

Agenda

City of Elk Run Heights
Regular Council Meeting May 12, 2020 - 6:00 p.m.
Located at Eddis Winstead Council Chambers

Join Zoom Meeting:

<https://zoom.us/j/92011938900>

Meeting ID: 920 1193 8900

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Meeting ID: 920 1193 8900

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of the May 12, 2020 Agenda
5. Approval of Consent Agenda - All items listed on the consent agenda will be enacted by one motion. *There will be no separate discussion unless a request is made prior to the time the council votes on the motion.*
 - a. Approve the April 14, 2020 regular meeting minutes and May 4, 2020 special meeting minutes
 - b. City Clerk's Reports as of April 30, 2020: Budget Report, Treasurer's Report, Fund Report, Revenue and Expenditure Reports and Investment Report.
 - c. Approval of Building Inspection, Police and Sewer Department reports
6. Resolution 3009 authorizing the payment of bills and transfer
7. Resolution 3010 setting the date of public hearing for hazard mitigation plan
8. Resolution 3011 setting the date of public hearing for authorization to amend FY2020 budget
9. Resolution 3012 updating personnel policy by adding a section on safety glasses reimbursement
10. Resolution 3013 approving Mayor Lundy to sign the Federal-Aid Agreement for Iowa's Transportation Alternatives Program Project for the Mayor's Park Projects
11. Request from Public Works Director to have asphalt patching done at the intersection of High Street and Elk Run Street in amount not to exceed \$2,355.00 and to doing repairs by removing existing asphalt and rock and to repave at the City shop parking lot in an amount not to exceed \$22,345.00 all performed by Aspro, Inc. of Waterloo, Iowa
12. Request from Casey Albright to hold a parade in honor of the Class of 2020 graduates on May 26, 2020 at 6:00 Starting in Evansdale and coming down Lafayette Road to Gilbertville Road to Elk Run Street to McCoy Road to Gilbert Drive going back into Evansdale
13. Discussion/Possible Action: Garage sales

14. Discussion/Possible Action: Avesis Vision Insurance plan options
15. Update on Code violations brought to council's attention
16. Discussion: Updating the current Code pertaining parking in grass
17. Discussion: Updating the current Code pertaining to paving driveways
18. Public discussion: Non-agenda items - *Please limit the time used to no more than three minutes to present your remarks in order to allow others the opportunity to speak. The Order of Business is at the discretion of the Mayor.*
19. Mayors/Council/Engineer Reports
20. Adjournment

The members of the City of Elk Run Heights City Council are holding this meeting by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa

As a result of substantial community spread of COVID-19 in the state of Iowa and based on the latest guidance from the Centers for Disease Control and Prevention, it is impractical for the City of Elk Run Heights City Council to meet in person. Therefore, the meeting is being held by web conference originating from the Elk Run Heights City Hall in Elk Run Heights, Iowa. It is open to the public and those in attendance can hear the proceedings or the public can access from a remote location and join by phone or web conference. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.

City of Elk Run Heights
Regular Council Meeting
April 14, 2020 - 6:00 p.m.

The regular council meeting of the Elk Run Heights City Council was held April 14, 2020. In order to help stop the spread of the COVID-19 virus, this special meeting of the Elk Run Heights City Council was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. Therefore, only City Clerk Julie Eastman was present at Elk Run Heights city hall at 5042 Lafayette Road.

Mayor Lundy called the meeting to order at 6:07 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present –Sallis, Smock, Ratchford, Wilson and Bass. Quorum present.

Ratchford/Bass motion to approve the April 14, 2020 Agenda. Ayes-Five. Motion carried.

Wilson/ Ratchford to approve the following items on the April 14, 2020 consent agenda a. Approve the March 10, 2020 meeting minutes b. City Clerk's Reports as of March 31, 2020: Budget Report, Treasurer's Report, Fund Report, Revenue and Expenditure Reports and Investment Report c. Approval of Building Inspection, Library and Police Department reports. d. Liquor License Renewal: i. Casey's General Store #3041 – LE0003086 – Effective 05/31/2020. Ayes-five. Motion carried.

Ratchford/Smock to approve resolution 3006 authorizing the payment of bills and transfers. Roll call vote: Ayes-five.

Ratchford/Smock to open public hearing for the disposal of Lot 1 of the Elk Run Third Addition at 6:07 p.m. Ayes-five. Motion carried. Councilor Ratchford asked for clarification on the location and terms of the sale. City attorney Heather Prendergast explained this is the lot we discussed over the last few months and made amendments to the covenants and restrictions regarding parking an RV on the side of the property. Prendergast also explained this is going to be closing in July. Wilson/Ratchford to close public hearing at 6:09 p.m. Ayes-five. Motion carried.

Ratchford/Bass to approve resolution 3007 approving the sale of lot 1 of the Elk Run Third Addition to Dave King in the amount of \$15,000. City attorney Heather Prendergast asked City Clerk Eastman if we have a signed copy of the purchase agreement. Eastman stated she did not. Mayor Lundy said she had initialed the counteroffer and gave it to Realtor Emily O'Connell, but she does not have an original copy either. Prendergast directed to get a copy for our records right away. Roll call vote: Ayes-five.

Discussion/Possible Action: Covid-19. City Clerk Eastman explained that City Hall has been open but closed to the public. City Clerk and Deputy Clerk hours have been cut due to the office being slower and due family being home from the pandemic. Mayor Lundy stated her goal is to keep City Hall open during this time. No action taken

Ratchford/Bass to approve resolution 3008 approving the adoption of the Infectious Disease Action Plan Policy. City attorney Heather Prendergast explained she has provided all the City's she is working with to adopt this policy. It outlines exactly what the federal sick leave and family medical leave updates are as a result of the COVID-19 outbreak. The policy lays out all the guidelines in the event an employee needs to take leave for themselves or to care for a family member. Roll call vote: Ayes-five.

Smock/Sallis to approve request to enter into agreement with Calhoun-Burns and Associates, Inc. to perform the 2020 Bridge Inspection and Rating and for the Mayor to sign said contract on behalf of the City. Councilor Ratchford questioned if Evansdale should be responsible to pay for 40% of the cost of the inspection. City engineer Mike Dryden stated it should be outlined in the 28E agreement. City Clerk Eastman will look into the agreement and proceed from there. Roll call vote: Ayes-five.

Ratchford/Wilson to approve request from PeopleService to replace fire hydrant at 114 Elk Run Street. Jordan Cooper, Wastewater and Water Operator with PeopleService explained there is a hydrant that is over 60 years old and is leaking. Additionally, there is no isolation valve. Cooper recommends replacing the hydrant rather than repairs due to the age of the hydrant. Mayor Lundy asked if most of the hydrants in the City will be in the same shape. Cooper explained that might be the case, but he will know more in the coming months as he continues testing. Councilor Ratchford brought up that he has been in contact with the homeowners at 711 Gilbertville Rd. and they are needing to do some work on their plumbing but have been told there is not shut off valve for their property. Cooper explained he has spoken to the homeowner as well as with the Public Works Director Thomas James and there is an issue locating the valve. They will be going to the residence soon and continue to attempt to locate the valve. Ayes-five. Motion carried.

Bass/Ratchford to approve request from PeopleService to have MidAmerican Energy install approximately 160' of 1" PLS gas line to serve new generator being installed at the Sutton Avenue lift station in an amount not to exceed \$902.58 and allow Mayor to sign said application. Jordan Cooper with PeopleService explained this is in conjunction with the agenda item from last month regarding the Sutton Ave. generator; this fee is to run the natural gas line to fuel the generator. Ayes-five. Motion carried.

Ratchford/Wilson to approve request from Ryan D. Brennan, P.E. Black Hawk County Assistant County Engineer requesting to utilize Independence Ave to Elk Run Road to Dubuque Road as a detour while replacing a culvert of Canfield Road south of Independence Ave. Ayes-five. Motion carried.

Ratchford/Smock to approve ordinance 264 repealing parts of Title 6 Animals Chapter 6.04 Animal Control Regulations by adopting the City of Evansdale's Animal Control Chapter 55. Roll call vote: Ayes-five. Wilson/Bass to approve motion to suspend requirements for two (2) subsequent readings and adopt Ordinance 264. Roll call vote: Ayes-five.

Ratchford/Bass to approve ordinance 265 updating municipal infraction fees. Roll call vote: Ayes-five. Ratchford/Sallis to approve motion to suspend requirements for two (2) subsequent readings and adopt Ordinance 265. Roll call vote: Ayes-five. Mayor Lundy commented this raises the municipal infraction first offense from \$100 up to \$750 and the second offense to \$1,000.

Discussion/Possible action: reimbursement of cost of prescription safety glasses. Council discussed some of the options other City's follow for this. Councilor Ratchford asked if Tom is required by OSHA to wear prescription safety glasses. Mayor Lundy responded he is only required to have safety goggles over his normal eyewear which the city provides. The employee was previously reimbursed however, the city does not have a policy for this. It was agreed to do a resolution at the next meeting to update the personnel policy to state the City will reimburse up to \$200.00 biannually.

Mayors/Council/Engineer Reports. Councilor Ratchford asked for an update on the situation at 100 High Street. City attorney Heather Prendergast explained we are working on the getting information from the Department of Motor Vehicles defining is he is exempt from the junk and junk vehicles ordinance. She explained we would not want to cite him for something that is not accurate, so she will update City Clerk Eastman when she hears back. Mayor Lundy stated he is

in violation of the junk ordinance and the zoning ordinance. Council continued to discuss the options of action; it was decided to send a letter to abate giving them 2 weeks to come into compliance. Ratchford asked for an update on 100 Toneff Drive. Prendergast informed council the 657A is in progress. City Engineer Mike Dryden communicated that the DOT is requiring an archeological testing and he has gotten 3 proposals. He continued to explain that pricing differences. Council agreed to use Wapsie Valley Archeology in the amount of \$6,334.79 Anamosa Iowa who was the lowest bidder. Ratchford asked if this is a separate cost being added to the total cost of the project. Mayor Lundy asked if it can be paid for with the grant. Dryden stated he would contact the DOT to verify if it could be paid out of the grant funds. Councilor Smock asked Eastman if the City is still receiving a recycling reimbursement. Mayor Lundy responded that we are still receiving this reimbursement from Black Hawk County Solid Waste Management Commission. Smock then asked Eastman if she would be able to get the expenses for the year and compare to be sure we aren't losing funds by the city providing recycling.

Ratchford/Smock motion to adjourn at 6:53 p.m. Ayes-Five. Motion carried.

Attest:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

City of Elk Run Heights
Special Council Meeting
May 4, 2020 - 6:00 p.m.

The special council meeting of the Elk Run Heights City Council was held May 2, 2020. In order to help stop the spread of the COVID-19 virus, this special meeting of the Elk Run Heights City Council was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. Therefore, only City Clerk Julie Eastman was present at Elk Run Heights city hall at 5042 Lafayette Road.

Mayor Lundy called the meeting to order at 6:03 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present –Ratchford, Wilson and Sallis. Absent: Smock and Bass. Quorum present.

Wilson/Sallis motion to approve the May 2, 2020 Agenda. Ayes-Three. Motion carried.

Ratchford/Wilson motion to approve request from MSA to have Chosen Valley Testing perform additional geotechnical testing in an amount not to exceed \$4,000.00, which will be divided evenly between the City of Elk Run Heights and the City of Raymond. Mayor Lundy began by explaining the increase in the Wastewater Treatment Plant Plans from the original estimate from 2015 which is 2.4 million dollars. Lundy went on to explain that 1.45 million dollars of the increase is due to the soil conditions as a result from the remains of Jewett School being dumped at the current sewer plant grounds. As a result, MSA is requesting to have more soil borings done so they can attempt to locate acceptable soil. Councilor Wilson asked if that will be on a different site, but still at the sewer plant. Lundy answered yes and explained they have already done nine borings and will be doing an additional six or seven in different areas. Councilor Ratchford asked if this is required by the DNR. Lundy responded this could possibly save a considerable amount of money if acceptable soil is located and they can reposition the plant, instead of digging out the damaged soil and filling it back in. Wilson explained to Ratchford that he sat in on the April 30th joint sewer committee meeting and the soil boring for the planned current location of the new sewer plant are not up to DNR standards, so in the interest of saving money there is the consideration of shifting the new plant. Ratchford asked if the borings to the north were not acceptable. Wilson and Lundy responded yes. Ratchford then asked if it is worth \$4,000 or how much of that \$4,000 would cover bringing in more soil. Wilson stated it is \$4,000 compared to 1.4 million dollars for soil and labor to build in the current perspective location. Ratchford clarified that if they move it to the west or the east it could save a lot of money. Lundy stated possibly, that is what MSA is looking into; but currently due to the materials from Jewett School the soil in the original design area is now bad. Lundy explained she and Mayor Gary Vick will sign contract the next day and get to MSA. They will be planning to start soon and it will take a couple of weeks, but everything should be on track and they are still planning on having the permit to the DNR by June of this year. Ayes-Three. Motion carried.

Ratchford/Sallis motion to adjourn at 6:00 p.m. Ayes-Three. Motion carried.

BUDGET REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-110-6413	EVANSDALE POLICE DEPARTMENT	46,721.00	.00	46,721.00	100.00	.00
001-130-6413	BH CO EMERGENCY MGMT/NIRG	1,554.00	.00	2,053.83	132.16	499.83-
001-150-6499	FIRE CONTRACT	37,780.00	9,164.99	36,659.96	97.04	1,120.04
001-170-6010	WAGES - BUILDING INSPECTOR	15,000.00	1,384.37	6,262.42	41.75	8,737.58
001-170-6110	FICA - BUILDING INSPECTIONS	1,150.00	105.90	479.08	41.66	670.92
001-170-6130	IPERS - BUILDING INSPECTIONS	1,416.00	130.68	591.19	41.75	824.81
001-170-6150	GROUP INSURANCE	.00	.00	.00	.00	.00
001-170-6151	VISION INSURANCE	.00	.00	.00	.00	.00
001-170-6155	LIFE INSURANCE	.00	.00	.00	.00	.00
001-190-6413	HUMANE SOCIETY	500.00	.00	150.00	30.00	350.00
001-190-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00	.00
001-190-6507	OPERATING SUPPLIES	80.00	.00	64.50	80.63	15.50
001-199-6371	SENTRY LIGHTS	1,300.00	108.04	1,162.80	89.45	137.20
001-299-6710	CAP OUTLAY - VEHICLES	.00	.00	.00	.00	.00
001-410-6413	LIBRARY CONTRACT	10,656.00	.00	10,656.20	100.00	.20-
001-430-6010	WAGES - PARKS - FT	13,838.00	1,196.63	12,612.10	91.14	1,225.90
001-430-6020	WAGES - PARKS	3,300.00	.00	1,937.02	58.70	1,362.98
001-430-6021	WAGES - PARKS - PT	4,100.00	.00	1,048.80	25.58	3,051.20
001-430-6110	FICA - PARKS	1,314.00	89.41	1,176.12	89.51	137.88
001-430-6130	IPERS - PARKS	2,000.00	112.96	1,459.66	72.98	540.34
001-430-6150	GROUP INSURANCE	4,500.00	305.15	3,308.25	73.52	1,191.75
001-430-6151	VISION INSURANCE	35.00	2.39	24.91	71.17	10.09
001-430-6155	LIFE INSURANCE	100.00	.00	.00	.00	100.00
001-430-6505	PARK EQUIPMENT	73,307.00	675.00	6,673.00	9.10	66,634.00
001-430-6507	OPERATING SUPPLIES	5,000.00	113.25	3,939.33	78.79	1,060.67
001-430-6599	OTHER SUPPLIES	100.00	26.95	1,885.24	1,885.24	1,785.24-
001-460-6310	COMM RM REPAIR/MAINT	2,000.00	676.99	2,458.05	122.90	458.05-
001-499-6599	MISC EXPENSE - CELEBRATION	.00	.00	.00	.00	.00
001-510-6413	PARTNER IN EDUCATION	500.00	.00	200.00	40.00	300.00
001-510-6490	CHRISTMAS DECORATIONS	2,500.00	.00	366.11	14.64	2,133.89
001-510-6599	TREES FOREVER	2,000.00	.00	4,528.00	226.40	2,528.00-
001-540-6490	COMP PLAN	.00	.00	.00	.00	.00
001-610-6010	WAGES - MAYOR/COUNCIL	12,000.00	1,250.00	8,500.00	70.83	3,500.00
001-610-6110	FICA - MAYOR/COUNCIL	950.00	95.63	650.26	68.45	299.74
001-610-6130	IPERS - MAYOR/COUNCIL	.00	.00	.00	.00	.00
001-610-6150	GROUP INSURANCE	.00	.00	.00	.00	.00
001-610-6151	VISION INSURANCE	.00	.00	.00	.00	.00
001-620-6010	WAGES - CLERK	41,300.00	3,152.10	41,434.90	100.33	134.90-
001-620-6020	WAGES - DEPUTY CLERK	7,000.00	519.38	5,386.92	76.96	1,613.08
001-620-6110	FICA - CLERK	3,700.00	280.91	2,941.03	79.49	758.97
001-620-6130	IPERS - CLERK	4,575.00	346.60	3,656.71	79.93	918.29
001-620-6150	GROUP INSURANCE	14,596.00	1,555.06	12,299.65	84.27	2,296.35
001-620-6151	VISION INSURANCE	75.00	13.60	157.69	210.25	82.69-
001-630-6413	ELECTION EXPENSES	1,300.00	.00	500.00	38.46	800.00
001-640-6401	AUDITING/ACCOUNTING	1,200.00	.00	16,274.03	1,356.17	15,074.03-
001-640-6411	LEGAL - ATTORNEY	15,000.00	3,245.00	19,720.75	131.47	4,720.75-
001-640-6414	CODIFICATION	1,500.00	.00	1,500.00	100.00	.00
001-650-6310	BUILDING REPAIR/MAINT	2,000.00	1,894.36	3,556.75	177.84	1,556.75-
001-650-6505	OFFICE EQUIPMENT	2,120.00	.00	1,931.26	91.10	188.74
001-660-6408	INSURANCE	20,000.00	.00	7,582.00	37.91	12,418.00
001-699-6010	WAGES - GENERAL GOV - FT	2,563.00	170.96	1,982.84	77.36	580.16

BUDGET REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-699-6110	FICA - GENERAL GOVERNMENT	159.00	12.76	148.92	93.66	10.08
001-699-6130	IPERS - GENERAL GOVERNMENT	242.00	16.14	187.38	77.43	54.62
001-699-6150	GROUP INSURANCE	1,000.00	869.31	9,165.45	916.55	8,165.45-
001-699-6151	VISION INSURANCE	5.00	.34	3.40	68.00	1.60
001-699-6155	LIFE INSURANCE	150.00	.00	.00	.00	150.00
001-699-6210	DUES	2,000.00	.00	1,560.50	78.03	439.50
001-699-6230	TRAINING	2,000.00	.00	2,981.67	149.08	981.67-
001-699-6240	MEETINGS/CONFERENCES	800.00	.00	2,356.93	294.62	1,556.93-
001-699-6371	UTILITIES	2,200.00	161.98	2,016.29	91.65	183.71
001-699-6373	TELEPHONE/COMMUNICATIONS	1,300.00	40.00	737.58	56.74	562.42
001-699-6407	ENGINEERING (MONTHLY PAYMENT)	900.00	75.00	4,365.00	485.00	3,465.00-
001-699-6414	PUBLISHING	3,000.00	153.90	2,736.98	91.23	263.02
001-699-6419	TECHNOLOGY SERVICES	6,280.00	.00	11,793.42	187.79	5,513.42-
001-699-6491	SAFETY TRAINING	580.00	.00	683.34	117.82	103.34-
001-699-6499	CONTRACTUAL SERV (COPIER)	1,500.00	90.58	881.19	58.75	618.81
001-699-6505	OTHER EQUIPMENT	.00	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	2,000.00	539.64	2,963.81	148.19	963.81-
001-699-6508	POSTAGE	1,200.00	55.00	320.42	26.70	879.58
001-699-6599	MISC SUPPLIES	5,000.00	3.17	5,145.74	102.91	145.74-
001-699-6725	CAP OUTLAY-OFFICE EQUIP	.00	.00	.00	.00	.00
001-910-6910	TRANSFER OUT	.00	.00	75,000.00	.00	75,000.00-
001-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
005-210-6723	CAP OUTLAY-HEAVY EQUIP	.00	11,070.04-	43,344.37	.00	43,344.37-
005-910-6910	TRANSFER OUT	.00	.00	10,000.00	.00	10,000.00-
005-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
110-210-6010	WAGES - ROAD USE - FT	25,625.00	2,051.38	22,526.26	87.91	3,098.74
110-210-6020	WAGES - ROAD USE	3,300.00	.00	1,937.06	58.70	1,362.94
110-210-6030	WAGES - ROAD USE - PT	6,000.00	297.16	1,708.64	28.48	4,291.36
110-210-6110	FICA - ROAD USE	2,649.00	176.00	1,971.25	74.41	677.75
110-210-6130	IPERS - ROAD USE	3,269.00	221.70	2,457.86	75.19	811.14
110-210-6150	GROUP INSURANCE	6,800.00	559.44	6,039.17	88.81	760.83
110-210-6151	VISION INSURANCE	58.00	4.09	41.91	72.26	16.09
110-210-6155	LIFE INSURANCE	265.00	.00	.00	.00	265.00
110-210-6181	UNIFORM ALLOWANCE	300.00	48.00	161.99	54.00	138.01
110-210-6310	BUILDING REPAIR/MAINT	5,000.00	705.80	1,279.59	25.59	3,720.41
110-210-6331	FUEL	3,000.00	79.33	2,866.37	95.55	133.63
110-210-6332	VEHICLE REPAIRS	3,000.00	.00	3,025.51	100.85	25.51-
110-210-6371	UTILITIES	1,500.00	103.12	1,096.76	73.12	403.24
110-210-6373	TELEPHONE/COMMUNICATIONS	480.00	40.00	400.00	83.33	80.00
110-210-6375	EQUIPMENT SUPPORT	.00	.00	.00	.00	.00
110-210-6408	INSURANCE	.00	.00	.00	.00	.00
110-210-6417	STREET MAINTENANCE - REPAIRS	10,000.00	.00	13,222.16	132.22	3,222.16-
110-210-6491	SAFETY TRAINING	580.00	.00	683.34	117.82	103.34-
110-210-6504	SHOP EQUIPMENT	28,307.00	675.00	6,258.98	22.11	22,048.02
110-210-6507	STREET MAINTENANCE SUPPLIES	10,000.00	720.76	13,171.60	131.72	3,171.60-
110-210-6599	MISCELLANEOUS SUPPLIES	100.00	64.43	282.43	282.43	182.43-
110-230-6371	STREET LIGHTS	10,000.00	20,967.27	29,923.68	299.24	19,923.68-
110-240-6371	TRAFFIC SIGNAL	400.00	65.09	453.19	113.30	53.19-
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	2,630.00	630.00	1,977.10	75.17	652.90
110-250-6332	SNOW PLOW REPAIR	2,000.00	.00	1,271.60	63.58	728.40
110-250-6507	SNOW REMOVAL SUPPLIES	10,000.00	.00	9,001.01	90.01	998.99

