

Agenda
City of Elk Run Heights
Regular Council Meeting June 9, 2020 - 6:00 p.m.
Located at Eddis Winstead Council Chambers

AMENDED

Join Zoom Meeting:

<https://zoom.us/j/92757360163>

Meeting ID: 927 5736 0163

Dial by your phone:

312 626 6799

Meeting ID: 927 5736 0163

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of the June 9, 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 May 12, 2020 regular meeting minutes
 - b. City Clerk's Reports as of May 31, 2020: Budget Report, Treasurer's Report, Fund Report, Revenue and Expenditure Reports
 - c. Approval of Building Inspection, Library, Police and Sewer Department reports
 - d. Approval of Cigarette/Tobacco Products Permit Renewals:
 - i. Casey's #3041
 - ii. Road Ranger #144
6. Request from PeopleService to repair water valve located at Gilbertville Rd and Lafayette in an amount not to exceed \$9,700.00
7. Discussion/Possible Action: Request from PeopleService to sign into a service agreement for FY21 to perform annual pump service for lift stations
8. **Resolution 3013 authorizing the payment of bills and transfer**
9. Public Hearing: Multi-Jurisdictional Hazard Mitigation Plan for Black Hawk County
10. Resolution 3014 approving Multi-Jurisdictional Hazard Mitigation Plan for Black Hawk County
11. Public Hearing: FY2020 Budget Amendment
12. Resolution 3015 approving FY2020 Budget Amendment
13. Resolution 3016 approving FY2020 Year End Transfers
14. Resolution 3017 approving FY2021 employee compensation as budgeted
15. Resolution 3018 approving the renewal of Animal Control 28E Agreement with the City of Evansdale for FY21 in an amount of \$2,284.00
16. Resolution 3019 approving the renewal of Fire Protection Contract with the City of Waterloo for FY21 in an amount of \$37,776.94

17. Resolution 3020 adopting updated Bloodborne Pathogens Exposure Control Plan and Procedures
18. Resolution 3021 adopting updated Lockout/Tagout Program Policy
19. Request to approve two-year Yard Waste agreement with the City of Evansdale for \$2,400.00
20. Request from Rona Berinobis to have a live band at Mayor's Park on August 8th for a 60th anniversary party
21. Ordinance 266 amending the paving driveway code in the Driveway chapter
22. Motion to waive 2nd and 3rd reading of Ordinance 266 amending the paving driveway code in the Driveway chapter
23. Discussion/Possible Action: Ordinance 267 amending Chapter 10.04 parking in grass code
24. Discussion/Possible Action: Reschedule Elk Run Heights Citywide Garage sales
25. Discussion: Elk Run Addition drainage improvements
26. Discussion/Possible Action: New copier contract
27. Discussion: Fireworks
28. Discussion: Updates to the Elk Run Heights Municipal Code:

- Page 75-1, Urban Deer – Any revisions to this chapter? I found this note in our 2006 legislative updates. The City may want to review when the chapter was adopted and if it follows DNR regulations.

HF 2546 — Urban Deer Control – Cities may adopt an ordinance authorizing trained, volunteer hunters to hunt deer with a bow and arrow on private land within the city, without charge, for the purpose of urban deer control. Since the ordinance must contain specific requirements and is not effective until it has been approved by the DNR, we suggest you work with your city attorney to develop this ordinance.

- 97-1 – Do you want to retain the Jake Brake regulations?

29. 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.*
30. Mayors/Council/Engineer Reports
31. 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
May 12, 2020 - 6:00 p.m.

The regular council meeting of the Elk Run Heights City Council was held May 12, 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 6:04 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present –Ratchford, Wilson, Bass, Sallis and Smock. Quorum present.

Bass/Wilson motion to approve the May 12, 2020 Agenda. Ayes-Five. Motion carried.

Bass/Wilson to approve the following items on the May 12, 2020 consent agenda a. Approve the March 10, 2020 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 and Police Department reports. Roll call vote: Five. Motion carried.

Wilson/Bass to approve resolution 3009 authorizing the payment of bills and transfers. Roll call vote: Ayes-five.

Wilson/Bass to approve resolution 3010 setting the date of public hearing for hazard mitigation plan. Mayor Lundy explained this is a plan the Black Hawk County revises every few years and the only change was that Evansdale is now doing our Police coverage. Roll call vote: Ayes-five.

Ratchford/Bass to approve resolution 3011 setting the date of public hearing for authorization to amend FY2020 budget. Councilor Bass asked what needed to be amended. City Clerk Eastman responded that she will be working with the accountant to verify if anything needs to be changed, but explained it is very typical for any city to have at least one budget amendment per year. Roll call vote: Ayes-five.

Smock/Ratchford to approve resolution 3012 updating personnel policy by adding a section on safety glasses reimbursement. Roll call vote: Ayes-five.

Ratchford/Wilson to approve resolution 3013 approving Mayor Lundy to sign the Federal-Aid Agreement for Iowa's Transportation Alternatives Program Project for the Mayor's Park Projects. Mayor Lundy explained this is the step needed to be able to start requesting reimbursement for the Mayor's Park Projects. Councilor Smock asked City Engineer Dryden if he thought the trail project would still be on schedule to break ground this year. Dryden responded that with the authorization process's being more delayed than usual he did not think the project would be on schedule to begin this year. Roll call vote: Ayes-five.

Ratchford/Wilson to approve request from Public Works Director to have asphalt patching done at the intersection of High Street and the intersection of 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. Councilor Ratchford asked if we had requested quotes from other companies.

Mayor Lundy responded that we had not and explained Aspro has always been the lowest bid and they are able to get in and get the job done right away. There was discussion regarding the pricing per square foot. City Engineer Mike Dryden explained that the price per square foot can depend on the size of the projects causing smaller projects to cost more. Ayes-Five. Motion carried.

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. Mayor Lundy explained there would be a parade starting in Evansdale which will include but may not be limited to the Evansdale Police and Fire Departments driving through the two towns and acknowledging the High School Graduates and handing out cookies to them. Ayes-Five. Motion carried.

Discussion/Possible Action: Garage sales. After some discussion Council agreed that the Citywide garage sales will be postponed to a future date. Ratchford/Sallis to approve the decision to table rescheduling of garages sales until the June 9, 2020 meeting. Ayes-Five. Motion carried.

Discussion/Possible Action: Avesis Vision Insurance plan options. City Clerk Eastman explained the current plan for an individual employee is \$7.58 and employee with children is \$15.92 and covers very basic needs for ophthalmology; and with the Public Works Director needing higher grade lenses it would be beneficial to upgrade. Council discussed the options and asked if the City pays for this or if there is a split. Mayor Lundy responded that the City pays for Vision and Dental. Councilor Smock asked Eastman if she would use it if the upgrade was implemented. Eastman responded yes. Ratchford/Smock to approve renewing the Avesis Vision Plan to the Alternat #2 plan which will be \$10.47 for the individual employee plan and \$22.32 for the employee with children plan. Ayes-Five. Motion carried.

Update on Code violations brought to council's attention. City Clerk Eastman went over the listing of violations that were brought to council; notifying them of the individuals that had been in contact with City Hall, who had been working on the cited nuisance, and who had not responded or made efforts to remedy the citing. City Attorney Prendergast asked what method of action the City had given the violators. Eastman replied that there were letters sent out giving the residents 14 days to come into compliance or they would receive a municipal infraction of up to \$750.00. Prendergast then explained the differences between the infraction and abatement procedures; emphasizing that with the letter that was sent we are unable to abate the property. Eastman explained that if the property owners did not comply within the 14 day she would then send a certified letter determining at that time whether or not there would be an infraction issued or an abatement, thus giving that home owner slightly more time to contact the Code Enforcement officer or City Hall to make arrangements. After continued discussion it was agreed to send a "soft" letter followed by a certified "strong" letter.

Discussion: Updating the current Code pertaining to parking in grass. Councilor Ratchford stated this was already updated a couple of years ago, and the rest of Council agreed they thought the same. City Clerk Eastman pointed out the minutes from those previous discussions and explained the Code was updated only to include parking in the grass for the front of the yard. Council agreed they would like to update the current Code to include side yards as well and directed Eastman to present an ordinance at the next meeting.

Discussion: Updating the current Code pertaining to paving driveways. Again, Councilor Ratchford stated this was already updated a couple of years ago, and the rest of Council agreed they thought the same. City Clerk Eastman explain that from the minutes it was supposed to have been updated in a different section of the Code that would be more appropriate, but based on the records there wasn't another ordinance brought to Council on the topic of paving driveways. With that being said, anyone who hasn't paved their driveways to date will be grandfathered into not being required to do so. Again, Council agreed they would like to update the current Code

regarding paved driveways as well and directed Eastman to present an ordinance at the next meeting.

Public Discussion: Allison Lundy, of 217 Marie Avenue made Council aware that even though she is grandfathered in to not being required to pave her driveway, she is still planning on doing so and is waiting on bids. Ryan Sallis of 180 Gray Street brought up the water problems in the back yards of the residents along Gray Street and Lafayette Road and how the continued years of water flowing issues is really taking a toll on the homeowner's properties. Councilor Ratchford asked if this should have been something the developers took into consideration. City Engineer Mike Dryden responded in a new home development like this it is something that unfortunately is not considered. Councilor Smock addressed the option of Dryden coming up with some solutions, but the costs being assessed to the homeowner's taxes. They were then asked to have the Sallis' to get signatures from some of the residents, they agreed. Angel Peters, 5326 Lafayette Road asked about the status of the house located at 100 Toneff. City Attorney Prendergast stated the court has ruled in the City's favor and she has spoken to the lenders, but is waiting to hear back from them, but assured everyone this is being handled.

Mayors/Council/Engineer Reports. Mayor Lundy updated Council on the progress of the Sutton lift station stating the framing to pour the concrete has been set up and depending on the weather can be done soon. Once that is completed MidAmerican Energy can connect the natural gas line for the generator. Additionally, Lundy stated the Public Works Director has cleaned up and painted the old snowblower and will be selling it along with the old mower deck. She also stated the new mower deck will be in next month and the new snowblower should be in around June or July. Lundy then updated council that PeopleService will be getting 3 quotes for the maintenance contract for the pumps at the lift stations. City Clerk Eastman was asked to investigate the recycling reimbursement the City receives from Black Hawk County Solid Waste Management Commission. Eastman informed Council the City receives \$4,468.00 per year for a recycling reimbursement. Last fiscal year the City paid out \$5,412.16 which was a \$944.16 loss for the City and so far this fiscal year we have already paid out \$6,178.21 and by estimating the average monthly costs will be at least \$1,614.05 over for this fiscal year. Councilor Smock asked Eastman to please find estimate for doing away with the recycling bins at City Hall, but leaving the cardboard bins, and to see if the residents can receive a discounted rate if we are only offering curbside pickup.

Ratchford/Wilson motion to adjourn at 7:23 p.m. Ayes-Five. Motion carried.

Attest:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

BUDGET REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

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	.00	36,659.96	97.04	1,120.04
001-170-6010	WAGES - BUILDING INSPECTOR	15,000.00	456.95	6,719.37	44.80	8,280.63
001-170-6110	FICA - BUILDING INSPECTIONS	1,150.00	34.96	514.04	44.70	635.96
001-170-6130	IPERS - BUILDING INSPECTIONS	1,416.00	43.14	634.33	44.80	781.67
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
001-170-6160	WORKER'S COMP	.00	.00	181.00	.00	181.00-
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	106.80	1,269.60	97.66	30.40
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	1,185.52	13,797.62	99.71	40.38
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	336.70	1,385.50	33.79	2,714.50
001-430-6110	FICA - PARKS	1,314.00	88.56	1,264.68	96.25	49.32
001-430-6130	IPERS - PARKS	2,000.00	111.92	1,571.58	78.58	428.42
001-430-6150	GROUP INSURANCE	4,500.00	305.15	3,613.40	80.30	886.60
001-430-6151	VISION INSURANCE	35.00	.00	24.91	71.17	10.09
001-430-6155	LIFE INSURANCE	100.00	.00	.00	.00	100.00
001-430-6160	WORKER'S COMP	.00	.00	1,007.00	.00	1,007.00-
001-430-6505	PARK EQUIPMENT	73,307.00	.00	6,673.00	9.10	66,634.00
001-430-6507	OPERATING SUPPLIES	5,000.00	.00	3,939.33	78.79	1,060.67
001-430-6599	OTHER SUPPLIES	100.00	61.50	121.74	121.74	21.74-
001-460-6310	COMM RM REPAIR/MAINT	2,000.00	275.00	2,733.05	136.65	733.05-
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	9,750.00	81.25	2,250.00
001-610-6110	FICA - MAYOR/COUNCIL	950.00	18.13	668.39	70.36	281.61
001-610-6130	IPERS - MAYOR/COUNCIL	.00	118.00	118.00	.00	118.00-
001-610-6150	GROUP INSURANCE	.00	.00	.00	.00	.00
001-610-6151	VISION INSURANCE	.00	.00	.00	.00	.00
001-610-6160	WORKER'S COMP	.00	.00	41.00	.00	41.00-
001-620-6010	WAGES - CLERK	41,300.00	3,816.42	45,251.32	109.57	3,951.32-
001-620-6020	WAGES - DEPUTY CLERK	7,000.00	511.88	5,898.80	84.27	1,101.20
001-620-6110	FICA - CLERK	3,700.00	249.39	3,190.42	86.23	509.58
001-620-6130	IPERS - CLERK	4,575.00	307.75	3,964.46	86.65	610.54
001-620-6150	GROUP INSURANCE	14,596.00	1,555.06	13,854.71	94.92	741.29
001-620-6151	VISION INSURANCE	75.00	.00	157.69	210.25	82.69-
001-620-6160	WORKER'S COMP	.00	.00	108.00	.00	108.00-
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	1,426.55	17,647.30	117.65	2,647.30-
001-640-6414	CODIFICATION	1,500.00	.00	1,500.00	100.00	.00

BUDGET REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-650-6310	BUILDING REPAIR/MAINT	2,000.00	.00	3,556.75	177.84	1,556.75-
001-650-6505	OFFICE EQUIPMENT	2,120.00	.00	5,121.26	241.57	3,001.26-
001-660-6408	INSURANCE	20,000.00	.00	3,024.00	15.12	16,976.00
001-699-6010	WAGES - GENERAL GOV - FT	2,563.00	169.36	2,152.20	83.97	410.80
001-699-6110	FICA - GENERAL GOVERNMENT	159.00	12.64	161.56	101.61	2.56-
001-699-6130	IPERS - GENERAL GOVERNMENT	242.00	15.98	203.36	84.03	38.64
001-699-6150	GROUP INSURANCE	1,000.00	869.31	10,034.76	1,003.48	9,034.76-
001-699-6151	VISION INSURANCE	5.00	.00	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	112.39	3,094.06	154.70	1,094.06-
001-699-6240	MEETINGS/CONFERENCES	800.00	.00	2,356.93	294.62	1,556.93-
001-699-6371	UTILITIES	2,200.00	121.12	2,137.41	97.16	62.59
001-699-6373	TELEPHONE/COMMUNICATIONS	1,300.00	175.96	913.54	70.27	386.46
001-699-6407	ENGINEERING (MONTHLY PAYMENT)	900.00	150.00	1,800.00	200.00	900.00-
001-699-6414	PUBLISHING	3,000.00	418.82	3,155.80	105.19	155.80-
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	95.76	976.95	65.13	523.05
001-699-6505	OTHER EQUIPMENT	.00	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	2,000.00	182.58	3,146.39	157.32	1,146.39-
001-699-6508	POSTAGE	1,200.00	151.70	472.12	39.34	727.88
001-699-6599	MISC SUPPLIES	5,000.00	25.02	1,980.76	39.62	3,019.24
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	.00	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	2,032.32	24,558.58	95.84	1,066.42
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	766.70	2,475.34	41.26	3,524.66
110-210-6110	FICA - ROAD USE	2,649.00	184.71	2,155.96	81.39	493.04
110-210-6130	IPERS - ROAD USE	3,269.00	232.45	2,690.31	82.30	578.69
110-210-6150	GROUP INSURANCE	6,800.00	559.44	6,598.61	97.04	201.39
110-210-6151	VISION INSURANCE	58.00	.00	41.91	72.26	16.09
110-210-6155	LIFE INSURANCE	265.00	.00	.00	.00	265.00
110-210-6160	WORKER'S COMP	.00	.00	1,885.00	.00	1,885.00-
110-210-6181	UNIFORM ALLOWANCE	300.00	.00	161.99	54.00	138.01
110-210-6310	BUILDING REPAIR/MAINT	5,000.00	.00	1,279.59	25.59	3,720.41
110-210-6331	FUEL	3,000.00	.00	2,866.37	95.55	133.63
110-210-6332	VEHICLE REPAIRS	3,000.00	151.78	3,177.29	105.91	177.29-
110-210-6371	UTILITIES	1,500.00	67.37	1,164.13	77.61	335.87
110-210-6373	TELEPHONE/COMMUNICATIONS	480.00	40.00	440.00	91.67	40.00
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	7,742.57	20,964.73	209.65	10,964.73-
110-210-6491	SAFETY TRAINING	580.00	.00	683.34	117.82	103.34-
110-210-6504	SHOP EQUIPMENT	28,307.00	.00	6,258.98	22.11	22,048.02
110-210-6507	STREET MAINTENANCE SUPPLIES	10,000.00	138.60	13,310.20	133.10	3,310.20-
110-210-6599	MISCELLANEOUS SUPPLIES	100.00	215.00	497.43	497.43	397.43-

BUDGET REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
110-230-6371	STREET LIGHTS	10,000.00	942.61	30,866.29	308.66	20,866.29-
110-240-6371	TRAFFIC SIGNAL	400.00	70.76	523.95	130.99	123.95-
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	2,630.00	1,414.38	3,391.48	128.95	761.48-
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
110-260-6407	ENGINEERING	10,000.00	.00	4,612.05	46.12	5,387.95
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	.00	.00	325,000.00
305-750-6499	OTHER CONTRACTUAL SERV	240,000.00	.00	7,462.50	3.11	232,537.50
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	191.20	18,361.12-	.00	18,361.12
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

BUDGET REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
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
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	166,042.50	70.17	70,589.50
600-810-6010	WAGES - WATER - FT	6,600.00	144.63	5,839.11	88.47	760.89
600-810-6011	WAGES - WATER - CLERK	2,500.00	59.35	513.70	20.55	1,986.30
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	511.87	5,898.70	117.97	898.70-
600-810-6022	WAGES - WATER	3,075.00	673.40	2,122.71	69.03	952.29
600-810-6110	FICA - WATER	1,550.00	50.23	1,103.61	71.20	446.39
600-810-6130	IPERS - WATER	1,886.00	61.97	1,339.04	71.00	546.96
600-810-6150	GROUP INSURANCE	2,500.00	178.17	1,847.05	73.88	652.95
600-810-6151	VISION INSURANCE	25.00	.00	14.82	59.28	10.18
600-810-6155	LIFE INSURANCE	60.00	.00	.00	.00	60.00
600-810-6160	WORKER'S COMP	.00	.00	361.00	.00	361.00-
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	4,618.30	10,359.60	103.60	359.60-
600-810-6373	TELEPHONE/COMMUNICATIONS	750.00	79.92	577.44	76.99	172.56
600-810-6375	EQUIPMENT SUPPORT	2,100.00	.00	62.50	2.98	2,037.50
600-810-6413	WATER - WATERLOO	58,368.00	5,730.21	54,820.49	93.92	3,547.51
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	.00	65.74	3.13	2,034.26
600-810-6489	OTHER CONTRACTUAL SRV	.00	.00	.00	.00	.00
600-810-6490	OTHER PROFESSIONAL SERVICES	200.00	2,340.00	14,129.55	7,064.78	13,929.55-
600-810-6497	BANK SERVICE CHGS	.00	5.35	5.35	.00	5.35-
600-810-6498	DEPOSIT REFUNDS - WATER	1,000.00	254.31	833.79	83.38	166.21
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	21.98	209.58	69.86	90.42
600-810-6508	POSTAGE	1,100.00	137.50	451.09	41.01	648.91
600-810-6599	OTHER SUPPLIES	500.00	175.98	2,696.27	539.25	2,196.27-
600-810-6727	CAPITAL EQUIPMENT	.00	.00	.00	.00	.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	5,387.20	37,914.47	72.22	14,585.53
610-815-6011	WAGES - SEWER - CLERK	2,400.00	59.35	513.70	21.40	1,886.30
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	1,919.55	34.28	3,680.45
610-815-6151	VISION INSURANCE	120.00	.00	46.07	38.39	73.93

BUDGET REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
610-815-6155	LIFE INSURANCE	250.00	.00	.00	.00	250.00
610-815-6160	WORKER'S COMP	.00	.00	975.00	.00	975.00-
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	14,751.08	29,017.45	96.72	982.55
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	90.00	14,573.70	121.45	2,573.70-
610-815-6370	UTILITIES - LIFT STATION	3,000.00	257.98	3,312.79	110.43	312.79-
610-815-6371	UTILITIES - PLANT	12,500.00	707.67	11,434.85	91.48	1,065.15
610-815-6373	TELEPHONE/COMMUNICATIONS	1,380.00	.00	935.00	67.75	445.00
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	15,000.00	5,558.95	5,558.95	37.06	9,441.05
610-815-6407	ENGINEERING/WWTP PROJECT	10,000.00	.00	300.00	3.00	9,700.00
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	6,370.00	12,962.45	86.42	2,037.55
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	1,000.00	116.34	745.27	74.53	254.73
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	9,510.00	9,360.00	61,855.00	650.42	52,345.00-
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	.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	54,470.58	97.79	1,229.42
670-840-6492	RECYCLING EXPENSE	6,650.00	550.32	5,412.16	81.39	1,237.84
670-840-6498	DEPOSIT REFUNDS - GARBAGE	700.00	11.51	431.91	61.70	268.09
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	28.57	45.34	45.34	54.66
671-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
671-999-9999	PROFIT HANDLER	.00	.00	.00	.00	.00

BUDGET REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	DIFFERENCE	2,325,512.00	92,784.98	2,529,976.23	108.79	204,464.23-
	PROOF	2,325,512.00	92,784.98	2,529,976.23	108.79	204,464.23-

