRIDGE RD	NEWCASTLE RD
5	BOTH	S	6TH ST	MAIN ST	MADISON ST
6	BOTH	N	6TH ST	HIGHLAND DR	JEROME ST
7	BOTH	N	8TH ST	SUMMIT ST	STATE ST
8	BOTH	E	BOONE ST	3RD AVE	4TH AVE
9	BOTH		HIGHLAND DR	5TH ST	6TH ST
10	BOTH	W	LINN ST	16TH ST	A POINT 861 FT EAST
11	BOTH		MELODY LN		
12	BOTH		NOBLE ST	S. 7TH AVE.	S. 8TH AVE.
13	BOTH		WOOD ST	S. 7TH AVE.	S. 8TH AVE.
14	BOTH		YOUNG ST		

Section 2. The Code of Ordinances, City of Marshalltown, Iowa is hereby amended by repealing Section 20-162 and enacting the following as a substitute:

Sec. 20-162. Parking around schools.

The stopping, parking or leave standing of motor vehicles on the following streets and avenues in the CITY OF MARSHALLTOWN, IOWA, is hereby prohibited at all times, except as provided in Section 20-162.1:

No.	Side		On Street	From	To
ANSON SCHOOL					
1	EAST	S	3RD AVE	E. SOUTH ST	E. ANSON ST
2	WEST	S	S 3RD AVE	E. SOUTH ST.	YOUNG ST
3	NORTH	E	SOUTH ST	S. 3RD AVE.	S. 5TH AVE.
ROGERS SCHOOL					
1	WEST	N	4TH ST	SUMMIT ST.	FREMONT ST.
2	EAST	N	5TH ST	SUMMIT ST	FREMONT ST
3	SOUTH		SUMMIT ST	N. 5TH ST.	N. 4TH ST.
HOGLAN SCHOOL					
1	EAST	S	3RD AVE	E. SOUTHRIDGE RD.	NEWCASTLE RD.
2	NORTH	E	SOUTHRIDGE RD.	S. 3RD AVE.	525 FEET EAST

FISHER SCHOOL

1	NORTH		PLEASANTVIEW RD	S. 6TH ST.	S. 4TH ST.
2	WEST	S	4TH ST.	PLEASANTVIEW RD.	W. MEADOW LANE
3	BOTH	S	4TH ST	SUNSET	PLEASANTVIEW RD

ST. HENRY SCHOOL

1	EAST	S	4TH ST.	W. OLIVE ST.	W. INGLEDUE ST.
2	SOUTH		COLUMBUS DR.	S. 4TH ST.	CRESTVIEW DR.
3	WEST		CRESTVIEW DR.	COLUMBUS DR.	W. OLIVE ST.
4	NORTH	W	OLIVE ST	CRESTVIEW DR.	S. 4TH ST.

LENIHAN SCHOOL

1	NORTH		COLUMBUS DR.	S. 4TH ST.	120 FEET EAST
2**	NORTH		INGLEDUE ST.	2ND ST	4TH STREET
**			School days only	7:00 AM – 9:00 AM and	2:00 PM – 4:00 PM
3	SOUTH	W	INGELDUE ST.	S. 4TH ST.	S. 2ND ST.
4**	WEST	S	4TH ST.	INGLEDUE ST	COLUMBUS DRIVE
**			School days only	7:00 AM – 9:00 AM and	2:00 PM – 4:00 PM

ST. MARY'S SCHOOL

1	EAST	S.	1ST ST.	W. LINN ST.	W. BOONE ST.
2	SOUTH	W	LINN ST	S. 1ST ST.	S. CENTER ST.

WOODBURY SCHOOL

1	SOUTH	E	STATE ST.	N. 7TH AVE.	N. 5TH AVE.
2	WEST	S	7TH AVE.	E. STATE ST.	E. MAIN ST.
3	NORTH	E	MAIN ST.	N. 7TH AVE.	N. 4TH AVE.

MILLER MIDDLE SCHOOL

1	NORTH	W	BOONE ST.	S. 12TH ST.	S. 11TH ST.
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FRANKLIN SCHOOL

1	EAST	N	14TH ST.	W. MAIN ST.	435 FEET NORTH
2	NORTH	W	MAIN ST.	N. 14TH ST.	N. 13TH ST.
3*	SOUTH	W	MAIN ST	N. 13TH ST.	N. 14TH ST.
*			schooldays only	7:00 AM	4:00 PM

SENIOR HIGH SCHOOL

1	EAST	S	2ND AVE	E. OLIVE ST.	E. INGLEDUE ST.
2	NORTH	E	OLIVE ST	S. 2ND AVE.	WEST LINE OF BOBCAT ESTATES

(Ord. No. 14789 § 1, 10-23-2006; Ord. No. 14818, 9-10-2007; Ord. No. 14828, 3-18-2008)

Section 3. That this ordinance shall be in full force and effect after its passage and publication as by law.

Passed this __ day of _____, 2018, and signed this __ day of _____, 2018.