BUDGET REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
110-260-6407	ENGINEERING	10,000.00	.00	2,887.05	28.87	7,112.95
110-910-6910	TRANSFER OUT	.00	.00	15,012.18	.00	15,012.18-
110-910-6911	TRANSFER OUT - TIF	.00	.00	8,532.99	.00	8,532.99-
110-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
121-910-6910	TRANSFER OUT	140,000.00	.00	50,763.38	36.26	89,236.62
121-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
125-910-6911	TRANSFER OUT - TIF	30,337.00	.00	.00	.00	30,337.00
125-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
200-210-6801	PRINCIPAL - PLAZA DRIVE	.00	.00	.00	.00	.00
200-210-6851	INTEREST - PLAZA DRIVE	.00	.00	.00	.00	.00
200-210-6899	BOND REGISTRATION FEES	.00	.00	.00	.00	.00
200-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
200-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
300-210-6407	ENGINEERING - STREET PROJECT	10,000.00	.00	.00	.00	10,000.00
300-210-6499	STREET CONTRACTUAL SERV	120,000.00	.00	81,967.48	68.31	38,032.52
300-750-6499	CONTRACTUAL SERV	.00	.00	.00	.00	.00
300-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
300-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
301-750-6407	ENGINEERING	.00	.00	.00	.00	.00
301-750-6411	LEGAL	.00	.00	.00	.00	.00
301-750-6499	CONTRACTUAL SERV-TRAILER COURT	.00	.00	17,320.00	.00	17,320.00-
301-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
301-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
302-750-6407	ENGINEERING	.00	.00	.00	.00	.00
302-750-6411	LEGAL	.00	.00	.00	.00	.00
302-750-6499	CONTRACTUAL SERV - PLAZA DR	.00	.00	.00	.00	.00
302-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
302-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
303-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
303-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
304-210-6413	PAYMENTS - EVANSDALE	.00	.00	.00	.00	.00
304-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
304-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
305-750-6407	ENGINEERING	325,000.00	.00	12,975.50	3.99	312,024.50
305-750-6499	OTHER CONTRACTUAL SERV	240,000.00	.00	3,962.50	1.65	236,037.50
305-910-6910	TRANSFER OUT	.00	.00	814,254.12	.00	814,254.12-
305-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
306-430-6407	ENGINEERING	.00	2,363.28	21,067.32-	.00	21,067.32
306-430-6411	LEGAL	.00	.00	.00	.00	.00
306-430-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00	.00
306-430-6505	OTHER EQUIPMENT	.00	.00	.00	.00	.00
306-430-6507	OPERATING SUPPLIES	.00	.00	.00	.00	.00
306-430-6910	TRANSFER OUT	.00	.00	.00	.00	.00
306-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
306-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
307-210-6407	ENGINEERING	.00	.00	.00	.00	.00
307-210-6411	LEGAL	.00	.00	.00	.00	.00
307-210-6417	STREET MAINTENANCE	.00	.00	.00	.00	.00
307-210-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00	.00
307-210-6507	OPERATING SUPPLIES	.00	.00	.00	.00	.00
307-210-6761	CAP OUTLAY - STREETS	.00	.00	.00	.00	.00

BUDGET REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
307-210-6790	STREETS - NEW ROADWAY	.00	.00	.00	.00	.00
307-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
307-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
600-610-6499	OTHER CONTRACTUAL SERV	236,632.00	.00	152,242.00	64.34	84,390.00
600-810-6010	WAGES - WATER - FT	6,600.00	165.90	5,694.48	86.28	905.52
600-810-6011	WAGES - WATER - CLERK	2,500.00	.00	454.35	18.17	2,045.65
600-810-6020	WAGES - WATER	2,460.00	.00	1,267.84	51.54	1,192.16
600-810-6021	WAGES - WATER - PT	5,000.00	519.37	5,386.83	107.74	386.83-
600-810-6022	WAGES - WATER	3,075.00	.00	1,449.31	47.13	1,625.69
600-810-6110	FICA - WATER	1,550.00	52.40	1,053.38	67.96	496.62
600-810-6130	IPERS - WATER	1,886.00	64.68	1,277.07	67.71	608.93
600-810-6150	GROUP INSURANCE	2,500.00	178.17	1,668.88	66.76	831.12
600-810-6151	VISION INSURANCE	25.00	.72	14.82	59.28	10.18
600-810-6155	LIFE INSURANCE	60.00	.00	.00	.00	60.00
600-810-6230	TRAINING	200.00	.00	210.00	105.00	10.00-
600-810-6332	VEHICLE REPAIRS	500.00	.00	.00	.00	500.00
600-810-6350	REPAIR MAINT - WATER MAIN	10,000.00	.00	5,741.30	57.41	4,258.70
600-810-6373	TELEPHONE/COMMUNICATIONS	750.00	.00	497.52	66.34	252.48
600-810-6375	EQUIPMENT SUPPORT	2,100.00	.00	62.50	2.98	2,037.50
600-810-6413	WATER - WATERLOO	58,368.00	8,404.45	49,090.28	84.10	9,277.72
600-810-6418	SALES TAX EXPENSE	7,200.00	.00	5,888.00	81.78	1,312.00
600-810-6419	TECH SERVICES - ANNUAL SUPPORT	2,100.00	65.74	65.74	3.13	2,034.26
600-810-6490	OTHER PROFESSIONAL SERVICES	200.00	2,340.00	11,789.55	5,894.78	11,589.55-
600-810-6497	BANK SERVICE CHGS	.00	.00	.00	.00	.00
600-810-6498	DEPOSIT REFUNDS - WATER	1,000.00	.00	579.48	57.95	420.52
600-810-6499	TESTS/PERMITS	1,500.00	.00	1,874.27	124.95	374.27-
600-810-6505	WT METERS/WT EQUIPMENT	2,000.00	.00	7,434.86	371.74	5,434.86-
600-810-6506	OFFICE SUPPLIES	300.00	19.88	187.60	62.53	112.40
600-810-6508	POSTAGE	1,100.00	165.00	313.59	28.51	786.41
600-810-6599	OTHER SUPPLIES	500.00	706.26	2,520.29	504.06	2,020.29-
600-810-6727	CAPITAL EQUIPMENT	.00	.00	825.00	.00	825.00-
600-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
600-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
601-810-6599	MISC SUPPLIES	.00	.00	.00	.00	.00
601-910-6910	TRANSFER OUT	236,632.00	.00	.00	.00	236,632.00
601-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
610-815-6010	WAGES - SEWER	52,500.00	.00	32,527.27	61.96	19,972.73
610-815-6011	WAGES - SEWER - CLERK	2,400.00	.00	454.35	18.93	1,945.65
610-815-6020	WAGES - SEWER	2,358.00	.00	1,267.76	53.76	1,090.24
610-815-6030	WAGES - SEWER	9,430.00	.00	4,025.73	42.69	5,404.27
610-815-6110	FICA - SEWER	5,200.00	.00	2,890.79	55.59	2,309.21
610-815-6130	IPERS - SEWER	6,250.00	.00	3,394.01	54.30	2,855.99
610-815-6150	GROUP INSURANCE	5,600.00	96.33	1,823.22	32.56	3,776.78
610-815-6151	VISION INSURANCE	120.00	.00	46.07	38.39	73.93
610-815-6155	LIFE INSURANCE	250.00	.00	.00	.00	250.00
610-815-6181	UNIFORM ALLOWANCE	400.00	.00	279.96	69.99	120.04
610-815-6230	TRAINING	1,000.00	.00	489.98	49.00	510.02
610-815-6320	LIFT STATION EXPENSE	30,000.00	902.58	14,266.37	47.55	15,733.63
610-815-6331	FUEL	2,000.00	.00	968.04	48.40	1,031.96
610-815-6332	VEHICLE REPAIRS	1,000.00	.00	138.99	13.90	861.01
610-815-6350	PLANT REPAIR/MAINTENANCE	12,000.00	4,390.22	14,483.70	120.70	2,483.70-

BUDGET REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
610-815-6370	UTILITIES - LIFT STATION	3,000.00	235.25	3,054.81	101.83	54.81-
610-815-6371	UTILITIES - PLANT	12,500.00	757.71	10,727.18	85.82	1,772.82
610-815-6373	TELEPHONE/COMMUNICATIONS	1,380.00	245.00	935.00	67.75	445.00
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	15,000.00	.00	.00	.00	15,000.00
610-815-6407	ENGINEERING/WWTP PROJECT	10,000.00	.00	.00	.00	10,000.00
610-815-6408	INSURANCE	3,000.00	.00	.00	.00	3,000.00
610-815-6413	LUMP SUM APPROPRIATIONS	2,500.00	.00	783.85	31.35	1,716.15
610-815-6418	SALES TAX EXPENSE	450.00	.00	.00	.00	450.00
610-815-6490	IOWA ONE CALL	150.00	.00	89.55	59.70	60.45
610-815-6491	SAFETY TRAINING	580.00	.00	683.32	117.81	103.32-
610-815-6493	SLUDGE HAULING	15,000.00	.00	6,592.45	43.95	8,407.55
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	1,000.00	.00	628.93	62.89	371.07
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	9,510.00	9,360.00	52,495.00	552.00	42,985.00-
610-815-6501	TESTS/PERMITS	.00	.00	.00	.00	.00
610-815-6505	OFFICE EQUIPMENT	.00	.00	62.50	.00	62.50-
610-815-6506	OFFICE SUPPLIES	500.00	131.00	226.55	45.31	273.45
610-815-6507	OPERATING SPPLY/PEOPLESERVICE	300.00	.00	257.95	85.98	42.05
610-815-6508	POSTAGE	1,000.00	.00	148.60	14.86	851.40
610-815-6510	SAFETY SUPPLIES	200.00	.00	105.50	52.75	94.50
610-815-6599	MISC SUPPLIES	100.00	.00	93.40	93.40	6.60
610-815-6727	CAPITAL EQUIPMENT	.00	.00	.00	.00	.00
610-815-6780	CAP OUTLAY-UTIL SYS/STRCT	.00	.00	.00	.00	.00
610-910-6910	TRANSFER OUT	65,000.00	.00	68,137.39	104.83	3,137.39-
610-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
611-910-6910	TRANSFER OUT	.00	.00	18,908.85	.00	18,908.85-
611-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
612-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
612-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
613-815-6407	ENGINEERING	.00	.00	.00	.00	.00
613-815-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00	.00
613-910-6910	TRANSFER OUT	.00	.00	322,082.16	.00	322,082.16-
613-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
670-840-6490	GARBAGE COLLECTION	55,700.00	4,886.60	49,583.98	89.02	6,116.02
670-840-6492	RECYCLING EXPENSE	6,650.00	643.06	4,861.84	73.11	1,788.16
670-840-6498	DEPOSIT REFUNDS - GARBAGE	700.00	.00	420.40	60.06	279.60
670-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
670-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
671-840-6413	YARD WASTE COLLECTION	2,400.00	.00	2,400.00	100.00	.00
671-840-6498	DEPOSIT REFUND - YARD WASTE	100.00	.00	16.77	16.77	83.23
671-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
671-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00
	DIFFERENCE	2,325,512.00	81,666.26	2,437,191.25	104.80	111,679.25-
	PROOF	2,325,512.00	81,666.26	2,437,191.25	104.80	111,679.25-

TREASURER'S REPORT
CALENDAR 4/2020, FISCAL 10/2020

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	209,703.67	141,745.73	28,634.13	1,950.61	324,765.88
005 VEHICLE REPLACEMENT	5,443.91	91.21	11,070.04-	.00	16,605.16
110 ROAD USE TAX	149,504.12	13,008.72	27,408.57	158.21	135,262.48
121 LOCAL OPTION SALES TAX	225,221.99	9,761.65	.00	.00	234,983.64
125 TAX INCREMENT FINANCING	37,167.93	8,142.04	.00	.00	45,309.97
200 DEBT SERVICE	.00	.00	.00	.00	.00
300 CAPITAL IMPROVEMENT RES	7,193.45-	.00	.00	.00	7,193.45-
301 RAYMOND ROAD TRAILER CR	22,389.23	.00	.00	.00	22,389.23
302 PLAZA DR RECONSTRUCTION	5,319.00	.00	.00	.00	5,319.00
303 OFFICE EQUIPMENT REPLAC	1,000.00	.00	.00	.00	1,000.00
304 DUBUQUE RD BRIDGE REPAI	.00	.00	.00	.00	.00
305 WASTE WTR PLANT PROJECT	1,800.00-	.00	.00	.00	1,800.00-
306 MAYORS PARK IMPROVEMENT	98,430.60	.00	2,363.28	.00	96,067.32
307 LAFAYETTE/GVILLE RD REC	.00	.00	.00	.00	.00
600 WATER	47,092.70-	27,083.28	12,682.57	105.99	32,586.00-
601 WATER DEPRECIATION	234,359.42	281.91	.00	.00	234,641.33
610 SEWER	153,637.72	35,976.98	16,118.09	.00	173,496.61
611 SEWER REPLACEMENT	179,877.37	212.50	.00	.00	180,089.87
612 SEWER DEPRECIATION	36,125.27	.00	.00	.00	36,125.27
613 WASTE WTR PLANT PROJECT	580,974.71	71,136.35	.00	.00	652,111.06
670 LANDFILL/GARBAGE	6,807.99-	12,458.11	5,529.66	.00	120.46
671 YARD WASTE	5,859.44	587.66	.00	.00	6,447.10
Report Total	1,882,120.24	320,486.14	81,666.26	2,214.81	2,123,154.93

FUND GL	BANK NAME	FEBRUARY CASH BALANCE	MARCH RECEIPTS	MARCH DISBURSMENTS	MARCH CASH BALANCE	INVOICES PAID	BANK BALANCE	2020 BUDGET	YTD BILLS	BUDGET REMAINING

FIRST SECURITY STATE BANK										

001	CHECKING - GENERAL	209,703.67	142,459.11	27,396.90	324,765.88	18,308.38		390,946.00	406,256.47	15,310.47-
005	CHECKING - EQUIPMENT REPLACE	38,821.22-	11,070.04	0.00	27,751.18-				53,344.37	53,344.37-
110	CHECKING - ROAD USE	149,504.12	13,361.69	27,603.33	135,262.48	24,790.69		145,263.00	159,722.03	14,459.03-
121	CHECKING - LOCAL OPTION	225,221.99	9,761.65	0.00	234,983.64			140,000.00	50,763.38	89,236.62
125	CHECKING - TIF	37,167.93	8,142.04	0.00	45,309.97			30,337.00		30,337.00
200	CHECKING - DEBT SERVICE	0.00	0.00	0.00	0.00					
300	CHECKING - CAPITAL IMPROVEMENT	7,193.45-	0.00	0.00	7,193.45-			130,000.00	81,967.48	48,032.52
301	CHECKING - CAP PRJ-TRAILER CT	22,389.23	0.00	0.00	22,389.23				17,320.00	17,320.00-
302	CHECKING - PLAZA DR RECONST	5,319.00	0.00	0.00	5,319.00					
303	CHECKING - OFFICE EQUIP REPLA	1,000.00	0.00	0.00	1,000.00					
304	CHECKING - DUBUQUE RD BRIDGE	0.00	0.00	0.00	0.00					
305	CHECKING - WW PLANT PROJECT	1,860.96-	60.96	0.00	1,800.00-			565,000.00	831,192.12	266,192.12-
306	CHECKING	98,430.60	0.00	2,363.28	96,067.32	2,363.28			20,876.12-	20,876.12
307	CHECKING	0.00	0.00	0.00	0.00					
600	CHECKING - WATER	47,092.70-	27,135.56	12,628.86	32,586.00-	11,798.46		350,106.00	263,316.47	86,789.53
601	CHECKING - WATER DEPRECIATION	83,888.56	27,780.93	0.00	111,669.49			236,632.00		236,632.00
610	CHECKING - SEWER	151,137.72	35,976.98	16,118.09	170,996.61	16,118.09		271,678.00	240,014.42	31,663.58
611	CHECKING - SEWER REPLACEMENT	48,035.78	9,319.36	0.00	57,355.14				18,908.85	18,908.85-
612	CHECKING - SEWER DEPRECIATION	26,491.33	0.00	0.00	26,491.33					
613	CHECKING - WW PLANT PROJECT	172,333.32	71,136.35	60.96	243,408.71				322,082.16	322,082.16-
670	CHECKING - SOLID WASTE	18,074.88-	12,458.11	5,529.66	11,146.43-	5,529.66		63,050.00	54,866.22	8,183.78
671	CHECKING - YARD WASTE	5,859.44	587.66	0.00	6,447.10			2,500.00	2,416.77	83.23

	FIRST SECURITY STATE BANK TOTA	1,123,439.48	369,250.44	91,701.08	1,400,988.84	78,908.56	1,322,080.28	2,325,512.00	2,560,203.18	234,691.18-

CD'S										

005	CD #22451 - EQUIPMENT REPLACE	11,033.86	36.18	0.00	11,070.04				53,344.37	53,344.37-
005	CD #20837 - EQUIPMENT REPLACE	12,413.97	0.00	0.00	12,413.97					
005	CD #22211 - EQUIPMENT REPLACE	0.00	0.00	0.00	0.00					
005	CD #21907 - EQUIPMENT REPLACE	0.00	0.00	0.00	0.00					
005	CD #22466 - EQUIPMENT REPLACE	10,565.19	34.64	0.00	10,599.83					
005	CD #22657 - EQUIPMENT REPLACE	10,252.11	20.39	0.00	10,272.50					
110	CD #20480 - ROAD USE	0.00	0.00	0.00	0.00			145,263.00	159,722.03	14,459.03-
300	CD #22212 - CAPITAL IMPROVE	0.00	0.00	0.00	0.00			130,000.00	81,967.48	48,032.52
300	CD #21910 - CAPITAL IMPROVE	0.00	0.00	0.00	0.00					
305	CD #21861 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00			565,000.00	831,192.12	266,192.12-
305	CD #22448 - CAP PRJCT WWTP	60.96	0.00	60.96	0.00					
305	CD #2789 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
305	CD #2788 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
305	CD #1298 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
305	CD#22786 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
305	CD #5876 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					

BANK NAME	FEBRUARY	MARCH	MARCH	MARCH	INVOICES	BANK	2020	YTD	BUDGET
FUND GL NAME	CASH BALANCE	RECEIPTS	DISBURSMENTS	CASH BALANCE	PAID	BALANCE	BUDGET	BILLS	REMAINING
601 CD #21911 - WATER DEPRECIATION	0.00	0.00	0.00	0.00					
601 CD#22785 - WATER DEPRECIATION	27,780.93	0.00	27,780.93	0.00					
601 CD #22612 - WATER DEPRECIATION	44,952.00	100.59	0.00	45,052.59					
610 CD #22526 - T & A SEWER	1,000.00	0.00	0.00	1,000.00			271,678.00	240,014.42	31,663.58
610 CD #21379 - T & A SEWER	1,500.00	0.00	0.00	1,500.00					
610 CD #21489 - T & A SEWER	0.00	0.00	0.00	0.00					
610 CD #21861 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
610 CD #22448 - CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
610 CD #904-012-6 CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
610 CD #904-012-5 CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
610 CD #904-129-8 CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
610 CD #904-263-2 CAP PRJCT WWTP	0.00	0.00	0.00	0.00					
611 CD #22805 - SEWER REPLACEMENT	0.00	0.00	0.00	0.00				18,908.85	18,908.85-
611 CD #21321 - SEWER REPLACEMENT	0.00	0.00	0.00	0.00					
611 CD #22452 - SEWER REPLACEMENT	55,302.30	181.32	0.00	55,483.62					
611 CD #22210 - SEWER REPLACEMENT	0.00	0.00	0.00	0.00					
611 CD #22153 - SEWER REPLACEMENT	0.00	0.00	0.00	0.00					
611 CD #22450 - SEWER REPLACEMENT	48,077.34	0.00	0.00	48,077.34					
611 CD #22169 - SEWER REPLACEMENT	9,319.36	0.00	9,319.36	0.00					
611 CD #2796 - SEWER REPLACEMENT	9,633.94	0.00	0.00	9,633.94					
611 CD #22467 - SEWER REPLACEMENT	9,508.65	31.18	0.00	9,539.83					
612 CD #2797 - SEWER REPLACEMENT	9,633.94	0.00	0.00	9,633.94					
613 CAPITAL PROJECT WWTP-CD ACCTS	408,641.39	60.96	0.00	408,702.35				322,082.16	322,082.16-
670 CD #21140 - T & A SOLID WASTE	5,000.00	0.00	0.00	5,000.00			63,050.00	54,866.22	8,183.78
670 CD #22138 - T & A SOLID WASTE	1,000.00	0.00	0.00	1,000.00					
670 CD #2786 - SOLID WASTE	5,266.89	0.00	0.00	5,266.89					
CD'S TOTALS	758,680.76	646.58	37,161.25	722,166.09	0.00	722,166.09	1,761,729.00	2,025,414.12	263,685.12-
TOTAL OF ALL BANKS	1,882,120.24	369,897.02	128,862.33	2,123,154.93	78,908.56	2,044,246.37	4,087,241.00	4,585,617.30	498,376.30-

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ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-110-4765	FINES	.00	965.79	.00	965.79-
001-110-6413	EVANSDALE POLICE DEPARTMENT	.00	46,721.00	46,721.00	.00
001-130-6413	BH CO EMERGENCY MGMT/NIRG	.00	2,053.83	1,554.00	499.83-
001-150-6499	FIRE CONTRACT	9,164.99	36,659.96	37,780.00	1,120.04
001-170-4120	BUILDING/CONTR PERMITS	2,316.30	10,871.30	15,000.00	4,128.70
001-170-6010	WAGES - BUILDING INSPECTOR	1,384.37	6,262.42	15,000.00	8,737.58
001-170-6110	FICA - BUILDING INSPECTIONS	105.90	479.08	1,150.00	670.92
001-170-6130	IPERS - BUILDING INSPECTIONS	130.68	591.19	1,416.00	824.81
001-170-6150	GROUP INSURANCE	.00	.00	.00	.00
001-170-6151	VISION INSURANCE	.00	.00	.00	.00
001-170-6155	LIFE INSURANCE	.00	.00	.00	.00
001-190-6413	HUMANE SOCIETY	.00	150.00	500.00	350.00
001-190-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
001-190-6507	OPERATING SUPPLIES	.00	64.50	80.00	15.50
001-199-6371	SENTRY LIGHTS	108.04	1,162.80	1,300.00	137.20
001-299-6710	CAP OUTLAY - VEHICLES	.00	.00	.00	.00
001-410-6413	LIBRARY CONTRACT	.00	10,656.20	10,656.00	.20-
001-430-4310	SHELTER RENTAL	.00	25.00	.00	25.00-
001-430-6010	WAGES - PARKS - FT	1,196.63	12,612.10	13,838.00	1,225.90
001-430-6020	WAGES - PARKS	.00	1,937.02	3,300.00	1,362.98
001-430-6021	WAGES - PARKS - PT	.00	1,048.80	4,100.00	3,051.20
001-430-6110	FICA - PARKS	89.41	1,176.12	1,314.00	137.88
001-430-6130	IPERS - PARKS	112.96	1,459.66	2,000.00	540.34
001-430-6150	GROUP INSURANCE	305.15	3,308.25	4,500.00	1,191.75
001-430-6151	VISION INSURANCE	2.39	24.91	35.00	10.09
001-430-6155	LIFE INSURANCE	.00	.00	100.00	100.00
001-430-6505	PARK EQUIPMENT	675.00	6,673.00	73,307.00	66,634.00
001-430-6507	OPERATING SUPPLIES	113.25	3,939.33	5,000.00	1,060.67
001-430-6599	OTHER SUPPLIES	26.95	1,885.24	100.00	1,785.24-
001-460-4310	RENT-COMMUNITY CENTER	.00	5,330.00	1,900.00	3,430.00-
001-460-6310	COMM RM REPAIR/MAINT	676.99	2,458.05	2,000.00	458.05-
001-499-4610	CITY CELEBRATION RECEIPTS	.00	.00	.00	.00
001-499-6599	MISC EXPENSE - CELEBRATION	.00	.00	.00	.00
001-510-6413	PARTNER IN EDUCATION	.00	200.00	500.00	300.00
001-510-6490	CHRISTMAS DECORATIONS	.00	366.11	2,500.00	2,133.89
001-510-6599	TREES FOREVER	.00	4,528.00	2,000.00	2,528.00-
001-540-6490	COMP PLAN	.00	.00	.00	.00
001-610-6010	WAGES - MAYOR/COUNCIL	1,250.00	8,500.00	12,000.00	3,500.00
001-610-6110	FICA - MAYOR/COUNCIL	95.63	650.26	950.00	299.74
001-610-6130	IPERS - MAYOR/COUNCIL	.00	.00	.00	.00
001-610-6150	GROUP INSURANCE	.00	.00	.00	.00
001-610-6151	VISION INSURANCE	.00	.00	.00	.00
001-620-6010	WAGES - CLERK	3,152.10	41,434.90	41,300.00	134.90-
001-620-6020	WAGES - DEPUTY CLERK	519.38	5,386.92	7,000.00	1,613.08
001-620-6110	FICA - CLERK	280.91	2,941.03	3,700.00	758.97
001-620-6130	IPERS - CLERK	346.60	3,656.71	4,575.00	918.29
001-620-6150	GROUP INSURANCE	1,555.06	12,299.65	14,596.00	2,296.35
001-620-6151	VISION INSURANCE	13.60	157.69	75.00	82.69-
001-630-6413	ELECTION EXPENSES	.00	500.00	1,300.00	800.00
001-640-6401	AUDITING/ACCOUNTING	.00	16,274.03	1,200.00	15,074.03-
001-640-6411	LEGAL - ATTORNEY	3,245.00	19,720.75	15,000.00	4,720.75-