TREASURER'S REPORT
CALENDAR 5/2020, FISCAL 11/2020

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	336,026.88	16,267.52	14,760.02	37.56-	337,496.82
005 VEHICLE REPLACEMENT	16,605.16	.00	.00	.00	16,605.16
110 ROAD USE TAX	131,652.48	10,543.95	14,558.69	336.48	127,974.22
121 LOCAL OPTION SALES TAX	234,983.64	11,466.88	.00	.00	246,450.52
125 TAX INCREMENT FINANCING	45,309.97	3,297.22	.00	.00	48,607.19
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	7,675.50	.00	.00	.00	7,675.50
306 MAYORS PARK IMPROVEMENT	93,552.32	.00	191.20	.00	93,361.12
307 LAFAYETTE/GVILLE RD REC	.00	.00	.00	.00	.00
600 WATER	46,018.16-	6,546.23	15,043.17	104.39	54,410.71-
601 WATER DEPRECIATION	234,641.33	63.45	.00	.00	234,704.78
610 SEWER	172,128.84	9,351.44	42,754.90	.00	138,725.38
611 SEWER REPLACEMENT	180,089.87	.00	.00	.00	180,089.87
612 SEWER DEPRECIATION	36,125.27	.00	.00	.00	36,125.27
613 WASTE WTR PLANT PROJECT	652,111.06	3,980.62	.00	.00	656,091.68
670 LANDFILL/GARBAGE	85.81	2,269.94	5,448.43	.00	3,092.68-
671 YARD WASTE	6,445.48	128.79	28.57	.00	6,545.70
Report Total	2,122,930.23	63,916.04	92,784.98	403.31	2,094,464.60

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

FIRST SECURITY STATE BANK										
001	CHECKING - GENERAL	336,026.88	17,036.63	15,566.69	337,496.82	5,904.64		390,946.00	410,704.57	19,758.57-
005	CHECKING - EQUIPMENT REPLACE	27,751.18-	10,599.83	0.00	17,151.35-				53,344.37	53,344.37-
110	CHECKING - ROAD USE	131,652.48	10,996.88	14,675.14	127,974.22	11,727.17		145,263.00	168,503.39	23,240.39-
121	CHECKING - LOCAL OPTION	234,983.64	11,466.88	0.00	246,450.52			140,000.00	50,763.38	89,236.62
125	CHECKING - TIF	45,309.97	3,297.22	0.00	48,607.19			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	106,427.48	23,572.52
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	7,675.50	0.00	0.00	7,675.50			565,000.00	821,716.62	256,716.62-
306	CHECKING	93,552.32	0.00	191.20	93,361.12	191.20			11,956.84-	11,956.84
307	CHECKING	0.00	0.00	0.00	0.00					
600	CHECKING - WATER	46,018.16-	6,668.75	15,061.30	54,410.71-	13,932.97		350,106.00	290,837.50	59,268.50
601	CHECKING - WATER DEPRECIATION	111,669.49	0.00	0.00	111,669.49			236,632.00		236,632.00
610	CHECKING - SEWER	169,628.84	9,415.44	42,818.90	136,225.38	42,638.56		271,678.00	277,175.12	5,497.12-
611	CHECKING - SEWER REPLACEMENT	57,355.14	0.00	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	243,408.71	3,560.52	75.34	246,893.89				322,082.16	322,082.16-
670	CHECKING - SOLID WASTE	11,181.08-	2,302.13	5,480.62	14,359.57-	5,436.92		63,050.00	60,314.65	2,735.35
671	CHECKING - YARD WASTE	6,445.48	130.29	30.07	6,545.70			2,500.00	2,445.34	54.66

	FIRST SECURITY STATE BANK TOTA	1,400,764.14	75,474.57	93,899.26	1,382,339.45	79,831.46	1,302,507.99	2,325,512.00	2,668,418.05	342,906.05-

CD'S										

005	CD #22451 - EQUIPMENT REPLACE	11,070.04	0.00	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	10,599.83	0.00	10,599.83	0.00					
005	CD #22657 - EQUIPMENT REPLACE	10,272.50	0.00	0.00	10,272.50					
110	CD #20480 - ROAD USE	0.00	0.00	0.00	0.00			145,263.00	168,503.39	23,240.39-
300	CD #22212 - CAPITAL IMPROVE	0.00	0.00	0.00	0.00			130,000.00	106,427.48	23,572.52
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	821,716.62	256,716.62-
305	CD #22448 - CAP PRJCT WWTP	0.00	0.00	0.00	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	MARCH	APRIL	APRIL	APRIL	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	0.00	0.00	0.00	0.00					
601 CD #22612 - WATER DEPRECIATION	45,052.59	0.00	0.00	45,052.59					
610 CD #22526 - T & A SEWER	1,000.00	0.00	0.00	1,000.00			271,678.00	277,175.12	5,497.12-
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	55,483.62	0.00	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	0.00	0.00	0.00	0.00					
611 CD #2796 - SEWER REPLACEMENT	9,633.94	0.00	0.00	9,633.94					
611 CD #22467 - SEWER REPLACEMENT	9,539.83	0.00	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	408,702.35	495.44	0.00	409,197.79				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	60,314.65	2,735.35
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	722,166.09	558.89	10,599.83	712,125.15	0.00	712,125.15	1,761,729.00	2,119,310.14	357,581.14-
TOTAL OF ALL BANKS	2,122,930.23	76,033.46	104,499.09	2,094,464.60	79,831.46	2,014,633.14	4,087,241.00	4,787,728.19	700,487.19-

REVENUE & EXPENSE REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

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 MGMNT/NIRG	.00	2,053.83	1,554.00	499.83-
001-150-6499	FIRE CONTRACT	.00	36,659.96	37,780.00	1,120.04
001-170-4120	BUILDING/CONTR PERMITS	813.00	11,684.30	15,000.00	3,315.70
001-170-6010	WAGES - BUILDING INSPECTOR	456.95	6,719.37	15,000.00	8,280.63
001-170-6110	FICA - BUILDING INSPECTIONS	34.96	514.04	1,150.00	635.96
001-170-6130	IPERS - BUILDING INSPECTIONS	43.14	634.33	1,416.00	781.67
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
001-170-6160	WORKER'S COMP	.00	181.00	.00	181.00-
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	106.80	1,269.60	1,300.00	30.40
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	1,185.52	13,797.62	13,838.00	40.38
001-430-6020	WAGES - PARKS	.00	1,937.02	3,300.00	1,362.98
001-430-6021	WAGES - PARKS - PT	336.70	1,385.50	4,100.00	2,714.50
001-430-6110	FICA - PARKS	88.56	1,264.68	1,314.00	49.32
001-430-6130	IPERS - PARKS	111.92	1,571.58	2,000.00	428.42
001-430-6150	GROUP INSURANCE	305.15	3,613.40	4,500.00	886.60
001-430-6151	VISION INSURANCE	.00	24.91	35.00	10.09
001-430-6155	LIFE INSURANCE	.00	.00	100.00	100.00
001-430-6160	WORKER'S COMP	.00	1,007.00	.00	1,007.00-
001-430-6505	PARK EQUIPMENT	.00	6,673.00	73,307.00	66,634.00
001-430-6507	OPERATING SUPPLIES	.00	3,939.33	5,000.00	1,060.67
001-430-6599	OTHER SUPPLIES	61.50	121.74	100.00	21.74-
001-460-4310	RENT-COMMUNITY CENTER	35.00	5,365.00	1,900.00	3,465.00-
001-460-6310	COMM RM REPAIR/MAINT	275.00	2,733.05	2,000.00	733.05-
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	9,750.00	12,000.00	2,250.00
001-610-6110	FICA - MAYOR/COUNCIL	18.13	668.39	950.00	281.61
001-610-6130	IPERS - MAYOR/COUNCIL	118.00	118.00	.00	118.00-
001-610-6150	GROUP INSURANCE	.00	.00	.00	.00
001-610-6151	VISION INSURANCE	.00	.00	.00	.00
001-610-6160	WORKER'S COMP	.00	41.00	.00	41.00-
001-620-6010	WAGES - CLERK	3,816.42	45,251.32	41,300.00	3,951.32-
001-620-6020	WAGES - DEPUTY CLERK	511.88	5,898.80	7,000.00	1,101.20
001-620-6110	FICA - CLERK	249.39	3,190.42	3,700.00	509.58
001-620-6130	IPERS - CLERK	307.75	3,964.46	4,575.00	610.54
001-620-6150	GROUP INSURANCE	1,555.06	13,854.71	14,596.00	741.29
001-620-6151	VISION INSURANCE	.00	157.69	75.00	82.69-

REVENUE & EXPENSE REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-620-6160	WORKER'S COMP	.00	108.00	.00	108.00-
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	1,426.55	17,647.30	15,000.00	2,647.30-
001-640-6414	CODIFICATION	.00	1,500.00	1,500.00	.00
001-650-6310	BUILDING REPAIR/MAINT	.00	3,556.75	2,000.00	1,556.75-
001-650-6505	OFFICE EQUIPMENT	.00	5,121.26	2,120.00	3,001.26-
001-660-6408	INSURANCE	.00	3,024.00	20,000.00	16,976.00
001-699-6010	WAGES - GENERAL GOV - FT	169.36	2,152.20	2,563.00	410.80
001-699-6110	FICA - GENERAL GOVERNMENT	12.64	161.56	159.00	2.56-
001-699-6130	IPERS - GENERAL GOVERNMENT	15.98	203.36	242.00	38.64
001-699-6150	GROUP INSURANCE	869.31	10,034.76	1,000.00	9,034.76-
001-699-6151	VISION INSURANCE	.00	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	112.39	3,094.06	2,000.00	1,094.06-
001-699-6240	MEETINGS/CONFERENCES	.00	2,356.93	800.00	1,556.93-
001-699-6371	UTILITIES	121.12	2,137.41	2,200.00	62.59
001-699-6373	TELEPHONE/COMMUNICATIONS	175.96	913.54	1,300.00	386.46
001-699-6407	ENGINEERING (MONTHLY PAYMENT)	150.00	1,800.00	900.00	900.00-
001-699-6414	PUBLISHING	418.82	3,155.80	3,000.00	155.80-
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)	95.76	976.95	1,500.00	523.05
001-699-6505	OTHER EQUIPMENT	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	182.58	3,146.39	2,000.00	1,146.39-
001-699-6508	POSTAGE	151.70	472.12	1,200.00	727.88
001-699-6599	MISC SUPPLIES	25.02	1,980.76	5,000.00	3,019.24
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	12,658.53	341,037.98	356,810.00	15,772.02
001-950-4003	AGRICULTURAL LAND TAXES	159.23	667.34	650.00	17.34-
001-950-4060	UTILITY TAX REPLACEMENT	.00	.00	.00	.00
001-950-4100	BEER & LIQUOR LICENSES	75.00	765.00	790.00	25.00
001-950-4105	CIGARETTE PERMITS	75.00	75.00	150.00	75.00
001-950-4160	CABLEVISION	1,634.28	6,367.10	6,290.00	77.10-
001-950-4180	ANIMAL LICENSES	30.00	167.00	150.00	17.00-
001-950-4190	MISC LICENSES & PERMITS	.00	.00	.00	.00
001-950-4300	INTEREST-PLAT MM	550.88	9,805.06	5,000.00	4,805.06-
001-950-4310	RENT - COMM/COUNCIL	.00	.00	5,500.00	5,500.00
001-950-4464	COMM TAX REPLACEMENT	.00	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	145.00	27,705.50	1,000.00	26,705.50-
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	91.60	2,338.59	3,000.00	661.41
001-999-9999	PROFIT HANDLER	.00	.00	.00	.00
005-210-6723	CAP OUTLAY-HEAVY EQUIP	.00	43,344.37	.00	43,344.37-

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
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	.00	615.97	600.00	15.97-
005-999-9999	PROFIT HANDLER	.00	.00	.00	.00
110-210-4430	ROAD USE TAXES	10,543.95	136,892.42	135,716.00	1,176.42-
110-210-6010	WAGES - ROAD USE - FT	2,032.32	24,558.58	25,625.00	1,066.42
110-210-6020	WAGES - ROAD USE	.00	1,937.06	3,300.00	1,362.94
110-210-6030	WAGES - ROAD USE - PT	766.70	2,475.34	6,000.00	3,524.66
110-210-6110	FICA - ROAD USE	184.71	2,155.96	2,649.00	493.04
110-210-6130	IPERS - ROAD USE	232.45	2,690.31	3,269.00	578.69
110-210-6150	GROUP INSURANCE	559.44	6,598.61	6,800.00	201.39
110-210-6151	VISION INSURANCE	.00	41.91	58.00	16.09
110-210-6155	LIFE INSURANCE	.00	.00	265.00	265.00
110-210-6160	WORKER'S COMP	.00	1,885.00	.00	1,885.00-
110-210-6181	UNIFORM ALLOWANCE	.00	161.99	300.00	138.01
110-210-6310	BUILDING REPAIR/MAINT	.00	1,279.59	5,000.00	3,720.41
110-210-6331	FUEL	.00	2,866.37	3,000.00	133.63
110-210-6332	VEHICLE REPAIRS	151.78	3,177.29	3,000.00	177.29-
110-210-6371	UTILITIES	67.37	1,164.13	1,500.00	335.87
110-210-6373	TELEPHONE/COMMUNICATIONS	40.00	440.00	480.00	40.00
110-210-6375	EQUIPMENT SUPPORT	.00	.00	.00	.00
110-210-6408	INSURANCE	.00	.00	.00	.00
110-210-6417	STREET MAINTENANCE - REPAIRS	7,742.57	20,964.73	10,000.00	10,964.73-
110-210-6491	SAFETY TRAINING	.00	683.34	580.00	103.34-
110-210-6504	SHOP EQUIPMENT	.00	6,258.98	28,307.00	22,048.02
110-210-6507	STREET MAINTENANCE SUPPLIES	138.60	13,310.20	10,000.00	3,310.20-
110-210-6599	MISCELLANEOUS SUPPLIES	215.00	497.43	100.00	397.43-
110-230-6371	STREET LIGHTS	942.61	30,866.29	10,000.00	20,866.29-
110-240-6371	TRAFFIC SIGNAL	70.76	523.95	400.00	123.95-
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	1,414.38	3,391.48	2,630.00	761.48-
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	4,612.05	10,000.00	5,387.95
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	11,466.88	128,029.06	140,000.00	11,970.94
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	3,297.22	29,798.39	30,337.00	538.61
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

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
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
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	.00	325,000.00	325,000.00
305-750-6499	OTHER CONTRACTUAL SERV	.00	7,462.50	240,000.00	232,537.50
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	191.20	18,361.12-	.00	18,361.12
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

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
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
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	166,042.50	236,632.00	70,589.50
600-810-4300	INTEREST	.00	.00	.00	.00
600-810-4500	CHARGES/FEES FOR SERVICES	5,775.47	128,996.81	114,000.00	14,996.81-
600-810-4530	PENALTIES	.00	1,368.17	1,500.00	131.83
600-810-4540	CONNECT/RECONNECT FEES	.00	.00	.00	.00
600-810-4550	MISC CHARGE FOR SERVICES	194.87	1,415.47	1,000.00	415.47-
600-810-4560	SALES TAXES COLLECTED	.00	209.59	.00	209.59-
600-810-4561	WATER EXCISE TAX	255.89	7,736.70	8,000.00	263.30
600-810-4730	DEPOSITS	320.00	1,869.79	2,000.00	130.21
600-810-6010	WAGES - WATER - FT	144.63	5,839.11	6,600.00	760.89
600-810-6011	WAGES - WATER - CLERK	59.35	513.70	2,500.00	1,986.30
600-810-6020	WAGES - WATER	.00	1,267.84	2,460.00	1,192.16
600-810-6021	WAGES - WATER - PT	511.87	5,898.70	5,000.00	898.70-
600-810-6022	WAGES - WATER	673.40	2,122.71	3,075.00	952.29
600-810-6110	FICA - WATER	50.23	1,103.61	1,550.00	446.39
600-810-6130	IPERS - WATER	61.97	1,339.04	1,886.00	546.96
600-810-6150	GROUP INSURANCE	178.17	1,847.05	2,500.00	652.95
600-810-6151	VISION INSURANCE	.00	14.82	25.00	10.18
600-810-6155	LIFE INSURANCE	.00	.00	60.00	60.00
600-810-6160	WORKER'S COMP	.00	361.00	.00	361.00-
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	4,618.30	10,359.60	10,000.00	359.60-
600-810-6373	TELEPHONE/COMMUNICATIONS	79.92	577.44	750.00	172.56
600-810-6375	EQUIPMENT SUPPORT	.00	62.50	2,100.00	2,037.50
600-810-6413	WATER - WATERLOO	5,730.21	54,820.49	58,368.00	3,547.51
600-810-6418	SALES TAX EXPENSE	.00	5,888.00	7,200.00	1,312.00
600-810-6419	TECH SERVICES - ANNUAL SUPPORT	.00	65.74	2,100.00	2,034.26
600-810-6489	OTHER CONTRACTUAL SRV	.00	.00	.00	.00
600-810-6490	OTHER PROFESSIONAL SERVICES	2,340.00	14,129.55	200.00	13,929.55-
600-810-6497	BANK SERVICE CHGS	5.35	5.35	.00	5.35-
600-810-6498	DEPOSIT REFUNDS - WATER	254.31	833.79	1,000.00	166.21
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	21.98	209.58	300.00	90.42

REVENUE & EXPENSE REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
600-810-6508	POSTAGE	137.50	451.09	1,100.00	648.91
600-810-6599	OTHER SUPPLIES	175.98	2,696.27	500.00	2,196.27-
600-810-6727	CAPITAL EQUIPMENT	.00	.00	.00	.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	63.45	2,292.36	2,000.00	292.36-
601-810-6599	MISC SUPPLIES	.00	.00	.00	.00
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	4,096.30	120,546.46	115,000.00	5,546.46-
610-815-4502	CAPITAL PROJECT FEE	.00	68,137.35	90,000.00	21,862.65
610-815-4510	RAYMOND SEWER USAGE	5,000.00	57,567.70	70,000.00	12,432.30
610-815-4530	PENALTIES	.00	1,337.96	1,300.00	37.96-
610-815-4550	MISC CHARGE FOR SERVICES	.00	27.78	1,000.00	972.22
610-815-4560	SALES TAXES COLLECTED	5.14	428.03	200.00	228.03-
610-815-4730	DEPOSITS	250.00	1,510.07	1,500.00	10.07-
610-815-6010	WAGES - SEWER	5,387.20	37,914.47	52,500.00	14,585.53
610-815-6011	WAGES - SEWER - CLERK	59.35	513.70	2,400.00	1,886.30
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	1,919.55	5,600.00	3,680.45
610-815-6151	VISION INSURANCE	.00	46.07	120.00	73.93
610-815-6155	LIFE INSURANCE	.00	.00	250.00	250.00
610-815-6160	WORKER'S COMP	.00	975.00	.00	975.00-
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	14,751.08	29,017.45	30,000.00	982.55
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	90.00	14,573.70	12,000.00	2,573.70-
610-815-6370	UTILITIES - LIFT STATION	257.98	3,312.79	3,000.00	312.79-
610-815-6371	UTILITIES - PLANT	707.67	11,434.85	12,500.00	1,065.15
610-815-6373	TELEPHONE/COMMUNICATIONS	.00	935.00	1,380.00	445.00
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	5,558.95	5,558.95	15,000.00	9,441.05
610-815-6407	ENGINEERING/WWTP PROJECT	.00	300.00	10,000.00	9,700.00
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	6,370.00	12,962.45	15,000.00	2,037.55
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	116.34	745.27	1,000.00	254.73
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	9,360.00	61,855.00	9,510.00	52,345.00-
610-815-6501	TESTS/PERMITS	.00	.00	.00	.00
610-815-6505	OFFICE EQUIPMENT	.00	62.50	.00	62.50-

REVENUE & EXPENSE REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
.610-815-6506	OFFICE SUPPLIES	.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-
.610-999-9999	PROFIT HANDLER	.00	.00	.00	.00
.611-815-4300	INTEREST-SEWER REPLACEMENT	.00	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	495.44	1,887.83	.00	1,887.83-
.613-815-4502	CAPITAL PROJECT FEE	3,485.18	23,378.93	.00	23,378.93-
.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	.00	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	2,119.94	57,992.01	58,985.00	992.99
.670-840-4530	PENALTIES	.00	668.29	700.00	31.71
.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	150.00	904.38	1,000.00	95.62
.670-840-6490	GARBAGE COLLECTION	4,886.60	54,470.58	55,700.00	1,229.42
.670-840-6492	RECYCLING EXPENSE	550.32	5,412.16	6,650.00	1,237.84
.670-840-6498	DEPOSIT REFUNDS - GARBAGE	11.51	431.91	700.00	268.09
.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	98.79	2,722.49	2,700.00	22.49-
.671-840-4530	PENALTIES	.00	31.91	40.00	8.09
.671-840-4730	DEPOSITS	30.00	174.00	200.00	26.00
.671-840-6413	YARD WASTE COLLECTION	.00	2,400.00	2,400.00	.00
.671-840-6498	DEPOSIT REFUND - YARD WASTE	28.57	45.34	100.00	54.66
.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	=====	=====	=====	=====
		28,868.94-	72,568.69	32,203.00-	104,771.69-
		=====	=====	=====	=====

REVENUE & EXPENSE REPORT
CALENDAR 5/2020, FISCAL 11/2020

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	PROOF	===== 28,868.94- =====	===== 72,568.69 =====	===== 32,203.00- =====	===== 104,771.69- =====