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

I, Shari L. Coughenour, CMC, City Clerk of the City of Marshalltown, Iowa, do hereby certify that the foregoing ORDINANCE was passed and approved by the City Council of the City of Marshalltown, Iowa, on the __ day of _____, 2018, and was published in the Marshalltown Times-Republican, a newspaper of general circulation in the City of Marshalltown, Iowa, on the __ day of _____, 2018.

Shari L. Coughenour, CMC, City Clerk

MARSHALLTOWN

— I O W A —

City Administrator's Office

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

To: Mayor Greer and the City Council
From: Jessica Kinser, City Administrator
Date: June 8, 2018
RE: Sidewalk Gap Information

As part of our focus on sidewalks and making Marshalltown a more walkable and accessible community, we asked for public input as to where gaps exist around the community to add to a list of those identified in 2008. What has resulted is the attached information. This is certainly not exhaustive of all areas where sidewalks do not exist within the City, but is at least a first glance at project locations and cost estimates.

At this time, I would request direction on whether you would like staff to prioritize and incorporate these items into the City's Capital Improvement Plan, or if you would prefer the Council or the community to prioritize. Once we have an idea of what order, we can make recommendations on funding source.

City Council

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



Fisher School

Location	Detectable Warning					Notes
	4" PCC	6" PCC	Curb & Gutter	Panel (2'x5')	LF of Sidewalk	
Meadow Ln - Bryngelson	1,331	152	40	3	279	
Bryngelson - Pleasantview	1,953	142	35	3	409	
Pleasantview - Sunset	1,393	238	40	4	297	
S 4th - Bryngelson	1,814	50	32	1	365	
Totals	6,491	582	147	11	1,350	
Cost	\$97,365.00	\$8,730.00	\$5,880.00	\$3,300.00	\$111.01	
Total w/30% Contingency						\$149,857.50

Southridge Rd

Location	Detectable Warning					Notes
	4" PCC	6" PCC	Curb & Gutter	Panel (2'x5')	LF of Sidewalk	
6th St - 403 W Southridge (North)	3,264	120	50	4	707	
6th St - Wauconda (South side)	2,903	20	36	2	581	
Center St - 105 W Southridge	1,653	-	-	-	240	
Wauconda - Both Sides	1,460	-	-	-	292	
Totals	9,280	140	86	6	1,820	
Cost	\$139,200.00	\$2,100.00	\$3,440.00	\$1,800.00	\$104.67	
Total w/30% Contingency						\$190,502

Anson Elementary

Location	Detectable Warning					Notes
	4" PCC	6" PCC	Curb & Gutter	Panel (2'x5')	LF of Sidewalk	
7th Ave to 12th Ave	8,582	1,332	106	13	1,956	Possible tree removal (2) in the 700 Blk Extensive grading in the 800,900,1000,
Totals	8,582	1,332	106	13	1,956	
Cost	\$128,730.00	\$19,980.00	\$4,220.00	\$3,900.00	\$104.23	
Total w/30% Contingency						\$203,879.00

Hogland Elementary

Location	Detectable Warning					Notes
	4" PCC	6" PCC	Curb & Gutter	Panel (2'x5')	LF of Sidewalk	
New Castle - 3rd to Edgebrook (North & South sides)	20,990	-	-	-	4,199	
5th Ave -Fill in gaps (West & East sides)	2,856	378	122	8	606	Extensive grading and possible retaining wall on the east side
Thunderbird - 3rd Ave to 5th Ave (South side)	10,730	272	48	6	2,172	Some bush and grading work in the 300 Blk
Totals	34,576	650	170	14	6,977	
Cost	\$518,640.00	\$9,750.00	\$6,800.00	\$4,200.00	\$100.50	
Total w/30% Contingency						\$701,207.00

Fisher/Fairgrounds

Location	Detectable Warning					Notes
	4" PCC	6" PCC	Curb & Gutter	Panel (2'x5')	LF of Sidewalk	
17th Ave - Olive St to 1501 S 17th Ave (West Side)	2,018	-	-	-	409	Extensive clearing, grubbing and trimming
Olive St - 12 Ave to 17th Ave (North Side)	9,777	34	10	1	1,967	Grading especially near the fair grounds
12th Ave- Governor Rd to Olive St (East Side)	11,639	25	10	1	2,332	Potential utility pole conflicts
12th Ave - Olive St to South St (East Side)	13,900	35	10	1	2,327	Grading, trees, and utility conflicts
12th Ave - South St to Anson St (East Side)	6,006	182	30	3	1,171	Some grading, utility conflicts near Industrial Blvd
Totals	43,340	276	60	6	8,206	
Cost	\$650,100.00	\$4,140.00	\$2,400.00	\$1,800.00	\$104.31	
Total w/30% Contingency						\$855,972.00

Overall Totals	102,269	2,980	569	50	20,309	
Overall Costs	\$1,534,035.00	\$44,700.00	\$22,740.00	\$15,000.00	\$103.47	*Avg cost per linear foot*
Total of all locations w/30% *Contingency*				\$2,101,417.50		