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ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-640-6414	CODIFICATION	.00	1,500.00	1,500.00	.00
001-650-6310	BUILDING REPAIR/MAINT	1,894.36	3,556.75	2,000.00	1,556.75-
001-650-6505	OFFICE EQUIPMENT	.00	1,931.26	2,120.00	188.74
001-660-6408	INSURANCE	.00	7,582.00	20,000.00	12,418.00
001-699-6010	WAGES - GENERAL GOV - FT	170.96	1,982.84	2,563.00	580.16
001-699-6110	FICA - GENERAL GOVERNMENT	12.76	148.92	159.00	10.08
001-699-6130	IPERS - GENERAL GOVERNMENT	16.14	187.38	242.00	54.62
001-699-6150	GROUP INSURANCE	869.31	9,165.45	1,000.00	8,165.45-
001-699-6151	VISION INSURANCE	.34	3.40	5.00	1.60
001-699-6155	LIFE INSURANCE	.00	.00	150.00	150.00
001-699-6210	DUES	.00	1,560.50	2,000.00	439.50
001-699-6230	TRAINING	.00	2,981.67	2,000.00	981.67-
001-699-6240	MEETINGS/CONFERENCES	.00	2,356.93	800.00	1,556.93-
001-699-6371	UTILITIES	161.98	2,016.29	2,200.00	183.71
001-699-6373	TELEPHONE/COMMUNICATIONS	40.00	737.58	1,300.00	562.42
001-699-6407	ENGINEERING (MONTHLY PAYMENT)	75.00	4,365.00	900.00	3,465.00-
001-699-6414	PUBLISHING	153.90	2,736.98	3,000.00	263.02
001-699-6419	TECHNOLOGY SERVICES	.00	11,793.42	6,280.00	5,513.42-
001-699-6491	SAFETY TRAINING	.00	683.34	580.00	103.34-
001-699-6499	CONTRACTUAL SERV (COPIER)	90.58	881.19	1,500.00	618.81
001-699-6505	OTHER EQUIPMENT	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	539.64	2,963.81	2,000.00	963.81-
001-699-6508	POSTAGE	55.00	320.42	1,200.00	879.58
001-699-6599	MISC SUPPLIES	3.17	5,145.74	5,000.00	145.74-
001-699-6725	CAP OUTLAY-OFFICE EQUIP	.00	.00	.00	.00
001-910-4830	TRANSFER IN-GENERAL FUND	.00	20,012.18	.00	20,012.18-
001-910-4831	TRANSFER IN - TIF	.00	.00	.00	.00
001-910-6910	TRANSFER OUT	.00	75,000.00	.00	75,000.00-
001-950-4000	PROPERTY TAXES	133,790.88	328,379.45	356,810.00	28,430.55
001-950-4003	AGRICULTURAL LAND TAXES	120.08	508.11	650.00	141.89
001-950-4060	UTILITY TAX REPLACEMENT	.00	.00	.00	.00
001-950-4100	BEER & LIQUOR LICENSES	.00	690.00	790.00	100.00
001-950-4105	CIGARETTE PERMITS	.00	.00	150.00	150.00
001-950-4160	CABLEVISION	.00	4,732.82	6,290.00	1,557.18
001-950-4180	ANIMAL LICENSES	11.00	137.00	150.00	13.00
001-950-4300	INTEREST-PLAT MM	591.54	9,254.18	5,000.00	4,254.18-
001-950-4310	RENT - COMM/COUNCIL	.00	.00	5,500.00	5,500.00
001-950-4464	COMM TAX REPLACEMENT	3,550.63	7,101.26	.00	7,101.26-
001-950-4490	GAMING GRANTS	.00	.00	.00	.00
001-950-4700	BLACKHAWK COUNTY LANDFILL	.00	.00	.00	.00
001-950-4705	MISC REVENUE	1,035.00	27,560.50	1,000.00	26,560.50-
001-950-4710	REIMBURSEMENTS - EMPLOYEE INSR	.00	2,838.26	1,210.00	1,628.26-
001-950-4735	SALES/FUEL TAX REFUNDS	.00	.00	.00	.00
001-950-4765	FINES-CLERK OF COURT	330.30	2,246.99	3,000.00	753.01
001-999-9999	PROFIT HANDLER	.00	.00	.00	.00
005-210-6723	CAP OUTLAY-HEAVY EQUIP	11,070.04-	43,344.37	.00	43,344.37-
005-910-4830	TRANSFER IN-VEHICLE RPLMNT	.00	5,000.00	10,000.00	5,000.00
005-910-6910	TRANSFER OUT	.00	10,000.00	.00	10,000.00-
005-950-4300	INTEREST-VEHICLE REPLACEMENT	91.21	615.97	600.00	15.97-
005-999-9999	PROFIT HANDLER	.00	.00	.00	.00
110-210-4430	ROAD USE TAXES	13,008.72	126,348.47	135,716.00	9,367.53

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ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
110-210-6010	WAGES - ROAD USE - FT	2,051.38	22,526.26	25,625.00	3,098.74
110-210-6020	WAGES - ROAD USE	.00	1,937.06	3,300.00	1,362.94
110-210-6030	WAGES - ROAD USE - PT	297.16	1,708.64	6,000.00	4,291.36
110-210-6110	FICA - ROAD USE	176.00	1,971.25	2,649.00	677.75
110-210-6130	IPERS - ROAD USE	221.70	2,457.86	3,269.00	811.14
110-210-6150	GROUP INSURANCE	559.44	6,039.17	6,800.00	760.83
110-210-6151	VISION INSURANCE	4.09	41.91	58.00	16.09
110-210-6155	LIFE INSURANCE	.00	.00	265.00	265.00
110-210-6181	UNIFORM ALLOWANCE	48.00	161.99	300.00	138.01
110-210-6310	BUILDING REPAIR/MAINT	705.80	1,279.59	5,000.00	3,720.41
110-210-6331	FUEL	79.33	2,866.37	3,000.00	133.63
110-210-6332	VEHICLE REPAIRS	.00	3,025.51	3,000.00	25.51-
110-210-6371	UTILITIES	103.12	1,096.76	1,500.00	403.24
110-210-6373	TELEPHONE/COMMUNICATIONS	40.00	400.00	480.00	80.00
110-210-6375	EQUIPMENT SUPPORT	.00	.00	.00	.00
110-210-6408	INSURANCE	.00	.00	.00	.00
110-210-6417	STREET MAINTENANCE - REPAIRS	.00	13,222.16	10,000.00	3,222.16-
110-210-6491	SAFETY TRAINING	.00	683.34	580.00	103.34-
110-210-6504	SHOP EQUIPMENT	675.00	6,258.98	28,307.00	22,048.02
110-210-6507	STREET MAINTENANCE SUPPLIES	720.76	13,171.60	10,000.00	3,171.60-
110-210-6599	MISCELLANEOUS SUPPLIES	64.43	282.43	100.00	182.43-
110-230-6371	STREET LIGHTS	20,967.27	29,923.68	10,000.00	19,923.68-
110-240-6371	TRAFFIC SIGNAL	65.09	453.19	400.00	53.19-
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	630.00	1,977.10	2,630.00	652.90
110-250-6332	SNOW PLOW REPAIR	.00	1,271.60	2,000.00	728.40
110-250-6507	SNOW REMOVAL SUPPLIES	.00	9,001.01	10,000.00	998.99
110-260-6407	ENGINEERING	.00	2,887.05	10,000.00	7,112.95
110-910-4830	TRANSFER IN-ROAD USE	.00	12,523.38	.00	12,523.38-
110-910-6910	TRANSFER OUT	.00	15,012.18	.00	15,012.18-
110-910-6911	TRANSFER OUT - TIF	.00	8,532.99	.00	8,532.99-
110-999-9999	PROFIT HANDLER	.00	.00	.00	.00
121-910-4830	TRANSFER IN-LOST	.00	.00	.00	.00
121-910-6910	TRANSFER OUT	.00	50,763.38	140,000.00	89,236.62
121-950-4090	LOCAL OPTION TAX	9,761.65	116,562.18	140,000.00	23,437.82
121-950-4300	INTEREST-LOST	.00	.00	.00	.00
121-999-9999	PROFIT HANDLER	.00	.00	.00	.00
125-910-4831	TRANSFER IN - TIF	.00	8,532.99	.00	8,532.99-
125-910-6911	TRANSFER OUT - TIF	.00	.00	30,337.00	30,337.00
125-950-4050	TIF TAXES	8,142.04	26,501.17	30,337.00	3,835.83
125-999-9999	PROFIT HANDLER	.00	.00	.00	.00
200-210-6801	PRINCIPAL - PLAZA DRIVE	.00	.00	.00	.00
200-210-6851	INTEREST - PLAZA DRIVE	.00	.00	.00	.00
200-210-6899	BOND REGISTRATION FEES	.00	.00	.00	.00
200-910-4830	TRANSFER IN-DEBT SERVICE	.00	.00	.00	.00
200-910-6910	TRANSFER OUT	.00	.00	.00	.00
200-999-9999	PROFIT HANDLER	.00	.00	.00	.00
300-210-6407	ENGINEERING - STREET PROJECT	.00	.00	10,000.00	10,000.00
300-210-6499	STREET CONTRACTUAL SERV	.00	81,967.48	120,000.00	38,032.52
300-750-6499	CONTRACTUAL SERV	.00	.00	.00	.00
300-910-4830	TRANSFER IN-CAP IMPRVMT RESV	.00	.00	160,337.00	160,337.00
300-910-6910	TRANSFER OUT	.00	.00	.00	.00

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ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
300-950-4300	INTEREST-CAPITAL IMPRVMT-RSV	.00	37.18	100.00	62.82
300-999-9999	PROFIT HANDLER	.00	.00	.00	.00
301-750-4800	SALE OF PROPERTY	.00	.00	20,000.00	20,000.00
301-750-6407	ENGINEERING	.00	.00	.00	.00
301-750-6411	LEGAL	.00	.00	.00	.00
301-750-6499	CONTRACTUAL SERV-TRAILER COURT	.00	17,320.00	.00	17,320.00-
301-910-4830	TRANSFER IN-RAYMOND RD TRAILER	.00	.00	.00	.00
301-910-6910	TRANSFER OUT	.00	.00	.00	.00
301-999-9999	PROFIT HANDLER	.00	.00	.00	.00
302-210-4400	FEDERAL GRANTS-PLAZA DR RECON	.00	.00	.00	.00
302-750-4440	STATE GRANTS-PLAZA DR RECON	.00	.00	.00	.00
302-750-4820	PROCEEDS FROM DEBT/LOAN-PLAZA	.00	.00	.00	.00
302-750-6407	ENGINEERING	.00	.00	.00	.00
302-750-6411	LEGAL	.00	.00	.00	.00
302-750-6499	CONTRACTUAL SERV - PLAZA DR	.00	.00	.00	.00
302-910-4830	TRANSFER IN-PLAZA DR RECON	.00	.00	.00	.00
302-910-6910	TRANSFER OUT	.00	.00	.00	.00
302-999-9999	PROFIT HANDLER	.00	.00	.00	.00
303-910-4830	TRANSFER IN-OFFICE EQPMNT RPL	.00	.00	.00	.00
303-910-6910	TRANSFER OUT	.00	.00	.00	.00
303-999-9999	PROFIT HANDLER	.00	.00	.00	.00
304-210-6413	PAYMENTS - EVANSDALE	.00	.00	.00	.00
304-910-4830	TRANSFER IN-DUBQUE RD BRIDGE	.00	.00	.00	.00
304-910-6910	TRANSFER OUT	.00	.00	.00	.00
304-999-9999	PROFIT HANDLER	.00	.00	.00	.00
305-750-4820	PROCEEDS FROM DEBT/LOAN-WWTP	.00	.00	565,000.00	565,000.00
305-750-6407	ENGINEERING	.00	12,975.50	325,000.00	312,024.50
305-750-6499	OTHER CONTRACTUAL SERV	.00	3,962.50	240,000.00	236,037.50
305-815-4300	INTEREST - CAP PROJ	.00	5,604.26	4,000.00	1,604.26-
305-910-4830	TRANSFER IN-WWTP PROJECT	.00	322,082.16	65,000.00	257,082.16-
305-910-6910	TRANSFER OUT	.00	814,254.12	.00	814,254.12-
305-999-9999	PROFIT HANDLER	.00	.00	.00	.00
306-430-4400	FEDERAL GRANTS	.00	.00	.00	.00
306-430-4440	STATE GRANTS	.00	.00	.00	.00
306-430-4710	REIMBURSEMENTS	.00	.00	.00	.00
306-430-4830	TRANSFER IN	.00	38,240.00-	.00	38,240.00
306-430-6407	ENGINEERING	2,363.28	21,067.32-	.00	21,067.32
306-430-6411	LEGAL	.00	.00	.00	.00
306-430-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
306-430-6505	OTHER EQUIPMENT	.00	.00	.00	.00
306-430-6507	OPERATING SUPPLIES	.00	.00	.00	.00
306-430-6910	TRANSFER OUT	.00	.00	.00	.00
306-910-4830	TRANSFER IN	.00	113,240.00	.00	113,240.00-
306-910-6910	TRANSFER OUT	.00	.00	.00	.00
306-999-9999	PROFIT HANDLER	.00	.00	.00	.00
307-210-4400	FEDERAL GRANTS	.00	.00	.00	.00
307-210-4440	STATE GRANTS	.00	.00	.00	.00
307-210-4445	IOWA DOT	.00	.00	.00	.00
307-210-4820	PROCEEDS FROM DEBT/LOAN	.00	.00	.00	.00
307-210-4830	TRANSFER IN	.00	.00	.00	.00
307-210-6407	ENGINEERING	.00	.00	.00	.00

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ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
307-210-6411	LEGAL	.00	.00	.00	.00
307-210-6417	STREET MAINTENANCE	.00	.00	.00	.00
307-210-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
307-210-6507	OPERATING SUPPLIES	.00	.00	.00	.00
307-210-6761	CAP OUTLAY - STREETS	.00	.00	.00	.00
307-210-6790	STREETS - NEW ROADWAY	.00	.00	.00	.00
307-910-4830	TRANSFER IN	.00	.00	.00	.00
307-910-6910	TRANSFER OUT	.00	.00	.00	.00
307-999-9999	PROFIT HANDLER	.00	.00	.00	.00
600-610-4600	SPECIAL ASSESSMENTS-WTR MAIN	.00	.00	47,444.00	47,444.00
600-610-6499	OTHER CONTRACTUAL SERV	.00	152,242.00	236,632.00	84,390.00
600-810-4300	INTEREST	.00	.00	.00	.00
600-810-4500	CHARGES/FEEES FOR SERVICES	25,252.64	123,281.94	114,000.00	9,281.94-
600-810-4530	PENALTIES	.00	1,374.59	1,500.00	125.41
600-810-4540	CONNECT/RECONNECT FEES	.00	.00	.00	.00
600-810-4550	MISC CHARGE FOR SERVICES	76.52	1,245.60	1,000.00	245.60-
600-810-4560	SALES TAXES COLLECTED	.00	209.59	.00	209.59-
600-810-4561	WATER EXCISE TAX	1,626.12	7,484.45	8,000.00	515.55
600-810-4730	DEPOSITS	128.00	1,549.79	2,000.00	450.21
600-810-6010	WAGES - WATER - FT	165.90	5,694.48	6,600.00	905.52
600-810-6011	WAGES - WATER - CLERK	.00	454.35	2,500.00	2,045.65
600-810-6020	WAGES - WATER	.00	1,267.84	2,460.00	1,192.16
600-810-6021	WAGES - WATER - PT	519.37	5,386.83	5,000.00	386.83-
600-810-6022	WAGES - WATER	.00	1,449.31	3,075.00	1,625.69
600-810-6110	FICA - WATER	52.40	1,053.38	1,550.00	496.62
600-810-6130	IPERS - WATER	64.68	1,277.07	1,886.00	608.93
600-810-6150	GROUP INSURANCE	178.17	1,668.88	2,500.00	831.12
600-810-6151	VISION INSURANCE	.72	14.82	25.00	10.18
600-810-6155	LIFE INSURANCE	.00	.00	60.00	60.00
600-810-6230	TRAINING	.00	210.00	200.00	10.00-
600-810-6332	VEHICLE REPAIRS	.00	.00	500.00	500.00
600-810-6350	REPAIR MAINT - WATER MAIN	.00	5,741.30	10,000.00	4,258.70
600-810-6373	TELEPHONE/COMMUNICATIONS	.00	497.52	750.00	252.48
600-810-6375	EQUIPMENT SUPPORT	.00	62.50	2,100.00	2,037.50
600-810-6413	WATER - WATERLOO	8,404.45	49,090.28	58,368.00	9,277.72
600-810-6418	SALES TAX EXPENSE	.00	5,888.00	7,200.00	1,312.00
600-810-6419	TECH SERVICES - ANNUAL SUPPORT	65.74	65.74	2,100.00	2,034.26
600-810-6490	OTHER PROFESSIONAL SERVICES	2,340.00	11,789.55	200.00	11,589.55-
600-810-6497	BANK SERVICE CHGS	.00	.00	.00	.00
600-810-6498	DEPOSIT REFUNDS - WATER	.00	579.48	1,000.00	420.52
600-810-6499	TESTS/PERMITS	.00	1,874.27	1,500.00	374.27-
600-810-6505	WT METERS/WT EQUIPMENT	.00	7,434.86	2,000.00	5,434.86-
600-810-6506	OFFICE SUPPLIES	19.88	187.60	300.00	112.40
600-810-6508	POSTAGE	165.00	313.59	1,100.00	786.41
600-810-6599	OTHER SUPPLIES	706.26	2,520.29	500.00	2,020.29-
600-810-6727	CAPITAL EQUIPMENT	.00	825.00	.00	825.00-
600-910-4830	TRANSFER IN-WATER	.00	.00	236,632.00	236,632.00
600-910-6910	TRANSFER OUT	.00	.00	.00	.00
600-999-9999	PROFIT HANDLER	.00	.00	.00	.00
601-810-4300	INTEREST-WATER DEPRECIATION	281.91	2,228.91	2,000.00	228.91-
601-810-6599	MISC SUPPLIES	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
601-910-4830	TRANSFER IN-WATER DEPRECIATION	.00	.00	.00	.00
601-910-6910	TRANSFER OUT	.00	.00	236,632.00	236,632.00
601-999-9999	PROFIT HANDLER	.00	.00	.00	.00
610-815-4300	INTEREST-SEWER	.00	.00	2,500.00	2,500.00
610-815-4500	CHARGES/FEEES FOR SERVICES	25,779.82	116,512.78	115,000.00	1,512.78-
610-815-4502	CAPITAL PROJECT FEE	.00	68,161.24	90,000.00	21,838.76
610-815-4510	RAYMOND SEWER USAGE	10,000.00	52,567.70	70,000.00	17,432.30
610-815-4530	PENALTIES	.00	1,344.22	1,300.00	44.22-
610-815-4550	MISC CHARGE FOR SERVICES	.00	27.78	1,000.00	972.22
610-815-4560	SALES TAXES COLLECTED	97.16	422.89	200.00	222.89-
610-815-4730	DEPOSITS	100.00	1,260.07	1,500.00	239.93
610-815-6010	WAGES - SEWER	.00	32,527.27	52,500.00	19,972.73
610-815-6011	WAGES - SEWER - CLERK	.00	454.35	2,400.00	1,945.65
610-815-6020	WAGES - SEWER	.00	1,267.76	2,358.00	1,090.24
610-815-6030	WAGES - SEWER	.00	4,025.73	9,430.00	5,404.27
610-815-6110	FICA - SEWER	.00	2,890.79	5,200.00	2,309.21
610-815-6130	IPERS - SEWER	.00	3,394.01	6,250.00	2,855.99
610-815-6150	GROUP INSURANCE	96.33	1,823.22	5,600.00	3,776.78
610-815-6151	VISION INSURANCE	.00	46.07	120.00	73.93
610-815-6155	LIFE INSURANCE	.00	.00	250.00	250.00
610-815-6181	UNIFORM ALLOWANCE	.00	279.96	400.00	120.04
610-815-6230	TRAINING	.00	489.98	1,000.00	510.02
610-815-6320	LIFT STATION EXPENSE	902.58	14,266.37	30,000.00	15,733.63
610-815-6331	FUEL	.00	968.04	2,000.00	1,031.96
610-815-6332	VEHICLE REPAIRS	.00	138.99	1,000.00	861.01
610-815-6350	PLANT REPAIR/MAINTENANCE	4,390.22	14,483.70	12,000.00	2,483.70-
610-815-6370	UTILITIES - LIFT STATION	235.25	3,054.81	3,000.00	54.81-
610-815-6371	UTILITIES - PLANT	757.71	10,727.18	12,500.00	1,772.82
610-815-6373	TELEPHONE/COMMUNICATIONS	245.00	935.00	1,380.00	445.00
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	.00	.00	15,000.00	15,000.00
610-815-6407	ENGINEERING/WWTP PROJECT	.00	.00	10,000.00	10,000.00
610-815-6408	INSURANCE	.00	.00	3,000.00	3,000.00
610-815-6413	LUMP SUM APPROPRIATIONS	.00	783.85	2,500.00	1,716.15
610-815-6418	SALES TAX EXPENSE	.00	.00	450.00	450.00
610-815-6490	IOWA ONE CALL	.00	89.55	150.00	60.45
610-815-6491	SAFETY TRAINING	.00	683.32	580.00	103.32-
610-815-6493	SLUDGE HAULING	.00	6,592.45	15,000.00	8,407.55
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	.00	628.93	1,000.00	371.07
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	9,360.00	52,495.00	9,510.00	42,985.00-
610-815-6501	TESTS/PERMITS	.00	.00	.00	.00
610-815-6505	OFFICE EQUIPMENT	.00	62.50	.00	62.50-
610-815-6506	OFFICE SUPPLIES	131.00	226.55	500.00	273.45
610-815-6507	OPERATING SPPLY/PEOPLESERVICE	.00	257.95	300.00	42.05
610-815-6508	POSTAGE	.00	148.60	1,000.00	851.40
610-815-6510	SAFETY SUPPLIES	.00	105.50	200.00	94.50
610-815-6599	MISC SUPPLIES	.00	93.40	100.00	6.60
610-815-6727	CAPITAL EQUIPMENT	.00	.00	.00	.00
610-815-6780	CAP OUTLAY-UTIL SYS/STRCT	.00	.00	.00	.00
610-910-4830	TRANSFER IN-SEWER	.00	.00	.00	.00
610-910-6910	TRANSFER OUT	.00	68,137.39	65,000.00	3,137.39-