CITY OF ELK RUN HEIGHTS - BRIAN WIRTZ - BUILDING INSPECTION

May-20

BUILDING PERMITS

DATE	HOMEOWNER	CONTRACTORS	ADDRESS	PERMIT #	TYPE OF CONSTRUCTION	VALUE	PERMIT FEE
4/24/20	GALBRAITH, DAVE	COUNTRY ESTATE FENCE	623 AMBER LN	1841	SECTION FENCING	\$3,572.74	\$97.00
5/6/20	EARLE, CHAD	FREEMAN RABER	529 AMBER LN	1842	REROOFING	\$11,000.00	\$195.00
4/23/20	GIBBONS, THOMAS	PINECREST CONSTRUCTION	204 MARIE	1843	RESHINGLE HOUSE/GARAGE	\$7,790.00	\$153.00
5/6/20	GLEASON, NORVILLE	SPAHN ROSE LUMBER CO	217 SUTTON	1844	WIDEN DRIVE WAY/CULVERT	\$1,500.00	\$30.00
5/6/20	GLEASON, NORVILLE	SPAHN ROSE LUMBER CO	217 SUTTON	1845	NEW CONSTRUCTION	\$15,000.00	\$265.00
5/8/20	RISSE, MANDI	OWNER	221 MARIE AVE	1846	COVERED PATIO	\$1,000.00	\$69.00
5/6/20	WEEKLY, BRIANNA	OWNER	931 DAWN DR	1847	GARAGE CONVERSION	\$10,000.00	\$181.00
5/15/20	CHICCHELLY, BRAXTON	OWNER	225 SUTTON LN	1848	RESHINGLE HOUSE	\$1,000.00	\$69.00
5/18/20	OHRT, JESSE & BRITTANY	OWNER	228 MARIE AVE.	1849	DECK/ATTACHED	\$1,000.00	\$69.00
5/20/20	BAILIFF, JERRY	ROBERT COSTRO CONST	113 LINDA	1850	TEAR OFF/REROOF	\$3,980.00	\$97.00
5/22/20	THORNE, DAN	OWNER	5324 LAFAYETTE	1851	YARD BUILDING	\$2,400.00	\$111.00
5/28/20	EVEN, KENNETH	OWNER	4918 DUBUQUE RD	1852	APPROACH		\$15.00
5/27/20	RODDEN, TRAVIS	OWNER	235 ELK RUN ST	1853	BATHROOM REMODEL	\$5,000.00	\$111.00
5/26/20	MAGNUSON, JOHN	OWNER	100 MABLE LN	1854	DECK/ATTACHED	\$1,500.00	\$83.00
5/19/20	MCGREW, DAVE&SHERLA	DAVE FRANK	121 SHIRLEY AVE	1855	REROOFING	\$2,200.00	\$83.00

HVAC PERMITS & PLUMBING

5/6/20	ROGERS, DAVE	BERGEN PLUMBING	5327 LAFAYETTE RD	1004	DUCTWORK FOR NEW HOME	\$15,000.00	\$47.50
5/7/20	RODGERS, DAVE	BERGAN	5327 LAFAYETTE	1005	NEW PLUMBING		\$180.00
5/6/20	MANGRICH, BRENDA	GUBBEL ONE HOUR	109 LINDA AVE	1006	HEATING AND AIR	\$9,500.00	\$47.50
5/7/20	KRATOSKA, JIM	MIKE FEREDAY	220 SUTTON	1008	GAS FURNACE, AC & COIL	\$5,600.00	\$47.50
5/6/20	WEEKLY, BRIANNA		931 DAWN DR	1009	DUCTWORK FOR ADDITION ROUGH IN SR, WT, GAS, FLR DRAIN/MUD BOX INTO	\$250.00	\$24.00
5/21/20	MEIGHON, JOSH	IOWA HOME IMPROVEMENT	105 MABLE	1010	EXISTING GARAGE		\$74.50
5/21/20	MEIGHON, JOSH	OWNER, IHI	105 MABLE	1011	NEW FURNACE AND AIR	\$600.00	\$47.50

TOTALS

\$97,892.74 \$2,096.50

EVANSDALE POLICE DEPARTMENT

No Citations

Call Summary Report

04/01/2020 thru 04/30/2020

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
20025467	04/05/2020	20:03:14	20	0404	SUSP	XA	198 PLAZA DR	FOUNDATION BUILDING MATERIALS					JOY VANDERKOLK		
								2G6	215	20:03	20:03	20:05	0	2	2
20025822	04/07/2020	13:36:15	20	0404	FDBRUSH	AS	925 GILBERTVILLE RD	SCHUTTE,ALISHA							
								2A1	229	13:48	13:48	14:01	0	13	13
								2G4	220	13:38	13:40	14:01	2	21	23
20026152	04/08/2020	23:07:36	20	0404	ASSIST	XA	5213-1 LAFAYETTE RD	PEVERILL,KARRINA							
								2G5	219	23:10		23:33			23
20027574	04/16/2020	02:17:41	20	0404	ANIMAL	NR	0-BLK PLAZA DR	LUKES,DALTON							
								2G5	219	02:18	02:33	02:44	15	11	26
								2G7	239	02:18	02:23	02:44	5	21	26
20027601	04/16/2020	09:24:20	20	0404	MVAHIT	RI	5042 LAFAYETTE RD	ELK RUN HGTS CITY HALL					JULIE		
								2G4	220	09:25		10:04			39
20027652	04/16/2020	14:42:09	20	0404	MVAPD	RI	200 MARIE AV	CLARK,WENDY							
								2L3	212	14:51	14:51	16:02	0	71	71
20028632	04/21/2020	14:18:11	20	0404	ANIMAL	NR	MC COY RD/ TONEFF DR	2A1							
								2A1	229	14:18	14:18	15:21	0	63	63
20029208	04/24/2020	00:46:48	20	0404	SUSP	WA	300-BLK MCCOY RD	MAYOR PARK					JEREMY FURMAN		
								2G7	239	00:46	00:46	00:51	0	5	5
20029354	04/24/2020	17:10:02	20	0404	TRAFMOVI	RI	315 GILBERTVILLE RD	RATCHFORD,TIM							
								2G5	219	17:17	17:20	17:40	3	20	23
								2G5	219	18:09		19:03			54
								2G5	219	19:03		19:24			21
								2G8	J6847	17:12	17:15	20:21	3	186	189
								2G8	J6847	20:21		20:54			33
20029365	04/24/2020	17:40:33	20	0404	MVAPD	RI	GILBERTVILLE RD/ SHIRLEY AV	CASSIDY DIETZ							
								2G5	219	17:40	17:40	18:09	0	29	29
20029379	04/24/2020	18:38:11	20	0404	MVAPD	RI	129 MARIE AV	CASSIDY DIETZ							
								2G5	219	18:38	18:38	18:38	0	0	0
20029380	04/24/2020	18:38:29	20	0404	MVAPD	RI	137 MARIE AV	CASSIDY DIETZ							
								2G5	219	19:24		19:25			1
20029381	04/24/2020	18:39:01	20	0404	MVAPD	RI	141 MARIE AV	CASSIDY DIETZ							
								2G5	219	18:39	18:39	18:39	0	0	0
20029448	04/24/2020	23:57:59	20	0404	MEDSICK	NN	109 JACKIE AV	MATLOCK,DAYTON							
								2G5	219	23:59		00:01			2

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name					Reporting Party		
								Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total
20029718	04/26/2020	04:04:27	20	0404	SUSP	NR	300-BLK MCCOY RD	MAYOR PARK					TANNER JONES		
								2G8	J6847	04:04	04:04	04:27	0	23	23
20029847	04/26/2020	17:46:38	20	0404	MEDCHOKI	AS	266 E GILBERT DR	2L3	212	17:46		18:01			15
20029913	04/26/2020	22:10:06	20	0404	HARASS	RI	5202 LAFAYETTE RD	CASEYS GENERAL STORE-ELK RUN					ANDERSON, CHANCE		
								2G8	J6847	22:12	22:20	22:59	8	39	47
								2G8	J6847	22:59	22:59	23:06	0	7	7
								2L3	212	22:26	22:26	23:06	0	40	40
20030139	04/27/2020	20:10:36	20	0404	ABANDON	FA	411 EVERETTE AV	2G6	215	20:11	20:15	20:16	4	1	5
20030397	04/28/2020	22:02:33	20	0404	SUSP	NR	200-BLK TONEFF DR						OBRIEN, SHAUN		
								2G5	219	22:03	22:07	22:50	4	43	47

Total Number of Calls: 19



Date: June 3, 2020

To: Elk Run Heights/Raymond Council

From: PeopleService Operator

O & M Report: May 2020

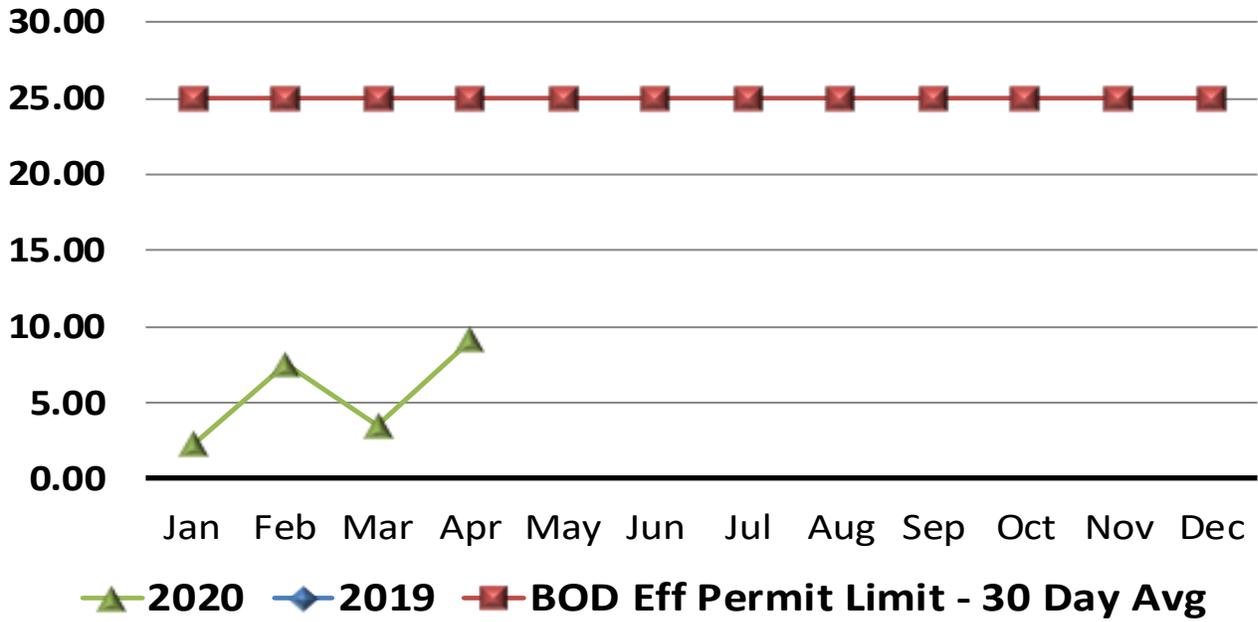
Water Operation & Maintenance

- 5/1 City requested a water read at 220 Elk Run St..
- 5/12 Replaced the broken valve on the corner of High St. and Sutton.
- 5/14 Per contract obligations I assisted in Raymond for a water main break on Conrad Rd. Cause of water main break was lightning.
- 5/19 Kristi contacted me that the homeowner at 5109 Lafayette Rd was concerned with his water. It was still cloudy from having it off when we repaired the water main valve on the corner of High St. and Sutton. I stopped at the home and took a chlorine sample. Then assured the homeowner that the water was safe to drink and that the cloudiness was from air still being trapped in the water main.

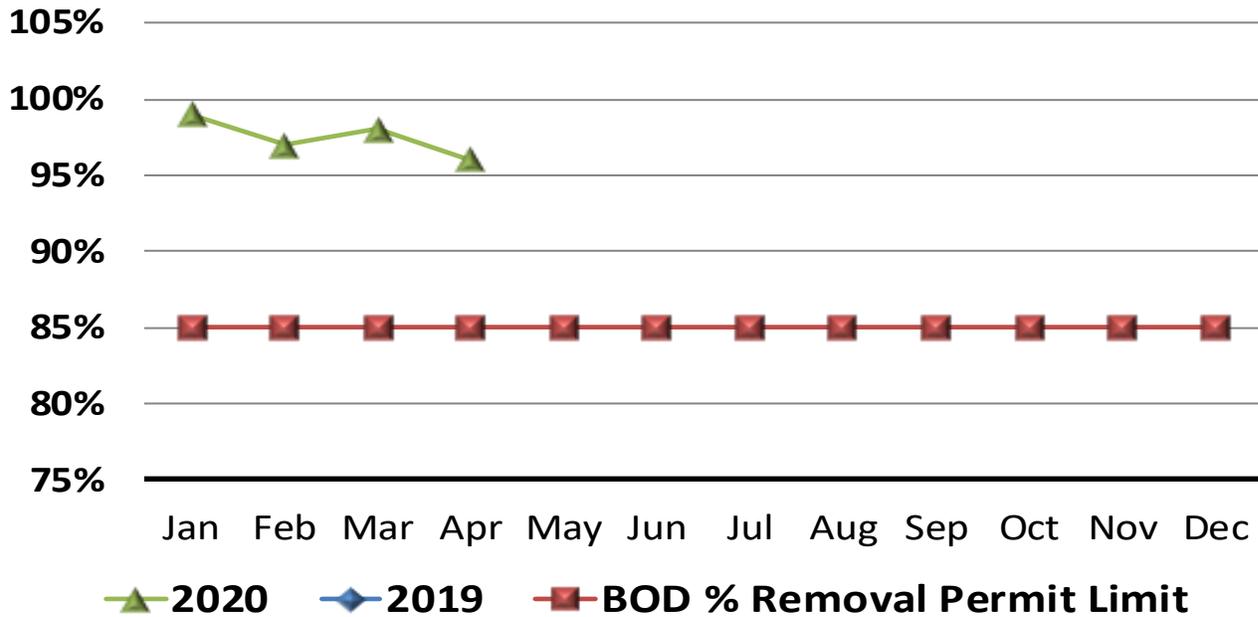
Wastewater Operation & Maintenance

- 5/7 I was having trouble wasting the sludge on the number 1 Primary Clarifier so in result I drained the clarifier and contacted Municipal Pipe and Tool to vacuum out the bottom of the pit.
- 5/13 Municipal Pipe and Tool came and vacuumed out the primary clarifier. Heath then assisted in lowering me down into the primary sludge pit to break a valve loose that had been stuck closed.
- 5/15 Helped Tom pour the concrete pad for Sutton lift station generator.
- 5/19 Helped Tom haul dirt fill from the park over to the Sutton lift station to grade around the new cement pad.

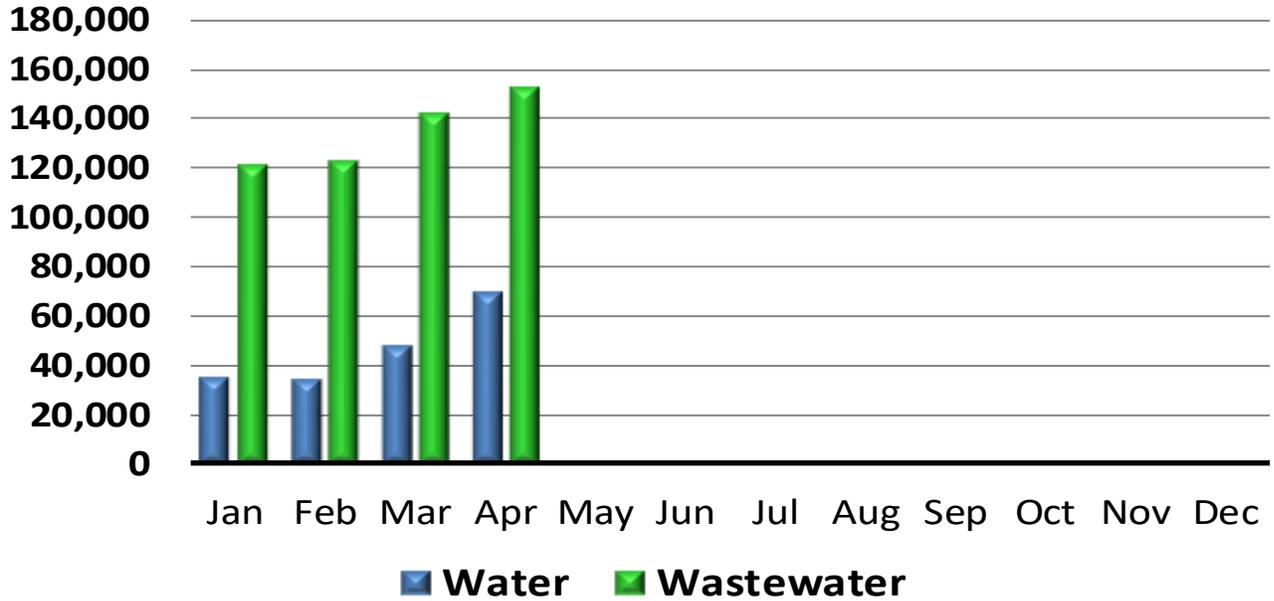
BOD Effluent



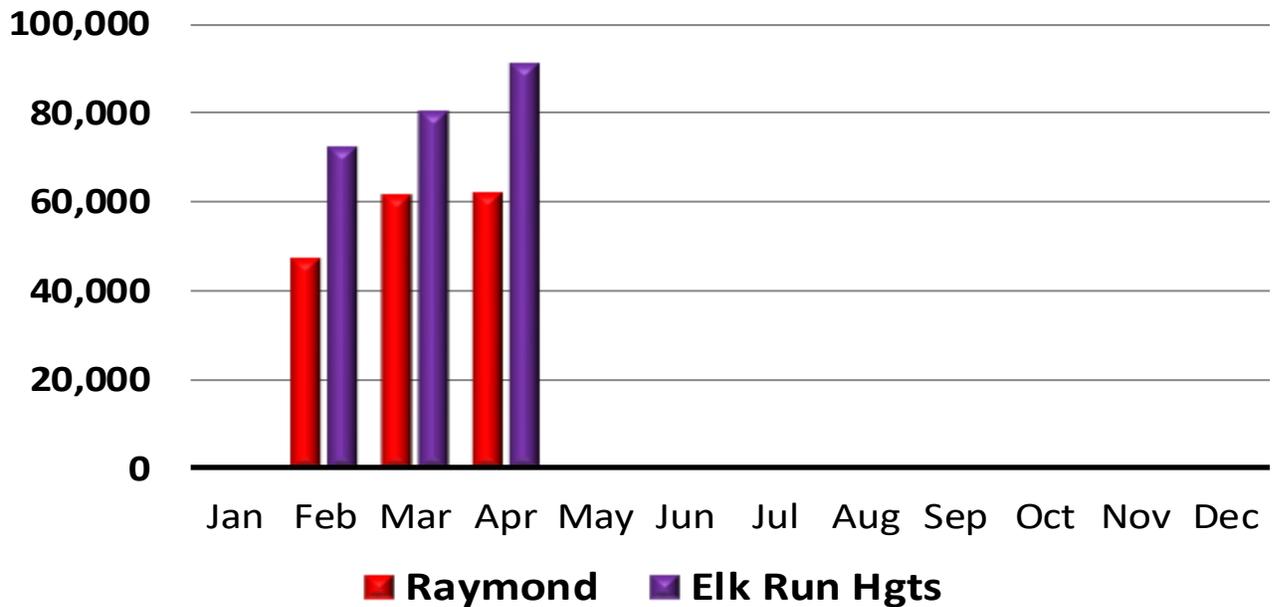
BOD % Removal



Average Daily Water Pumped vs. Wastewater In Gallons



Average Daily Wastewater Pumped In Gallons



		April-20	March-20	April-19
Water				
Total Monthly Pumped	gallons	2,100,500	1,502,700	0
Average Daily Pumped	gallons	70,000	48,500	0
Maximum Daily Pumped	gallons	127,100	112,000	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	0.86	0.82	0.00
Chlorine - Recommended Residual System	mg/L	1.50	1.50	0.30
Wastewater				
BOD				
BOD Influent Avg	mg/L	212.24	186.50	0.00
BOD Effluent Avg	mg/L	9.11	3.50	0.00
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	0
BOD % Removal	%	96.00%	98.00%	0.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	113.80	236.20	0.00
TSS Effluent Avg	mg/L	19.80	12.50	0.00
TSS Effluent Permit Limit - 30 Day Avg	mg/L	25	25	0
TSS % Removal	%	82.60%	94.71%	0.00%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0.0	0.0	0.0
NA Effluent Permit Limit - 30 Day Avg	mg/L	2.9	2.9	0.0
Influent Flow				
Elk Run Average Daily Flow	gallons	91,144	80,564	0
Raymond Average Daily Flow	gallons	61,866	61,796	0
Average Daily Combined	gallons	153,010	142,361	0
Maximum Daily Combined	gallons	189,295	184,000	0
Total Monthly Combined	gallons	4,590,315	4,413,199	0
Minimum Daily Combined	gallons	136,115	116,000	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	\$1,173.78	10%	33%
Total	\$12,000.00	\$1,173.78	10%	33%



ELK RUN HEIGHTS/RAYMOND - APRIL '20

Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
4/22/20	First National Bank, VISA	Supplies	\$21.37
		Total	\$21.37

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
4/22/20	First National Bank, VISA	Supplies	\$63.30
		Total	\$63.30

Water Plant Maintenance	\$0.00
Water System Maintenance	\$0.00
W/W Plant Maintenance	\$21.37
W/W System Maintenance	\$63.30
Month Total	<u>\$84.67</u>

Annual Maintenance Budget \$12,000.00

Total Maintenance Dollars Spent Year to Date \$1,173.78

Percent Maintenance Budget Spent Year to Date 10%



Work Orders Completed

Date completed	Equipment	Task
5/21/2020	WWTP Generator	Monthly PM
5/21/2020	Main Lift Station	LS Monthly PM
5/21/2020	Main Lift Station Generator	Monthly PM
5/21/2020	WWTP Lift Station	LS Monthly PM
5/21/2020	Water Plant Generator	Monthly PM

<https://tax.iowa.gov>

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2020 through June 30, 2021

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

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA CASEY'S GENERAL STORE# 3041

Physical Location Address 5202 LAFAYETTE RD City ELK RUN HEIGHTS ZIP 50707

Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021

Business Phone Number 3192357880

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORE, INC.

Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021

Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.COM

Retail Information:

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

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

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

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

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

Has vending machine that assembles cigarettes Other

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

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

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

Name (please print) _____
Signature _____
Date _____

Signature *Julia L. Jackowski*
Date 04/01/2020

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

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

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

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

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



SEE INSTRUCTIONS ON THE REVERSE SIDE

For period (MM/DD/YYYY) 07 / 01 / 2020 through June 30, 2021 (Applicant Completes)

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

Business Information:

Trade Name/DBA: Road Ranger, LLC
 Physical Location Address: 100 Plaza Drive City: Elk Run Heights ZIP: 50707
 Mailing Address: 100 Plaza Drive City: Elk Run Heights State: IA ZIP: 50707
 Business Phone Number: (815) 387-0271

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
 Name of sole proprietor, partnership, corporation, LLC, or LLP: Road Ranger, LLC
 Mailing Address: 4930 E. State Street City: Rockford State: IL ZIP: 61108
 Phone Number: (815) 387-0271 Fax Number: (815) 387-1749 Email: legal@roadrangerusa.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

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

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

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

SIGNATURE OF OWNER(S), PARTNER(S), OR CORPORATE OFFICIAL(S)

Name (please print): Jane DeArvi Name (please print): _____
 Signature: [Signature] Signature: _____
 Date: 5/19/2020 Date: _____

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

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- If previous business had cigarette license, was refund mailed? Yes/No _____

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

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

Frickson Brothers. Excavating
737 Colleen Ave
Evansdale, Iowa
50707

Estimate

Name/Address
City of Elk Run Heights 5042 Lafayette Rd Elk Run Heights, Iowa 50707

Date	Estimate No.	Project
06/05/20	13	

Item	Description	Quantity	Cost	Total
	Price Quote for City of Elk Run Hgts at Lafayette - Gilbertville Rd			
Broken Water Main Valve	To remove broken water main valve at Southwest corner of above intersecon and replace= \$8,500.00.		8,500.00	8,500.00
Concrete	To remove 10' x 10' of parking lot at church and replace= \$1,200.00		1,200.00	1,200.00
	Total price of job not to exceed \$9,700.00.			
	Thank You.			
			Total	\$9,700.00



PUMP MAINTENANCE SERVICE AGREEMENT

Date: May 12, 2020

To: PeopleService – Elk Run Heights, IA
5042 Lafayette Road
Elk Run Heights, IA 50707

Contact: Jordan Cooper
Phone: (319) 300-5045
Email: jcooper@peopleservice.com

Locations & Equipment:

- Quantity (4) Duplex Lift Stations

Electric Pump is pleased to offer a pump service agreement. The agreement shall include for one (1) year:

- 1 Inspections: Including the checkpoints, listed trip charges and labor to inspect unit(s).**

PUMP INSPECTION LIST

- 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check).**
- 2. Check for any loose or faulty electrical connections within the pump control panel.**
- 3. Check voltage supply between all phases on the line side of the electrical control panel; pump off.**
- 4. Check amperage draws on all phases of the pump motor.**
- 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off.**
- 6. Check condition and operation of motor thermal protectors (if so equipped).**
- 7. Removal of pump from lift station for physical inspection.**
- 8. Check condition of upper shaft seals (inspect condition of oil).**
- 9. Check condition and operation of leakage detector (if so equipped).**
- 10. Check lower shaft seals (inspect condition of oil).**
- 11. Change oil (if required)**
- 12. Check for worn or loose impeller.**
- 13. Check all impeller wear rings.**
- 14. Check for noisy upper and lower bearings.**
- 15. Check physically for damaged or cut pump cable.**
- 16. Clean, reset and check operation of the level sensors.**
- 17. Check for correct shaft rotation.**
- 18. Reinstall pump and check for leakage at the discharge connection.**
- 19. Test of operating cycle.**

This agreement price includes all trip charges, overnight stays and service time for inspections only. A written report of our findings will be supplied to the owner. Prior to all inspections, the owner will be notified of our impending visit. This agreement price does not include any parts, extra labor or return trips that would be required as a result of the inspection or service time.

ANNUAL SERVICE RATE \$ 750.00

WOULD YOU LIKE TO ELECT A THREE YEAR SERVICE AGREEMENT AT THE GUARANTEED RATE LISTED ABOVE?

X _____

TERMS

Payment terms are NET THIRTY (30) DAYS.

Any additional repairs and/or parts replacement will be performed only when it is requested by the customer.

Electric Pump assumes no liability for loss of use, any direct, indirect or consequential damage of any kind in respect to the use or operation of pumps or any equipment or accessories used in connection therewith.

The owner's responsibilities will be:

- 1) Dispose of waste.
- 2) Have a representative available to allow entry to pumps.

All parts and labor are subject to the manufacturer's published warranty.

This agreement shall be effective from its signed date and shall continue in effect until termination by mutual agreement or by either party upon thirty (30) days prior written notice.

Service Coordinator
Electric Pump

Brian Frost
Fx: 515-265-8079
brianf@electricpump.com

ACCEPTED THIS DATE: _____

COMPANY/CITY: _____

BY: _____

TITLE: _____



825 SW Ordnance Rd.
Ankeny, IA 50023
Telephone (515) 635-0025
info@iowapumpworks.com

Waste Water Pumping Station Service Agreement

As a continuing service to our customers, Iowa Pump Works is pleased to provide an added value service agreement. Your pumping equipment is designed for years of dependable service. But it does require periodic preventative maintenance. Instead of running your equipment until it breaks down, causing sewer backup, emergency service or litigation, consider having Iowa Pump Works dispatch a factory trained Service Technician, equipped and certified for confined space entry, on a predefined schedule. Prior to our coming out to service your system, our technician will, of course, call you to schedule a mutually agreeable date and time for you or your personnel to meet us at the site.

At your option, once, twice or three times a year (depending upon your pump station usage) Iowa Pump Works will perform a 20-point inspection on the mechanical and electrical components of your system and give you an evaluation report. Damaged or worn components will be listed, but only repaired after you agree to the repairs. Charges for repairs will be at our usual field service hourly rate plus parts; but you will save emergency costs resulting from a break down situation type of repair. Also, keep in mind that a pump running in top condition is hydraulically more efficient and electrically less expensive to operate.

We can, at the same time, train you or your people so they will be effective in trouble shooting and operating the equipment. The result is years of worry free performance.

A pre-arranged Service Agreement for each pump station serviced is a very cost-effective approach to maintenance.

We believe you will find this offer of great value and urge you to promptly return the enclosed forms for inclusion in our service schedule. Your service agreement will be effective once we receive a signed and dated copy of this service agreement back from you.

You will be billed for the Service Agreement only after it has been performed, and you will only pay for services rendered.

**IOWA PUMP WORKS
FLUID HANDLING SERVICE PROFESSIONALS**

SCOPE

The scheduled preventative maintenance check as described in our Service Agreement will consist of a complete and thorough 20-point mechanical and electrical inspection of each pump station. This inspection will be on a scheduled basis followed by a complete report of the findings. All inspections are based upon agreements of both parties involved and in compliance with services and terms with services stated below.

1. Check electrical condition of insulation on power cable and on all phases of motor windings. (resistance checks)
2. Check for function of control panel and any loose or faulty electrical connections.
3. Check voltage supply between all phases on the line side of the electrical connections.
4. Check amperage draws on all phases of the pump motor.
5. Check voltage between all phases of the load side of the pump motor starter. Check power control.
6. Check condition and operation of motor thermal protectors. (if so equipped)
7. Removal of pump from lift station for physical inspection. (if a submersible pump on guide rails only)
8. Check condition for upper shaft seals. (inspect condition of motor housing, if so equipped)
9. Check condition and operation of moisture sensors. (if so equipped)
10. Check lower shaft seals. (inspect condition of oil if so equipped).
11. Change oil (if required)
12. Check condition of impeller. (on submersible pump on guide rails)
13. Check all impeller wear rings. (on submersible pump on guide rails)
14. Check for noisy upper and lower bearings. (Grease bearings if possible)
15. Check physically for damaged or cut pump cable.
16. Clean, reset, and check operation of the pump alternator and level sensors.
17. Check for correct shaft rotation.
18. Re-install pump and check for leakage at the discharge connection. (if a submersible pump)
19. Test of operating cycle.
20. Perform a pump-down test to document pump flow.
21. Submit complete inspection report.



SCHEDULED PUMP MAINTENANCE AGREEMENT

Date Prepared: 5/14/20
Prepared By: Mark Strothcamp
Representative: Shane Patterson
Total Number of Stations: 4
Number of Pumps to be Inspected: 8
Number of Inspections Per Year: 1
Months that Service be Performed: Customer Choice
Fee for this Service Agreement: \$1,413.00 Per Inspection.

Maintenance for pumps. Pump info will be documented at time of service.

Pump Brands(s):	Liberty, Hydromatic, Flygt	Customer Name:	City of Elk Run Heights, IA
		Contact Name:	Pat
Horsepower:	2@2HP, 2@10HP, 2@15HP	Email:	elkrunwater@gmail.com
	2@20HP	Phone Number:	541-231-4472
Station Locations:	Lafayette, James, Hydromatic #1	Fax Number:	319-835-0225
	Hydromatic #2		

TERMS

Any additional repairs (service labor, parts and trip charges) will be performed only after authorization and will be an additional charge. Pumps in dry pit stations shall be inspected in the station, and not removed. **If confined space entry is required, an additional fee of \$175 shall be charged.**

This agreement price includes all trip charges, overnight stays and service time. A written report of the findings will be supplied to the owner. Prior to all inspections, the owner will be notified of our impending visit.

All unscheduled emergency calls and repairs are in addition to this periodic preventative maintenance agreement.

All parts and labor are subject to the manufacturer's published warranty.

The fee for this maintenance agreement shall be guaranteed for two years and payable when the service is performed and billed. Payment terms are Net 30. **If you would like to elect a three-year service agreement at the guaranteed pricing listed above, please check this box.**

Iowa Pump Works assumes no liability for loss of use or for any direct, indirect or consequential damage of any kind with respect to the use or operation of pumps, any equipment or accessories covered in this agreement.

This agreement shall be effective from its signed date and shall continue in effect until termination by either party upon 30 days prior written notice.

The owner's responsibility will be:

- A) Have a representative available to allow entry to pumps.
- B) Disposal of all waste.

Accepted by: _____ Title: _____ Date: _____

A signed and dated copy of this maintenance agreement must be faxed to (866) 961-5085 or emailed to Iowa Pump Works at info@iowapumpworks.com. The effective date of the maintenance agreement will be the date the form is signed, dated and returned.

RESOLUTION 3013

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

AGVANTAGE	WWP-WEEDKILLER	39.10
ALLEN OCCUPATIONAL	DRUG/ALCOHOL TESTING	26.00
AMENT	MAYORS PARK TRAIL	4,904.28
	ENGINEER-MEETINGS	75.00
	VENDOR TOTAL	4,979.28
ASPRO	STREET GARAGE RESURFACE	22,345.00
	PATCHING ELK RUN & HIGH ST	2,115.00
	VENDOR TOTAL	24,460.00
BMC AGGREGATES	CORNER OF SUTTON & HIGH ST	84.50
CASEY'S GENERAL STORE	FUEL	33.88
	REBATE	(1.36)
	VENDOR TOTAL	32.52
CJ COOPER & ASSOC	RNDM DRUG TEST TOM SELECT FEE	35.00
COURIER	05/12/2020 MINUTES	143.87
	05/04 SPECIAL MEETING MINUTES	48.12
	VENDOR TOTAL	191.99
DAVIS LAWN SERVICE	CH-SPRING LAWN CARE	27.00
	PARKS-SPRING LAWN CARE	726.00
	VENDOR TOTAL	753.00
EASTMAN, JULIE	CELL PHONE REIMBURSEMENT	40.00
ELAN CARDMEMBER	RU-FUEL	245.04
	RU-FUEL	40.00
	CH-PINE BARK/MULCH	59.70
	CH-ONLINE SERVICES/MICROSOFT	35.00
	CH-ONLINE SERVICES/MICROSOFT	25.00
	CH-ZOOM VIDEO CALL SERVICES	16.04
	CH-ADOBE FOR DEPUTY COMPUTER	316.94
	CH-FLOWERS	23.91
	CH-TOWELS,WATER,COPY PAPER	51.43
	CH-VACUUM REPAIR	17.45
	CR-VACUUM REPAIR	17.52
	VENDOR TOTAL	848.03
FERNANDO LOPEZ	REFUND DUE TO COVID19	75.00
FRICKSON BROS EXCAVATING	REPLACE WATERMAIN VALVE	1,900.00
GOVOFFICE	ANNUAL SERVICE FEE	660.00
IMWCA	WORKERS COMP INSURANCE	2,521.00
INRCOG	MAYORS PARK REAP GRANT	1,500.00
KELLY WHITE	REFUND DUE TO COVID19	35.00
KRISTI LUNDY	CELL PHONE REIMBURSEMENT	40.00
MANATTS	CONCRETE FOR GENERATOR PAD	382.50
MENARDS	LS-LOOP TIES,TOOLS, REBAR	36.90
MUNICIPAL PIPE TOOL	JET CLEANING	1,137.50
NUTRI-JECT SYSTEMS	MICRO CLIP GAS MONITOR	85.00

PEOPLESERVICE	JULY 2020 SERVICES	11,700.00
RBRTS STVNS PRENDERGAST	LEGAL SERVICES	661.25
STANSBERRY ACCOUNTING	FY20 ACCOUNTING SERVICES	1,465.90
THE SLED SHED	PK-LEAF BLOWER REPAIR	43.03
	PK-RECOIL ROPE	18.50
	VENDOR TOTAL	61.53
THOMAS JAMES	CELL PHONE REIMBURSEMENT	40.00
UTILITY EQUIPMENT	WT-MISC SUPPLIES	105.00
	TOTAL BILLS:	52,430.10

001 GENERAL	5,322.23
110 ROAD USE TAX	1,927.99
300 CAPITAL IMPRVMT RESERVE	24,460.00
306 MAYORS PARK IMPROVEMENTS	6,404.28
600 WATER	4,705.50
610 SEWER	11,067.00
TOTAL:	53,887.00

MAY PAYROLL:	
BIWEEKLY PAYROLL	6,695.89
EFTPS	1,863.95
TOTAL PAYROLL:	8,559.84

PREPAYS

5514 BMC	WATERMAIN BREAK	373.30
5515 MEDIACOM	PHONE SERVICE	79.92
5516 MID AMERICAN	MAY UTILITIES	2,274.31
5517 PEOPLESERVICE	MAY SERVICES	23,967.88
5518 SHRED IT	DOCUMENT SHRED	56.75
5519 WELLMARK	HEALTH INSURANCE	1,926.56
5520 COLONIAL LIFE	LIFE INSURANCE	79.94
5521 WATERLOO WATER	MAY WATER BILL	5,730.21
DRAFT IPERS	RETIREMENT	1,485.03
DRAFT FIRST SECURITY	BANK FEE	10.00
	TOTAL PREPAYS	35,983.90

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA ON THIS 9TH DAY OF JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3014

A RESOLUTION OF THE CITY COUNCIL OF ELK RUN HEIGHTS, IOWA, ADOPTING A MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN FOR BLACK HAWK COUNTY.

WHEREAS, the City Council of the City of Elk Run Heights, Iowa has agreed to participate in the development of a Multi-Jurisdictional Hazard Mitigation Plan (“Plan”) for Black Hawk County; and,

WHEREAS, Black Hawk County, Iowa has received funding through the Hazard Mitigation Grant Program for the development of said Plan; and,

WHEREAS, the Black Hawk County Multi-Jurisdictional Hazard Mitigation Plan has been prepared in accordance with FEMA requirements at 44 C.F.R. 201.6; and,

WHEREAS, the City of Elk Run Heights, participated in the formulation of said Plan through community representation on the Hazard Mitigation Planning Committee (“Committee”); and said Committee has recommended the adoption of said Black Hawk County Multi-Jurisdictional Hazard Mitigation Plan; and,

WHEREAS, a Public Hearing has been held in the City Hall for the purpose of obtaining citizen input on said Plan; and,

NOW THEREFORE BE IT RESOLVED THAT the City Council of the City of Elk Run Heights, Iowa herewith adopts the Black Hawk County Multi-Jurisdictional Hazard Mitigation Plan, incorporating into the Plan citizen comments and future FEMA and IHSEMD recommendations.

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3015

**RESOLUTION APPROVING THE CITY'S PROPOSED
AMENDMENT #1 TO THE FISCAL YEAR 2019-2020 BUDGET**

WHEREAS, the City Council of Elk Run Heights, Iowa has prepared amendment #1 to the Annual Budget for Fiscal Year 2019-2020; and

WHEREAS, the City did hold a public hearing regarding this proposed budget amendment on June 9, 2020, at 6:00 PM at the Elk Run Heights City Hall, at 5042 Lafayette Road, Elk Run Heights, Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Elk Run Heights, Iowa, approval of budget amendment #1 for Fiscal Year 2019-2020.

BE IT FURTHER RESOLVED, by the Elk Run Heights City Council of the City of Elk Run Heights, Iowa, that the Mayor and City Clerk/Treasurer are hereby authorized and directed to execute said resolution.

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2019-2020 CITY BUDGET

The City Council of ELK RUN HEIGHTS in BLACK HAWK County, Iowa
will meet at CITY HALL OF ELK RUN HEIGHTS
at 6:00 on 6/9/2020
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2020
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	355,007		355,007
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	355,007	0	355,007
Delinquent Property Taxes	4	0		0
TIF Revenues	5	30,337		30,337
Other City Taxes	6	148,743		148,743
Licenses & Permits	7	16,090		16,090
Use of Money and Property	8	24,200	4,300	28,500
Intergovernmental	9	135,716		135,716
Charges for Services	10	513,869		513,869
Special Assessments	11	0		0
Miscellaneous	12	12,378	20,324	32,702
Other Financing Sources	13	585,000		585,000
Transfers In	14	471,969	650,000	1,121,969
Total Revenues and Other Sources	15	2,293,309	674,624	2,967,933
Expenditures & Other Financing Uses				
Public Safety	16	105,501	500	106,001
Public Works	17	145,263	62,000	207,263
Health and Social Services	18	0		0
Culture and Recreation	19	120,250	61,860	182,110
Community and Economic Development	20	5,000		5,000
General Government	21	160,195	50,000	210,195
Debt Service	22	0		0
Capital Projects	23	695,000		695,000
Total Government Activities Expenditures	24	1,231,209	174,360	1,405,569
Business Type / Enterprises	25	622,334	10,000	632,334
Total Gov Activities & Business Expenditures	26	1,853,543	184,360	2,037,903
Transfers Out	27	471,969	650,000	1,121,969
Total Expenditures/Transfers Out	28	2,325,512	834,360	3,159,872
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-32,203	-159,736	-191,939
Beginning Fund Balance July 1	30	1,840,475		1,840,475
Ending Fund Balance June 30	31	1,808,272	-159,736	1,648,536

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Increase to park mower \$21,110. \$40,000 unspent budget FY19/Parks Improvements. The City's legal fees went up due to an increase in legal issues. The City had a street light hit-thus resulting in an increase, but offset by funds received in mis. Rev. The City had an increase in wages due to paying unemployment fees. Transfers in/out revenues receipted in improper fund previous years. Addition interest earnings allocated.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Julie Eastman

City Clerk/ Finance Officer Name

RESOLUTION 3016

A RESOLUTION AUTHORIZING THE TRANSFER OF CERTAIN MONEY AS OUTLAYED AND AUTHORIZING THE CLERK TO MAKE THE TRANSFER

Be it Resolved by the Council of the City of the City of Elk Run Heights, Iowa:

Section I. The city clerk is hereby authorized to transfer the following funds:

TRANSFERS				
DATE	DESCRIPTION	FROM FUND	TO FUND	AMOUNT
06/09/2020	REPAYMENT INTERFUND LOAN/LAFAYETTE RD TRAILER PRJT	125-TIF	121-LOST	\$30,337.00
06/09/2020	WWTP RESERVE: SET ASIDE OF MONEY'S FOR PLANT UPDATE	610-SEWER	613-WWTP PROJECT	\$65,000.00
06/09/2020	GILBERTVILLE RD WATER MAIN PROJECT	601-WATER DEPRECIATION	600-WATER	\$161,042.50
06/09/2020	VEHICLE REPLACEMENT/NEW TRACTER	121-LOST	005-VEHICLE RPLMNT	\$10,000.00
06/09/2020	TO BALANCE OUT CAPITAL IMPROVEMENT ACCOUNTS FROM PRIER MONTHS	121-LOST	300-CAPITAL IMPRV RSRV	\$7,193.45
			TOTAL TRANSFER:	\$273,572.95

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Elk Run Heights, Iowa that the clerk is hereby authorized to make such transfer.

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3017

**A RESOLUTION SETTING THE WAGES FOR THE CITY
EMPLOYEES FOR THE 2020/2021 FISCAL YEAR**

BE IT RESOLVED, by the City Council of the City of Elk Run Heights, Iowa that the following wages be set for the 2020/2021 fiscal year effective July 1, 2020 to June 30, 2021

Julie Eastman	City Clerk.....	\$21.53 per hour
Thomas James	Maintenance.....	\$21.70 per hour
Sarah Peverill	Deputy City Clerk.....	\$15.38 per hour
Jamison Eder	Part-time Parks/Roads.....	\$17.92 per hour
Larry Frost	Part-time Labor.....	\$20.00 per hour
Brian Wirtz	City Inspector.....	65% of permit
Brian Wirtz	Code Enforcement Officer.....	\$20.00 per hour

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3018

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A
28E AGREEMENT CONTRACT FOR ANIMAL CONTROL
SERVICES WITH THE CITY OF EVANSDALE, IOWA.**

WHEREAS, the City of Elk Run Heights, is desirous of contracting animal control services with the City of Evansdale Animal Control Department and;

WHEREAS, the Evansdale Animal Control Department has agreed to provide such service.

THEREFORE, the duration of this agreement is twelve (12) months, commencing July 1, 2020 and terminating (including) June 30, 2021

BE IT RESOLVED, by the City Council of the City of Elk Run Heights, Iowa, that the Mayor and the City Clerk are hereby authorized to enter into a 28E Agreement CONTRACT FOR ANIMAL CONTROL SERVICES, with The City of Evansdale for fiscal year 2021 at a cost of \$2,284.00

PASSED AND ADOPTED ON THIS 9TH DAY OF JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

28E CONTRACTUAL AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS CONTRACT made and entered into this 1st day of July 2020, by and between the City of Evansdale, Iowa (hereinafter "Evansdale") and the City of Elk Run Heights, Iowa (hereinafter "Elk Run Heights").