Contingency includes the following costs: Engineering, Survey, Easement acquisitions, grading, retaining walls, tree removal, utility relocation, mobilization, traffic control, seeding

Bohen St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
1st Ave to 3rd Ave	12,154	341	171	6	2,476	
Totals	12,154	341	171	6	2,476	
Cost	\$182,310.00	\$5,115.00	\$6,840.00	\$1,800.00	\$102.94	
Total Cost w/30% Contingency						\$254,884.50

Palmer St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
1st Ave to 3rd Ave	13,704	75	70	2	2,741	Utility relocation and tree removal, possible shed in the alignment
Totals	13,704	75	70	2	2,741	
Cost	\$205,560.00	\$1,125.00	\$2,800.00	\$600.00	\$99.64	
Total Cost w/30% Contingency						\$273,110.50

S 7th Ave

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
1501 S 7th Ave - Undeveloped Lot	1,362	-	-	-	273	Clearing and grubbing near the drainage creek
Totals	1,362	-	-	-	273	
Cost	\$20,430.00				\$97.29	
Total Cost w/30% Contingency						\$26,559.00

Thomas Dr

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
1901 S 4th Ave to Edgebrook (North Side)	2,633	235	78	3	516	Fences and utility relocation
Totals	2,633	235	78	3	516	
Cost	\$39,495.00	\$3,525.00	\$3,120.00	\$900.00	\$118.51	
Total Cost w/30% Contingency						\$61,152.00

E Olive St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
Edgebrook to S 7th Ave (South Side)	3,051	101	43	2	588	
Totals	3,051	101	43	2	588	
Cost	\$45,765.00	\$1,515.00	\$1,720.00	\$600.00	\$109.66	
Total Cost w/30% Contingency						\$64,480.00

Highland Dr

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
N 5th St to N 6th St	5,628	115	-	2	1,075	Extensive grading, retaining wall construction, tree and possibly utility relocation
Totals	5,628	115	0	2	1,075	
Cost	\$84,420.00	\$1,725.00	\$0.00	\$600.00	\$104.90	
Total Cost w/30% Contingency						\$112,768.50

N 6th St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
Highland to Jerome	3,243	-	-	-	649	Extensive grading, retaining wall construction, tree and possibly utility relocation
Totals	3,243	0	0	0	649	
Cost	\$48,645.00	\$0.00	\$0.00	\$0.00	\$97.44	
Total Cost w/30% Contingency						\$63,238.50

12th St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
Boone to Olive	29,585	1,139	236	8	6,130	Extensive grading, Linn Creek crossing
Totals	29,585	1,139	236	8	6,130	
Cost	\$443,775.00	\$17,085.00	\$9,440.00	\$2,400.00	\$100.25	
Total Cost w/30% Contingency						\$614,510.00

Olive St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
12th to 6th	14,436	-	-	-	2,864	Extensive Grading and a stream crossing
Totals	14,436	0	0	0	2,864	
Cost	\$216,540.00	\$0.00	\$0.00	\$0.00	\$98.29	
Total Cost w/30% Contingency						\$281,502.00

Freemont St

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
1204 Fremont St to N 12th St (South Side)	565	-	-	-	113	Curb ramps completed in 2017
Totals	565	0	0	0	113	
Cost	\$8,475.00	\$0.00	\$0.00	\$0.00	\$97.50	
Total Cost w/30% Contingency						\$11,017.50

Taft

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
Summit St to State St	7,757	470	211	6	1,589	Extensive grading and tree removal
Totals	7,757	470	211	6	1,589	
Cost	\$116,355.00	\$7,050.00	\$8,440.00	\$1,800.00	\$109.34	
Total Cost w/30% Contingency						\$173,738.50

N 5th Ave

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
Alley to State St (West Side)	697	286	162	8	120	
Totals	697	286	162	8	120	
Cost	\$10,455.00	\$4,290.00	\$6,480.00	\$2,400.00	\$255.94	
Total Cost w/30% Contingency						\$30,712.50

S Center St (5 Star Real Estate)

Location	4" PCC	6" PCC	Curb & Gutter	Detectable Warning Panel (2'x5')	LF of Sidewalk	Notes
Bohen to Pinnacle Bank Entrance	7,136	220	0	3	1372	
Totals	7,136	220	0	3	1,372	
Cost	\$107,040.00	\$3,300.00	\$0.00	\$900.00		
Total Cost w/30% Contingency						\$144,612.00

Totals	101,951	2,982	971	40	19,134	
Cost	\$1,529,265.00	\$44,730.00	\$38,840.00	\$12,000.00	\$110.39	
Total of all locations w/30% *Contingency*						\$2,112,285.50

Contingency includes the following costs: Engineering, Survey, Easement acquisitions, grading, retaining walls, tree removal, utility relocation, mobilization, traffic control, seeding