REVENUE & EXPENSE REPORT
CALENDAR 4/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
.610-999-9999	PROFIT HANDLER	.00	.00	.00	.00
.611-815-4300	INTEREST-SEWER REPLACEMENT	212.50	2,523.84	2,500.00	23.84-
.611-910-4830	TRANSFER IN-SEWER PLCMNT	.00	.00	.00	.00
.611-910-6910	TRANSFER OUT	.00	18,908.85	.00	18,908.85-
.611-999-9999	PROFIT HANDLER	.00	.00	.00	.00
.612-815-4300	INTEREST-SEWER DEPRECIATION	.00	262.33	.00	262.33-
.612-910-4830	TRANSFER IN-SEWER DEPRECIATION	.00	.00	.00	.00
.612-910-6910	TRANSFER OUT	.00	.00	.00	.00
.612-999-9999	PROFIT HANDLER	.00	.00	.00	.00
.613-815-4300	INTEREST - WW CAP PROJ	.00	1,392.39	.00	1,392.39-
.613-815-4502	CAPITAL PROJECT FEE	19,529.63	19,893.75	.00	19,893.75-
.613-815-4820	PROCEEDS FROM DEBT/LOAN-WWTP	.00	.00	.00	.00
.613-815-6407	ENGINEERING	.00	.00	.00	.00
.613-815-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
.613-910-4830	TRANSFER IN-WWTP PROJECT	51,606.72	952,907.08	.00	952,907.08-
.613-910-6910	TRANSFER OUT	.00	322,082.16	.00	322,082.16-
.613-999-9999	PROFIT HANDLER	.00	.00	.00	.00
.670-840-4300	INTEREST-LANDFILL/GARBAGE	.00	143.42	100.00	43.42-
.670-840-4500	CHARGES/FEEES FOR SERVICES	12,398.11	55,903.57	58,985.00	3,081.43
.670-840-4530	PENALTIES	.00	671.44	700.00	28.56
.670-840-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
.670-840-4710	REIMBURSEMENTS - RECYCLE REIMB	.00	4,468.00	4,468.00	.00
.670-840-4730	DEPOSITS	60.00	754.38	1,000.00	245.62
.670-840-6490	GARBAGE COLLECTION	4,886.60	49,583.98	55,700.00	6,116.02
.670-840-6492	RECYCLING EXPENSE	643.06	4,861.84	6,650.00	1,788.16
.670-840-6498	DEPOSIT REFUNDS - GARBAGE	.00	420.40	700.00	279.60
.670-910-4830	TRANSFER IN-LANDFILL/GARBAGE	.00	.00	.00	.00
.670-910-6910	TRANSFER OUT	.00	.00	.00	.00
.670-999-9999	PROFIT HANDLER	.00	.00	.00	.00
.671-840-4300	INTEREST-YARD WASTE	.00	.00	.00	.00
.671-840-4500	CHARGES/FEEES FOR SERVICES	575.66	2,625.17	2,700.00	74.83
.671-840-4530	PENALTIES	.00	32.06	40.00	7.94
.671-840-4730	DEPOSITS	12.00	144.00	200.00	56.00
.671-840-6413	YARD WASTE COLLECTION	.00	2,400.00	2,400.00	.00
.671-840-6498	DEPOSIT REFUND - YARD WASTE	.00	16.77	100.00	83.23
.671-910-4830	TRANSFER IN-YARD WASTE	.00	.00	.00	.00
.671-910-6910	TRANSFER OUT	.00	.00	.00	.00
.671-999-9999	PROFIT HANDLER	.00	.00	.00	.00
	DIFFERENCE	238,819.88	101,662.33	32,203.00-	133,865.33-
	PROOF	238,819.88	101,662.33	32,203.00-	133,865.33-

CITY OF ELK RUN HEIGHTS

INVESTMENT REPORT

Apr-20

ACCOUNT	G/L	DATE OF PURCHASE	MONTHLY INTEREST	PREVIOUS TOTAL	CURRENT MONTH TOTAL	INTEREST RATE	MATURITY DATE	CASHED IN DATE:
EQUIPMENT REPLACEMENT								
CD# 22451	005-000-1170	2017	\$ 36.18	\$ 11,033.86	\$ 11,070.04	2%	4/10/2020	CLOSED 4/10/20
CD# 20837	005-000-1171	2011	\$ 61.60	\$ 12,352.37	\$ 12,413.97	1%	2/18/2021	
CD# 22466	005-000-1174	2017	\$ 34.64	\$ 10,565.19	\$ 10,599.83	2%	4/26/2020	CLOSED 5/1/20
CD# 22657	005-000-1175	2018	\$ 20.39	\$ 10,252.11	\$ 10,272.50	0.80%	9/25/2020	
					\$ 44,356.34			
CAPITAL PROJECT WWTP								
CD# 21861	305-000-1173	2014	\$ 78.68	\$ 20,802.82	\$ 20,881.50	0.75%	2/13/2021	
CD# 22448	305-000-1178	2017	\$ 121.87	\$ 21,245.86	\$ 21,367.73	1.15%	7/11/2021	
CD# 2789	305-000-1181	2017	\$ 739.65	\$ 52,782.34	\$ 53,521.99	2.78%	6/6/2020	
CD# 2788	305-000-1182	2017	\$ 739.65	\$ 52,782.34	\$ 53,521.99	2.78%	6/6/2020	
CD# 22999		2020		\$ 103,692.53	\$ 104,149.46	1.79%	1/7/2021	
CD# 22786	305-000-1187	2018	\$ 651.39	\$ 50,955.33	\$ 51,606.72	0.70%		CLOSED 4/1
CD# 5876		2019	\$ 1,331.43	\$ 102,778.46	\$ 104,109.89	2.39%	1/15/2021	
					\$ 409,159.28			
WATER DEPRECIATION								
CD# 22563	601-000-1170	2017	\$ 97.80	\$ 22,337.83	\$ 22,435.63	1.15%	12/18/2021	
CD# 22447	601-000-1175	2017	\$ 553.06	\$ 54,749.24	\$ 55,302.30	2%	4/10/2020	
CD# 22612	601-000-1189	2018	\$ 100.59	\$ 44,952.00	\$ 45,052.59	0.90%	6/22/2020	
					\$ 122,790.52			
T&A SEWER								
CD# 22526		2017	\$ -	\$ 1,000.00	\$ 1,000.00	1.15%	8/22/2021	
CD# 21379		2012	\$ -	\$ 1,500.00	\$ 1,500.00	0.70%	3/6/2020	
					\$ 2,500.00			
SEWER REPLACEMENT								
CD# 22452	611-000-1172	2017	\$ 181.32	\$ 55,302.30	\$ 55,483.62	2%	4/10/2020	
CD# 22450	611-000-1179	2017	\$ 274.22	\$ 47,803.12	\$ 48,077.34	1.15%	7/11/2021	
CD# 2796	611-000-1184	2017	\$ 133.13	\$ 9,500.81	\$ 9,633.94	2.78%	6/6/2020	
CD# 22467	611-000-1185	2017	\$ 31.18	\$ 9,508.65	\$ 9,539.83	1.88%	4/26/2020	
CD# 2797	612-000-1183	2017	\$ 133.13	\$ 9,500.81	\$ 9,633.94	2.78%	6/6/2020	
					\$ 132,368.67			
T&A SOLID WASTE								
CD# 21140		2012	\$ -	\$ 5,000.00	\$ 5,000.00	1.15%	10/26/2021	
CD# 22138		2015	\$ -	\$ 1,000.00	\$ 1,000.00	1.15%	6/17/2021	
					\$ 6,000.00			
SOLID WASTE								
CD# 2786	670-000-1185	2017	\$ 72.79	\$ 5,194.10	\$ 5,266.89	2.78%	6/6/2020	
					\$ 5,266.89			

CITY OF ELK RUN HEIGHTS - BRIAN WIRTZ - BUILDING INSPECTION

Apr-20

BUILDING PERMITS

DATE	HOMEOWNER	CONTRACTORS	ADDRESS	PERMIT #	TYPE OF CONSTRUCTION	VALUE	PERMIT FEE	PAID	
4/14/20	BULS, TYLER		5051 LAFAYETTE	1839	TEAR OFF & RESHINGLE	\$6,400.00	\$139.00	CASH	4/16/2020

HVAC PERMITS

PLUMBING

TOTALS

\$6,400.00	\$139.00
	*65%
	\$90.35

EVANSDALE POLICE DEPARTMENT

Call Summary Report

03/01/2020 thru 03/31/2020

Tracking: Unit Selected Agency Type: Police Selected Agency ID: EVPD

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name					Reporting Party		
								Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total
20017045	03/02/2020	02:00:12	20	0404	PALARM	NR	5202 LAFAYETTE RD	CASEYS GENERAL STORE-ELK RUN					CASEY'S ALARM CO		
								2G5	219	02:00		02:00			0
								2G7	239	02:00	02:05	02:09	5	4	9
20017145	03/02/2020	13:07:36	20	0404	MEDHEART	AS	127 JOHNS DR						BENTLEY,JASON		
								2G8	J6847	13:08	13:12	13:19	4	7	11
20017438	03/03/2020	13:14:26	20	0404	TS	E3	GILBERTVILLE RD/ LAFAYETTE RD						TANNER JONES		
								2G8	J6847	13:14	13:14	13:23	0	9	9
20018079	03/05/2020	18:52:42	20	0404	FRAUD	RI	208 SHIRLEY AV						MANGRICH,BILL		
								2G6	215	18:55	19:09	19:10	14	1	15
20018289	03/06/2020	14:42:07	20	0404	TRAFOWI	RW	GILBERTVILLE RD/ LAFAYETTE RD						HOFFMAN,CINDY		
								2K2	207	14:43		14:54			11
20018386	03/06/2020	19:57:23	20	0404	TS	GI	100-BLK PLAZA DR						BEN NEUMAN		
								2G4	220	19:57	19:57	20:02	0	5	5
20018556	03/07/2020	08:17:38	20	0404	MEDSICK	AS	305 SHIRLEY AV						GARBS,KADE (SON)		
								2G4	220	08:18	08:26	09:06	8	40	48
20019009	03/08/2020	19:38:42	20	0404	TS	E3	GILBERTVILLE RD/ MARIE AV						CASSIDY DIETZ		
								2G5	219	19:38	19:38	19:52	0	14	14
20019349	03/10/2020	06:37:18	20	0404	TS	BI	GILBERTVILLE RD/ SHIRLEY AV						JEREMY FURMAN		
								2G7	239	06:37	06:37	06:40	0	3	3
20019381	03/10/2020	10:00:01	20	0404	TS	E3	GILBERT DR/ MC COY RD						TANNER JONES		
								2G8	J6847	10:00	10:00	10:10	0	10	10
20019411	03/10/2020	12:34:18	20	0404	ASSIST	NR	100 PLAZA DR	ROAD RANGER #1026					DIDOVIC,ARMANDO		
								2G4	220	12:40		12:40			0
								2G4	220	13:22		13:47			25
								2G8	J6847	12:40	12:46	13:51	6	65	71
20019665	03/11/2020	10:18:14	20	0404	FOUND	RI	300-BLK MCCOY RD	MAYOR PARK					TANNER JONES		
								2G8	J6847	10:18	10:18	11:11	0	53	53
								2L3	212	10:35		12:57			142
20021201	03/16/2020	22:31:57	20	0404	SUSP	WA	300-BLK MCCOY RD	MAYOR PARK					ALEX SMOCK		
								2G7	239	22:32	22:35	22:41	3	6	9
20021466	03/18/2020	01:59:20	20	0404	TS	DI	5202 LAFAYETTE RD	CASEYS GENERAL STORE-ELK RUN					JEREMY FURMAN		
								2G7	239	01:59	01:59	02:09	0	10	10

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name					Reporting Party		
								Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total
20021474	03/18/2020	04:08:14	20	0404	SUSP	B1	300-BLK MCCOY RD	MAYOR PARK					JEREMY FURMAN		
								2G7	239	04:08	04:08	04:17	0	9	9
20022501	03/23/2020	09:04:53	20	0404	MEDFALL*	AS	211 GILBERTVILLE RD						BOSWELL,DAVID		
								2L3	212	09:06		09:28			22
20022790	03/24/2020	14:42:38	20	0404	DISORDER	NR	316 SUTTON AV						MORA,REGINA		
								2G4	220	14:46	14:49	15:01	3	12	15
								2L3	212	14:46	14:49	15:02	3	13	16
20023250	03/26/2020	17:43:33	20	0404	TS	N3	GILBERTVILLE RD/ LAFAYETTE RD						TANNER JONES		
								2G8	J6847	17:43	17:43	17:59	0	16	16
20023318	03/27/2020	00:21:02	20	0404	SUSP	VW	300-BLK MCCOY RD	MAYOR PARK					TANNER JONES		
								2G8	J6847	00:21	00:21	00:27	0	6	6
20023797	03/29/2020	05:09:56	20	0404	ASSIST	AS	305 SHIRLEY AV						GARBES,ANITA		
								2G8	J6847	05:10	05:13	05:50	3	37	40
								2G8	J6847	06:20		06:25			5

Total Number of Calls: 20

Citation #	Date Issued	Issued To	Type	License	Charge	Grid
28068472003031318363	03/03/2020	THORN,TANYA BOBBY JO	T	IQL838	ERH10.04.160	0404
28002202003062039425	03/06/2020	HARK,JAMES JAY	T	IAJ158	ERH10.04.160	0404
28002192003081945036	03/08/2020	WOOD,TRACY LEIGH	T	HPN775	ER/10.04.120(1)	0404
W2800239200318020310	03/18/2020	WESNER,ASHLIE NIKOLE	W	IQM555	ERH10.04.160	0404
28068472003261748127	03/26/2020	FUENTES,CARLOS JAVIER	T	XP51804	ER/10.4.220	0404



Date: May 7, 2020

To: Elk Run Heights/Raymond Council

From: Jordan Cooper, Operator

O & M Report: April 2020

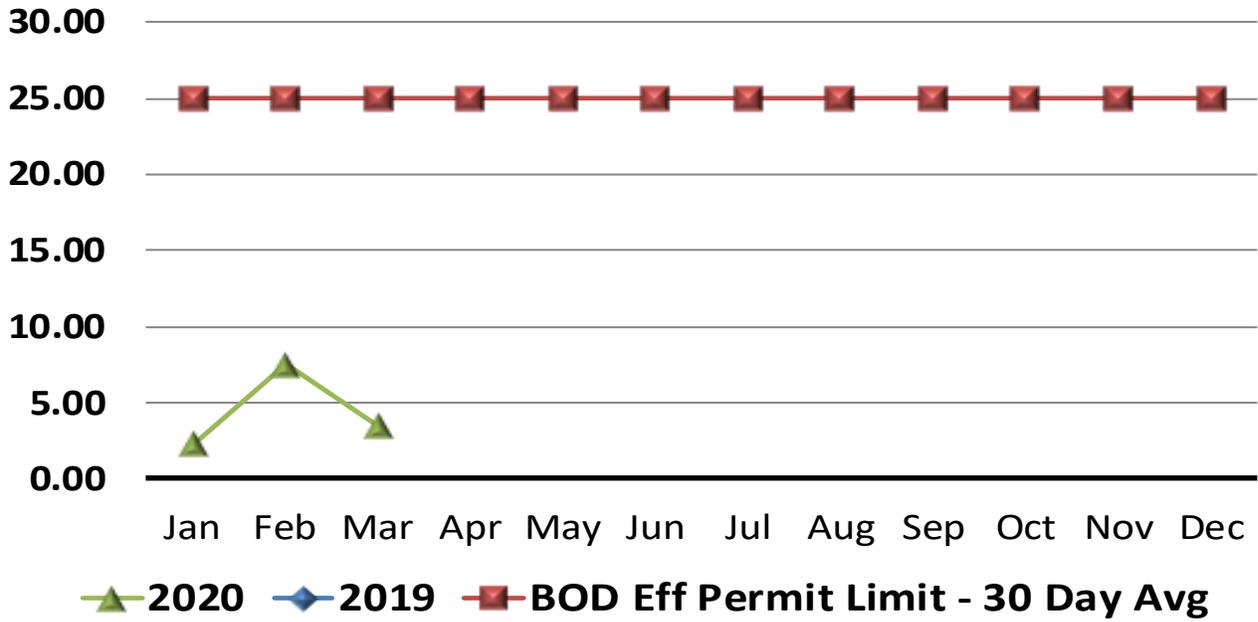
Water Operation & Maintenance

- 4/6 Homeowner 313 Elk Run St. called and asked to shut their water off to replace a leaking valve inside the home. Returned that night to turn water back on for homeowner.
- 4/13 Tom contacted me that there was a possible water main break on the intersection of Elk Run St. and Gilbertville Rd. I contacted Bob Frickson about repairing the break. We contacted Waterloo Waterworks to help us pinpoint the water main break. They determined the break was next to the valve under the road in the intersection.
- 4/14 Fricksons fixed the water main break. I followed the recommended guidelines set by the Iowa DNR and sent in bacteria samples after the repair was made.

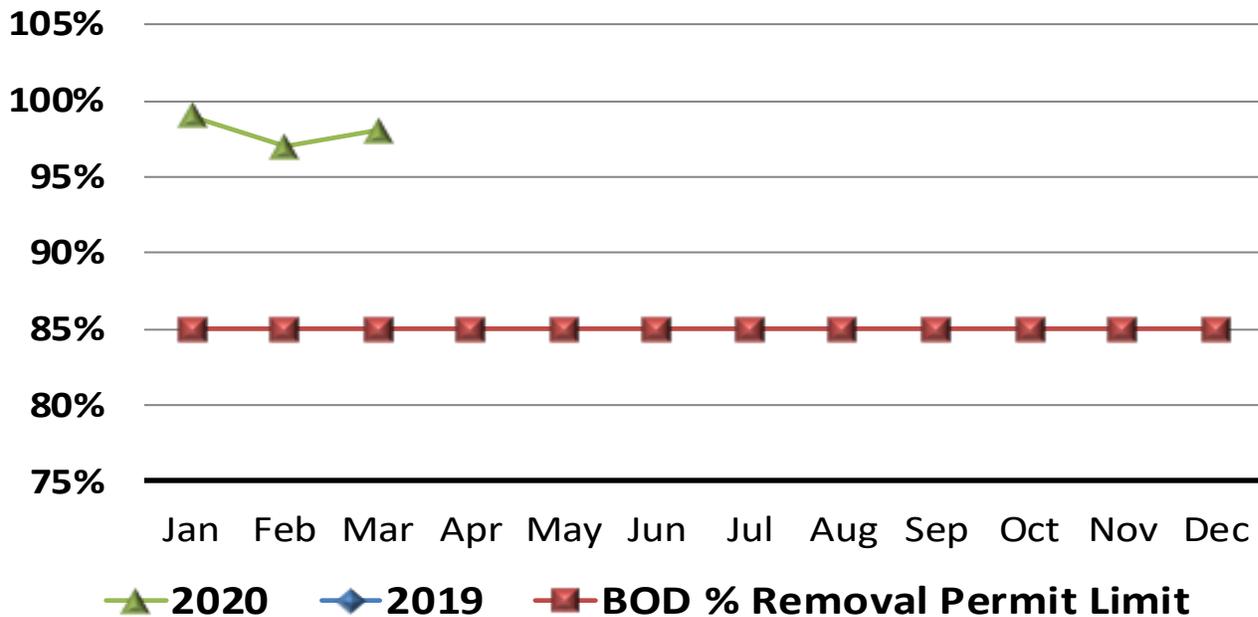
Wastewater Operation & Maintenance

- 4/1 Wired up EQ pump #1 and unplugged EQ pump #2. Both back in operation.
- 4/2 Contacted Municipal Pipe and Tool about a sewer backup in a manhole at 422 North 3rd St. in Raymond.
- 4/24 Worked on pressure washing clarifier tanks.
- 4/27 Municipal Pipe and Tool came to vacuum out 3 lift stations in town that needed addressed due to build up of grease and grit. Plaza, James, and Sutton were the 3 we vacuumed out.

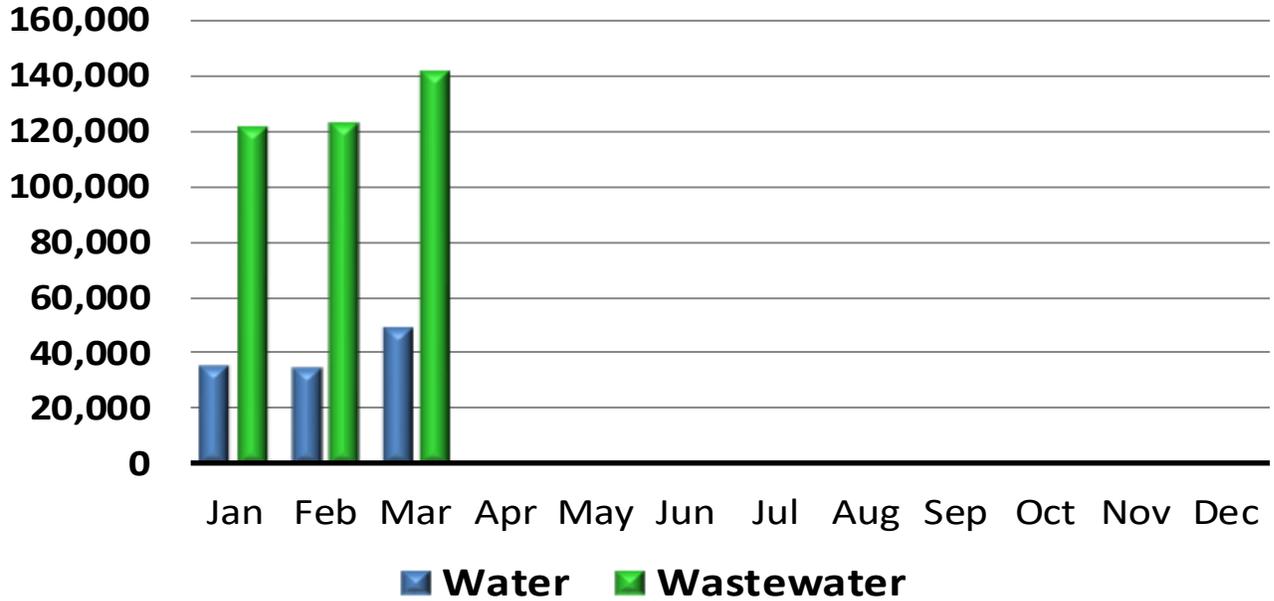
BOD Effluent



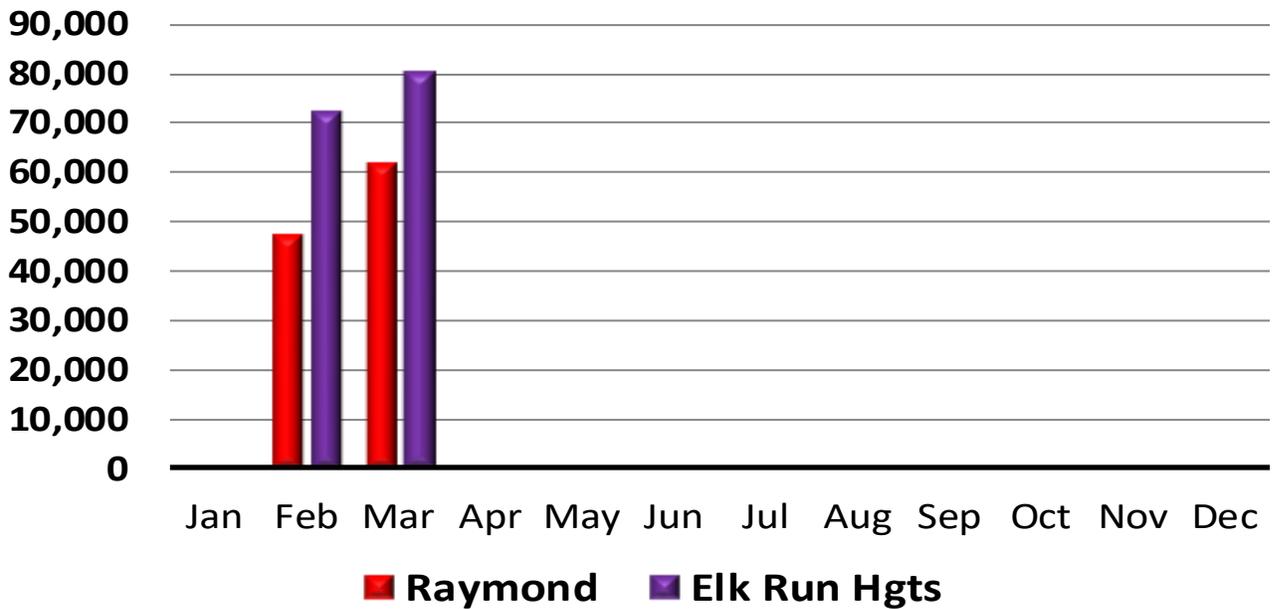
BOD % Removal



Average Daily Water Pumped vs. Wastewater In Gallons



Average Daily Wastewater Pumped In Gallons



		March-20	February-20	March-19
Water				
Units				
Total Monthly Pumped	gallons	1,502,700	994,200	0
Average Daily Pumped	gallons	48,500	34,300	0
Maximum Daily Pumped	gallons	112,000	59,800	0
Minimum Daily Pumped	gallons	22,400	22,400	0
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	0.96	0.96	0.00
Chlorine - Total Avg Residual System	mg/L	0.82	0.86	0.00
Chlorine - Recommended Residual System	mg/L	1.50	1.50	0.30
Wastewater				
BOD				
BOD Influent Avg	mg/L	186.50	218.00	0.00
BOD Effluent Avg	mg/L	3.50	7.50	0.00
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	0
BOD % Removal	%	98.00%	97.00%	0.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	236.20	125.00	0.00
TSS Effluent Avg	mg/L	12.50	6.50	0.00
TSS Effluent Permit Limit - 30 Day Avg	mg/L	25	25	0
TSS % Removal	%	94.71%	94.80%	0.00%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0.0	0.4	0.0
NA Effluent Permit Limit - 30 Day Avg	mg/L	2.9	6.3	0.0
Influent Flow				
Elk Run Average Daily Flow	gallons	80,564	72,420	0
Raymond Average Daily Flow	gallons	61,796	47,519	0
Average Daily Combined	gallons	141,709	122,714	0
Maximum Daily Combined	gallons	184,000	183,000	0
Total Monthly Combined	gallons	4,393,000	3,436,000	0
Minimum Daily Combined	gallons	116,000	113,000	0
Permit Limit - 30 Day Avg	gallons	281,000	281,000	
Permit Limit - Daily Maximum	gallons	291,000	291,000	

Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$12,000.00	\$1,089.11	9%	25%
Total	\$12,000.00	\$1,089.11	9%	25%



ELK RUN HEIGHTS/RAYMOND - MARCH '20

Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
3/22/20	First National Bank, VISA	Supplies	\$83.72
3/26/20	USA Bluebook	Beaker, Electrode arm	\$126.89
Total			\$210.61

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
3/22/20	First National Bank, VISA	Supplies	\$77.76
Total			\$77.76

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
3/22/20	First National Bank, VISA	Supplies	\$158.73
Total			\$158.73

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
3/22/20	First National Bank, VISA	Supplies	\$77.76
Total			\$77.76

Water Plant Maintenance	\$210.61
Water System Maintenance	\$77.76
W/W Plant Maintenance	\$158.73
W/W System Maintenance	\$77.76
Month Total	\$524.86

Annual Maintenance Budget \$12,000.00

Total Maintenance Dollars Spent Year to Date \$1,089.11

Percent Maintenance Budget Spent Year to Date 9%



Work Orders Completed

Date completed

4/6/2020

4/7/2020

Equipment

WWTP First Aid Kit

Raymond South Lift Station 1

Task

Inspection

LS Monthly PM

RESOLUTION 3009

A RESOLUTION OF THE CITY COUNCIL OF ELK RUN HEIGHTS, IA THAT
THE FOLLOWING BILLS BE PAID AND TRANSFERS ARE HEREBY ALLOWED

AMENT	MAYORS PARK TRAIL	191.20
	ENGINEER-MEETINGS	75.00
	ENGINEER-SUPPLEMENTAL	75.00
	VENDOR TOTAL	341.20
CITY OF WATERLOO	JAN, FEB, MAR INSPECTIONS	1,414.38
CORY O'HARA	REFUND DUE TO COVID19	35.00
COURIER	ORDINANCE 265	20.55
	ORDINANCE 264	14.04
	04/14/2020 MTG CLAIMS	171.95
	2019 WATER QUALITY REPORT	212.28
	VENDOR TOTAL	418.82
DANIELLE COLE	REFUND DUE TO COVID19	35.00
EASTMAN, JULIE	CELL PHONE REIMBURSEMENT	40.00
	JAN-APR MILEAGE REIMBURSEMENT	103.39
	INRCOG LUNCH	9.00
	REMRSE: TARGET/DISINFECTING SPLY	5.88
	VENDOR TOTAL	158.27
ELAN CARDMEMBER SRV	LS-CONCRETE	241.44
	NEW CARD CHARGE	15.00
	CH-ONLINE SERVICES/MICROSOFT	35.00
	CH-ONLINE SERVICES/MICROSOFT	25.00
	CH-LATEX GLOVES	16.03
	CH-ZOOM VIDEO CALL SERVICES	16.04
	CH-STICKER FOR NEWSLETTER	9.99
	CH-STICKERS FOR NEWSLETTER	39.96
	WT-POSTAGE	137.50
	CH-NEWSLETTER POSTAGE	137.50
	CH-CERTIFIED MAIL POSTAGE	14.20
	VENDOR TOTAL	687.66
ETHAN MAGEE	REFUND DUE TO COVID19	35.00
FRICKSON BROS EXCTNG	WATERMAIN BREAK/GVILLE RD/ER RD	4,245.00
IOWA WORKFORCE	UNEMPLYMNT/LUNDY AND REIMAN	7,921.00
JANE WIRTZ	REFUND DUE TO COVID19	35.00
JERRY VEASLEY	REFUND DUE TO COVID19	25.00
KAYLA HEDDENS	REFUND DUE TO COVID19	35.00
KLUESNER CONSTRUCTION	STREET SWEEPING	2,419.00
KRISTI LUNDY	CELL PHONE REIMBURSEMENT	40.00
LYNCH DALLAS, P.C.	LEGAL-ATTORNEY	549.50
MEDIACOM	PHONE SERVICE	79.92
MIRANDA REHLANDER	REFUND DUE TO COVID19	75.00
MUNICIPAL PIPE TOOL	JET CLEANING OF SEWER LINES	5,558.95
	JET CLEANING 3 LIFT STATIONS	2,012.50
	VENDOR TOTAL	7,571.45

NUTRI-JECT SYSTEMS	SLUDGE HAULING	6,370.00
P & K MIDWEST	OIL SUPPLIES FOR TRACTOR	120.26
	OIL FILTER	31.52
	VENDOR TOTAL	151.78
RICOH USA INC	COPIER CONTRACT	64.93
	COPIER CONTRACT	30.83
	VENDOR TOTAL	95.76
RBRTS, STVNS, PRENDERGAST	LEGAL SERVICES	877.05
TEDS	TEST PLUG	13.97
	WT-MISC SUPPLIES	6.48
	WT-PLUG	1.99
	CH-PINE SOL	8.99
	WT-QUICK SNAP CLIP	21.98
	PK-MISC POWER WASHER SUPPLIES	36.47
	PK-SPRAY PAINT/STAIR TREAD	11.47
	PK-MISC SUPPLIES	3.56
	VENDOR TOTAL	91.95
THOMAS JAMES	REIMBURSEMENT SAFETY GLASSES	200.00
	CELL PHONE REIMBURSEMENT	40.00
	VENDOR TOTAL	240.00
UTILITY EQUIPMENT CO	MISC SUPPLIES WTRMN BREAK	1,023.57
	HDPE PIPE&COUPLING	138.60
	CURB BOX LIDS,BOLTS,GASGETS	166.50
	LID FOR SEWER	10.00
	VENDOR TOTAL	1,338.67
VERACITY EXCAVATING	MOW/MULCH TREES ELK RUN&DBQ RD	4,300.00
WASTE MANAGEMENT	RECYCLING	223.76
	RECYCLING	326.56
	GARBAGE	4,886.60
	VENDOR TOTAL	5,436.92
WEDEKING ELECTRIC LLC	WWTP ELECTRICAL LABOR	90.00
	ELECTRIC WORK&LABOR GENERATOR	229.26
	VENDOR TOTAL	319.26
	001 GENERAL	4,373.57
	110 ROAD USE TAX	10,039.03
	306 MAYORS PARK IMPROVEMENTS	191.20
	600 WATER	5,353.17
	610 SEWER	19,948.70
	670 LANDFILL/GARBAGE	5,436.92
	TOTAL:	45,342.59
	APRIL PAYROLL:	
	BIWEEKLY PAYROLL	7,941.17
	EFTPS	2,164.13
	TOTAL PAYROLL:	10,105.30

PREPAYS

5471 COLONIAL LIFE	LIFE INS	79.94
5472 AVESIS	VISION INSURANCE	23.50
5473 CASEY'S	GAS	79.33
5474 MID AMERICAN	APRIL UTILITIES	2,374.46
5475 WATERLOO WATER	MONTHLY WATER BILL	4,677.85
5476 WELLMARK	HEALTH INSURANCE	1,926.56
DRAFT IPERS	RETIREMENT	1,165.39
DRAFT FIRST SECURITY	BANK FEE	10.00
	TOTAL PREPAYS	10,337.03

**PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA ON THIS
14TH DAY OF APRIL 2020**

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3010

A RESOLUTION SETTING A DATE FOR A PUBLIC HEARING ON THE ADOPTION OF THE MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN FOR BLACK HAWK COUNTY, IOWA.

WHEREAS, the City Council of Elk Run Heights, Iowa has authorized the Iowa Northland Regional Council of Governments to develop a Multi-Jurisdictional Hazard Mitigation Plan in cooperation with the Multi-Jurisdictional Hazard Mitigation Planning Committee for the County; and,

WHEREAS, the City Council of Elk Run Heights, Iowa desires citizen input on the establishment and adoption of a Multi-Jurisdictional Hazard Mitigation Plan, and,

NOW THEREFORE BE IT RESOLVED THAT, a public hearing be held on the adoption of a Multi-Jurisdictional Hazard Mitigation Plan for Black Hawk County, Iowa. Said Public Hearing to be held on the 9th day of June 2020 at 6:00 P.M. at the City of Elk Run Heights City Hall.

PASSED AND ADOPTED ON THIS 9TH DAY OF JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, SETTING THE DATE OF PUBLIC HEARING TO AMEND THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2020

WHEREAS, the state code requires cities to amend their estimates of revenue and expenditure appropriations; and

WHEREAS, the state code also requires cities to hold a public hearing prior to amending their estimates.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Elk Run Heights, Iowa, that a public hearing is hereby set for 6:00 PM, Tuesday, June 9, 2020 to hear comments regarding the proposed amendment of the budget for fiscal year ending June 30, 2020.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed and authorized to advertise said public hearing according to State Law.

PASSED AND ADOPTED THIS 9TH DAY OF JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3012

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS,
IOWA AMENDING THE EMPLOYEE POLICY MANUAL**

WHEREAS, the City Council of previously approved a personnel policy for the employees of Elk Run Heights,

WHEREAS, circumstances have arisen that make it necessary to amend this policy; and

WHEREAS, it is in the best interest of the residents of Elk Run Heights, Iowa to enact such amendments.

NOW THEREFORE, BE IT HEREBY RESOLVED BY the City Council of the City of Elk Run Heights, Iowa that *Section K.4 "Vision Care Plan"* of the City's Personnel Policy is amended to include the following language:

Prescription Safety Eyewear:

Employees eligible to purchase prescription safety eyewear will be reimbursed up to \$200.00 upon the purchase of the eyewear. Employees can be reimbursed for prescription safety eyewear on a biennial basis. A request for check and receipt will be required for reimbursement.

BE IT FURTHER RESOLVED, by the City Council of the City of Elk Run Heights, Iowa accepting, and approving said revisions to the City of Elk Run Heights, Iowa Employee Policy Manual.

PASSED AND ADOPTED ON THIS 12TH DAY OF May 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA TO ENTER INTO A FEDERAL-AID AGREEMENT WITH THE IOWA DEPARTMENT OF TRANSPORTATION FOR THE PURPOSE OF FUNDING THE MAYOR'S PARK PROJECTS

WHEREAS, the City has received Federal funding through the Transportation Alternatives Program (TAP) for the construction of the Mayor's Park Projects

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Elk Run Heights, Iowa, approves said agreement authorizes the Mayor to sign attached agreement.

PASSED AND ADOPTED THIS 19TH DAY OF MAY 12, 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

IOWA DEPARTMENT OF TRANSPORTATION
Federal-Aid Agreement for a
Iowa's Transportation Alternatives Program (Iowa's TAP) Project

Subrecipient: **Elk Run Heights**

Subrecipient DUNS Number: **050857374**

Project Number(s): **TAP-U-2312(604)—8I-07**

Iowa DOT Agreement Number: **20-TAP-127**

This agreement, made as of the date of the last party's signature below, is between the **City of Elk Run Heights** (hereinafter referred to as Subrecipient) and the **Iowa Department of Transportation**, the federal pass-through entity (hereinafter referred to as the Department). Iowa Code Sections 306A.7 and 307.44 provide for the Subrecipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects in Iowa with federal funds. Federal regulations require federal funds to be administered by the Department. The federal-aid highway funds included in this agreement are jointly implemented by the Federal Highway Administration (FHWA) and the Department.

The Subrecipient has received federal funding through the Iowa's Transportation Alternatives Program (Iowa's TAP), which is funded by the Surface Transportation Block Grant Program (STBG), as codified in Section 133 of Title 23, United States Code (U.S.C.), which are hereinafter referred to as STBG funds. The Catalog of Federal Domestic Assistance (CFDA) number and title for this funding is 20.205 Highway Planning and Construction.

Pursuant to the terms of this agreement, applicable statutes, and administrative rules, the Department agrees to provide the funding named above to the Subrecipient for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The Subrecipient shall be responsible for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The Department's contact person shall be Pamela Lee, Office of Systems Planning, 800 Lincoln Way, Ames, Iowa 50010, 515-239-1810. The Subrecipient's contact person shall be Julie Eastman, City Clerk, City of Elk Run Heights, 5042 Lafayette Road, Elk Run Heights, Iowa 50707, 319-232-0020.
3. The Subrecipient shall be responsible for the development and completion of the following described project:

Mayor's Park Shared Use Path

4. The Subrecipient shall receive reimbursement for costs of authorized and approved eligible project activities under the Iowa's TAP program from STBG funds. The portion of the project costs reimbursed with STBG funds shall be limited to a maximum of either 80 percent of eligible costs

(other than those reimbursed with other federal funds) or the amount listed (\$428,000) in the Corridor Metropolitan Planning Organization's current Transportation Improvement Program (TIP) and approved in the current Statewide Transportation Improvement Program (STIP), whichever is less. Eligible project activities will be as described in Section 133(h) of Title 23, United States Code (U.S.C.), and determined by the Department to be eligible.

5. Eligible project costs in excess of the amount reimbursed by the Department above will be considered the local contribution and may include cash, non-cash or approved state fund contributions, subject to Department approval. The local contribution must equal a minimum of 20 percent of eligible project costs. The subrecipient shall certify to the Department the value of any non-cash contribution to the project prior to it being incurred and in accordance with the procedures outlined in the applicable Instructional Memorandum to Local Public Agencies (I.M.s). The Department retains the sole authority to determine the eligibility and value of the Subrecipient's non-cash contribution for the purposes of this agreement. If the Subrecipient's total cash and non-cash contribution is determined by the Department to be less than that required by this agreement, the Subrecipient shall increase its cash contribution or the grant amount associated with this project shall be reduced accordingly.
6. The Subrecipient must have let the contract or have construction started within two years of October 1, 2019. If the Subrecipient does not do this, they will be in default for which the Department can revoke funding commitments. The Department may approve extensions of this agreement for periods up to six months upon receipt of a written request from the Subrecipient at least sixty (60) days prior to the deadline.
7. If the Subrecipient fails to perform any obligation under this agreement, the Department shall have the right, after first giving thirty (30) days written notice to the Subrecipient by certified mail return receipt requested, to declare any part or all of this agreement in default. The Subrecipient shall have thirty (30) days from date of mailing of the notice to cure the default. If the Recipient cures the default, the Subrecipient shall notify Department no later than five (5) days after cure or before the end of said thirty (30) day period given to cure the default. The Department may thereafter determine whether the default has, in fact, been cured, or whether the Subrecipient remains in default.
8. This agreement may be declared to be in default by the Department if the Department determines that the Subrecipient's application for funding contained inaccuracies, omissions, errors or misrepresentations; or if the Department determines that the project is not developed as described in the application and according to the requirements of this agreement.
9. In the event a default is not cured the Department may do any of the following: a) revoke funding commitments of funds loaned or granted by this agreement; b) seek repayment of funds loaned or granted by this agreement; or c) revoke funding commitments of funds loaned or granted by this agreement and also seek repayment of funds loaned or granted by this agreement. By signing this agreement, the Subrecipient agrees to repay said funding if they are found to be in default. Repayment methods may include cash repayment, installment repayments with negotiable interest rates, or other methods as approved by the Department.

10. The Subrecipient shall comply with Exhibit 1, General Agreement Provisions for use of Federal Highway Funds on Non-primary Highways, which is attached hereto and by this reference is incorporated into this agreement.
11. The Subrecipient shall maintain, or cause to be maintained, for the intended public use, the improvement for twenty (20) years from the completion date in a manner acceptable to the Department.
12. This agreement is not assignable without the prior written consent of the Department.
13. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
14. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
15. This agreement shall be executed and delivered in two or more copies, each of which so executed and delivered shall be deemed to be an original and shall constitute but one and the same agreement.
16. This agreement and the attached exhibit constitute the entire agreement between the Department and the Subrecipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the Department and the Subrecipient.

IN WITNESS WHEREOF, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

SUBRECIPIENT: City of Elk Run Heights

By: _____ Date _____, _____

Title: Mayor _____

CERTIFICATION:

I, _____, certify that I am the Clerk of the city, and that
(Name of City Clerk)

_____, who signed said Agreement for and on behalf of
(Name of Mayor/Signer Above)

the city was duly authorized to execute the same by virtue of a formal resolution duly passed

and adopted by the city, on the ____ day of _____, _____.

Signed: _____

City Clerk of Elk Run Heights, Iowa.

IOWA DEPARTMENT OF TRANSPORTATION

Planning, Programming and Modal Division

800 Lincoln Way, Ames, Iowa 50010

Tel. 515-239-1664

By: _____ Date _____, _____

Craig Markley
Director
Systems Planning Bureau

EXHIBIT 1**General Agreement Provisions for use of Federal Highway Funds on Non-primary Projects**

Unless otherwise specified in this agreement, the Subrecipient shall be responsible for the following:

1. General Requirements.

- a. The Subrecipient shall take the necessary actions to comply with applicable state and federal laws and regulations. To assist the Subrecipient, the Department has provided guidance in the Federal-aid Project Development Guide (Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: http://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm. The Subrecipient shall follow the applicable procedures and guidelines contained in the Guide and I.M.s in effect at the time project activities are conducted.
- b. In accordance with Title VI of the Civil Rights Act of 1964 and associated subsequent nondiscrimination laws, regulations, and executive orders, the Subrecipient shall not discriminate against any person on the basis of race, color, national origin, sex, age, or disability. In accordance with Iowa Code Chapter 216, the Subrecipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability. The Subrecipient agrees to comply with the requirements outlined in I.M. 1.070, Title VI and Nondiscrimination Requirements which includes the requirement to provide a copy of the Subrecipient's Title VI Plan or Agreement and Standard DOT Title VI Assurances to the Department.
- c. The Subrecipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in I.M. 1.080, ADA Requirements. When bicycle and/or pedestrian facilities are constructed, reconstructed, or altered, the Subrecipient shall make such facilities compliant with the ADA and Section 504 following the requirements set forth in Chapter 12A for sidewalks and Chapter 12B for Bicycle Facilities of the Iowa DOT Design Manual.
- d. To the extent allowable by law, the Subrecipient agrees to indemnify, defend, and hold the Department harmless from any claim, action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
- e. As required by 2 CFR 200.501 "Audit Requirements", a non-federal entity expending \$750,000 or more in federal awards in a year shall have a single or program-specific audit conducted for that year in accordance with the provision of that part. Auditee responsibilities are addressed in Subpart F of 2 CFR 200. The federal funds provided by this agreement shall be reported on the appropriate Schedule of Expenditures of Federal Awards (SEFA) using the Catalog of Federal Domestic Assistance (CFDA) number and title as shown in this agreement. If the Subrecipient will

pay initial project costs and request reimbursement from the Department, the Subrecipient shall report this project on its SEFA. If the Department will pay initial project costs and then credit those accounts from which initial costs were paid, the Department will report this project on its SEFA. In this case, the Subrecipient shall not report this project on its SEFA.

- f. The Subrecipient shall supply the Department with all information required by the Federal Funding Accountability and Transparency Act of 2006 and 2 CFR Part 170.
- g. The Subrecipient shall comply with the following Disadvantaged Business Enterprise (DBE) requirements:
 - i. The Subrecipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any Department-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Subrecipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Department-assisted contracts.
 - ii. The Subrecipient shall comply with the requirements of I.M. 5.010, DBE Guidelines.
 - iii. The Department's DBE program, as required by 49 CFR Part 26 and as approved by the Federal Highway Administration (FHWA), is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Subrecipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- h. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the Department shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The federal government, legislature or governor fail in the sole opinion of the Department to appropriate funds sufficient to allow the Department to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; or 3) If the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The Department shall provide the Subrecipient with written notice of termination pursuant to this section.

2. Programming and Federal Authorization.

- a. The Subrecipient shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The Subrecipient shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the Department, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, federal funds cannot be authorized.
- b. Before beginning any work for which federal funding reimbursement will be requested, the Subrecipient shall contact the Department to obtain the procedures necessary to secure FHWA authorization. The Subrecipient shall submit a written request for FHWA authorization to the Department. After reviewing the Subrecipient's request, the Department will forward the request to the FHWA for authorization and obligation of federal funds. The Department will notify the Subrecipient when FHWA authorization is obtained. The cost of work performed prior to FHWA authorization will not be reimbursed with federal funds.
- c. Upon receiving FHWA authorization, the Subrecipient must show federal aid funding activity to receive the programmed amount authorized for the project. If there is no funding activity for nine or more months after the previous activity, the remaining unused programmed amount will be de-obligated from the project and there will be no further federal aid reimbursement issued for the project. If the Subrecipient knows in advance that funding activity will not occur for the nine months, the Contract Administrator needs to be notified to determine if programming of funds can be adjusted or other options can be explored.
- d. Upon receipt of Federal Highway Administration (FHWA) authorization a Federal Award Identification Number (FAIN) will be assigned to this project by the FHWA based on a methodology that incorporates identifying information about the federal award such as the federal funding program code and the federal project number. This FAIN will be used to identify this project and award on the federal government's listing of financial assistance awards consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA) at usaspending.gov.
- e. A period of performance for this federal funding award will be established at the time of FHWA authorization. The start date of the period of performance will be the FHWA authorization date. The project end date (PED) will be determined according to the methodology in I.M. 1.200, Federal Funds Management. Costs incurred before the start date or after the PED of the period of performance will not be eligible for reimbursement.

3. Federal Participation in Work Performed by Subrecipient Employees.

- a. If federal reimbursement will be requested for engineering, construction inspection, right-of-way acquisition or other services provided by employees of the Subrecipient, the Subrecipient shall follow the procedures in I.M. 3.330, Federal-aid Participation in In-House Services.

- b. If federal reimbursement will be requested for construction performed by employees of the Subrecipient, the Subrecipient shall follow the procedures in I.M. 6.010, Federal-aid Construction by Local Agency Forces.
- c. If the Subrecipient desires to claim indirect costs associated with work performed by its employees, the Subrecipient shall prepare and submit to the Department an indirect cost rate proposal and related documentation in accordance with the requirements of 2 CFR 200. Before incurring any indirect costs, such indirect cost proposal shall be certified by the FHWA or the federal agency providing the largest amount of federal funds to the Subrecipient. If approved, the approved indirect cost rate shall be incorporated by means of an addendum to this agreement.