WHEREAS, Elk Run Heights is desirous of contracting animal control services with Evansdale, and

WHEREAS, Evansdale is agreeable to rendering such service on the terms and conditions hereinafter set forth, and

NOW, THEREFORE, pursuant to Chapter 28E of the Code of Iowa, 2015, the parties agree as follows:

1. **Authority.** Evansdale and Elk Run Heights, each acting through their respective City Council, enter into this Agreement by virtue of the powers granted to them under Iowa Code Chapter 28E.
2. **Purpose of Agreement.** The purpose of this Agreement is to provide animal control services to Elk Run Heights.
3. **Administration.** No separate entity is established to administer this Agreement. The Mayor of Evansdale and the Mayor of Elk Run Heights shall administer this Agreement. No real or personal property shall be acquired by either party for the purpose of administering this Agreement.
4. **Effective Date.** This Agreement shall be effective July 1, 2020, provided that by that time it has been approved and executed by both parties and recorded with the Iowa Secretary of State. This Agreement shall remain in effect until June 30, 2021. Either party may terminate this Agreement prior to that date by giving thirty days' written notice to the other party.
5. **Services to be Provided.** The services provided will include pick up of sick or injured animals, dead animals, confined stray animals, and at-large animals. Elk Run Heights will be responsible for issuing pet tags and will keep that revenue. Elk Run Heights will provide Evansdale's animal control officers with a listing of all issued pet so that the officers may return any registered animals to their registered owners.

Elk Run Heights will not be charged any additional fees for the use of the animal control facilities nor for any supplies used to house the animals. Evansdale will keep the revenue paid by the animal's owner for pick-up fees and overnight charges.

Evansdale will hold animals for five days to allow owners time to pick up their animal. After that waiting period, animals will be given to an individual interested in adopting the animal or surrendered to the Cedar Bend Humane Society.

6. **Financing.** Elk Run Heights shall finance the operation from general revenue. Detailed budgets and costs shall be kept by both parties. Elk Run Heights agrees to pay Evansdale for the period beginning July 1, 2020 and ending June 30, 2021 the sum of \$2,284 payable on or before July 1, 2020. If Evansdale exceeds 48 calls in this twelve-month period, Elk Run Heights agrees to pay \$25 for each additional call. Evansdale shall invoice Elk Run Heights for all additional calls. Elk Run Heights shall pay all invoices upon receipt.
7. **Employees.** The discipline of all personnel shall remain with Evansdale. Evansdale shall also be responsible for all training, hiring, firing, and assignment of their employees.

Elk Run Heights shall not assume any liability for the direct payment of any salaries, wages or other compensation to any Evansdale personnel performing services hereunder for Elk Run Heights, or any liability other than provided in the contract.

8. **Liability Insurance.** Each of the parties hereto agrees that they shall maintain the same liability insurance coverage they now have in force to insure their respective interest in this contract. Each party may require proof of insurance and certification of insurance from the other, and compliance with such a request shall not unreasonably be withheld.
9. **Default.** In the event one party defaults or cannot perform because of circumstances beyond its control, Evansdale shall refund Elk Run Heights an amount of money in the same proportion to the contract price as the time for non-performance is to the contract.
10. **Third Party Claims.** Elk Run Heights shall not be responsible for any act, injury or damage arising out of the performance of this contract due solely to the fault or negligence of Evansdale. Elk Run Heights shall, however, be responsible for any act, including acts of negligence, that causes claims to be made by or against Evansdale or a third party. Each party to this Agreement shall be required to defend any action as their interests appear.
11. **Evansdale Non-Liability.** Evansdale and its officers and employees shall not be deemed to assume any liability for intentional or negligent acts of Elk Run Heights, its officers or employees. Elk Run Heights shall hold Evansdale, its officers and employees harmless from, and shall defend Evansdale, its officers and employees against any claim for damages resulting therefrom.
12. **Notice.** Any Notice required or authorized by this Agreement shall be in writing and either personally delivered or sent by ordinary mail to the following addresses:

City of Evansdale
Attn: Mayor
123 N. Evans Road
Evansdale, IA 50707

City of Elk Run Heights
Attn: Mayor
5042 Lafayette Rd.
Elk Run Heights, IA 50707

13. **Entire Agreement.** All parties state that they have obtained the necessary approval and acceptance from their respective governing bodies to enter into this Agreement and that the above provisions constitute the entire and complete agreement between the parties on this subject matter. Any subsequent modification to the terms of this Agreement shall be in the form of duly executed Addendum to this Agreement.

14. **Savings Clause.** If any section, provision or part of this Agreement shall be found to be unconstitutional, such finding shall not affect the validity of this Agreement as a whole or any section, provision, or part thereof not found to be invalid or unconstitutional.

THIS AGREEMENT is hereby entered into by the following authorized agents of the parties.

CITY OF EVANSDALE, IOWA

By: 
Troy Beatty, Mayor

ATTEST:


DeAnne Kobliska, City Clerk

CITY OF ELK RUN HEIGHTS, IOWA

By: _____
Kristi Lundy, Mayor

ATTEST:

Julie Eastman, City Clerk

RESOLUTION 3019

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO
A 28E AGREEMENT FOR FIRE PROTECTION CONTRACT WITH
THE CITY OF WATERLOO**

WHEREAS, the City of Waterloo and the City of Elk Run Heights are public agencies pursuant to Iowa Code 28E.2 (1987), and

WHEREAS, Elk Run Heights has petitioned Waterloo Fire Rescue, in accordance with Iowa Code 364.16 (1987), to extend the jurisdiction of Waterloo for fire and ambulance purposes,

NOWTHERE BE IT RESOLVED, by the City Council of the City of Elk Run Heights, Iowa, that the Mayor and City Clerk are hereby authorized to enter into a 28E Agreement for a Fire Protection Contract with the City of Waterloo for fiscal year 2020/2021 for approximately \$34.32 per year, per capita, based on a population of one thousand, one hundred and seventeen (1,117) residents, for a total of \$38,335.44 minus \$.050 per capita for costs assessed by the County for membership in the Northeast Iowa Response Group. \$38,335.44 minus \$558.50 totals, thirty-seven thousand, seven hundred seventy-six dollars and ninety-four cents (\$37,776.94). This amount is to be paid on a quarterly basis by Elk Run Heights

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

**28E AGREEMENT
FIRE PROTECTION CONTRACT
FISCAL YEAR 2021
(July 1, 2020 to June 30, 2021)**

The parties to this Agreement are the City of Waterloo, Iowa, (hereinafter referred to as “Waterloo”) and the city of Elk Run Heights (hereinafter referred to as “Elk Run”).

WHEREAS, Waterloo and Elk Run are public agencies pursuant to Iowa Code 28E.2 (1987), and

WHEREAS, Elk Run has petitioned Waterloo, in accordance with Iowa Code 364.16 (1987), to extend the jurisdiction of Waterloo for fire and ambulance purposes (hazardous materials response by the Northeast Iowa Response Group) to include:

City of Elk Run Heights, Iowa

THEREFORE, for and in the consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. The cost for fire protection to Elk Run shall be approximately \$34.32 per year, per capita, based on a population of one thousand, one hundred and seventeen (1,117) residents, for a total of \$38,335.44 minus \$.050 per capita for costs assessed by the County for membership in the Northeast Iowa Response Group. \$38,335.44 minus \$558.50 totals, thirty seven thousand, seven hundred seventy six dollars and ninety-four cents (\$37,776.94). This amount is to be paid on a quarterly basis by Elk Run Heights.
2. Ambulance charges will be billed to the party receiving the service based on the current City Ordinance.
3. Northeast Iowa Response Group shall be entitled to reimbursement of all costs for responding to hazardous material incidents under the City of Elk Run Heights Recovery Ordinance.
4. The Waterloo fire officer in charge of equipment shall call or cause to be called additional engine companies if it is believed that additional assistance is needed.
5. Waterloo reserves the right to refuse to answer any call at any time for the following reasons:
 - a. That the necessary fire apparatus or medical units are not available
 - or
 - b. That the Waterloo Fire Department is unable to reach the property on fire due to accident or road conditions.
6. Waterloo does not guarantee the successful operation of its equipment or persons at any fire outside the city of Waterloo. Waterloo shall not be liable for any damages that may be caused in refusing to answer any such call or for any damages that may be caused in the operation of equipment or by the personnel accompanying the equipment.
7. When the officers or equipment of Waterloo are engaged in rendering assistance pursuant to this Agreement, they shall be considered to be within their jurisdiction, and Waterloo shall have the same governmental immunity when responding to such calls as when operating within the City of Waterloo. Waterloo fire fighters operating equipment or responding to calls outside the corporate limits of Waterloo shall be entitled to the benefits of Iowa Code, Chapter 410 and 411 (1987), when otherwise qualified.
8. At all times in answering such calls, or in the operation of the equipment, or the direction of the members of the crew, or at any fire outside the city limits of

Waterloo, the officer of the Waterloo Fire Department in charge of the equipment and work shall have full control of such equipment and officers.

- 9. This Agreement is entered into by the parties pursuant to the provisions of Iowa Code Chapter 28E (1987), and as such:
 - a. This Agreement is for a period of one (1) year, from July 1, 2020, through June 30, 2021; and
 - b. The parties may revoke this Agreement at any time by giving sixty (60) days' written notice; and
 - c. Does not envision a separate organization or other composition of legal entity of any type and operates under the authority of the laws of the State of Iowa; and
 - d. Is for the purpose of providing fire protection.

Dated this _____ day of _____, 2020.

CITY OF WATERLOO, IOWA

CITY OF ELK RUN HEIGHTS, IOWA

By: _____
Quentin Hart, Mayor

By: _____
Kristy Lundy, Mayor

ATTEST:

Kelley Felchle
City Clerk

Julie Eastman
City Clerk

STATE OF IOWA)
)
BLACK HAWK COUNTY)

ss.

On this _____ day of _____, 2020 before me, the undersigned a Notary Public in and for the State of Iowa, personally appeared Quentin Hart and Kelley Felchle to me personally known, and who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Waterloo, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation by authority of its City Council, and that Quentin Hart and Kelley Felchle acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of Iowa

RESOLUTION 3020

**RESOLUTION APPROVING A RESOLUTION APPROVING A BLOODBORNE
DISEASE INFECTION CONTROL PROGRAM POLICY FOR THE CITY OF ELK
RUN HEIGHTS, IOWA**

WHEREAS, the City of Elk Run Heights has undergone a site visit by Iowa Municipalities Workers' Compensation Association (IMWCA), and

WHEREAS, IMWCA has recommended that the city update and adopt a designated Bloodborne Disease Infection Control Program Policy,

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Elk Run Heights that the Bloodborne Disease Infection Control Program Policy be approved.

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

Bloodborne Pathogens Exposure Control Plan and Procedures

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Purpose

This policy was created to protect our employees from bloodborne pathogens while they are at work. This policy covers what occupational exposures employees may have to bloodborne pathogens and how employees will be protected from the exposures while at work. This program also serves to help the City of Elk Run Heights and its employees comply with Occupational Safety and Health Administration (OSHA) respiratory protection requirements as found in 29 CFR 1910.1030.

Copies of this policy will be accessible to employees at Wastewater Treatment Plant. Each employee potentially exposed to bloodborne pathogens will be trained on this policy.

Leadership and Accountability

Julie Eastman, City Clerk will be responsible for annually evaluating the bloodborne pathogens policy effectiveness and selecting appropriate personal protection equipment.

Employees are accountable for the proper care, maintenance, and proper use of the personal protection equipment.

Employees should refer questions or comments about this policy to Julie Eastman, City Clerk

Key Definitions

Contaminated means the presence or the reasonably anticipated presence of blood or other potentially infectious materials on an item or surface.

Exposure Incident means a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that result from the performance of an employee's duties.

Occupational Exposure means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties.

Universal Precautions is an approach to infection control. According to the concept of Universal Precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV, and other bloodborne pathogens.

Work Practice Controls means controls that reduce the likelihood of exposure by altering the manner in which a task is performed (e.g., prohibiting recapping of needles by a two-handed technique).

Employees covered

Employees that perform tasks that meet one of the following descriptions shall be covered under this policy:

- a. Tasks that involve actual or potential for mucous membrane or skin contact with blood, body fluids or tissues.
- b. Tasks that involve no exposure to blood, bodily fluid, or tissues, but employment may require exposure in an emergency.

A list of job classifications of covered employees is maintained as an appendix to this policy. The tasks that may result in occupational exposure will be included for each classification as well as the personal protective equipment that is provided to the employees.

Personal protective equipment

Contaminated equipment and clothing shall be cleaned, laundered, or disposed of by each department. Boots or footwear need to be thoroughly cleaned or disposed of. Employees **shall not be allowed** to take contaminated clothing home to launder.

Contaminated clothing and sheets shall be laundered at: Wastewater Treatment Plant

Follow the policy on cleaning and or disposing of contaminated equipment.

Universal precautions

Employees will obey with the following precautions if exposed to blood or blood products:

- a. Wash hands after any potential exposures as soon as practical. Bottles of waterless hand soap or Clorox wipes may be issued to all employees working at locations without water sources.
- b. Use necessary PPE with limited exception.
- c. Use cut resistant gloves when handling contaminated sharps, glass or needles must be disposed in a puncture resistant and leak proof container with proper warning labels.
- d. Disinfect respirators after each use. **Follow manufacturers' directions on disinfecting procedures on respirators.**
- e. Employees with cuts or scrapes on their hands while preparing food must use food preparation gloves.
- f. Eating, drinking, smoking, applying makeup or handling contact lenses is prohibited in work areas where there is a reasonable likelihood of exposure.

Employee Information and Training

Training will be provided to all employees, so they acquire the understanding, knowledge, and skills necessary for the safe performance of their duties. Training will be documented, and the records stored at Elk Run Heights City Hall.

- o See IMWCA Online training Course BP09

Housekeeping

All worksites and vehicles will be maintained in a clean and sanitary condition. Each department must determine and implement an appropriate written schedule for cleaning and method of decontamination based upon the location, type of surface to be cleaned, type of soil present and tasks or procedures being performed in the area.

All contaminated equipment or locations shall be cleaned up as soon as feasible using the universal precautions. All bins, pails, cans and similar receptacles intended for reuse that have a reasonable likelihood for becoming contaminated with blood or other potentially infectious materials should be inspected and decontaminated on a regularly scheduled basis and cleaned and decontaminated immediately or as soon as possible upon visible contamination per policy and those trained in clean up procedures. Biohazard bags and containers will be provided for contaminated material disposal.

Hepatitis B vaccination and post-exposure evaluation and follow-up

Hepatitis B vaccine and vaccination series will be provided **free of charge** to all employees who have occupational exposure, including post-exposure evaluations and follow-ups for all employees who have had an exposure incident. Medical evaluations and procedures, including the Hepatitis B vaccine and vaccination series, and post-exposure evaluation and follow-up, including prophylaxis, will be performed by or under supervision of the designated physician.

Employees seeking Hepatitis B vaccinations, post-exposure review or other medical procedures under this policy shall use the following doctors or clinics:

Name of Physician	Clinic	Telephone number
Urgent Care	Unity Point Clinic	319-833-5888

Employees accepting Hepatitis B vaccinations shall complete the consent form (see page 7)

Employees declining the Hepatitis B vaccinations shall complete the declination form (see page 8)

The forms and other medical records shall be maintained in the employees' confidential medical file.

Post-exposure procedures

Employees subjected to an exposure incident **must**:

- a. Immediately report exposure incident to a Company Nurse immediately,
- b. Complete employee's incident report within 12 hours of exposure, and
- c. Report to designated health care provider for post exposure evaluation, care, and counseling.

Outside contractors

The City Clerk shall inform all contractors of the elements of this policy. Contractors must also make a copy of their bloodborne pathogens policy and their exposure control plan available to the City Clerk immediately upon performing tasks for agency.

Bloodborne Pathogens Exposure Determination

City of Elk Run Heights

Updated by:

Julie Eastman, City Clerk

Last Updated:

June 9, 2020

Employees under the following classifications have been identified as having potential occupational exposure risks:

Police Department

- Covered employees: all patrol officers, command officers, jailers, trainees, and custodial staff
- Tasks: restraint of suspects, first aid/CPR, accident/crime scene investigations, housekeeping duties
- PPE: gloves (Cut resistant preferred, resuscitation masks)

Fire Department

- Covered employees: all firefighters, fire inspectors and command officers
- Tasks: first aid/CPR
- PPE: glove (Cut resistant preferred), resuscitation masks, resuscitation pads, Hazmat Suit, Bio Suit if needed.

Parks and Recreation

- Covered employees: lifeguards, pool manager, policy instructors, laborers, parks supervisors, park ranger and custodial staff
- Tasks: first aid/CPR, garbage collection, house keeping duties
- PPE: gloves (Cut resistant preferred), resuscitation masks

Wastewater and Water Treatment Plant

- Covered employees: lab techs, supervisors, and wastewater operators I and II
- Tasks: first aid/CPR, sewer line repair, sample collection, pump maintenance, housekeeping duties
- PPE: gloves, resuscitation masks, protective eyewear. Bio Suit and face shield depending on job duties.

Garbage

- Covered employees: all route supervisors and collectors
- Task: first aid/CPR, garbage collection
- PPE: gloves (Cut resistant preferred), resuscitation masks, protective eyewear

Other: library, courthouses, maintenance shops

- Covered employees: housekeeping
- Task: first aid/CPR
- PPE: gloves, protective eyewear

Employee Consent Form

This is to certify that I, _____ have been informed of my need to take the Hepatitis B vaccination due to the exposure created by my employment.

I have read the prescribed information for the Hepatitis B vaccine and understand the usage, contraindications, precautions, adverse reactions, dosage, and administration related to the vaccine.

I understand that I must have three (3) doses of the vaccine to confer immunity and that the cost of the Hepatitis B vaccine will be assumed by the employer.

I also understand that there is no guarantee that I will become immune or that I will not experience any adverse side effects from the vaccine.

I have read this form and understand its contents; therefore, I request that the Hepatitis B vaccine be given to me.

Employee's Signature

Date

Signature of Person Administering Vaccine

Date

Vaccination Date	Lot Number	Site Given	By Whom	Manufacturer

Hepatitis B Vaccination Declination form

I understand that due to my occupational exposure to blood or other potentially infectious materials that **I may be at risk** of acquiring Hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with the Hepatitis B vaccine at **no charge**. However, **I decline** the Hepatitis B vaccination at this time. I understand that by declining vaccination, I continue to be at risk of acquiring Hepatitis B virus infection.

If in the future, if I continue to have occupational exposure to blood or other potentially infectious materials and I want the Hepatitis B vaccination, **I can receive the series at no charge to me.**

I have read this form and understand its contents. **Employee's initials:** _____

Employee's Name: _____

Employee's Signature

Date

Witness Signature

Date

RESOLUTION 3021

RESOLUTION APPROVING A RESOLUTION APPROVING A LOCKOUT/TAGOUT PROGRAM POLICY FOR THE CITY OF ELK RUN HEIGHTS, IOWA

WHEREAS, the City of Elk Run Heights has undergone a site visit by Iowa Municipalities Workers' Compensation Association (IMWCA), and

WHEREAS, IMWCA has recommended that the city update and adopt a designated Lockout/Tagout Policy,

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Elk Run Heights that the Lockout/Tagout Policy be approved.

PASSED AND ADOPTED ON THIS 9TH JUNE 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

Lockout/Tagout Program

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Purpose

This policy was created to protect our employees from amputations and electrical burns while they service and repair equipment. This policy covers the control of hazardous energy sources and the procedures to protect our employees from the exposures while at work.

Copies of this policy will be accessible to employees at Elk Run Heights City Hall. Each employee repairing or servicing equipment will be trained on this policy.

Leadership and Accountability

The City Clerk will be responsible for annually evaluating the lockout/tagout policy effectiveness and selecting appropriate equipment.

Employees are accountable to know and follow these policies. Employees are also accountable for the proper care, maintenance, and correct use of equipment provided for the job.

Employees should refer questions or comments about this policy to the City Clerk.

Key Definitions

Affected employee. An employee whose job requires him/her to operate or use a machine or equipment on which servicing or maintenance is being performed under lockout or tagout, or whose job requires him/her to work in an area in which such servicing or maintenance is being performed.

Authorized employee. A person who locks out or tags out machines or equipment in order to perform servicing or maintenance on that machine or equipment. An affected employee becomes an authorized employee when that employee's duties include performing servicing or maintenance covered under this section.

Energy source. Any source of electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other energy.

Lockout. The placement of a lockout device on an energy isolating device, in accordance with an established procedure, ensuring that the energy isolating device and the equipment being controlled cannot be operated until the lockout device is removed.

Tagout. The placement of a tagout device on an energy isolating device, in accordance with an established procedure, to indicate that the energy isolating device and the equipment being controlled may not be operated until the tagout device is removed.

Equipment and Machinery Evaluations

All equipment and machinery operated or serviced by employees shall be individually evaluated for an equipment or machine specific lockout procedure using the Equipment and Machinery Evaluation form. The completed form shall be maintained in a binder or affixed to the equipment. Forms shall be reviewed and updated when equipment is changed or added.

See Sample Equipment and Machinery Evaluations form

Cord and Plug equipment

Equipment that can be unplugged from an outlet and has no other hazardous energy sources does not fall under the requirements of this program as long as the plug is under the exclusive control of the employee performing service or maintenance. If the employee is unable to maintain exclusive control of the plug, then a plug lock or other suitable energy isolation device must be used in accordance with this policy.

Lockout/Tagout Procedures

- (1) Prior to initiating the lockout/tagout procedure, all employees servicing or providing maintenance on machinery or equipment shall review the *Equipment and Machinery Evaluation* form to identify which energy sources are present and the procedures to follow to isolate the energy sources.
- (2) Notify all affected employees that the equipment or machinery will be locked out or tagged out for servicing or repair. Either through a team meeting atmosphere or an announcement of some kind.
- (3) If equipment is operating, shut down by normal means.
- (4) Operate switch, valves, or other energy isolation devices so that equipment is effectively isolated from all energy sources. All stored energy must be dissipated, bled, or blocked to prevent accidental release.
- (5) Apply appropriate isolation devices with assigned locks or tags. Tags may only be used if a machine cannot be locked. A tag will be attached to each lock to identify the installer, date, time, and authorization of the lockout. If machinery or equipment cannot be locked out, a tag will be used by itself. If machinery or equipment can be locked out, then a lock must be used.

Tags must be of durable construction and labeled in a manner that will remain legible in wet or corrosive environments. Tags will be attached by self-locking nylon cable when possible.

- (6) Test all switches and operating controls to confirm that all energy sources are isolated. After test, return switches and other controls to "off" or "neutral."
- (7) Begin service or maintenance work.

Restoring Power

- (1) After service or maintenance work is complete, inspect area to ensure tools are removed, re-install guards and verify that employees are clear of the machinery or equipment.
- (2) Notify employees that lockout/tagout has concluded and the machine will be restarted.
- (3) Have the same employees that originally placed the locking devices remove locks or tags.
- (4) Commence start up.

Group lockout/tagout

If more than one person is required to lockout/tagout equipment or machinery, **each person must place their personal lockout device or tag on the energy isolation device.** If the equipment or machine will not accept multiple locks, a hasp may be used.

Shift Change

The policy leader or the employee originating the lockout/tagout procedure for the specific job must be responsible for the transfer of lockout/tagout devices between shift personnel. All personnel **MUST** be informed of what is locked out and when it will be repaired

Isolation Devices

An inventory of isolation devices and where they are located is included in the Lockout/tagout assignment form. Employee lock assignments are also included in this form. Locks issued for lockout may only be used for lockout procedures and cannot be used for any other use.

Emergency Lock/Tag Removal

Locks or tags will only be removed in cases where the authorized employee who applied the lock or tag is unavailable. All emergency removal shall be done by a supervisor.

Employee Information and Training

The employer shall provide training so that all employees acquire the understanding, knowledge, and skills necessary for the safe performance of their duties. All training must be documented.

- See IMWCA Online training

Outside Contractors

Whenever outside servicing personnel are to be engaged in activities covered by the scope and application of this standard, the on-site employer and the outside employer shall inform each other of their respective lockout or tagout procedures.

Equipment and Machinery Evaluation

Equipment:

Number/Description:

Location:

Check all that apply:

Electrical Hydraulic Pneumatic
Gravity Spring Other:

Procedures to isolate energy sources:

Shutoff breaker 15 (labeled pump #1) and place locks on breaker switch in the # 2 breaker panel located in mechanical room. Turn off intake and discharge valves and secure with valve locks.

Lockout/Tagout Equipment Assignments

Last Updated: *Enter date*

Each department will have an assigned color for the locks used in their departments. Lockout devices will bear a tag with the employee's name and other pertinent information in legible print. No employee can use another employee's equipment. Each employee is responsible for the keys to his or her assigned locks. Locks shall only be used for lockout/tagout procedures

Color	Assigned to Employee	Department
Blue		
Green		
Red		
yellow		
Orange		

Other lockout devices available include:

- Hasps
- Plug locks
- Valve locks
- Valve lock bars
- Chains
- Tags/ nylon straps
- Blanks
- Breaker locks
- Blocks and bars

This equipment shall be located at the Street Department Garage on High Street

If the equipment is broken, lost or fails, contact your supervisor for replacement.



Yard Waste Contract

WHEREAS, it is mutually desired by the parties hereto, that the residents of the City of Elk Run Heights, in Black Hawk County, Iowa be given an opportunity to use the Evansdale Yard Waste Facility without individual expense, and

WHEREAS, the City of Evansdale, Iowa, have indicated a willingness to assist the City of Elk Run Heights, Iowa, in obtaining for their residents, the use of the Yard Waste Facility,

NOW, THEREFORE, this contract and agreement is entered into by and between the City of Evansdale, Iowa, and the City of Elk Run Heights.

WITNESSETH: That the Yard Waste Facility herein mentioned shall give service to any resident of Elk Run Heights, Iowa, under the terms and regulations now in force by the Yard Waste Facility or may hereafter be adopted by the Yard Waste Facility.

As compensation to the City of Evansdale for the service herein set forth, the City of Elk Run Heights agrees to pay a \$2,400.00 yearly service charge. In the event of a storm causing the need for overtime at the Yard Waste Facility the City of Elk Run Heights will pay twenty percent of the additional operational expenses incurred by the City of Evansdale for the Yard Waste Facility. Compensation to be paid annually on July 1st by the City of Elk Run Heights to the City of Evansdale for the Yard Waste Facility service for fiscal years ending June 30, 2021 and June 30, 2022 in the amount of \$2,400.00 (Two Thousand Four Hundred Dollars and zero cents).

FOR THE PURPOSE of this contract agreement, the term of this Agreement shall be for fiscal years July 1, 2020 to June 30, 2022 with a revaluation at the end of the contract.

IT IS FURTHER AGREED THAT this contract may, by mutual consent of the parties hereto, be terminated upon written 30-day notice, and unless such notice is given, shall continue from year to year, so long as the parties hereto comply with the foregoing provisions of this agreement.

IN WITNESS WHEREOF the parties have hereunto affixed their signatures this 15th day of July 2020

CITY OF EVANSDALE

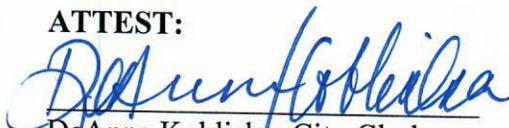


Troy Beatty, Mayor

CITY OF ELK RUN HEIGHTS

Kristi Lundy, Mayor

ATTEST:



DeAnne Kobliska, City Clerk

ATTEST:

Julie Eastman, City Clerk

ORDINANCE 266

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ELK RUN HEIGHTS, IOWA, BY ADDING A NEW SECTION TO CHAPTER 12 STREETS, SIDEWALKS, PUBLIC PLACES

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

SECTION 1. NEW SECTION. The Code of Ordinances of the City of Elk Run Heights, Iowa, is amended by adding a new Section 12.12.030, entitled DRIVEWAYS TO BE PAVED, which is hereby adopted to read as follows:

12.12.030 DRIVEWAYS TO BE PAVED: All driveways shall be paved to property zoned requirements with one of the following types of hard surfaces: concrete or asphalt. Current owners may maintain that portion, which is graveled, however if any improvements are made it must be concrete or asphalt.

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.

**PASSED AND APPROVED BY THE ELK RUN HEIGHTS CITY COUNCIL ON THIS 9TH
DAY OF JUNE 2020**

First Reading:
Second Reading:
Third Reading:

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ____ day of _____, 20__.

Julie Eastman, City Clerk

69.14 PARKING IN YARDS.

1. Definitions. For use in this section, the following definitions are given:
 - A. “Front yard” means a yard extending across the full width of the lot and measured between the front lot line and the building or any projection thereof; on corner lots the front yard is considered the yard adjacent to the street upon which the lot has its least dimension.
 - B. “Vehicle” includes (but is not limited to) motorized vehicles, travel trailers, camping trailers and boats.
2. Parking Prohibited in Front Yard. No person shall park, store or permit the parking or storage of any vehicle in the front yard of a one- or two-family dwelling for more than 48 consecutive hours except on a driveway.
3. Parking Prohibited in Rear and Side Yards. No person shall park, store, or permit the parking or storage of more than four (4) vehicles in the combined side and rear yards of a one- or two-family dwelling unless such parking or storage is on a driveway or in an enclosed building or garage.
4. Driveway Parking Restricted. No one- or two-family dwelling with a one- or two-car garage shall have more than 25 percent of the front yard used for driveway parking purposes. However, this restriction does not prohibit the construction of a 20-foot-wide driveway. Restrictions governing one- and two-family dwellings that have a three-car garage or larger shall be subject to the discretion of the Building Official.

69.15 PARKING IN RESIDENTIAL FRONT YARDS. No person shall park or permit the parking of a vehicle in the front yard in a residential district except on a permitted, improved driveway or parking space other than temporary parking as defined herein. For purposes of this Section the following are defined:

1. “Front Yard” means the open space in that portion of a yard between the street and the face of the principal residence and a line extending from the left side of the lot to the right side of the lot. The line, as viewed from the street, shall extend parallel to the street to the nearest corner of the principal residence and then along the face of the principal residence to the right corner, and from that point on a line parallel to the street to a point on the right lot line. When there is no residence, it shall mean the area from the front building setback line to the front edge of the street right-of-way. Corner lots and through lots which abut more than one street shall be deemed to have two front yards for purposes of this section. This shall also apply to that area of the public way not covered by sidewalk and lying between the front lot line and the curb line.

2. “Improved Surface Driveway or Parking Space” means an area connected by a direct access to the street right of way by means of a continuously improved surface with such surface and parking area to be improved by surfacing with concrete, asphalt, paving stones, gravel or rock with a depth of not less than 3 inches or other hard surfaced durable material approved in advance by the City Administrator. The borders of a driveway or parking which is gravel or rock must have its borders clearly delineated with curb, brick, landscaping timbers or metal borders so that the driveway or parking area can be easily delineated from the grass and remaining yard. The area of the improved surface shall not contain more than 50% of the area of the front yard as described.

3. “Vehicle” means every device in, upon or by which any person or property is or may be transported or drawn or moved upon a street, highway, waterway or airway and shall include any automobile, truck, motor house, motorcycles, scooters, mopeds, all-terrain vehicles, boats, recreational vehicles, golf carts, go-carts, trailers, fifth wheel trailers, campers, camper shells, folding tent trailers, motor homes, truck campers removed from a truck or pickup, horse trailers, boat trailers with or without boats, and utility trailers or wheeled towing frames. This definition does not include non-motorized bicycles, small engine lawn mowers and devices of similar scale.

4. “Temporary Parking” means parking limited to, weekend visitors, family gatherings, special events or large gatherings that are temporary in nature. No temporary parking shall exceed 48 hours in any seven-day period. Provided, however, that at no time shall such temporary parking or driving into the front yard be the cause of ruts and/or the non-growth of grass in the front yard such that the track of the vehicle is visible from the street for more than 72 hours after the end of the temporary parking.

69.07 MOTOR VEHICLE PARKING AND STORAGE. Motor vehicle parking and storage is not permitted in any front or side yard in any residential, commercial, or industrial zoning district, except as provided in this section.

1. Definitions.

A. “Driveway” is that designated area to provide access from the street to a parking area, an attached or basement garage, carport or detached garage, and shall be surfaced, free of grass and weeds, and maintained with asphaltic concrete, brick, asphaltic macadam, crushed rock or similar method approved by the City.

B. “Hard surface pad” means an area surfaced and maintained with asphaltic concrete, brick, asphaltic macadam, crushed rock or similar method approved by the City.

C. “Motor vehicle” includes automobiles, motorcycles, vans, pickup trucks, similar vehicles and recreational vehicles.

D. “Recreational vehicle” includes bus campers, camper trailers, pickup campers, travel trailers, motor homes, snowmobiles, boats, trailers and similar vehicles. No such recreational vehicle shall be used for living, sleeping or housekeeping purposes while parked or stored except as permitted by this section.

1. Driveways. A motor vehicle may be parked upon a driveway.
2. Front Yard Parking. No more than one recreational vehicle may be parked within a front yard, and only if in operable condition and if parked upon a driveway.
3. Side Yard Parking. Motor vehicles may be parked or stored in any side yard, and such motor vehicle must be parked or stored on a driveway, carport, hard surface pad or enclosed structure.
4. Storage Parking. Recreational vehicles which are not being regularly used or are being stored during the off season may be stored in a front, side, or rear yard or in an inconspicuous location. Recreational vehicles shall not be stored nearer than two feet to any lot line and must be parked or stored on a driveway, carport, hard surface pas or enclosed structure, and such surface shall be kept free of grass and weeds.

69.08 PARKING OF RECREATIONAL VEHICLES.

1. It is unlawful to park a boat trailer, utility trailer, or unoccupied motor home, travel trailer, or camping trailer, on any public street, alley or place for a period of time in excess of 48 hours. Upon application to the City Council, emergency or temporary parking for occupied travel trailers, campers and motor homes may be permitted at designated locations on public streets, alleys, or any other public or private place for a three-day period, subject to extended time of up to three days upon reapplication, and subject to any other prohibitions or regulations imposed by traffic and parking ordinances of the City.

2. Occupied recreational vehicles may be parked and occupied on private property no longer than 14 consecutive days of continuously occupying, living in, or using a recreational vehicle, only if the property is already developed, with a maximum of 28 days total in the calendar year. Only one occupied recreational vehicle and one tent shall be allowed at one time on a residential lot. When recreational vehicles are occupied, the property owner shall notify the City Clerk of period of occupancy. If complaints are received by the City arising from the use of a recreational vehicle or tent, the City reserves the right to restrict occupancy of recreational vehicles or tents.

3. Recreational vehicles shall not be used for business purposes in any zoning district.

4. Motor vehicles and trailers of any kind or type without current license plates shall not be parked or stored on any lot other than in a completely enclosed building for a period in excess of 48 hours.

69.10 MOTOR VEHICLE PARKING AND STORAGE. Motor vehicle parking and storage is not permitted in any yard in an RS, RM or RH zoning district, except as provided in this section.

1. Sidewalks. No parked motor vehicle shall obstruct a public sidewalk. If no public sidewalk exists, then no motor vehicle shall be parked closer than five (5) feet to the street surface.
2. Driveways. A motor vehicle may be parked upon a driveway.
3. Recreational Vehicle - Front Yard Parking. No more than one recreational vehicle may be parked within a front yard and only if in operable condition and if parked upon a driveway.
4. Side and Rear Yard Parking. No more than two motor vehicles may be parked or stored in any side yard or rear yard, and such motor vehicle(s) must be parked or stored on a driveway, carport, hard surface pad or enclosed structure.
5. Trucks, Trailers, Equipment and Materials. No trucks with a net legal carrying capacity exceeding one and one-half tons; no truck trailers; no tractors weighing more than one thousand pounds; no farming equipment or machinery and no construction, repair or maintenance equipment, vehicles, machinery or materials shall be parked or stored unless within an enclosed lawful structure, except if such vehicles, equipment, machinery and materials are in temporary usage to actively accomplish permitted temporary activities on the premises such as construction, repair, moving, and other similar activities. In such cases they shall, upon completion of said activity, be removed or placed in an enclosed structure thereon. Exceptions by the Council.
6. Driveway. For purposes of this section, a driveway shall be considered to be that designated area to provide access from the street to a parking area, an attached or basement garage, carport or detached garage, and shall be surfaced, free of grass and weeds and maintained with asphaltic concrete, brick, asphaltic macadam, crushed rock or similar method approved by the City Engineer.
7. Hard Surface Pads. For purposes of this section, a hard surface pad shall be surfaced and maintained with asphaltic concrete, brick, asphaltic macadam, crushed rock or similar method approved by the City Engineer.

8. **Motor Vehicles.** For purposes of this section, motor vehicles shall include automobiles, motorcycles, vans, pickup trucks, similar vehicles and recreational vehicles.

9. **Recreational Vehicles.** For purposes of this section, recreational vehicles shall include bus campers, camper trailers, pickup campers, travel trailers, motor homes, snowmobiles, boats, trailers and similar vehicles. No such recreational vehicle shall be used for living, sleeping or housekeeping purposes while parked or stored as permitted by this section.

CHAPTER 147

PARKING IN RESIDENTIAL DISTRICTS

147.01 Purpose

147.02 Definitions

147.03 Standards Governing Off-Street Parking or Storage of Vehicles

147.04 Authorized Enforcement Agencies

147.05 Penalty

147.06 Exemption

147.01 PURPOSE. The special provisions of this chapter are intended to regulate the location of parked vehicles. It is the desire of the City to encourage an aesthetically pleasing local environment. It is also the intent of the City to avoid the obstruction of public streets and sidewalks, improve traffic visibility, and maintain the visual harmony and character appropriate in residential neighborhoods within the city.

1. **Goals.**
 - A. To preserve and improve the peace, safety, health, comfort and convenience of the citizens.
 - B. To minimize the adverse visual effects of front yard parking.
 - C. To allow for reasonable use of driveways in the front yard for parking.

147.02 DEFINITIONS. For use in this chapter, the following terms are defined:

1. “Driveway” means that portion of private property, paved, asphalt, gravel, or similar surface, that provides vehicular access from the public right-of-way to parking lots, parking areas, garages, or storage buildings.
2. “Parked, Parking” means the placement of a vehicle for more than 24 hours.
3. “Vehicle” means any motorized implement of conveyance desired or used for transportation of people or materials on land, water, or air. These include, but are not limited to, motorcycles, automobiles, trucks, snowmobiles, boats, recreational vehicles, RV’s or motor homes.
4. “Yard, Front” means any yard extending across the full width of the lot and measured between the front lot line and the building.

5. "Yard, Rear" means a yard extending across the full width of the lot and measured between the rear lot line and the rear of the main building.
6. "Yard, Side" means a yard extending from the front yard to the rear yard and measured between the side lot lines and the main building.
7. "Trailer" means an unpowered vehicle pulled by a vehicle with an engine. A trailer is considered to be one vehicle, even with other vehicles parked on it.

147.03 STANDARDS GOVERNING OFF-STREET PARKING OR STORAGE OF VEHICLES.

1. Restrictions addressing parking of vehicles on residential property:
 - A. Any vehicle parked outside of an approved garage shall be parked on concrete, asphalt, gravel, or a similar surface approved by the City. Grass is not an approved parking surface.
2. For one- and two-family residential lots, no parking shall be allowed in the front yard unless the following is true:
 - A. The area is a permitted driveway as defined in this chapter.
3. Restriction addressing parking of recreation vehicles:
 - A. Recreational vehicles may be parked on the side yard if a minimum separation distance of ten (10) feet is maintained between the closest point of the vehicle(s) and any principal structure on an adjoining property.

147.04 AUTHORIZED ENFORCEMENT AGENCIES. The Police Department, Code Enforcement Officials, or any other persons authorized by resolution of the City Council are authorized to enforce the chapter.

147.05 PENALTY. Any violation of this chapter shall constitute a municipal infraction and be punishable consistent with Chapter 3 of the Code of Ordinances of the City.

147.06 EXEMPTION. Between November 15 and April 15, of each calendar year, snowmobiles shall not be included in the restrictions addressing parking of vehicles on residential property. Additionally, provisions of this chapter shall not be enforced during the 24-hour period after a declaration of a snow emergency.

69.17 YARD PARKING REGULATIONS.

1. Front Yard Parking Off Driveway Prohibited. It shall be unlawful for any person, corporation or legal entity to park a motor vehicle or vehicle in the front or side yard of any residential lot, unless the motor vehicle or vehicle is parked completely upon a driveway. However, this provision shall not apply to motor vehicles or vehicles being used to move, deliver and/or take articles to and from a yard or building, or structure located thereon, or used in connection with

providing a temporary service thereon, for a reasonable period of time while the active process of said use.

2. Parking Unlicensed or Inoperable Motor Vehicles or Vehicles Anywhere in Front Yard not in a Permanent Roofed Enclosure Prohibited. It shall be unlawful for any person, corporation or legal entity to park or store an unlicensed or inoperable motor vehicle or vehicle anywhere in the front yard, including upon any driveway or driveway extension, unless the motor vehicle or vehicle is parked or stored in a permanent roofed enclosure. Mere licensing of an inoperable motor vehicle or vehicle shall not constitute a defense to the finding that such motor vehicle or vehicle is in violation of this section.

3. Unlicensed or Inoperable Motor Vehicles or Vehicles in Side or Rear Yards Prohibited. It shall be unlawful for any person, corporation or legal entity to park or allow the parking of or store an unlicensed or inoperable motor vehicle or vehicle anywhere in the side or rear yard, including upon any driveway or driveway extension, unless the motor vehicle or vehicle is parked or stored in a permanent roofed enclosure. Mere licensing of an inoperable motor vehicle or vehicle shall not constitute a defense to the finding that such motor vehicle or vehicle is in violation of this section.

ORDINANCE 335

AN ORDINANCE AMENDING THE CODE OF ORDINANCE OF THE CITY OF GILBERTVILLE, IOWA BY ADDING A NEW SECTION PARKING IN RESIDENTIAL DISTRICTS.

147.01 PURPOSE. The special provision of this chapter are intended to regulate the location of parked vehicles. It is the desire of the City of Gilbertville to encourage an aesthetically pleasing local environment. It is also the intent of the City of Gilbertville to avoid the obstruction of public streets and sidewalks, improve traffic visibility, and maintain the visual harmony and character appropriate in residential neighborhoods within the city limits.

1. Goals.
 - A. To preserve and improve the peace safety, health, comfort and convenience of citizens of Gilbertville.
 - B. To minimize the adverse visual effects of front yard parking.
 - C. To allow for reasonable use of driveways in the front yard for parking.

147.02 DEFINITIONS. For use in this chapter, the following terms are defined.

1. "Driveway" means that portion of private property, paved, asphalt, gravel, or similar surface that provides vehicular access from the public right-of-way to parking lots, parking areas, garages, or storage buildings.
2. "Parked, Parking" means the placement of a vehicle for more than 24 hours.
3. "Vehicle" means any motorized implement of conveyance desired or used for transportation of people or materials on land, water or air. These include, but are not limited to, motorcycles, automobiles, trucks, snowmobiles, boats, recreational vehicles, RV's or motor homes.
4. "Yard, Front" means any yard extending across the full width of the lot and measured between the front lot line and the building.
5. "Yard, Rear" means a yard extending across the full width of the lost and measured between the rear lot line and the main building.
6. "Yard, Side" means a yard extending from the front yard to the rear yard and measured between the side lot lines and main building.
7. "Trailer" means an unpowered vehicle pulled by a vehicle with an engine. A trailer is considered to be one vehicle with an engine. A trailer is considered to be one vehicle, even with other vehicles parked on it.

147.03 STANDARD GOVERNING OFF-STREET PARKING OR STORAGE OF VEHICLES.

1. Restriction addressing parking of vehicles on residential property:
 - A. Any vehicle parked outside of an approved garage shall be parked on concrete, asphalt, gravel or a similar surface approved by the City of Gilbertville.
Grass is not an approved parking surface.
2. For one – and two-family residential lots, no parking shall be allowed in the front yard unless the following is true:
 - A. The area is a permitted driveway as defined in this chapter.
3. Restriction addressing parking of recreation vehicles:
 - A. Recreational may be parked on the side yard if a minimum separation distance of ten (10) feet is maintained between the closest point of the vehicle (s) and any principal structure on an adjoining property.

147.04 PENALTY. Any violation of this chapter shall constitute a municipal infraction and be punishable consistent with Chapter 3 of the Code of Ordinances of the City of Gilbertville, Iowa.