4. Design and Consultant Services

- a. The Subrecipient shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the Department in the Guide and applicable I.M.s.
- b. If the Subrecipient requests federal funds for consultant services, the Subrecipient and the Consultant shall prepare a contract for consultant services in accordance with 23 CFR Part 172. These regulations require a qualifications-based selection process. The Subrecipient shall follow the procedures for selecting and using consultants outlined in I.M. 3.310, Federal-aid Participation in Consultant Costs.
- c. If Preliminary Engineering (PE) work is federally funded, and if right-of-way acquisition or actual construction of the project is not started by the close of the tenth fiscal year following the fiscal year in which the federal funds were authorized, the Subrecipient shall repay to the Department the amount of federal funds reimbursed to the Subrecipient for such PE work. PE includes work that is part of the development of the PS&E for a construction project. This includes environmental studies and documents, preliminary design, and final design up through and including the preparation of bidding documents. PE does not include other activities that are not intended to lead to a construction project such as planning, conceptual, or feasibility studies.

5. Environmental Requirements and other Agreements or Permits.

- a. The Subrecipient shall take the appropriate actions and prepare the necessary documents to fulfill the FHWA requirements for project environmental studies including historical/cultural reviews and location approval. The Subrecipient shall complete any mitigation agreed upon in the FHWA approval document. These procedures are set forth in I.M. 3.020, Concept Statement Instructions; 4.020, NEPA Class of Action Process; 4.030, Environmental Data Sheet Instructions; 4.110, Threatened and Endangered Species; and 4.120, Cultural Resource Regulations.
- b. If farmland is to be acquired, whether for use as project right-of-way or permanent easement, the Subrecipient shall follow the procedures in I.M. 4.170, Farmland Protection Policy Act.

- c. The Subrecipient shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the Department, or other agencies as required. The Subrecipient shall follow the procedures in I.M. 4.130, 404 Permit Process; 4.140, Storm Water Permits; 4.150, Iowa DNR Floodplain Permits and Regulations; 4.160, Asbestos Inspection, Removal and Notification Requirements; and 4.190, Highway Improvements in the Vicinity of Airports or Heliports.
- d. In all contracts entered into by the Subrecipient, and all subcontracts, in connection with this project that exceed \$100,000, the Subrecipient shall comply with the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all their regulations and guidelines. In such contracts, the Subrecipient shall stipulate that any facility to be utilized in performance of or to benefit from this agreement is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities or is under consideration to be listed.

6. Right-of-Way, Railroads and Utilities.

- a. The Subrecipient shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in I.M. 3.600, Right-of-Way Acquisition, and the Department's Office of Right of Way Local Public Agency Manual. The Subrecipient shall contact the Department for assistance, as necessary, to ensure compliance with the required procedures, even if no federal funds are used for right-of-way activities. The Subrecipient shall obtain environmental concurrence before acquiring any needed right-of-way. With prior approval, hardship and protective buying is possible. If the Subrecipient requests federal funding for right-of-way acquisition, the Subrecipient shall also obtain FHWA authorization before purchasing any needed right-of-way.
- b. If the project right-of-way is federally funded and if the actual construction is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the federal funds were authorized, the Subrecipient shall repay the amount of federal funds reimbursed for right-of-way costs to the Department.
- c. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the Subrecipient shall obtain agreements, easements, or permits as needed from the railroad. The Subrecipient shall follow the procedures in I.M. 3.670, Work on Railroad Right-of-Way, and I.M. 3.680, Federal-aid Projects Involving Railroads.
- d. The Subrecipient shall comply with the Policy for Accommodating Utilities on City and County Federal-aid Highway Right of Way for projects on non-primary federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the Subrecipient shall follow the Department's Policy for Accommodating Utilities on Primary Road System. Certain utility relocation, alteration, adjustment, or removal costs to the Subrecipient for the project may be eligible for federal funding reimbursement. The Subrecipient should also use the procedures outlined in I.M. 3.640, Utility Accommodation and Coordination, as a guide to coordinating with utilities.

- e. If the Subrecipient desires federal reimbursement for utility costs, it shall submit a request for FHWA authorization prior to beginning any utility relocation work, in accordance with the procedures outlined in I.M. 3.650, Federal-aid Participation in Utility Relocations.

7. Construction Contract Procurement.

The following provisions apply only to projects involving physical construction or improvements to transportation facilities:

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer, architect, or landscape architect, as applicable, licensed in the State of Iowa.
- b. For projects let through the Department, the Subrecipient shall be responsible for the following:
 - i. Prepare and submit the PS&E and other contract documents to the Department for review and approval in accordance with I.M. 3.700, Check and Final Plans and I.M. 3.500, Bridge or Culvert Plans, as applicable.
 - ii. The contract documents shall use the Department's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the Subrecipient for individual construction items shall be approved by the Department.
 - iii. Follow the procedures in I.M. 5.030, Iowa DOT Letting Process, to analyze the bids received, make a decision to either award a contract to the lowest responsive bidder or reject all bids, and if a contract is awarded, execute the contract documents and return to the Department.
- c. For projects that are let locally by the Subrecipient, the Subrecipient shall follow the procedures in I.M. 5.120, Local Letting Process, Federal-aid.
- d. The Subrecipient shall forward a completed Project Development Certification (Form 730002) to the Department in accordance with I.M. 5.050, Project Development Certification Instructions. The project shall not receive FHWA authorization for construction or be advertised for bids until after the Department has reviewed and approved the Project Development Certification.
- e. If the Subrecipient is a city, the Subrecipient shall comply with the public hearing requirements of the Iowa Code Section 26.12.
- f. The Subrecipient shall not provide the contractor with notice to proceed until after receiving written notice the Department has concurred in the contract award.

8. Construction.

- a. A full-time employee of the Subrecipient shall serve as the person in responsible charge of the construction project. For cities that do not have any full-time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the Department.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per Iowa Administrative Code 761 Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.
- c. For projects let through the Department, the project shall be constructed under the Department's Standard Specifications for Highway and Bridge Construction and the Subrecipient shall comply with the procedures and responsibilities for materials testing according to the Department's Materials I.M.s. Available on-line at:
<http://www.iowadot.gov/erl/current/IM/navigation/nav.htm>.
- d. For projects let locally, the Subrecipient shall provide materials testing and certifications as required by the approved specifications.
- e. If the Department provides any materials testing services to the Subrecipient, the Department will bill the Subrecipient for such testing services according to its normal policy as per Materials I.M. 103, Inspection Services Provided to Counties, Cities, and Other State Agencies.
- f. The Subrecipient shall follow the procedures in I.M. 6.000, Construction Inspection, and the Department's Construction Manual, as applicable, for conducting construction inspection activities.

9. Reimbursements.

- a. After costs have been incurred, the Subrecipient shall submit to the Department periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least every six months but not more than bi-weekly.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the Department by August 1 if possible, but no later than August 15.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the Subrecipient, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- d. Reimbursement claims shall be submitted on forms identified by the Department along with all required supporting documentation. The Department will reimburse the Subrecipient for properly documented and certified claims for eligible project costs. The Department may withhold up to 5% of the federal share of construction costs or 5% of the total federal funds

available for the project, whichever is less. Reimbursement will be made either by state warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the Department determines the Subrecipient has been overpaid, the Subrecipient shall reimburse the overpaid amount to the Department. After the final audit or review is complete and after the Subrecipient has provided all required paperwork, the Department will release the federal funds withheld.

- e. The total funds collected by the Subrecipient for this project shall not exceed the total project costs. The total funds collected shall include any federal or state funds received, any special assessments made by the Subrecipient (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the Subrecipient do exceed the total project costs, the Subrecipient shall either:
 - i. in the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
 - ii. Refund to the Department all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds. In return, the Department will either credit reimbursement billings to the FHWA or credit the appropriate state fund account in the amount of refunds received from the Subrecipient.

10. Project Close-out.

- a. Within 30 days of completion of construction or other activities authorized by this agreement, the Subrecipient shall provide written notification to the Department and request a final audit, in accordance with the procedures in I.M. 6.110, Final Review, Audit, and Close-out Procedures for Federal-aid Projects. Failure to comply with the procedures will result in loss of federal funds remaining to be reimbursed and the repayment of funds already reimbursed. The Subrecipient may be suspended from receiving federal funds on future projects.
- b. For construction projects, the Subrecipient shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of federal funds shall be made only after the Department accepts the project as complete.

- d. The Subrecipient shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The Subrecipient shall also make these materials available at all reasonable times for inspection by the Department, FHWA, or any authorized representatives of the federal government. Copies of these materials shall be furnished by the Subrecipient if requested. Such documents shall be retained for at least 3 years from the date of FHWA approval of the final closure document. Upon receipt of FHWA approval of the final closure document, the Department will notify the Subrecipient of the record retention date.
- e. The Subrecipient shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the Department and the FHWA.

Proposal

Page 1 of 1

ASPRO, INC.

3613 Texas Street
PO Box 2620 * Waterloo, Iowa 50704
Phone 319 232-6537 Fax 319 232-6539

Proposal Submitted To Tom James	Phone 493-1055	Date 16-Apr-20
City of Elk Run Heights	Job Name	
Street	Job Location	
City, State and Zip	elkrunhts@mchsi.com	Fax Number

We hereby submit specifications and estimates for:

City Shop Parking Lot:

Approx. 55' x 125' - Sawcut and remove existing asphalt/rock, grade and place
4" asphalt paving...

22,345.00

Asphalt Patching on Elk Run St. and High St.:

Approx. 471sf @ \$5.00/sf...

2,355.00

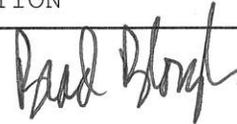
*** Payment based on final measured quantities.

We propose hereby to furnish material and labor for the sum of: \$ **24,700.00**

Payment is to be made as follows: UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a Workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmens' Compensation Insurance.

Authorized
Signature



Brad Blough

This proposal may be withdrawn
if not accepted within:

30 days

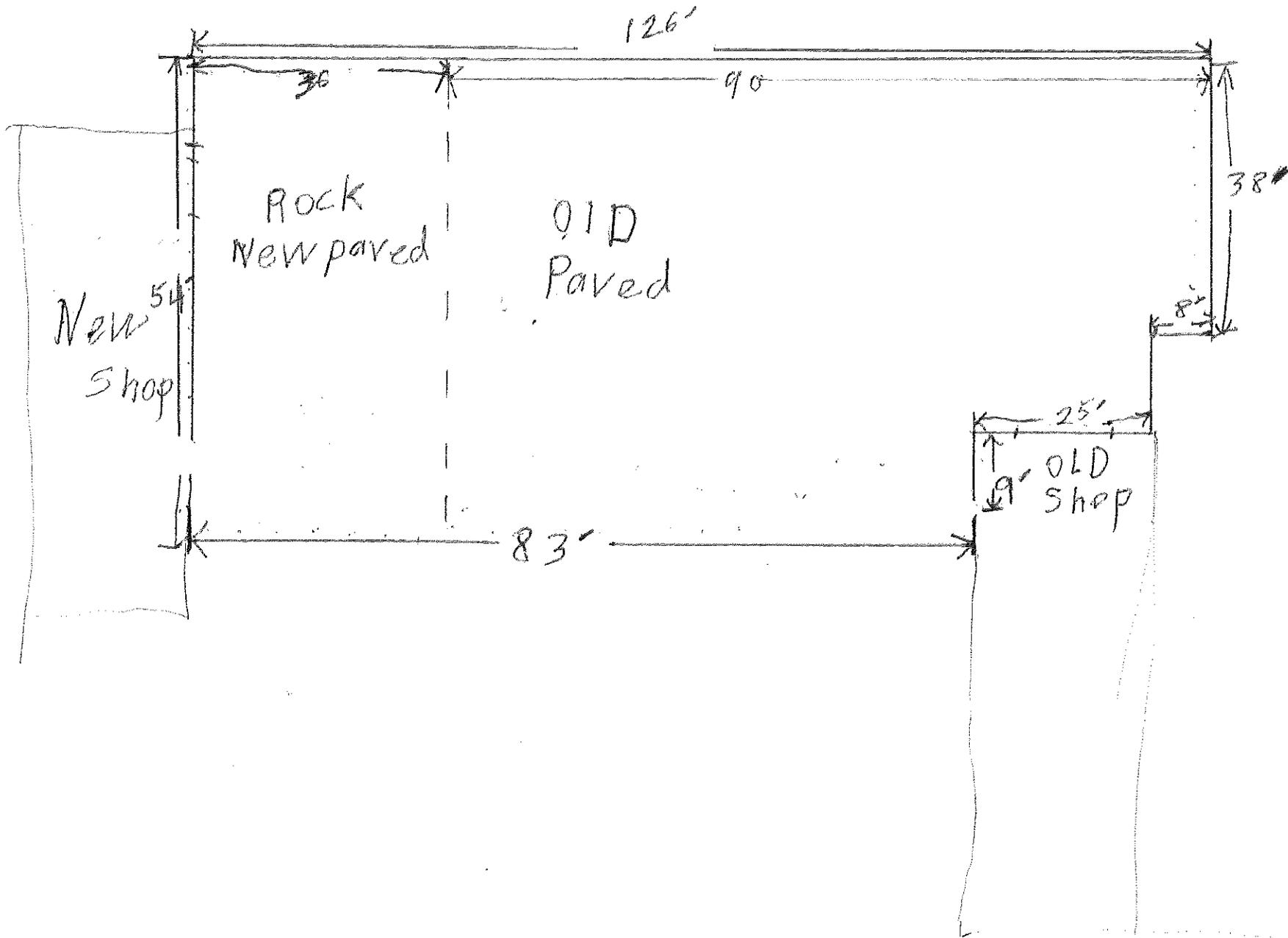
Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made upon completion.

Signature

Date of Acceptance:

Signature

City Hall





City of Elk Run Heights Vision Renewal Effective June 1, 2020



VISION INSURANCE	Current Plan 933	Renewal Plan 933	Alternate #1 Plan 050130FZL3	Alternate #2 Plan 050130FZL5
Proposal Effective Date	6/1/2018	6/1/2020	6/1/2020	6/1/2020
COINSURANCE & FREQUENCY				
Materials Copay	\$15	\$15	\$15 (Contacts not subject to copay)	\$10 (Contacts not subject to copay)
Examination (Once every 12 months)	\$10	\$10	\$10	\$10
Frames (Every 24 months)	** after materials copay ** \$150 Retail Allowance	** after materials copay ** \$150 Retail Allowance	** after materials copay ** \$150 Retail Allowance	** after materials copay ** \$150 Retail Allowance
Standard Lenses (Once every 12 months) <small>*Includes single, bifocal, trifocal and lenticular</small>	** after materials copay ** Covered In Full	** after materials copay ** Covered In Full	** after materials copay ** Covered In Full	** after materials copay ** Covered In Full
Progressive Lenses (Level 1, Level 2)	** after materials copay ** \$50 allowance + 20% discount on remaining balance	** after materials copay ** \$50 allowance + 20% discount on remaining balance	** after materials copay ** Level 1: \$75 allowance Level 2: \$110 allowance	** after materials copay ** Level 1: Covered Level 2: \$110 allowance
Lens Options (adult polycarbonate, standard scratch resistant coating, ultra-violet screening, solid or gradient tint, anti-reflective coating)	Discount up to 20%	Discount up to 20%	Standard options covered in full after materials copay - See summary for details	Standard options covered in full after materials copay - See summary for details
Contact lenses (Every 12 months in lieu of spectacle lenses and frames)	\$130 Allowance (after materials copay) (medically necessary: Paid in full)	\$130 Allowance (after materials copay) (medically necessary: Paid in full)	\$130 Allowance (after materials copay) (medically necessary: Paid in full)	\$130 Allowance (after materials copay) (medically necessary: Paid in full)
OTHER				
Participation Requirements	100% Participation	100% Participation	100% Participation	100% Participation
Rate Guarantee	24 Months	24 Months	24 Months	24 Months
RATES				
Employee Only Policy 1	\$7.58	\$7.81	\$9.55	\$10.47
Employee Spouse Policy 1	\$13.26	\$13.66	\$17.19	\$19.06
Employee Child(ren) Policy 0	\$15.92	\$16.40	\$20.27	\$22.32
Family Policy 0	\$19.70	\$20.29	\$25.35	\$28.03
TOTAL MONTHLY COST	\$20.84	\$21.47	\$26.74	\$29.53

This proposal is intended only as a vehicle for information and comparison. The acceptance of your application and the final premium rates will be determined by each issuer of the insurance based on final enrollment information along with other factors. The issuing insurance company makes available brochures setting forth additional information which may be valuable to you in evaluating their products.

ORDINANCE NO. 255

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ELK RUN HEIGHTS, IOWA, BY AMENDING CHAPTER 10: VEHICLES AND TRAFFIC

BE IT ENACTED by the City Council of Elk Run Heights, Iowa:

SECTION 1 – Chapter 10 Vehicles and Traffic, Section 04 Parking, Subsection 440 Residential Parking Code of the Code of Ordinances of the City of Elk Run Heights, Iowa shall be amended as follows:

10.04.440 RESIDENTIAL PARKING. No parking is allowed in the front yard. Starting at front of house closest to driveway across the front of the property to the side lot line.

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 from and after its final passage, approval and publication as provided by law.

INTRODUCED: 6-12-18

PASSED 1st CONSIDERATION: 6-12-18

PASSED 2nd CONSIDERATION: 7-10-18

PASSED 3rd CONSIDERATION: 8-14-18

Passed and approved this 14TH day of August 2018.

Tim Swope Sr., Mayor

ATTEST:_____

Kristi N. Lundy, CMC, City Clerk

CERTIFICATE

I, Kristi N Lundy, City Clerk of the City of Elk Run Heights, Iowa, do hereby certify that the preceding is a true and complete copy of Ordinance No. 255, as passed and adopted by the Council of the City of Elk Run Heights, Iowa on the _____ day of _____, 2018. Witness my hand and seal of office this _____ day of _____, 2018.

Seal

Kristi N. Lundy City Clerk_____

City of Elk Run Heights
Eddis Winstead Council Chambers
Elk Run Heights City Hall
June 12, 2018 – 7:00 p.m.

Mayor Tim Swope called the meeting to order at 7:00 pm. All present recited the pledge of Allegiance. Roll call of Council Members: Present – Schellhorn, Smock, Ratchford, Bass and Wilson. Quorum present. Wilson/Ratchford motion to approve the June 12, 2018 Agenda. Ayes – 5. Motion carried.

Ratchford/Smock motion to accept the Consent Agenda, approving the May 8, 2018 regular meeting minutes, the May 21, 2018 special meeting minutes, accept the City Clerk's Report, Budget Report, Treasurer's Report, Fund Report, Investment Report, Revenue and Expenditure Reports as of May 31, 2018, approve Resolution 2900 approving and authorizing the payment of City bills, approve Resolution 2901 approving the Yard Waste contract with the City of Evansdale for Fiscal Year July 1, 2018 to June 30, 2019 at a cost of \$2,400.00 with a additional 20% in the event of storms, approve Resolution 2902, a Resolution updating Section 10. Selection of Depository Agents in the Investment Policy, increasing the maximum balances: First Security State Bank, Evansdale - \$5,000,000.00/Farmer's State Bank, Waterloo - \$900,000.00, Iowa Public Agency Investment Trust, West Des Moines - \$500,000.00, approve Resolution 2903 a Resolution setting the wages for the City employees for the Fiscal Year effective July 1, 2018 to June 30, 2019, approve the Road Ranger cigarette permit renewal, approve the May 2018 Building Inspector's Report. Roll call: Ayes – 5. Motion carried.

During Public Input Ratchford complimented the Mayor and council on cleaning up the City, noting lawns and landscaping are being improved. Mayor Swope agreed adding residents are helping by reporting areas in need of improvement.

City Engineer Mike Dryden reported he and Mayor Swope had met with Road Ranger regarding the Gilbertville Water Main Project and they had stated their payment would be a maximum of \$20,000.00. Mike will try to fine tune the Project Estimate. Mike added Road Ranger could have this done by a private contractor for less but did not want to do this as is public property. Mike commented assessments have to provide all utilities. City clerk Lundy asked if council wanted it done now. Ratchford stated not in the budget this year. Mike thought maybe next spring if the City has the intent to do it alone. Bass questioned the length of assessment. Mike replied twenty years. Mike explained the assessment process. Mayor Swope added Jamie Mether would be part of the project. Mayor Swope asked if the City needed to annex property first. Mike replied no. Schellhorn thought water should have been there already. Mike stated Road Ranger sees this as no benefit to them. Mike explained the letter he received from Hartman Reserve which provides an educational program and the City has participated in for several years. Mike stated the cost this year would be \$586.05, adding still a bargain. Mike briefly mentioned acceptance of the Plaza Drive Reconstruction Project final Resolution.

City clerk Kristi Lundy stated that the city received two proposals for the city audit. One was from Hogan Hansen whom prepared the audit last year one was from Rachelle K. Thompson, CPA. Council reviewed both proposals. Schellhorn suggested going with Hogan/Hansen as the City had previously used them. Smock/Ratchford motion to approve Resolution 2904 approving said proposal in conjunction with conducting the City's Fiscal Year-End June 30, 2018 annual examination pursuant to the Code of Iowa Section 11.6, approving the proposal submitted by Hogan/Hansen not to exceed \$3,650.00 and allowing the mayor to sign the agreement. Roll call: Ayes – 5. Motion carried.

Wilson/Ratchford motion to approve Resolution 2905 a Resolution of the City of Elk Run Heights, Iowa agreeing to become a member of the Fiscal Year 2019 INRCOG Safety Program at a cost of \$1,925.00. Roll call: Ayes - 5. Motion carried.

Smock/Ratchford motion to approve Resolution 2906 a Resolution amending the Personnel Policy D.5 Employee Appearance – the Maintenance Department and the Waste Water Treatment Plant Supervisor are allowed a three hundred dollar allowance for clothing replacement each fiscal year. This consists of uniform shirts, belts, jeans, steel toe boots and safety clothing. These purchases must be approved by the Mayor prior to expenditures. Five new shirts must be purchased yearly. Roll Call: Ayes – 5. Motion carried. Schellhorn questioned the reason for the stated five shirts. City clerk Lundy replied to keep employees looking professional and maintain a dress code. Adding employees must wear City shirts with their name shown. City clerk Lundy stated pants can be jeans and boots/safety clothing should be purchased as needed – possibly every other year. Mayor Swope stated these employees publicly represent the City.

Ratchford/Schellhorn motion to approve Resolution 2907 accepting construction of the Plaza Drive Reconstruction Project (Iowa Department of Transportation Project Number STP-U-2312(603) -70.7) in the City of Elk Run Heights, Iowa. The construction of the Plaza Drive Reconstruction Project: Croell and Subsidiary is generally in accordance with the previously approved plans and specifications for the Project and that the requirements of the IADOT's Post-Construction Project Audits have been met. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict. Roll call: Ayes – 5. Motion carried.

Ratchford/Schellhorn motion to approve Resolution 2908 a Resolution awarding the 2018 Road Project to Aspro Inc. in the amount \$110,820.00: Amber Lane – from Gilbertville Road to Shirley Avenue/Gilbertville Road – Amber Lane to Lafayette Road/remove and repair three manholes boxes (Sunrise & Sunset Lanes). Roll call: Ayes – 5. Motion carried. Schellhorn questioned the manhole repair. City clerk Lundy replied there are three manholes on Sunrise Lane and Sunset Lane that need repair. Ratchford stated Aspro, Inc. has indicated to him they hope to start Gilbertville Road this month.

Ratchford/Smock motion to approve Resolution 2909 a Resolution approving re-locating the Elk Ridge Estates lift station control panel on Lot #1 by Eccentric Electric, L.L.C. at a cost of \$5,000.00. Roll call: Ayes – Smock, Ratchford, Schellhorn, Wilson. Nays – Bass. Motion carried. Bass questioned if the home owner was paying for this. Mayor Swope responded no the city is. Smock stated she never thought the placement was permanent and was happy it was moved. Ratchford thought the builder should have moved the lift station control panel but this was not in writing. Bass noted the lot was sold cheaper because of having the lift station on their property. Ratchford commented the City will get money back in taxes.

Ratchford/Smock motion to approve the 2nd reading of Ordinance 254 – Section 6.04.015 an Ordinance amending Chapter 6.04 Animal Control Regulations of the Code of Ordinances of the City of Elk Run Heights, Iowa by limiting the number of pets that can be kept under the same premises that being five, young produced maintained for a period of no longer than 10 weeks, and Section 6.04.220 amended by no other animals or fowl in any residential district within the City. Ayes - 5. Motion carried.

Ratchford/Schellhorn motion to suspend requiring the 3rd reading and place on file final adoption of Ordinance 254. Ayes – 5. Motion carried.

Wilson/Bass motion to adopt Ordinance 254. Ayes – 5. Motion carried.

Bass/Ratchford motion to post Ordinance 254 instead of Publish as allowed per Chapter Bass 1.16.020; Public posting in lieu of publication. Ayes – 5. Motion carried.

Ratchford/Smock motion to approve the 1st reading of Ordinance 255 amending Chapter 10.04.440 surface by removing “similar surfaces” and replacing it with “reclaimed asphalt”. Ayes – 5. Motion carried. Smock questioned if the City wanted a dust free surface. City clerk Lundy ask council for clarity on surfaces. Smock thought rock driveways/parking areas were to be eliminated. Ratchford suggested only asphalt, cement or pavers. Smock ask Mike if there were other

possibilities for a driveway surface. Mike replied there was something called grass paving and described this. City clerk Lundy ask that the surface description be specific in the Ordinance. Council agreed to table the 2nd/3rd reading, adoption and posting until next month's meeting. Mayor Swope ask Mike about pavers. Mike replied usually brick or concrete blocks. Smock asked what happens if rock is done going forward. City clerk Lundy stated the building inspector would inform the resident and it would have to be taken out. Bass noted new houses have covenants for this. Bass questioned if parking areas different from driveways. Smock stated any redo on parking surfaces unless already there cannot be done in gravel. Bass thought the idea was not to have concrete front yards and this would be in the building code. City clerk Lundy will prepare an updated ordinance for the next meeting.

Mayor Swope gave his monthly report stating he would like cameras put behind the building and on the front office. City clerk Lundy mentioned there may be a grant for this. Mayor Swope mentioned the twice broken toilets in the park within the past two weeks. Chief Jensen gave the City a camera for use in the park. Mayor Swope noted how busy the park is right now. Chief Jensen thinks placement is best by the entrance of the park. Smock ask Mayor Swope to check on camera cost. Mayor Swope is already checking this. Schellhorn ask if Mayor's Park parking areas could be resurfaced, a dust free surface possibly reclaimed asphalt. City clerk Lundy stated this was added to the REAP grant the city will apply for in August. Mike commented this would allow more parking. Ratchford agreed. Mayor Swope will look into this. Bass suggested blacktop.

During New Business Smock questioned if the letter the council received from Bunger was requesting bus transportation in Elk Run Heights. City clerk Lundy thought it would go to the MET Board. Wilson noted there was no contact person listed on the letter. Bass and Ratchford questioned why building permits were needed for home maintenance, since this was not the case in the past. City clerk Lundy replied this is noted on the property tax rolls. Mayor Swope stated so maintenance was done correctly. City clerk Lundy mentioned all surrounding cities have this in place. Smock stated permits ensure things are being done properly. Mayor Swope added this is also for insurance purposes.

Wilson/Ratchford motion to adjourn at 8:10 p.m. Ayes – 5. Motion Carried.

Tim Swope, Sr., Mayor

ATTEST:

Kristi Lundy, CMC, City Clerk

City of Elk Run Heights
Eddis Winstead Council Chambers
Elk Run Heights City Hall
July 10, 2018 – 7:00 p.m.

Mayor Tim Swope called the meeting to order at 7:00 pm. All present recited the pledge of Allegiance. Roll call of Council Members: Present – Bass, Smock, Ratchford, and Wilson. Absent – Schellhorn. Quorum present. Ratchford/Smock motion to approve the July 10, 2018 Agenda. Ayes – 4. Motion carried.

Wilson/Ratchford motion to accept the Consent Agenda, approving the June 12, 2018 regular meeting minutes, accept the City Clerk's Report, Budget Report, Treasurer's Report, Fund Report, Investment Report, Revenue and Expenditure Reports as of June 30, 2018, approve Resolution 2910 approving and authorizing the payment of City bills, approve the June 2018 Building Inspector's Report. Roll call: Ayes – 4. Motion carried.

During Public Input Ed Ottesen, the Lion's Club representative spoke to the council regarding the new Lion's Club of Evansdale, inviting all to join. Ed gave the council brochures and sign up membership cards. City clerk Lundy ask how often they meet. Ed replied once a month, adding the Charter Meeting is September 8th at the Evansdale Amvets building. Bass questioned the club's purpose. Ed replied various things, helping people get eye glasses, hearing aids, and with diabetes. 100% of all donations go back out to help people. Ed gave his cell and e-mail address to council.

Black Hawk County Engineer Catherine Nicholas discussed the Raymond Road Project, stating Black Hawk County will be letting a construction project for the grading and paving of Raymond Road over the I-380 overpass. This project is scheduled for a February 19, 2019 letting. The county is requesting the use of Dubuque Road, Plaza Drive and Gilbertville Road as a portion of the detour route. The anticipated time line for construction is estimated to occur between May 2019 and October 2019. Catherine stated once the contract is awarded, and the construction schedule has been established, Black Hawk County will install and maintain all of the signs for the duration of the project. Catherine gave council a map of the detour. Catherine stated there will be advance detour signs and there will be no cost to Elk Run. Catherine has spoken to City Engineer Mike Dryden regarding the project and will continue to do so. Ratchford commented Gilbertville Road will be overlaid this year and did not want trucks on it. Mike stated there will be 'No Trucks Allowed' signage posted. Catherine noted construction affects all involved.

City Engineer Mike Dryden reviewed the substantial increase in cost on the Gilbertville Water Main Project in particular the pipe cost and the increase in distance from Road Ranger to Young Road. Mike added the City will be paying for the increase in materials. Mike stated if in the event of annexation the City will be forced to supply utilities. City clerk Lundy stated this project is needed to prepare for the future. City clerk Lundy questioned if the city is prepared to move ahead with the project. Mayor Swope replied yes.

Ratchford/Smock motion to set the Public Hearing for the Garbage rate increase for the August 14th regular meeting. Roll call: Ayes – 4. Motion carried. City clerk Kristi Lundy explained the state of Iowa had changed the water sales tax to an excise tax and the loss of the local option sales tax. Adding there will be an increase in garbage rates in the near future, so by keeping the same utility quarterly fee of \$209.01, sixty-two cents could be applied to garbage as an increase. Mayor Swope noted there has been no garbage rate increase for four years.

Council discussed Ordinance 255, an Ordinance amending the code of ordinances of the City of Elk Run Heights, Iowa, by amending Chapter 10: Vehicles and Traffic, Section 04 Parking Subsection 440 Residential Parking Code by deleting the words “similar surface” and inserting cobblestone and pavers. Bass stated there are 97 rocked driveways in the City; he does not feel residents should be forced to change these, noting new areas in the City have covenants for driveways. Ratchford commented these are grandfathered in. Smock thought only new had to be hard surfaced. Mayor Swope does not want front parking “rocked”. Smock stressed the City is thinking of the future by stating “hard surfaces” in the Ordinance. Bass feels the City does not have the right to tell a buyer of an older home what material to repave the driveway in. Bass commented this all started by having multiple cars parked at a particular house on E Gilbert Drive. Ratchford noted also a house on Marie Avenue. Mayor Swope wants no parking in the front yard. Resident Merlyn Schmidt, 206 Marie Avenue, stated this discussion has gone on too long and “grandfathered in” must be defined. Merlyn thinks only the current owner could grandfather in a driveway. Mayor Swope asked council to table this. Council agreed.

Wilson/Smock motion to table approval of the 2nd reading of Ordinance 255 to allow council time for a work session to discuss this further on July 23, 2018 at 7:00 p.m. Ayes – 4. Motion carried.

Wilson/Smock motion to approve Resolution 2911 updating the personnel policy to include no scrapping of City materials by city employees. Roll call: Ayes – 4. Motion carried. Merlyn ask if the Mayor could explain this. Mayor Swope replied he could not get into it right now and it has been a problem in the past.

Smock/Wilson motion to purchase a new 8’ X 5’ City sign from Action Signs at a cost of \$878.00. Ayes – 4. Motion carried. Mayor Swope explained the location for the new sign will be exactly where the old one was on Gilbertville Road. Resident Ellis Cross, 434 Amber Lane, designed the sign but the colors on the sign were suggested by City clerk Lundy. City clerk Lundy mentioned the area around sign will be landscaped. Ratchford thanked Ellis for a good job done.

Council discussed the purchase of a new mower deck, the City has a quote for a John Deere 72 inch 7-iron PRO Commercial Side Discharge Mower Deck for \$4,186.00. Mayor Swope stated Tom needs a new deck for his mower. Ratchford questioned the miles/year of current mower. Ratchford stated hours used determine wear. Mayor Swope will try to get a grant for this. Wilson thought there had been many repairs to the current one. Ratchford would like time to check Craig’s List for a used one. Bass has concerns at purchasing used.

Council discussed fireworks, Merlyn questioned if any tickets were written for fireworks. Ratchford replied none. Resident Staci Tiedt, 104 Shirley Avenue, stated their street was impassable due to

fireworks. Ratchford noted Elk Run residents think Elk Run mirrors Evansdale fireworks' days/hours. Wilson likes as is July 4th only from noon to 11:00 p.m. Council agreed to keep fireworks as is.

Mayor Swope gave his monthly report stating the James Street generator is hooked up but will not switch over, he has called to have it fixed. Mayor Swope added the first grant is complete for two more generators and new Christmas decorations for the Elk Ridge Estates have been ordered.

During New Business, Bass mentioned the drainage ditch by the storage units needs to be cleaned out again. Mayor Swope will contract the same person who cleaned it before. Bass thought City employees could do this. Resident Mark Brown, 105 Elk Run Street, questioned the completion of the Weicher's addition in Evansdale. He thought enough houses requiring a road had been built. Mayor Swope stated not yet, however he is keeping track of this.

Ratchford/Wilson motion to adjourn at 8:05 p.m. Ayes – 4. Motion Carried.

Tim Swope, Sr., Mayor

ATTEST:

Kristi Lundy, CMC, City Clerk

City of Elk Run Heights
Eddis Winstead Council Chambers
Parking Ordinance Workshop
Elk Run Heights City Hall
July 23, 2018 7:00 p.m.

Mayor Swope called the Parking Ordinance Workshop to order at 7:00 p.m. Roll call of Council Members: Present – Ratchford, Bass, Schellhorn and Wilson. Absent – Smock. Quorum present.

Ratchford/Wilson motion to approve the July 23, 2018 Agenda. Ayes – 4. Motion carried

Council discussed front yard parking and driveways with regard to Ordinance 255, an Ordinance amending the code of Ordinances of the City of Elk Run Heights, Iowa, by amending Chapter 10: Vehicles and Traffic. Mayor Swope stated Smock's vote will be for no parking in front yards. Ratchford and Wilson agreed, adding only for short periods of time. Ratchford noted common sense should be implemented. Schellhorn commented it is the habitual offenders the City is trying to stop. Schellhorn added vehicles must be drivable and licensed. Mayor Swope will address vehicles with missing parts. Ratchford ask that "front yard" be defined. Mayor Swope replied no parking in the front yard for the full width of the house. Schellhorn thought there should be a ban on parking in front yards. Bass mentioned some residents have hard surface yet still park in their front yard. Wilson noted Smock had stated previously if driveway redone it must be hard surface. Schellhorn commented hard surface is for the betterment of the community and environment. Wilson thinks reclaimed asphalt can be used as hard surface. Schellhorn felt the City could not force current home owners into hard surfaces. Ratchford stated no grandfather clause for new owners. Mayor Swope mentioned landlords are also a problem. Schellhorn feels current owner may leave driveway as is. Bass stated many residents started with gravel then paved, he counted 97 rocked or partially rocked driveways in the City. Bass has an issue with telling residents what to do with their property. Schellhorn would like to set new standards moving forward - no new gravel driveways. Mayor Swope stated the Ordinance Book sets the standards for what residents can/cannot do. Mayor Swope and Schellhorn agreed can leave as is, however improvements must be hard surface. Ratchford has no problem with current owners maintaining their gravel driveways. Bass felt this all started with front yard parking. Mayor Swope and Ratchford would like no overnight parking in front yards. Wilson noted there are approximately a dozen residents who park in their front yards all the time. Ratchford stated final amendment should be "no parking in the front yard for the full width of the house". Bass thought "on the grass" should be added.

Ratchford mentioned a possible buyer for a house for sale in the City had stopped in City Hall and ask about adding a gravel driveway. Ratchford explained no but could do a hard surface of cement or asphalt. Wilson commented on a resident's front yard fence and the condition of the entire property, adding why was this allowed. Wilson thought there was an Ordinance against this. Council discussed other problem residences. Mayor Swope will send more letters out, adding there will be costs involved. Schellhorn questioned where to place front yard parking in the Ordinance. Bass thinks rocks should be allowed and feels not all residents can afford the cost of hard surface. Mayor Swope, Wilson, Schellhorn and Ratchford agreed current owners may maintain gravel driveways with gravel if improvements made

must be hard surface – cement or asphalt. New owners may also maintain gravel driveways if improvements made must be hard surface. Schellhorn would like a stricter code. Schellhorn thinks if home owner building double garage to replace single garage that owner can afford a hard surface driveway. Ratchford questioned if vote on parking/driveways tonight. Mayor Swope replied no, vote should be at regular council meeting in August. Mayor Swope will send a letter to the resident of the fenced front yard.

Mayor Swope informed council the generator at James Street lift station was started today. Ratchford questioned if Aspro able to fix damage done on new asphalt. Wilson found no mention of fencing in front yards in the Ordinance, only obstructions in front yards. Bass stated he will take care of his vehicles at his garage. Wilson and Ratchford commented council must set the example.

Ratchford/Bass motion to adjourn at 8:00 p.m. Ayes – 4. Motion carried.

Tim Swope, Mayor

ATTEST:

Bonnie G. Cross, Deputy City Clerk

City of Elk Run Heights
Regular Council Meeting
Eddis Winstead Council Chambers
August 14, 2018 – 7:00 p.m.

Mayor Tim Swope called the meeting to order at 7:00 pm. All present recited the pledge of Allegiance. Roll call of Council Members: Present – Smock, Schellhorn, Wilson, Bass and Ratchford. Quorum present. Wilson/Ratchford to approve the August 14, 2018 Agenda. Ayes – 5. Motion carried.

Wilson/Ratchford motion to accept the following items on the Consent Agenda, approving the July 10, 2018 regular meeting minutes and the July 23, 2018 Parking Ordinance Workshop minutes, accept the City Clerk's Report, Budget Report, Treasurer's Report, Fund Report, Function Report, Investment Report, Revenue and Expenditure Reports as of July 31, 2018, approve Resolution 2912 approving and authorizing the payment of City bills, approve Resolution 2914 the Fiscal Year 2018 Street Financial Report, approve Resolution 2915 directing the assessment of unpaid nuisance removal fees to the Black Hawk County Treasurer, approve the June/July 2018 Building Inspector's Report. Roll call: Ayes – 5. Motion carried. Smock questioned Resolution 2913 authorizing the transfer of certain monies. Smock thought the money for garbage rate increase was coming from the WET Tax. Schellhorn agreed. Smock also questioned Resolution 2916 amending the Personnel Policy regarding training/education reimbursement by an employee if that employee is terminated or quits within one year of such training/education be changed if the employee is doing a good job or go on a case by case basis. Wilson added or if employee stays with the City for a certain amount of time. City Attorney David Hosack suggested no new policy, put on next month's Agenda for a case by case basis. Mayor Swope stated some classes are mandatory. Ratchford stated if taken above and beyond job required then fired/quit employee must reimburse the City. Ratchford/Schellhorn motion to remove Resolution 2913 and Resolution 2916 from the Consent Agenda. Ayes 5. Motion carried. Ratchford/Wilson motion to accept the changes to the Consent Agenda and place these changes on the September regular council meeting Ayes – 5. Motion carried.

Mayor Swope introduced Mark Durbahn, from AECOM, Mark gave a presentation of the North East Industrial Area Access Study, giving the council a booklet showing some of the possible options and reviewed these options. Mark explained the project is 15-20 years out and how the study evolved. He added the study provides conceptual recommendations which will be used to guide the future planning and development. Mark added there will be partnerships and some possible grants for this. Mark suggests the City attend the September 20th public meeting at Poyner School and look at AECOM's website for more information. Ratchford questioned the cost to the City and if saving should begin now. Mark replied yes, there will be cost to the City, how much is not known at this time. Kevin Blanchard, INRCOG, suggested the city participate in all public meetings regarding this. Resident Mark Brown, 105 Elk Run Street, questioned if the City buys and builds on the only land left to grow on could that be tore down for this project. Kevin replied yes. City clerk Lundy stated the job of the City council is to plan for the future. The bypass could have a big impact on any residential growth and all three alternatives presented affect Elk Run.

City Engineer Mike Dryden reported there had been a complaint to the DNR on the future storage facility not having detention ponds. Mike stated the storage facility is not required to do this. Mike reviewed Ament's proposal for the Lafayette/Gilbertville Roads Water Main Project. Mike stated the proposed project consists of construction of approximately 1,800 linear feet of water main along the easterly right-of-way line of Gilbertville Road from Plaza Drive to Young Road. Mike noted construction will begin in the spring of 2019.

Wilson/Schellhorn motion to approve Ament's proposal for the Lafayette/Gilbertville Roads Water Main Project, Scope of Services for a lump sum of \$20,470.00. Roll call: Ayes 5. Motion carried.

During City Attorney David Hosack's report Mayor Swope commented on a conversation with a resident who received a nuisance letter from the City for the condition of his residence – the property is overrun with branches and has junk cars. Mayor Swope offered personal help and the help of the City which was declined by the resident. Mayor Swope questioned if the City could now assess the cost of cleaning it up. City Attorney Hosack is reluctant to go in and repair. Ratchford suggested Code Enforcement and fines. City Attorney Hosack stated the City could cite and fine this resident to get the City's costs of clean up back.

Ratchford/Smock motion to cancel the real estate contract with Oak Ridge Realtors for the sale of City property. Roll call: Ayes – 5. Motion carried.

Ratchford/Wilson motion to accept the Remax Realtor contract agreement with Emily O'Connell as the City's realtor. Roll call: Ayes – 5. Motion carried.

Ratchford/Wilson motion to approve the 3rd reading of Ordinance 255 amending Chapter 10.04.440 Parking – no parking is allowed in the front yard, starting at the front of the house closest to driveway across the front of the property to the side lot line. Current owner may maintain that portion which is graveled, however if any improvements are to be made it must be concrete or asphalt. Smock questioned the last sentence of this Ordinance as is and wanted it removed. Schellhorn agreed. Bass is not in favor of forcing residents into hard surface driveways. City Attorney Hosack suggested driveways be addressed separately in the Zoning Ordinance. The original motion to approve the 3rd reading of Ordinance 255, was amended by removing the last sentence, amending Chapter 10.04.440 Residential Parking – no parking is allowed in the front yard, starting at the front of the house closest to the driveway across the front of the property to the side lot line, was approved. Roll call: Ayes – Smock, Schellhorn, Wilson and Ratchford. Nays – Bass. Motion carried.

Wilson/Ratchford motion to adopt Ordinance 255. Roll call: Ayes 4. Nays – Bass.

Bass/Wilson motion to post Ordinance 255 instead of publish as allowed per Chapter 1.16.020: Public posting in lieu of publication. Ayes – 5. Motion carried.

Mayor Swope gave his monthly report, thanking Ratchford for cleaning the sewer truck. Mayor Swope showed council a large piece of fireworks that landed on a resident's porch to emphasize the dangers of fireworks. Mayor Swope addressed the mower deck. Ratchford stated he had no luck in purchasing a

used mower deck. Wilson stated must buy one if needed. Mayor Swope questioned if the City would be better off just buying a new one.

During Old Business, Schellhorn questioned the City of Raymond's plans on their 28E new Waste Water Treatment Plant Agreement, he has been reading their council meeting minutes and thought Raymond wanted a fifth non-partisan party on the Sewer Committee. Mayor Swope replied he was not sure. Ratchford questioned the chain of command for the City. Mayor Swope responded Mayor/Mayor Pro tem/Council. Bass noted if employee issue must come before the council.

During New Business, Schellhorn ask if the City had spoken to the railroad about the intersection of Dubuque Road/Elk Run Road. City clerk Lundy replied the railroad contacted the City about the tracks last year but has never heard any more from them. Schellhorn also ask about tablets for the council. City clerk Lundy responded tablets are in the budget. City Attorney suggested talking to the Cities of Jesup and Evansdale because they have gone paperless.

Ratchford/Wilson motion to adjourn at 8:55 p.m. Ayes – 5. Motion carried.

Tim Swope, Sr., Mayor

ATTEST:

Kristi Lundy, CMC, City Clerk

Chapter 12.12**DRIVEWAYS****Sections:**

**12.12.010 Construction—Permit
required—Fee.**

**12.12.020 Culverts—
Requirements.**

**12.12.010 Construction—Permit
required—Fee.**

Before construction, reconstruction, alteration or major repair of a driveway, the owner of the real estate shall obtain a driveway permit from the building official. The fee for the driveway permit shall be ten dollars. The owner of the real estate which the driveway serves shall be responsible for the driveway, including a culvert in the driveway, if required by the building official. (Ord. 167 (part), 1996)

12.12.020 Culverts—Requirements.

The building official shall determine whether a culvert shall be required in the driveway serving the real estate. The building official shall determine the length of the culvert, diameter, and the placement of the culvert, including the relationship to the center line of the road and the level or height of the culvert. (Ord. 167 (part), 1996)

Chapter 15.22

CONSTRUCTION SITE AND EROSION AND SEDIMENT CONTROL ORDINANCE (COSESCO)

Sections:

15.22.010 General provisions.

15.22.020 Definitions.

15.22.030 Application procedure for obtaining and maintaining a permitting authority construction site erosion and sediment control (COSESCO) permit.

15.22.040 Inspection procedures for COSESCO permits.

15.22.050 Monitoring procedures for COSESCO permits.

15.22.060 Enforcement.

15.22.070 Performance bond or cash security.

15.22.010 General provisions.

A. Findings of fact it is hereby determined that:

Land development projects and associated improvements increases impervious cover alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, flooding, stream channel erosion, and sediment transport and deposition; This stormwater runoff contributes to increased quantities of water-borne pollutants, and; stormwater runoff, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of stormwater runoff from development sites.

Therefore, the City of Elk Run Heights, Iowa establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation of stormwater runoff for

the purpose of protecting local water resources from degradation as a result of construction activity. It is determined that the regulation of stormwater runoff discharges from land development projects and other construction activities in order to control and minimize increases in stormwater runoff rates and volumes, soil erosion, stream channel erosion, and nonpoint source pollution associated with stormwater runoff is in the public interest and will prevent threats to public health and safety.

B. Purpose. The purpose of the ordinance is to control or minimize stormwater pollution along with soil erosion and sedimentation within the City of Elk Run Heights, Iowa. It references the SUDAS standards and specifications for conservation practices and planning activities designed to minimize non-point source pollution, soil erosion and sedimentation.

C. Applicability. Any person, firm, sole proprietorship, partnership, corporation, state agency or political subdivision proposing a land disturbance activity of one acre or more, and/or requiring site planning, subdivision and/or NPDES construction permit approval, within the jurisdiction, shall apply to the permitting authority. Land disturbing activities shall not begin until the plan conforms to the standards set forth in the ordinance and is approved by the permitting authority.

D. Compatibility with Other Permit and Ordinance Requirements. This ordinance is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. The requirements of this ordinance should be considered minimum requirements, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, whichever provisions are more restrictive or

impose higher protective standards for human health or the environment shall be considered to take precedence.

E. Severability. If the provisions of any chapter, section, subsection, paragraph, subdivision or clause of this ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this ordinance.