147.05 EXEMPTION. Between November 15 and April 15, of each calendar year, snowmobiles shall not be included in the restrictions addressing parking of vehicles on residential property.

Passed by the Council on the 18th day of May 2020, and approved this 18th day of May, 2020.

First Reading: 05-18-20
Second Reading: 05-18-20
Third Reading: 05-18-20

Mark Thome, Mayor

Attest: _____
Teresa Adamson, MMC

Preliminary Engineer's Opinion of Anticipated Construction Costs

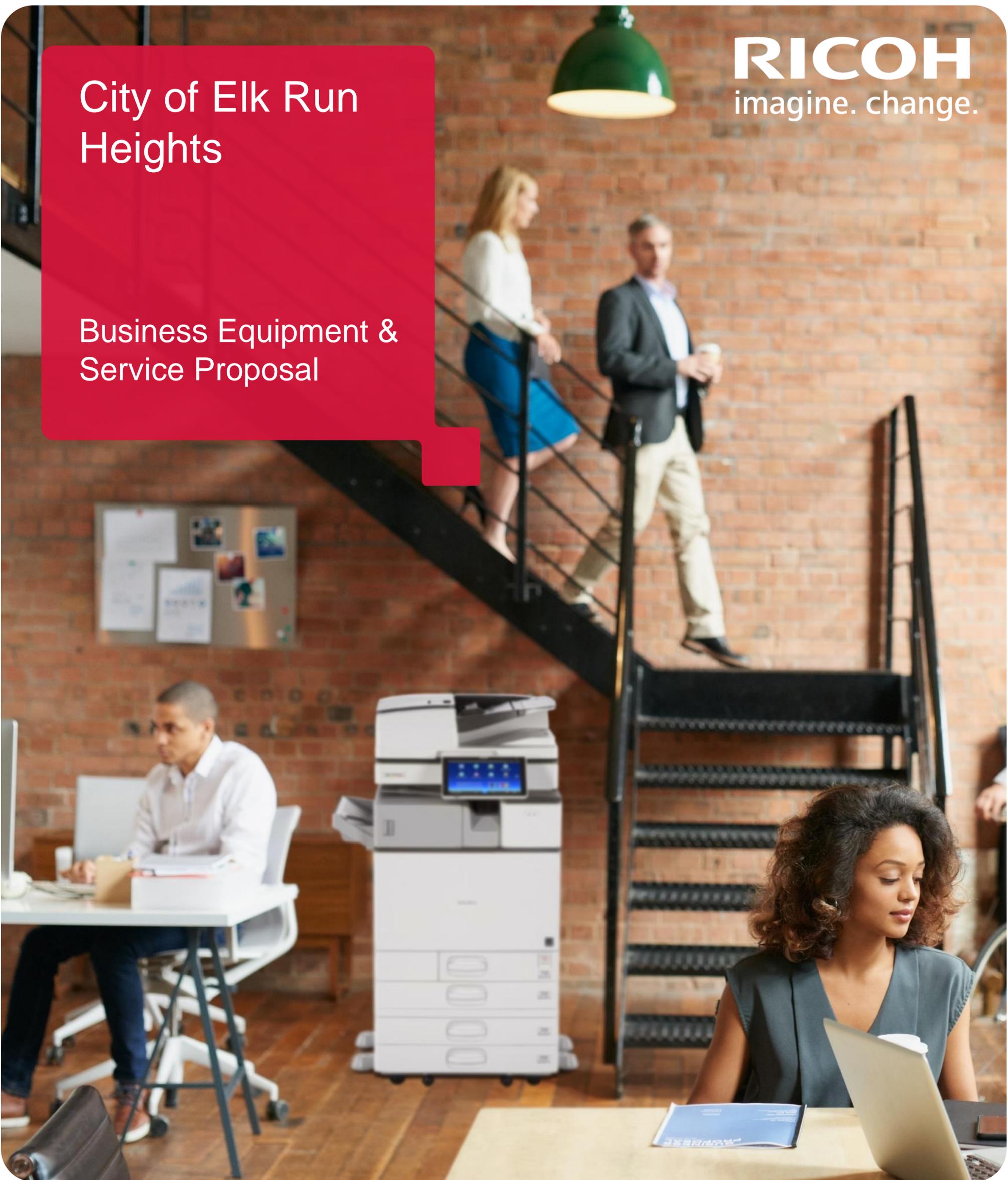
Project: Elk Run 2nd Addition Drainage Improvements
 Client: City of Elk Run Heights

Item No.	Description	Units	Est. Qty.	Unit Price	Total Price
1	Storm Sewer, 15" ADS with Anchors, Perforated	LF	920	\$50.00	\$ 46,000.00
2	Storm sewer Apron, 15"	EA	1	\$1,000.00	\$ 1,000.00
3	Riprap	TON	25	\$25.00	\$ 625.00
4	Beehive Intakes	EA	8	\$1,000.00	\$ 8,000.00
5	Porous Backfill	CY	265	\$25.00	\$ 6,625.00
6	Engineering Fabric	SY	1227	\$2.50	\$ 3,067.50
7	Remove and Reinstall Fence	LF	400	\$25.00	\$ 10,000.00
8	Seeding, Fertilizing & Mulching	AC	0.9	\$2,500.00	\$ 2,250.00
9	Erosion Control	LS	1	\$2,000.00	\$ 2,000.00
10	Mobilization	LS	1	\$3,500.00	\$ 3,500.00
11	Traffic Control	LS	1	\$500.00	\$ 500.00
Subtotal					\$ 83,567.50
+10% Contingency					\$ 8,356.75
+15% Engineering					\$ 13,788.64
Easements/Acquisitions					\$ -
Total					\$ 105,712.89

City of Elk Run Heights

Business Equipment & Service Proposal

RICOH
imagine. change.



PREPARED BY:

Jeff Brimeyer, Account Manager

Phone: 563-580-1055

Email: jeff.brimeyer@ricoh-usa.com

Updated 6-1-2020

Proposal for Elk Run Heights



Leveraging 80+ years of innovation in office technology

Ricoh's industry leading product line is designed to meet the demands of any of our customer's environments. We offer both workgroup multifunctional printers and printers that work seamlessly with our digital workplace solutions and software to allow our clients to create, share and manage their critical business information and documents. **City of Elk Run Heights** can look forward to these benefits:

- Ability to connect to cloud applications
- Lower Total Cost of Ownership (TCO)
- Improved print & scan quality
- Increased document security options
- Reduction in hardware malfunctions, resulting in improved uptime

Ricoh...wants to be our partner and solve our problems. Ricoh is a straight shooter that has vastly improved our organization's information management.

**Logistics & Transportation Service Provider
in Pennsylvania**

[Click here](#) to learn more about Ricoh's innovative office technology

Multifunction (Scanner, Printer, Copier, Fax)



Products included in proposal may differ from product pictured.

Flick, pinch, and swipe touchscreen

Our large, intuitive 10.1" Smart Operation Panel puts advanced capabilities at your fingertips. Run single-function apps that streamline your workflows and help guide users through common jobs such as ID Card Scan & Copy and more.

Device monitoring available

Avoid the hassle of calling in service requests and meter reads, printing usage reports and checking toner levels with the optional RICOH @Remote device monitoring and management system. When equipped, you can expect shortened downtime and improved service.

Reduce costs and cut energy usage

Ricoh's ENERGY STAR®-rated products offer the economic benefit of energy efficiency without sacrificing performance. Our equipment features energy-saving options like Sleep Mode and Quick Start-Up, and resource-saving options like automatic duplex printing — all while maintaining your productivity.

IM C300F Highlights

Put intelligence to work

- Prints up to 31 ppm, copy, scan, fax
- 1200 x 1200 dpi max print resolution
- Base configuration includes 250 sheet paper tray & bypass. Options to add 500 sheet tray and/or floor stand
- Add capabilities as you go with downloadable software and applications

“The process of working with Ricoh was seamless. Installation and configuration was quick and thorough, and the Ricoh team was very professional.”

Retail Store in Greater Los Angeles

[Click here for more information](#)

Multifunction (Scanner, Printer, Copier, Fax)



Products included in proposal may differ from product pictured.

Ease into long-lasting productivity

With RICOH Always Current Technology, the capabilities of your device can grow with your business. This platform allows you to install the latest features and interface enhancements as they become available to meet your workplace needs

Troubleshoot with intelligence

Simplify maintenance with a host of RICOH Intelligent Support capabilities. Our service specialists can remotely access your Ricoh printer to fix issues and minimize downtime. You can also give in-house IT managers the ability to resolve issues over the company network.

Reduce costs and cut energy usage

Our equipment features energy-saving options like Sleep Mode and Quick Start-Up, and resource-saving options like automatic duplex printing — all while maintaining your productivity.

IM C2000 Highlights

Expand affordable, intelligent color multifunction performance

- Prints up to 20 ppm, copy, scan, fax
- 1200 x 1200 dpi max print resolution
- 2 paper 550 sheet trays with 100 sheet bypass
- Optimize workflows by downloading new software and apps as you go

“*The process of working with Ricoh was seamless. Installation and configuration was quick and thorough, and the Ricoh team was very professional.*”

Retail Store in Greater Los Angeles

[Click here for more information](#)

Summary of Key Statistics

The following statistics were gathered through a detailed review and analysis of the information from Ricoh collected meter reads and billing:

Volume Summary (Monthly Average)	
Ricoh MP2501SP	1,569
Current color printer	??

Current Monthly Cost	
Current 60 month FMV Monthly Lease payment	\$64.93
1,569 BW @.0115	\$18
Current printer cost per page	??
Total	\$ 82.93

Monthly Cost Comparison – Upgrade to new IMC300F or IMC2000 with Fax (60 Mo FMV Lease)			
	Current	IMC300F(desktop-1 paper tray & bypass with fax)	IMC2000 2 trays & bypass with fax
Lease	\$64.93	48.00	\$ 67.00
BW Copies/Prints	\$ 18	1,569 @ .01= \$16	1,569@.0077 = \$12
Color Copies/Prints		?? @ .06	?? @ .052
Total	\$82.93	\$ 64.00	\$ 79.00

Investment Details

Location	Proposed	Pricing
City Clerk Elk Run Heights	IMC300F Desktop with one paper tray & bypass Maximum print/copy , letter or legal (8.5 "x 14")	60 month FMV Lease - \$ 48.00 per month Service/Supplies - .01 BW and .06 color Rates fixed for 5 years. No base minimum Add \$6.35 per month for 2nd paper tray Add \$3 per month for floor stand
City Clerk Elk Run Heights	IMC2000 with 2 paper trays & bypass, Fax & Floor cabinet – will print/copy 11 x 17 paper	60 month FMV Lease - \$ 67.00 per month Service/Supplies - .0077 BW and .052 color Rates fixed for 5 years. No base minimum
All options include termination of existing lease provided all payments are made and pick up and return of existing device		

Included in Above Programs:

- Delivery, Installation, set up and assisting with print/scan setup with IT
- User Training on equipment functionality
- Service & supply pricing has no minimums base includes onsite service, parts, labor and all consumables except paper & staples. **Service rates on new devices locked for 5 years with no increases**

Terms

- All prices are quoted in US Dollars unless otherwise specified
- **This proposal is valid until June 30, 2020**

Maximizing Customer Experience with Ricoh

One of the industry's largest services networks of **over 12,000 field based employees**

State-of-the-art automated cloud dispatch program brings together the right technician with the right parts and keeps you apprised of status

Support personnel who possess the **professional certifications** to work effectively in your environment and resolve issues quickly

Ricoh's Technology Support Services Center provides **24/7 customer support** for hardware devices as well as application software that's part of your solution

- Onsite service
- Self-help global knowledgebase
- Customer help desk
- Dispatch via web

MyRicoch online customer service portal that allows you to submit and manage service requests, submit meter reads, order supplies and even chat live with our support team



Welcome to MyRicoch



Browse products, place & track orders online



Receive personalized alerts for tasks that require attention



Submit meter reads for your Ricoh devices



Submit service requests for your devices



Our Technology Services team has received the **NorthFace ScoreBoard Award (SM)** for customer satisfaction. This award recognizes organizations who not only offer exemplary service to their customers, but who also center their existence on a deep commitment to exceeding customer expectations and is solely based on the **Voice Of the Customer** satisfaction ratings for our Technology Services function.

[Learn more](#)

Grow your Organization with Ricoh

Uphold your competitive edge by leveraging our industry expertise and intellectual property to help you unravel your business challenges through people, processes and technology. With over 80+ years of innovation, our focus has always been to help prepare you for success. The key to helping you succeed in the midst of this ongoing change is our digital workplace solutions.



Managed Print



Enterprise Content Management & Workflow



Business Process Outsourcing



Workplace Productivity



Enterprise Support



Customer Communications Management & Mail



Information Governance & Cyber Security



Cloud & IT

Our recognition that sets us apart



2018 **World's 50 Most Innovative Companies** from USA Today



Awarded **Highest Gold Rating in EcoVadis Global Supplier Survey** 4 times in a row



Named a **Leader in Gartner Magic Quadrant** for Managed Print & Content Services worldwide 6 years in a row.



2018 **Energy Star Partner of Year**



2017 **Global Leader in Print and Document Security** from IDC MarketScape



2017 **Excellence in Partnership Best Veteran Hiring Award** from Coalition for Government Procurement



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Your Configured Ricoh IM C2000



Your Chosen Options

- IM C2000
- Cabinet Type F
- Fax Option Type M37
- ESP XG-PCS-15D

*Note: The image is a photo realistic illustration of your selected configuration.

DIMENSIONS

WIDTH	DEPTH	HEIGHT
23.10in	27.00in	45.90in
(587mm)	(686mm)	(1,166mm)

Actual dimensions may vary. These are approximate only.

POWER CONSUMPTION (MAIN UNIT)

120V-127V, 60Hz

Additional power requirements may apply.

Please read each option's description copy to see if additional power sources are needed.



Main Unit

Main Unit

Item/Description	Item #	Power Requirements
IM C2000	418276	120V-127V, 60Hz

Paper Tray & Optional Accessories

Item/Description	Item #	Power Requirements
Cabinet Type F	100478FNG	N/A

Fax Options

Item/Description	Item #	Power Requirements
Fax Option Type M37	418392	N/A

Security & Miscellaneous Accessories

Item/Description	Item #	Power Requirements
ESP XG-PCS-15D	006428MIU	N/A



Main Unit

Main Unit

Item/Description	Item #	Thumbnail
<p>IM C2000</p> <ul style="list-style-type: none"> • Output Speed (Letter): 20-ppm • Average Monthly Volume: 3,000 impressions/month • Maximum Monthly Volume: 10,000 impressions/month • Power Requirements: 120V-127V, 60Hz • Weight: 200.6 lbs. (91 kg) • W x D x H (inches): 23.1 x 27 x 35.9 • W x D x H (mm): 586.74 x 685.8 x 911.86 	418276	

Paper Tray & Optional Accessories

Item/Description	Item #	Thumbnail
<p>Cabinet Type F</p> <p>Provides businesses with a convenient option for the storage of supplies and paper.</p> <p>Can only be configured with the standard configuration.</p> <p>Weight: 32.3 lbs. (14.7 kg)</p> <p>W x D x H (inches): 23.1 x 26.7 x 10</p> <p>W x D x H (mm): 586.74 x 678.18 x 254</p> <p>Note: Cabinet Type F cannot be installed with Paper Feed Unit PB3270, Caster Table Type M3 or Paper Feed Unit PB3300.</p>	100478FNG	

Fax Options

Item/Description	Item #	Thumbnail
------------------	--------	-----------

Fax Option Type M37

Installation required to enable fax services: 33.6 kbps, approximately 2 second transmission speed, standard JBIG, and standard 320-Page Memory. Includes standard Internet Fax (T.37), LAN Fax, IP-Fax (T.38), Fax Forwarding to Email, and Paperless Fax function.

418392

Fax Destination
Enter fax destination with the Numb
► Destination
912015551234_
<input type="button" value="Tone"/> <input type="button" value="Pause"/>

Security & Miscellaneous Accessories

Item/Description	Item #	Thumbnail
ESP XG-PCS-15D Designed to provide a higher level of noise filtering and surge protection for devices that employ more sensitive and complex electronic components. Our Advanced Technical Support (ATS) recommends the use of power protection products to minimize potential electrical interference with products.	006428MIU	

Ricoh is committed to creating value for our customers through the production of top quality products, services and solutions that directly meet the needs of today's communication intensive business environments. As a result, we offer a range of Multifunction products with advanced scanning and printing software options that help boost productivity and improve workflow by enhancing the user experience. Visit Ricoh-USA.com for more information.

We offer a variety of services and solutions to meet diverse and challenging business needs. To find out more information, visit solutions.ricoh-usa.com

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imagine. change.



Your Configured Ricoh IM C300F



*Note: The image is a photo realistic illustration of your selected configuration.

DIMENSIONS

WIDTH	DEPTH	HEIGHT
19.60in	22.10in	20.10in
(498mm)	(561 mm)	(511 mm)

Actual dimensions may vary. These are approximate only.

POWER CONSUMPTION (MAIN UNIT)

120V - 127V, 60Hz, 10A

Additional power requirements may apply.

Please read each option's description copy to see if additional power sources are needed.

Your Chosen Options

- IM C300F
- ESP XG-PCS-15D



Main Unit

Item/Description	Item #	Power Requirements
IM C300F	418569	120V - 127V, 60Hz, 10A

Security & Miscellaneous Accessories

Item/Description	Item #	Power Requirements
ESP XG-PCS-15D	006428MIU	N/A



Main Unit

Item/Description	Item #	Thumbnail
<p>IM C300F</p> <ul style="list-style-type: none"> • Output Speed (Letter): 31-ppm (Full Color)/31-ppm (B&W) • Average Monthly Volume: 2,000 impressions/month • Maximum Monthly Volume: 7,500 impressions/month • Power Requirements: 120V - 127V, 60Hz, 10A • Weight: 103.6 lbs. (47 kg) • Dimensions include: Single Pass Document Feeder and Smart Operation Panel - 250 sheet paper tray plus bypass • W x D x H (inches): 19.6 x 22.1 x 20.1 • W x D x H (mm): 497.84 x 561.34 x 510.54 	418569	

Security & Miscellaneous Accessories

Item/Description	Item #	Thumbnail
<p>ESP XG-PCS-15D</p> <p>Designed to provide a higher level of noise filtering and surge protection for devices that employ more sensitive and complex electronic components.</p> <p>Our Advanced Technical Support (ATS) recommends the use of power protection products to minimize potential electrical interference with products.</p> <p>Note: ESP XG-PCS-15D cannot be installed with ESP S1 Power Filter.</p>	006428MIU	

Ricoh is committed to creating value for our customers through the production of top quality products, services and solutions that directly meet the needs of today's communication intensive business environments. As a result, we offer a range of Multifunction products with advanced scanning and printing software options that help boost productivity and improve workflow by enhancing the user experience. Visit [Ricoh-USA.com](https://www.ricoh-usa.com) for more information.

We offer a variety of services and solutions to meet diverse and challenging business needs. To find out more information, visit solutions.ricoh-usa.com

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Proposed Solution

City of Elk Run Heights

Prepared by Troy Love

04/15/2020





Letter of Introduction

We appreciate your consideration to partner with the Gordon Flesch Company (GFC) and are committed to providing you with the highest level of customer service. It is our passion to empower your people, through technology, to meet and exceed your goals and objectives.

At GFC, we assess your current technology objectives and develop strategies to decrease costs and increase efficiencies. This approach emphasizes the importance of aligning your business goals with your technology investments. The goal is to close the gap between where you are today to where you would like to be in a systematic phased approach. This process can also include right-sizing of your fleet, removal of inefficient devices, current invoice/contract analysis, technology enhancements, process optimization, and total cost of ownership considerations.

We are an independent, privately owned technology solutions provider with 60 years of experience. We are not limited to any one manufacturer nor restricted to that manufacturer's solution offerings. Our independence allows us to develop solutions that are customized to your needs. We look forward to building upon this partnership and implementing reliable solutions for your company, ensuring the success of our solutions with our un-matched service and support.

Please do not hesitate to contact me if you have any questions or desire any additional information.

Sincerely,

Troy Love
Account Executive
o:
c:
tlove@gflesch.com

04/15/2020

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.



Your Local Partner

With local offices in 28 cities throughout the Midwest, GFC is proud to serve these communities with a complete line-up of business technology products and services. In fact, all our personnel – from analysts to technicians – live and work in the communities they serve. We offer professional expertise with a local dedicated team giving you one vendor and one point of contact.

Wisconsin - Madison, Appleton and Milwaukee

Illinois - Geneva, Chicago, Joliet, Lake Zurich and Rockford

Indiana - Indianapolis, Bloomington and Terre Haute

Iowa - Cedar Falls, Davenport, Dubuque, Fairfield, Fort Dodge, Hiawatha, Mason City and Spencer

Minnesota – Windom

Ohio – Columbus, Chillicothe, Findlay, Lancaster, Mansfield, Newark and Wooster

South Dakota – Sioux Falls

Technology Solutions Provider

One Vendor

GFC helps organizations develop and implement customized business technology solutions that save time, money, and resources by providing a complete suite of the very best office workflow solutions, services, and support. From multi-function and single-function output devices to managed IT services, enterprise content management, asset management, business process optimization workshops, on-site services, cloud storage and more.

In-House Leasing

GFC Leasing was formed to provide a personalized, flexible way for our clients to lease business equipment and services. We offer flexible terms and straightforward end-of lease options and best of all, GFC Leasing will hold the lease for the duration of the contract; **we will never sell a lease to a 3rd Party.**

- Flexible leasing terms and no end of term surprises
- Change equipment as business needs change
- Dedicated and personalized team of experts
- Stay up-to-date with the latest technology
- True "Technology as a Service" solutions (TaaS)

Our Products and Services



MANAGED IT SERVICES



MANAGED CONTENT



MANAGED PRINT SOLUTIONS



ONSITE SERVICES



OUTPUT SOLUTIONS



ASSET MANAGEMENT



AI SOLUTIONS



image+ARE™ Managed Print Services

GFC's Managed Print Services program is all about integrating the right combination of hardware and software to help you save money, time and resources. Our Managed Print associates help businesses like yours improve



print workflow efficiencies, reduce waste for a greener office and save up to 50% on printing costs through proactive management of your fleet. Once the fleet strategy is deployed, we work with you to evaluate areas that can benefit from equipment consolidation, as well as solutions to improve document workflow. The key to sustaining savings gained from managing your document environment is to continually measure and adjust on an ongoing basis. With Strategic Business Reviews, GFC will show areas where improvements can be made by moving, consolidating, swapping, replacing or implementing a new concept.