(Ord. No. 249, 5-9-2017)

15.22.020 Definitions.

"Best management practices (BMPS)" means erosion and sediment control and water quality management practices that are the most effective and practicable means of controlling, preventing and minimizing degradation of surface water, including avoidance of impacts, construction-phasing, minimizing the length of time soil areas are exposed, prohibitions and other management practices published by state or designated area-wide planning agencies. they can include schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the United States.

Individual BMPs found in this permit are described in the Iowa SUDAS Standards and Specifications for Erosion and Sediment Control and the recommendations provided on the SUDAS website: www.iowasudas.com. BMPs must be adapted to the site and can be adopted from other sources.

"Common plan of development or sale" means a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, adver-

tisement or physical demarcation indicating that land-disturbing activities may occur.

"Construction activity" for this permit, construction activity includes construction activity as defined in 40 C.F.R. part 122.26(b)(14)(x) and small construction activity as defined in 40 C.F.R. part 122.26(b)(15). This includes a disturbance to the land that results in a change in the topography, existing soil cover (both vegetative and non-vegetative), or the existing soil topography that may result in accelerated stormwater runoff, leading to soil erosion and movement of sediment into surface waters or drainage systems. Examples of construction activity may include clearing, grading, filling and excavating. Construction activity includes the disturbance of less than one acre of total land area that is a part of a larger common plan of development or sale if the larger common plan will ultimately disturb one acre or more.

"Construction erosion control plan" means a plan drawing at a minimum scale of 1" = 50' and at least 11" x 17" showing the location and sequencing of BMPs on the site.

"Dewatering" means the removal of water for construction activity. It can be a discharge of appropriated surface or groundwater to dry and/or solidify a construction site. It may require Iowa Department of Natural Resources permits to be appropriated and if contaminated may require other permits to be discharged.

"Energy dissipation" means methods employed at pipe outlets to prevent erosion. Examples include, but are not limited to, concrete aprons, riprap, splash pads and gabions that are designed to prevent erosion.

"Erosion prevention" means measures employed to prevent erosion including, but

not limited to, soil stabilization practices, limited grading, mulch, temporary or permanent cover and construction phasing.

"Final stabilization" means that either: all soil disturbing activities at the site have been completed and a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of seventy percent of the native background vegetative cover as measured by the line transect method for the area has been established on all unpaved areas and areas not covered by permanent structures, or equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed;

For individual lots in residential construction by either: (a) The homebuilder completing final stabilization as specified above, or (b) the homebuilder establishing temporary stabilization including perimeter controls for an individual lot prior to occupation of the home by the homeowner and informing the homeowner of the need for, and benefits of, final stabilization. (Homeowners typically have an incentive to put in the landscaping functionally equivalent to final stabilization as quick as possible to keep mud out of their homes and off sidewalks and driveways.); or

For construction projects on land used for agricultural purposes (e.g., pipelines across crop or range land) final stabilization may be accomplished by returning the disturbed land to its preconstruction agricultural use. Areas disturbed that were not previously used for agricultural activities, such as buffer strips immediately adjacent to surface waters and drainage systems and areas which are not being returned to their preconstruction agricultural use must meet the final stabilization criteria in (a) or (b) above.

"General contractor" means the party who signs the construction contract with

the owner to construct the project described in the final plans and specifications. Where the construction project involves more than one contractor, the general contractor will be the party responsible for managing the project on behalf of the owner. In some cases, the owner may be the general contractor. In these cases, the owner may contract an individual as the operator who would become the co-permittee.

"Impervious surface" means a constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples include rooftops, sidewalks, patios, driveways, parking lots, storage areas, and concrete, asphalt, or gravel roads.

"National pollutant discharge elimination system (NPDES)" means the program for issuing, modifying, revoking, reissuing, terminating, monitoring and enforcing permits under the Clean Water Act (Sections 301, 318, 402, and 405) and United States Code of Federal Regulations Title 33, Sections 1317, 1328, 1342, and 1345.

"Normal wetted perimeter" means the area of a conveyance, such as a ditch, channel or pipe that is in contact with water during flow events that are expected to occur once every year.

"Notice of discontinuation" means a notice to discontinue coverage under this permit after construction is complete, the site has undergone final stabilization, and maintenance agreements for all permanent facilities have been established in accordance with all applicable conditions of this permit.

"Notice of intent" means a discharger is required to submit a notice of intent in accordance with the Iowa Department of Natural Resources requirements for

stormwater discharge associated with industrial activity for construction activities pursuant to general permit number 2.

"Operator" means the person (usually the general contractor), designated by the owner, who has day to day operational control and/or the ability to modify project plans and specifications related to the SWPPP. The person must be knowledgeable in those areas of the permit for which the operator is responsible, (Part II.B. and Part IV.) and must perform those responsibilities in a workmanlike manner.

"Owner" means the person or party possessing the title of the land on which the construction activities will occur; or if the construction activity is for a lease holder, the party or individual identified as the lease holder; or the contracting government agency responsible for the construction activity.

"Permanent cover" = final stabilization. Examples include grass, gravel, asphalt, and concrete.

"Permittee" means a person or persons, firm or governmental agency or other institution that signs the application submitted to the IDNR and is responsible for compliance with the terms and conditions of this permit.

"Runoff coefficient" This is the fraction of total rainfall that will appear at the conveyance as runoff.

"Saturated soil" means the highest seasonal elevation in the soil that is in a reduced chemical state because of soil voids being filled with water. Saturated soil is evidenced by the presence of redoximorphic features such as mottles or other information.

"Sediment control" means methods employed to prevent sediment from leaving the site. Sediment control practices include silt fences, sediment traps, earth dikes, drainage swales, check dams, subsurface drains, pipe

slope drains, storm drain inlet protection and temporary or permanent sedimentation basins.

"Sensitive waters" means sensitive waters might include cold-water trout streams, wetlands, or other high quality water streams and lakes. Extra precautions should be taken when disturbing site soils near or on these areas to minimize impacts on water quality.

"Stabilized" means the exposed ground surface has been covered by appropriate materials such as mulch, staked sod, riprap, wood fiber blanket or other material that prevents erosion from occurring. Grass seeding is not stabilization.

"Stormwater" means includes precipitation runoff, stormwater runoff, snowmelt runoff and any other surface runoff and drainage.

"Stormwater pollution prevention plan (SWPPP)" means a plan for stormwater discharge that includes erosion prevention measures and sediment controls that, when implemented, will decrease soil erosion on a parcel of land and decrease off-site nonpoint pollution.

"Surface water or waters" means all streams, lakes, ponds, marshes, wetlands, reservoirs, springs, rivers, drainage systems, waterways, watercourses and irrigation systems whether natural or artificial, public or private.

"Temporary erosion protection" means methods employed to prevent erosion. Examples of temporary cover include; straw, wood fiber blanket, wood chips and erosion netting.

"Underground waters" means water contained below the surface of the earth in the saturated zone including, without limitation, all waters whether under confined, unconfined, or perched conditions, in near surface unconsolidated sediment or rego-

lith, or in rock formations deeper underground. The term ground water shall be synonymous with underground water.

"Waters of the state" Iowa Code 455B.381 (10): "Waters of the state" means rivers, streams, lakes and any other bodies of surface and subsurface water lying within or forming a part of the boundaries of the state which are not entirely confined and located completely upon lands owned, leased or otherwise controlled by a single person or by two or more persons jointly or as tenants in common. "Waters of the state" includes waters of the United States lying within the state. (22).

"Wetland" or "wetlands" According to Iowa Code 456.1(5): "Wetlands" means an area of two or more acres in a natural condition that is mostly under water or waterlogged during the spring growing season and is characterized by vegetation of hydric soils. Wetlands generally include swamps, marshes, bogs and similar areas.

Constructed wetlands designed for wastewater treatment are not waters of the state. Wetlands must have the following attributes: a predominance of hydric soils; inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and under normal circumstances support a prevalence of such vegetation.

(Ord. No. 249, 5-9-2017)

15.22.030 Application procedure for obtaining and maintaining a permitting authority construction site erosion and sediment control (COSESCO) permit.

A. Permit Required. No land owner or land operator shall receive any of the building, grading or other land development per-

mits required for land disturbance activities without first meeting the requirements of this ordinance prior to commencing the proposed activity.

B. Application Requirements. Unless specifically excluded by this ordinance, any land owner or operator desiring a permit for a land disturbance activity shall submit to the City of Elk Run Heights, Iowa a permit application on a form provided for that purpose. Unless otherwise accepted by this ordinance, a permit application must be accompanied by the following in order that the permit application be considered: a construction erosion control plan and a storm water pollution prevention plan (SWPPP); and a non-refundable permit review fee.

C. Application Review Fees. The fee for review of any land development application shall be based on the amount of land to be disturbed at the site, and the fee structure shall be established by the City of Elk Run Heights, Iowa. All of the monetary contributions shall be credited to a local budgetary category to support local plan review, inspection and program administration, and shall be made prior to the issuance of any building permit for the development.

D. Application Procedure.

1. Applications for land disturbance activity permits must be filed with the City of Elk Run Heights, Iowa on any regular business day.

2. A copy of this permit application shall be forwarded to the City of Elk Run Heights, Iowa for review.

3. Permit applications shall include the following: two copies of the construction erosion control plan and two copies of the SWPPP.

4. Within ten business days of the receipt of a complete permit application, including all documents as required by this

ordinance, the City of Elk Run Heights, Iowa shall inform the applicant whether the application, plan and maintenance agreement are approved or disapproved.

5. If the permit application, stormwater management plan or maintenance agreement are disapproved, the applicant may revise the stormwater management plan or agreement. If additional information is submitted, the City of Elk Run Heights, Iowa shall have ten business days from the date the additional information is received to inform the applicant that the plan and maintenance agreement are either approved or disapproved.

a. The SWPPP shall be prepared in accordance with this chapter. Every SWPPP submitted to the city:

(1) Shall comply with all current minimum mandatory requirements for SWPPPs promulgated by the IDNR in connection with issuance of a state permit, as set out in the current version of the IDNR publication entitled, "Iowa Department Of Natural Resources NPDES General Permit No. 2, Storm Water Discharge Associated With Industrial Activity For Construction Activities" (the "permit handbook"), including, but not limited to, "Part IV. Storm Water Pollution Prevention Plans", and as said minimum mandatory requirements are modified from time to time hereafter; and

(2) Shall, if the applicant is required by law to file a joint application form, "protecting Iowa waters, Iowa department of natural resources and U.S. army corps of engineers", comply with all mandatory minimum requirements pertaining to such joint application, and copies of the joint application permit shall be included within the SWPPP; and

(3) Shall comply with all other applicable state or federal permit requirements in existence at the time of application; and

(4) Shall be prepared by the applicant's engineer and shall include within the SWPPP a signed and dated certification by the applicant's engineer that the SWPPP complies with all requirements of this chapter.

(5) Shall require the signature(s) identified in Section 1.3 of this ordinance upon the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

(6) Shall also contain the following certification signed by all contractors and subcontractors identified in the SWPPP:

"I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the storm water discharges associated with activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for

"Storm Water Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As a co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the storm water pollution plan developed under this NPDES permit and the terms of the NPDES permit."

The certification must include the name and title of the person providing the signature; the name, address and telephone number of the contracting firm; the address (or other identifying description) of the site; and the date the certification is made.

(7) Shall include the following statement signed by the applicant:

"The undersigned Applicant hereby agrees to defend, indemnify and hold the City of Elk Run Heights harmless from any and all claims, damages or suits arising directly or indirectly out of any act of commission or omission by the Applicant, or any employee, agent, assignee or contractor or subcontractor of the Applicant, in connection with Applicant's State NPDES General Permit No. 2 and/or Storm Water Pollution Prevention Plan."

6. If the permit application, construction erosion control plan, and SWPPP are approved by the City of Elk Run Heights, Iowa, all appropriate land disturbance activity permits shall be issued.

E. Permit Duration. Permits issued under this section shall be valid from the date of issuance through the date the City of Elk Run Heights, Iowa notifies the permit holder that all stormwater management practices have passed the final inspection required under permit condition.

(Ord. No. 249, 5-9-2017)

15.22.040 Inspection procedures for COSESCO permits.

A. All inspections undertaken by the city under this chapter shall be conducted by the enforcement officer.

B. Prior to beginning construction, the applicant or applicant's SWPPP manager shall contact the city to schedule a preconstruction site inspection. The enforcement officer shall inspect the permitted site to determine that, at minimum, the control measures listed in the SWPPP that allow for construction to commence have been properly installed. If the enforcement officer determines that compliance has not been achieved, the enforcement officer shall provide to the applicant a written bill of particulars identifying the conditions of non-compliance. The applicant shall immediately commence corrective action and shall complete such corrective action within the time frame allotted by the enforcement officer in his discretion, but not exceeding seventy-two hours. For good cause shown, the city may extend the deadline for taking corrective action. Failure to take corrective action in a timely manner shall constitute a violation of this chapter.

C. Construction shall not occur on any area of the site that the enforcement officer has designated at any time while conditions of noncompliance that have been identified by the enforcement officer continue to exist.

D. Construction activities undertaken by an applicant before resolution of all discrepancies specified in the bill of particulars, if undertaken in an area designated by the enforcement officer as a prohibited area, shall constitute a violation of this chapter.

E. The city shall not be responsible for the direct or indirect consequences to the applicant or to third parties for noncompliant conditions that were undetected by inspection or that were undetected because the city, in operating its program of random inspections, did not inspect the property.

F. The applicant, the applicant's SWPPP manager or a qualified person designated by the applicant's SWPPP manager shall inspect the permitted site, as well as any transferred sites which the applicant is a co-permittee of, no less than once every seven calendar days. Reports generated by these site inspections shall be included within and deemed to be part of the SWPPP. Any deficiencies or needed modifications discovered during the inspections shall be noted in writing, and corrections or modifications shall be completed within seven calendar days following the inspection.

G. Before a notice of discontinuation of the state permit can be submitted to the IDNR, the applicant or the applicant's SWPPP manager shall contact the city to schedule a postconstruction site inspection. The enforcement officer shall inspect the permitted site to determine that all disturbed areas have achieved stabilization as required by the state permit and all temporary control measures have been removed. If the enforcement officer determines that stabilization has not been achieved, or temporary control measures need to be removed, the enforcement officer shall provide to the applicant or the applicant's SWPPP manager a written bill of particulars identifying the conditions of noncompliance. The applicant or applicant's SWPPP manager shall immediately commence corrective action and shall reschedule a postconstruction inspection with the city when the required corrective actions have been completed.

(Ord. No. 249, 5-9-2017)

15.22.050 Monitoring procedures for COSESCO permits.

A. Upon receipt of a state permit, the applicant and the applicant's SWPPP manager have an absolute duty to monitor site conditions and to report to the enforcement

officer any change of circumstances or site conditions which the applicant or the applicant's SWPPP manager knows or should know pose a risk of stormwater discharge in a manner inconsistent with applicant's state permit. Examples of conditions that require notification include, but are not limited to: 1) hazardous material spills, 2) failure of site perimeter BMPs, 3) discharge of polluted waters from the site into the MS4 or onto neighboring properties or nearby surface waters, or 4) proposed implementation of BMPs on site that deviate significantly from the BMPs proposed in the approved SWPPP.

1. Such report shall be submitted to the enforcement officer within twenty-four hours of the change of circumstances or site conditions.

2. Failure to make a timely report shall constitute a violation of this chapter.

B. Any third party may also report to the city site conditions, which the third party reasonably believes pose a risk of stormwater discharge in a manner inconsistent with applicant's state permit.

C. Upon receiving a report pursuant to subsection A of this section, the enforcement officer may conduct an inspection and thereafter shall provide the applicant or the applicant's SWPPP manager with a written bill of particulars identifying any conditions of noncompliance. The applicant or the applicant's SWPPP manager shall immediately commence corrective action and shall complete such corrective action within the time frame allotted by the enforcement officer in his discretion, but not exceeding seventy-two hours. For good cause shown, the city may extend the deadline for completing corrective action. Failure to take corrective action in a timely manner shall constitute a violation of this chapter, whereupon the enforcement officer shall immediately commence enforcement actions specified in Section 15.22.060 of this chapter.

D. Upon receiving a report from a third party pursuant to subsection B of this section, the enforcement officer may conduct an inspection of the site as soon as reasonably possible and thereafter shall provide the applicant or the applicant's SWPPP manager with a written bill of particulars identifying any conditions of noncompliance. The applicant or the applicant's SWPPP manager shall immediately commence corrective action and shall complete such corrective action within the time frame allotted by the enforcement officer in his discretion, but not exceeding seventy-two hours. For good cause shown, the city may extend the deadline for completing corrective action. Failure to take corrective action in a timely manner shall constitute a violation of this chapter, whereupon the enforcement officer shall immediately commence enforcement actions specified in Section 15.22.060 of this chapter.

E. The enforcement officer may conduct one or more unannounced inspections at any time during the course of construction to monitor compliance with the state permit and the approved SWPPP. If the inspection discloses any noncompliance, the enforcement officer shall provide the applicant or the applicant's SWPPP manager with a written bill of particulars identifying the conditions of noncompliance. The applicant or the applicant's SWPPP manager shall immediately commence corrective action and shall complete such corrective action within the time frame allotted by the enforcement officer in his discretion, but not exceeding seventy-two hours. For good cause shown, the city may extend the deadline for completing corrective action. Failure to take corrective action in a timely manner shall constitute a violation of this chapter, whereupon the enforcement officer shall immediately commence enforcement actions specified in Section 15.22.060 of this chapter.

F. The city shall not be responsible for the direct or indirect consequences to the applicant or to third parties for noncompliant conditions that were undetected by inspection or that were undetected because the city, in operating its program of random inspections, did not inspect the property. (Ord. No. 249, 5-9-2017)

15.22.060 Enforcement.

A. Violations. Any development activity that is commenced or is conducted contrary to this ordinance, may be restrained by injunction or otherwise abated in a manner provided by law.

B. Notice of Violation. When the City of Elk Run Heights, Iowa determines that an activity is not being carried out in accordance with the requirements of this ordinance, it shall issue a written notice of violation to the owner of the property. The notice of violation shall contain:

1. The name and address of the owner or applicant;
2. The address when available or a description of the building, structure or land upon which the violation is occurring;
3. A statement specifying the nature of the violation;
4. A description of the remedial measures necessary to bring the development activity into compliance with this ordinance and a time schedule for the completion of such remedial action;
5. A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed;
6. A statement that the determination of violation may be appealed to the municipality by filing a written notice of appeal within fifteen days of service of notice of violation.

C. Stop Work Orders. Persons receiving a notice of violation will be required to

halt all construction activities. This "stop work order" will be in effect until the City of Elk Run Heights, Iowa confirms that the development activity is in compliance and the violation has been satisfactorily addressed. Failure to address a notice of violation in a timely manner can result in civil, criminal, or monetary penalties in accordance with the enforcement measures authorized in this ordinance.

D. **Civil and Criminal Penalties.** In addition to or as an alternative to any penalty provided herein or by law, any person who violates the provisions of this ordinance shall be punished by a fine of not less than two hundred fifty dollars or by imprisonment for a period not to exceed seven days, or both such fine and imprisonment. Such person shall be guilty of a separate offense for each day during which the violation occurs or continues.

E. **Restoration of Lands.** Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, the City of Elk Run Heights, Iowa may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

F. **Holds on Occupation Permits.** Occupation permits will not be granted until corrections to all stormwater practices have been made and accepted by the City of Elk Run Heights, Iowa.
(Ord. No. 249, 5-9-2017)

15.22.070 Performance bond or cash security.

The City of Elk Run Heights, Iowa may, at its discretion, require the submittal of a performance security or bond prior to issuance of a permit in order to insure that the stormwater practices are installed by the permit holder as required by the approved construction erosion control plan and

SWPPP. The amount of the installation performance security shall be the total estimated construction cost of the stormwater management practices approved under the permit, plus twenty-five percent. The performance security shall contain forfeiture provisions for failure to complete work specified in the stormwater management plan.

The installation performance security shall be released in full only completion of the final inspection and the completion of a notice of discontinuation of the NPDES permit with the IDNR. Provisions for a partial pro-rata release of the performance security based on the completion of various development stages can be done at the discretion of the City of Elk Run Heights, Iowa.

(Ord. No. 249, 5-9-2017)

15.22.080 Joint application guidance.

A. **Construction, excavation or filling in streams, lakes, wetlands, or on the floodplains** may require permits from both the Corps and IDNR. A joint application form (Protecting Iowa Waters) shall be submitted to both agencies to begin the permit process for any of the following activities: cutting the bank of a river, stream, or lake; any excavation or dredging in a wetland, lake, stream or river; channel changes or relocations (including stream straightening); construction of any permanent dock, pier, wharf, seawall, boat ramp, beach, intake or outfall structure on a stream, river or lake; placement of any fill, riprap, or similar material in a stream, river, lake, or wetland; construction of a dam across any waterway; placement of fill, construction of levees, roadways and bridges; and similar activities on a floodplain; or construction of buildings on a floodplain.

The Iowa Department of Natural Resources also requires permits for the construction and operation of water and waste-

water treatment facilities, water withdrawal, water storage, and solid waste disposal and should be contacted for information about these permits.

The joint application covers three permitting entities (floodplain, sovereign lands,

and the Army Corps of Engineers) and one certification program (Section 401 water quality certification which the corps needs to issue their 404 permit).

Refer to the following links for additional guidance:

- **Joint application form:**

<http://www.iowadnr.com/other/files/jointpermit.pdf>

(preferred - via SL & FP)

<http://www.iowadnr.com/water/section401/files/Form36a.pdf> (via wetlands)

- **Army Corp of Engineering (COE):**

<http://www.mvr.usace.army.mil/Regulatory/RegulatoryDivisionHomePage.htm>

(Rock Island District); and/or

<http://www.nwo.usace.army.mil/html/pa/pahm/links.htm> (Omaha District)

- **FP Development Program:** <http://www.iowadnr.com/water/floodplain/index.html>

- **Sovereign Lands Program:** <http://www.iowadnr.com/other/slands.html>

- **401 Water Quality Certification Program:**

<http://www.iowadnr.com/water/section401/info.html>

B. Recommended BMPS for Sensitive Waters.

(1) During Construction.

a. All exposed soil areas with a slope of 3:1 or steeper, that have a continuous positive slope to a special water, should have temporary erosion protection or permanent cover within three days after the area is no longer actively being worked. All other slopes that have a continuous positive slope to a special water should have temporary erosion protection or permanent cover within seven days after the area is no longer actively being worked.

b. Temporary sediment basin requirements should be used for common drainage locations that serve an area with five or more acres disturbed at one time.

(2) Buffer Zone. An undisturbed buffer zone of not less than one hundred linear

feet from the sensitive water (not including tributaries) should be maintained at all times. Exceptions from this for areas, such as water crossings or limited water access, are allowed if the permittee fully documents in the SWPPP the circumstances and reasons that the buffer encroachment is necessary. All potential water quality, scenic and other environmental impacts of these exceptions, should be minimized and documented in the SWPPP for the project.

(3) Temperature Controls. The permanent stormwater management system should be designed such that the discharge from the project will minimize any increase in the temperature of the receiving waters. resulting from the one and twenty-four-year, twenty-hour precipitation events. Projects that discharge to sensitive waters should mini-

mize the impact using one or more of the following measures, in order of preference:

- a. Minimize new impervious surfaces.
- b. Minimize the discharge from connected impervious surfaces by discharging to vegetated areas, or grass swales and through the use of other non-structural controls.
- c. Other methods that will minimize any increase in the temperature of the trout stream.

(4) Wetlands Guidance in Order of Preference.

- a. Avoid all significant adverse impacts to wetlands from the project and post project discharge.
- b. Minimize any unavoidable impacts from the project and post project discharge.
- c. Provide compensatory mitigation when the permittee determines that there is no reasonable and practicable alternative to having a significant adverse impact on a wetland. For compensatory mitigation, wetland restoration or creation should be of the same type, size and whenever reasonable and practicable in the same watershed as the impacted wetland.

(Ord. No. 249, 5-9-2017)