Managed IT Services

Our **Managed IT** Services team helps clients strategically align technology with their organizational and business goals, empowering them to operate more effectively, efficiently and securely. Our experienced consultants will provide risk analysis, cutting-edge tools and expertise to guard your business against the threat of a cyberattack. When you partner with GFC, you work with a dedicated Virtual CIO (vCIO) who serves as your trusted advisor to strategically address your technology challenges. Our Managed IT team will minimize downtime and keep your business hardware and software running at peak efficiency.

Managed Content Services

The GFC Managed Content Services consultants will work with your business to learn how your processes work, identify pain points and find ways to automate, streamline and improve them so that you can focus on what you do best. Our business process experts identify pain points in your workflows, automate processes and help you make more informed business decisions.

AI Solutions

Today's Artificial Intelligence Solutions can transform the way you do business. GFC Consulting provides state-of-the-art AI technology to a wide range of clients to innovate, integrate and optimize business processes. AskGordy is a voice-activated, artificial intelligence tool that leverages the power of IBM Watson's cognitive capabilities. It integrates with more than 20 ECM products and will help you uncover valuable information within your business documents. Our consultants can also help you with IBM Watson Assistant and Cognos Analytics to make sure your business gets the most out of your data and apps.





GFC Recommended Solution

Lexmark XC4240

Machine Features

- 40 Pages Per Minute - Black and White & Color
- Energy Star & EPEAT Certified
- First out Time: as fast as 10.5 seconds
- (1) 250 Sheet Standard Paper Tray
 - Up to 8.5" x 14" Size Paper
- Single Sheet Multi-Purpose Feeder
- 7" High Resolution Customizable Color Touch Screen
- 100 Sheet Duplexing Automatic Document Feeder (up to 100 ipm)
 - Print from or Scan to Cloud Apps, including Google Drive, Box, Dropbox, & OneDrive
 - Page-level Jam Recovery
 - Card Copy App streamlines copying IDs & Insurance Cards to 3 easy touches
- Advanced Color Network Scanning Features:
 - Scan to Google Drive, Box, Dropbox, and OneDrive
 - Network Color Scanning to File Folder, E-mail, or FTP
 - AccuRead OCR - Text Searchable PDF File Formats
 - Automatic Color Detection & File Compression keep your file sizes down
 - Scan to USB Drive
 - Blank Page Removal
- Network Printing - PCL & Post Script
 - PANTONE calibration to help match critical colors
 - Google Cloud Printing
 - Print from Google Drive, Box, Dropbox, & OneDrive
 - Apple Airprint
 - Mobile Device Printing
 - Direct Print via USB Drive (including Microsoft Office files)
- 2,048 MB Memory + HDD
- 1,200 x 1,200 dpi Print Resolution
- Comprehensive list of additional device solutions, scan workflows, and integrations available
- Desktop & Walkup Faxing
 - Inbound Fax Routing (Email & File Folder)
- C2240 XC4240 XC2235 550-Sheet Tray



Photo may not represent final configuration

Optional Accessories

-

04/15/2020

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.



GFC Solution Investment

Qty	Manufacturer	Model	Description
1	Lexmark	XC4240	XC4240 C2240 XC4240 XC2235 550-Sheet Tray

imageCARE Agreement

XC4240	Color Images		BW Images	
	Volume	Overage	Volume	Overage
	50	0.07290	3,000	0.01200

The imageCARE Agreement includes toner, all parts, all labor, travel time, technical updates, preventative maintenance, a replacement guarantee, access to the GFC Help Desk for remote resolution, and equipment modernization through GFC's Quality Assurance Program. We include an automatic meter reading application and 24/7 access to your private customer portal with information and tools. Network connected installations include the services of a Digital Support Specialist to manage system integration and training. Delivery, installation and start-up supplies is included. *Pricing does not include sales tax.*

Monthly Lease Investment	<u>48 Month</u>	<u>60 Month</u>
	\$104.61	\$95.56

Network Consultation, Installation and Support

Network connected installations include the services of a Digital Support Specialist to manage system integration, training & unlimited access to our Technology and Logistics Center (TLC).

Delivery, equipment installation, start-up supplies and training included

Pricing does not include applicable sales tax, Pricing valid for 30 days

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Next Steps

Thank you for choosing to partner with the Gordon Flesch Company. It is our goal to provide you with an exceptional customer experience and ensure you can fully leverage the technology in which you have invested. Below are some of the key milestones we feel are necessary to achieving this goal:

___ Authorize Agreements

- √ *Schedule Automatic Payments*
- √ *Set up Your Electronic Invoices (E-Invoices)*

___ Coordinate Successful Delivery

- √ *Delivery Coordinator - Collaborate to Determine Implementation Details*
- √ *Pre-Install Site Survey (If Deemed Necessary)*
- √ *Complete Networking Information Sheet*
- √ *Coordinate Delivery, Installation, & Training*

___ Complete Implementation & Training

- √ *Network the Device(s)*
- √ *Load Necessary Print Drivers*
- √ *Configure Automatic Meter Readings*
- √ *Set up Your Dedicated Customer Portal*
- √ *Configure All Required Device Settings*
- √ *Selected Key-User Training*
- √ *End-User Group Training*

___ Our Additional Value-Added Services

- ___ *Perform Complimentary Network Assessment*
- ___ *Print Fleet Assessment & Analysis*
- ___ *Develop Your Technology Roadmap*
- ___ *Perform Account Reviews on Pre-Determined Basis*

Thank You

Please let us know if you have any questions, desire a walk-through of our facility, or would like a demonstration of our solution offerings.

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Chapter 9.19
FIREWORKS

Sections:

- 9.19.010 Definitions.**
- 9.19.020 When allowed.**
- 9.19.030 Where allowed.**
- 9.19.040 Sale of fireworks.**
- 9.19.050 Enforcement.**
- 9.19.060 Penalty for violation.**
- 9.19.070 Exceptions.**

9.19.010 Definitions.

For use in the chapter, the following terms are defined:

"Consumer fireworks" means first-class consumer fireworks and second-class consumer fireworks as those terms are defined in Chapter 100 of the Code of Iowa. "Consumer Fireworks" does not include novelties enumerated in chapter 3 of the American Pyrotechnics Association's Standard 87-1 or display fireworks enumerated in chapter 4 of the American Pyrotechnics Association's Standard 87-1.

"Display fireworks" means any explosive composition, or combination of explosive substances, or article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation, and includes fireworks containing any explosive or flammable compound, or other device containing any explosive substance. "Display fireworks" does not include novelties or consumer fireworks enumerated in chapter 3 of the American Pyrotechnics Association's Standard 87-1.

"Novelties" means all novelties enumerated in chapter 3 of the American Pyrotechnics Association's Standard 87-1, and that comply with the labeling regulations pro-

mulgated by the United States Consumer Product Safety Commission. (Code of Iowa, Sec. 727.2)
(Ord. No. 253, § 1, 12-12-2017)

9.19.020 When allowed.

A. It is unlawful for any person, partnership, or corporation to use or explode any display fireworks; provided the city council may, upon application in writing, grant a permit for the display of display fireworks by municipalities and other organizations or groups of individuals approved by the city when the display fireworks will be handled by a competent operator. No permit shall be granted hereunder unless the operator or sponsoring organization has filed with the city evidence of insurance in the following amounts:

Personal Injury: two hundred fifty thousand dollars per person

Property Damage: fifty thousand dollars

Total Exposure: one million dollars

B. It is unlawful for any person to use or explode consumer fireworks on any day other than July 4 of each year. On such date, it is unlawful for any person to use or explode consumer fireworks at times other than between the hours of 12:00 p.m. (noon) and 11:00 p.m. (Code of Iowa, Sec. 727.2)
(Ord. No. 253, § 1, 12-12-2017)

9.19.030 Where allowed.

It is unlawful for any person to use consumer fireworks on real property other than that person's real property or on the real property of a person who has consented to the use of consumer fireworks on that property. It is unlawful for any person to use or explode consumer fireworks on property owned by the city. (Code of Iowa, Sec. 727.2)
(Ord. No. 253, § 1, 12-12-2017)

9.19.040 Sale of fireworks.

A. A person shall possess a consumer fireworks seller license issued pursuant to Iowa Code Chapter 100 in order to sell consumer fireworks.

B. A retailer or community group issued a license pursuant to Iowa Code Chapter 100 to sell consumer fireworks may sell such consumer fireworks only (i) within a district zoned as C-1, or C-2, on the following dates:

1. Between June 1 and July 8 and between December 10 and January 3 of each year, all dates inclusive, at a permanent building that is in compliance with the Iowa Code.

2. Between June 13 and July 8 each year, both dates inclusive, at a temporary structure that meets the requirements of the Iowa Code.

C. Consumer fireworks shall not be sold to a person who is under eighteen years of age. (Code of Iowa, Sec. 100.19, Code of Iowa, Sec. 727.2)
(Ord. No. 253, § 1, 12-12-2017)

9.19.050 Enforcement.

The chief of police or his/her designee is charged with the duty of enforcing these provisions.
(Ord. No. 253, § 1, 12-12-2017)

9.19.060 Penalty for violation.

The penalty for violation of this chapter shall include confiscation or destruction of any consumer fireworks in addition to the following penalties:

A. A person who uses or explodes display fireworks while the use of such devices is prohibited or limited by the city commits a simple misdemeanor, punishable by a fine of not less than two hundred fifty dollars.

B. A person, firm, partnership, or corporation who sells consumer fireworks to a person who is less than eighteen years of

age commits a simple misdemeanor, punishable by a fine of not less than two hundred fifty dollars. A person who is less than eighteen years of age who purchases consumer fireworks commits a simple misdemeanor, punishable by a fine of not less than two hundred fifty dollars.

C. A person who uses or explodes consumer fireworks or novelties while the use of such devices is prohibited or limited by this ordinance [from which chapter derived] commits a simple misdemeanor, punishable by a fine of not less than two hundred fifty dollars. (Code of Iowa, Sec. 727.2)
(Ord. No. 253, § 1, 12-12-2017)

9.19.070 Exceptions.

A. This section does not prohibit the sale by a resident, dealer, manufacturer, or jobber of such fireworks as are not prohibited, or the sale of any kind of fireworks if they are to be shipped out of the state, or the sale or use of blank cartridges for a show or the theater, or for signal purposes in athletic sports or by railroads or trucks, for signal purposes, or by a recognized military organization.

B. This section does not apply to any substance or composition prepared and sold for medicinal or fumigation purposes.

C. Unless specifically provided otherwise, this section does not apply to novelties. (Code of Iowa, Sec. 727.2)
(Ord. No. 253, § 1, 12-12-2017)

From: [Audra Miller](#)
To: [Julie Eastman](#); [Kristi Lundy](#)
Subject: FW: Urban Deer/Elk Run Heights
Date: Friday, May 8, 2020 12:27:00 PM
Attachments: [CURRENT URBAN DEER.pdf](#)

Dear Mayor and Julie:

Julie had asked me to investigate whether or not our current Urban Deer Control, Chapter 9.09 met with current requirements. I contacted the DNR and spoke with them directly and I also reviewed Bettendorf and Coralville's current ordinances. There is no requirement that our ordinance be approved by the DNR. The portion of the house filed at Iowa Codification is referencing the portion wherein a city may want to have a controlled deer hunt. For instance, the City of Cedar Rapids has a yearly scheduled deer hunt which is massive and that plan would need to be approved by the DNR. I like our current Urban Deer Control ordinance as it provides definitions, and the requirements mirror what other cities are doing by way of age, a hunting license, and successful completion of the bow hunter education class offered by the DNR. It also requires that hunting only happen upon land that's been approved by the mayor and consented to by the owner. So actually our current ordinance appears to be far more specific and in my humble, non-hunter opinion, provides appropriate safety measures as well as a permitting requirement for the mayor to review. Assuming that your council still wants to allow this within city limits, I see no problems with this chapter and simply renumbering it and converting it to fit within the new codification system. Let me know if you have any questions at all.

Very Truly Yours,

Heather A. Prendergast

heather@neialaw.com

Sent by:

Audra Miller

Legal Assistant to Heather A. Prendergast

Roberts, Stevens & Prendergast, P.L.L.C.

321 E. 4th St., P.O. Box 956

Waterloo, IA 50704-0956

audra@neialaw.com

Phone: (319) 234-4600 (to Heather/Serenity)

Direct: (319) 404-4048 (to Audra)

Fax: (319) 234-7878

www.northeastiowalaw.com

PLEASE NOTE: For the next few weeks our firm will continue to provide the service and care you have come to expect from us. Our staff has operated with remote locations for over ten years now and as such, this change is one which we easily supported. Our physical office will remain closed to public traffic with limited exceptions to be made on a case by case basis. Client's needs will be addressed via email or through a telephone or video conference. During this time we will

Chapter 9.09

URBAN DEER CONTROL

Sections:

- 9.09.010 Purpose.
- 9.09.020 Definitions.
- 9.09.030 Qualifications.
- 9.09.040 Hunting locations.
- 9.09.050 General rules.
- 9.09.060 Permits.
- 9.09.070 Violation.
- 9.09.080 Restriction.

9.09.010 Purpose.

The purpose of this chapter is to enhance public safety by allowing the hunting of deer within the boundaries of the city of Elk Run Heights, Iowa.

(Ord. No. 225, § 1, 11-13-2012)

9.09.020 Definitions.

[For purposes of this chapter:]

A. "Arrow" is limited to the arrows allowed under the laws of the state of Iowa and the regulations of the Iowa Department of Natural Resources ("DNR").

B. "Bow" is limited as to the bows allowed under the law of the state of Iowa and the regulations of the Iowa Department of Natural Resources ("DNR").

C. "Deer" means any fawn, either female or male, or any doe, without a pair of visible hard, bony deciduous growths on the head, when viewed from a reasonable hunting position.

D. "Elevated stand" means a minimum height of at least ten vertical feet off the ground in a non-permanent and portable artificially erected or natural growth stand.

E. "Holder" means the possessor of a fee interest, a tenant, lessee, occupant, or person in control of the premises; provided, however, holder shall not mean the state of

Iowa, its political subdivisions, or any public body or any agencies, departments, boards, or commission thereof.

F. "Hunter" means a person who has been issued a permit pursuant to this chapter.

G. "Hunt" or "hunting" means the method of killing deer by bow from an elevated stand.

H. "Land" means private land located in the city of Elk Run Heights, Iowa, including land used for agriculture purposes, marshlands, timber, grasslands, privately owned roads, water, water courses, private ways, and buildings, structures, and machinery or equipment appurtenant thereto.

I. "Permit" means a document issued by the city that allows for a qualified hunter to hunt deer pursuant to this chapter.

(Ord. No. 225, § 1, 11-13-2012)

9.09.030 Qualifications.

A hunter may be issued a permit at no cost if the following qualifications are satisfied:

A. A hunter is eighteen years of age or older.

B. The hunter has a state of Iowa hunting license.

C. The hunter has a deer management zone license issued by the Department of Natural Resources (DNR).

D. The hunter shows proof of successful completion of the International Bow Hunter Education Class offered by the DNR.

E. The hunter shows proof of successful completion of all rules, procedures and ethics required by administrators of the special area deer management zone in Black Hawk County, Iowa and presents verification to the mayor of compliance with said rules, procedures and ethics of the DNR zone administered by Black Hawk County and the Department of Natural Resources.

F. The hunter shows proof of permission or consent from the holder of land that the hunter is permitted to hunt on the land. (Ord. No. 225, § 1, 11-13-2012)

9.09.040 Hunting locations.

Hunting shall occur on land that the holder has given signature authorization and permission for hunting to occur thereon and that has been approved of by the mayor of Elk Run Heights, Iowa, and is specifically limited to only land within the city limits of Elk Run Heights, Iowa which is north of Dubuque Road and west of Elk Run Road to the city limits.

(Ord. No. 225, § 1, 11-13-2012)

9.09.050 General rules.

The conditions under which hunting shall be conducted are meant to minimize the risk of injury to persons and property and are as follows:

A. All shots must be made toward a deer that is not more than twenty yards from the hunter's location.

B. Unless otherwise waived in writing by the holder and the holder(s) of land adjoining and adjacent to the authorized locations, elevated stands must be located at least one hundred fifty feet from any occupied building, or seventy-five feet from any unoccupied building.

C. When hunting, the hunter shall at all times have in his or her possession the permit issued pursuant to this chapter and the proof of the consent and any applicable waivers by the holder of the land upon which the hunter is hunting on.

D. A hunter must immediately remove him or herself from any harassment situation and report the same to the Black Hawk County Sheriff's Department.

E. A hunter must report any violators of this chapter and the rules promulgated thereunder to the Black Hawk County Sheriff's Department.

(Ord. No. 225, § 1, 11-13-2012)

9.09.060 Permits.

Permits will be issued in the sole discretion of the mayor of Elk Run Heights, based upon the qualifications contained in this chapter and upon the applicant submitting all of the required documents to the city clerk, who in turn will submit them to the mayor for his approval.

(Ord. No. 225, § 1, 11-13-2012)

9.09.070 Violation.

Hunters in violation of this chapter shall have their permit revoked indefinitely.

(Ord. No. 225, § 1, 11-13-2012)

9.09.080 Restriction.

This chapter and the rules promulgated thereunder shall not be construed by a hunter to be any less restrictive than the laws of the state of Iowa and the regulations established by the DNR.

(Ord. No. 225, § 1, 11-13-2012)

Chapter 10.24

TRUCKS

Sections:

10.24.010 Jake braking.

10.24.010 Jake braking.

A. Prohibited Noises. Within the city limits of Elk Run Heights, it is unlawful for any person to make or cause to be made loud or disturbing noises with any mechanical devices operated by compressed air and used for the purpose of assisting braking on any semi-tractor, commonly referred to as jake braking.

B. Notice. This section shall not be enforced until the city has posted signs near each major entrance to the city indicating that jake braking is prohibited. (Ord. 177 §§ 1, 2, 1998)

40.06 NOISE AND VIBRATIONS.

1. Prohibited Noises Generally.

A. Standards for Determination of Violation. It is unlawful for any person to permit, make, continue, or cause any excessive or unusually loud noise or any noise which annoys, disturbs, injures, or endangers the comfort, repose, health, peace, or safety of others within the limits of the City. The standards which shall be considered in determining whether a violation exists shall include the following:

- (1) The sound pressure level of the noise.
- (2) Whether the origin of the noise is natural or manmade.
- (3) The sound pressure level of the background noise.
- (4) The proximity of the noise to residential sleeping facilities.
- (5) The nature and zoning of the area within which the noise emanates.
- (6) The time of the day or night the noise occurs.
- (7) Whether the noise is recurrent, intermittent, or constant.

B. Enumeration of Prohibited Acts. Each of the following acts, among others, is hereby declared to be in violation of this section and is prohibited. The following enumerated acts shall not be construed as limiting or precluding enforcement of any other provision of this section.

(1) Loud Operation of Radios, Etc. The using, operating, or permitting to be placed, used, or operated of any radio receiving set, musical instrument, or other machine or device for the providing or reproducing of sound in such manner as to disturb the peace, quiet, and comfort of the neighboring inhabitants.

(2) Operation of Defective or Improperly Loaded Vehicle. The use of any automobile, motorcycle, or vehicle so out of repair or so loaded in such manner as to create loud and unnecessary grating, grinding, rattling, or other noise.

(3) Creation of Noise Near Schools or Churches. The creation of loud and excessive noise on any street adjacent to any school, institution of learning, or church while the school, institution, or church are in use, which unreasonably interferes with the workings of such institution or which disturbs or unduly annoys those using the buildings.

(4) Repairing Vehicle During Certain Hours. The repair or rebuilding of any motor vehicle within any residential area of the City between the hours of 9:00 p.m. and 8:00 a.m. in such a manner that the reasonable person of normal sensitivities residing in the area is caused discomfort or annoyance.

(5) Discharge of Unmuffled Exhaust. The discharge into the open air of the exhaust of any steam engine, internal combustion engine, motorboat, or motor vehicle, or discharge of air or other gases, except through a muffler or other device which will effectively prevent loud or explosive noises therefrom.

(6) Unnecessary Use of Engine Brakes. The use of a Jacob Brake or any other engine brake within the City limits, except as required for safety purposes.

2. Group Noise. When a group of persons act together to create noise, each individual shall be deemed responsible as though solely the principal person producing the resultant noise.

3. Noise from Motor Vehicles. It is unlawful for any person to operate, or for the owner to cause or permit to be operated within the public right-of-way in this City, any motor vehicle which emits a noise in excess of 75 decibels measured at a distance of 25 feet.

A. Measurement. The sound level shall be measured on a sound level meter of standard design and quality operated on the "A" slow response weighting scale.

B. This section applies to a total noise from a motor vehicle and shall not be construed as limiting or precluding the enforcement of any other provisions of this section.

C. Exceptions. The requirements, prohibitions, and terms of this section shall not apply to:

- (1) Emergency work or any authorized emergency vehicle, when responding to an emergency call or acting in time of emergency;
- (2) Activities of a temporary duration, permitted by law, and for which a license or permit therefore has been granted by the City, including but not limited to parades;
- (3) Reasonable or ordinary noises associated with athletic contest or lawful public meetings, parades, or celebrations;
- (4) Noises from construction, landscaping, lawn care, and maintenance between the hours of 6:00 a.m. and 9:00 p.m.;
- (5) Construction work;
- (6) All other authorized activities occurring on government property.

D. Right to Additional Test. Where a motor vehicle is deemed to be in violation of this section, the owner thereof may transport it to a central testing location, the location to be determined by the Police Chief, where such vehicle may be tested under normal operating conditions for further evaluation. If the vehicle is reevaluated and found not to be in violation of the decibel standards as outlined, no

further proceedings shall be instituted and any citation issued shall be dismissed. All costs of retesting shall be borne by the owner of the vehicle being tested.

4. Vibrations. Any vibration that can be felt beyond the property line in any zoning district, whether manufacturing, business, commercial, or residential, is in violation of this section, and no instrument is needed to make a determination of the vibration.