

Agenda
City of Elk Run Heights
Regular Council Meeting
June 8, 2021 - 6:00 p.m.
Located at Eddis Winstead Council Chambers

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of the June 8, 2021 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 11, 2021 regular meeting minutes, May 24, 2021 Special Meeting Minutes, and May 27, 2021 Special Meeting Minutes
 - b. City Clerk's Reports as of May 31, 2021: Budget Report, Treasurer's Report, Revenue Report, and Investment Report
 - c. Approval of Building Inspection, Library, PeopleService Sewer/Water, and Police Reports
6. Approval of the Resolution Calendar – All items listed under the Resolution Calendar will be enacted by one vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.
 - a. Resolution 3080 authorizing the payment of bills and transfers
 - b. Resolution 3081 adopting the Surplus Property Disposal Policy
 - c. Resolution 3082 approving the destruction of property according to the Surplus Property Disposal Policy
 - d. Resolution 3083 to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$4,877,000
 - e. Resolution 3084 approving the intra fund transfer of Wastewater Treatment Plants redeemed CD funds
 - f. Resolution 3085 adopting The Rules of Procedure for Conduct of City Council Business Policy for the City of Elk Run Heights, Iowa
 - g. Resolution 3086 repealing approval of Resolution 3073 Resolution taking additional action on Proposal to Enter into A Sewer Revenue Loan and Disbursement Agreement, due to the lack of a resolution being assigned to setting the date of the public hearing at the April 13, 2021 meeting
7. Motion to accept written resignation from Deb Peterson to leave the Library Board position effective immediately
8. Appointments:
Library Board:
Shelly Wach – Term expiring 06/30/2026
9. Ordinance 273 an ordinance of the City of Elk Run Heights, IA, amending chapter 13.24, sanitary disposal of garbage and refuse, section 13.24.160, schedule of fees, rates, and charges to \$13.25 per month, third reading

10. Request from City Clerk to allow funds from maturing CD's to be put into the City Money Market account rather than purchasing additional CD's
11. Set the date of workshop to discuss codification topics
12. 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.*
13. Mayors/Council/Engineer Reports
14. Adjournment

City of Elk Run Heights
Regular Council Meeting
Located at Eddis Winstead Council Chambers
May 11, 2021 - 6:00 p.m.

Mayor Lundy called the meeting to order at 6:00 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present—Bass, Sallis, Smock, Ratchford, and Wilson. Quorum present.

Ratchford/Smock to approve of the May 11, 2021 Agenda. Ayes-Five. Motion carried.

Presentation from Maggie Burger with Speer Financial for preliminary options for financing the Wastewater Treatment Plant Project and the revising of water/sewer utility rates. Maggie began by explaining the intent is to split the funding between a General Obligation (GO) State Revolving Fund (SRF) and a Sewer Revenue SRF. She continued stating the total amount needed to borrow will approximately be \$5,795,500, which includes a contingency amount of \$250,000.00. The rate for the GO SRF will be 20 years at 2% and the Sewer Revenue SRF will be 30 years at 3%, which Maggie stated are exceptional rates. Based on this information the GO SRF will require a payment each year from the General Fund and/or the Local Option Sales Tax Fund in a varying amount of \$75,000 to \$90,000 per year. After paying down the bond with the nearly 1 million dollars from the Capital Project Fee that has been being collected since 2014 the Sewer Revenue SRF will require the Capital Project (CP) fee to be increased \$32.67 per month per user account. Councilor Ratchford asked for clarification of the total amount of the project, noting the bids came in at 9.754 million and with Elk Run paying half the amounts do not add up. Maggie explained the contingency, engineering, and legal costs are not included in the construction bid, so the total cost of the project is potentially \$11,358,526.00; with Raymond and Elk Run splitting this it is roughly 5.679 for each city. Additionally, the City will have the ability to pay the 30-year loan off early with any additional funds available after 10 years. She continued to explain circumstances that could potentially reduce the borrowing amount that would in turn lower the CP fee.

Presentation from Maggie Burger with Speer Financial for preliminary options for financing the Gilbertville/Lafayette Road reconstruction project. Maggie began by explaining the city has a debt capacity of 3.930 million. Granted the City is borrowing roughly 4.820 million only the GO SRF deducts from the debt capacity; so, there is plenty of room to borrow for the Gilbertville/Lafayette Road reconstruction. This bond will be for 15 years at 2.25%. Maggie continued to explain the repayment options and the effects on the residents. There were two options presented one would be implementing a debt service levy which would add \$1.91 per \$1000 (averaging \$107.56 per year) to the property taxes. Because there will be updating of water infrastructure included in the project the second option would be using a portion on the water revenues and the implementing of the debt service levy at \$1.59 per \$1000 (averaging \$89.84 per year). Maggie again mentioned there could be money from the government available at some point which would lessen the burden on the residents.

Ratchford/Wilson motion for the approval of Consent Agenda. a. Approve the April 13, 2021 regular meeting minutes b. City Clerk's Reports as of April 30, 2021: Budget Report, Treasurer's Report, Revenue Report, and Investment Report c. Approval of Building Inspection, Library, and PeopleService Sewer/Water. Ayes-five. Motion carried.

Ratchford/Smock to approve the resolutions calendar. a. Resolution 3070 authorizing the payment of bills and transfers b. Resolution 3071 approving the entering a contract to provide extra territorial services. Roll call vote. Ayes-five.

Ratchford/Smock to open the Public hearing for Fiscal Year 2020-2021 Budget Amendments at 6:40 p.m. Ayes-five. Motion carried. There are no public comments and proof of publication is on file. Wilson/Ratchford to close at 6:41 p.m. Ayes-five. Motion carried.

Smock/Ratchford to approve resolution 3072 approving the FY21 Budget Amendments. Roll call vote. Ayes-five.

Bass/Ratchford to open Public Hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement at 6:41 p.m. Ayes-five. Motion carried. There are no public comments and proof of publication is on file. Nancy Jacobs at 225 Toneff Drive expressed concerns with the sewer construction costs being higher than predicted once the project is underway. Council explain that was a valid concern, pointing out that change orders are inevitable but are voted on by the Council. Ratchford/Bass to close at 6:45 p.m. Ayes-five.

Smock/Ratchford to approve resolution 3073 taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement. Roll call vote. Ayes-five.

Wilson/Ratchford to open Public hearing on proposal to enter into a General Obligation Sewer Improvement Loan and Disbursement Agreement at 6:46 p.m. Ayes-five. Motion carried. There are no public comments and proof of publication is on file. Ratchford/Smock to close at 6:47 p.m. Ayes-five. Motion carried.

Ratchford/Bass to approve resolution 3074 authorizing and approving a Loan and Disbursement Agreement, providing for the issuance of \$1,500,000 General Obligation Sewer Improvement Bonds, Series 2021 and providing for the levy of taxes to pay the same. Roll call vote. Ayes-five.

Smock/Wilson to table resolution 3075 approving contract and performance and/or payment bonds for the Elk Run Heights and Raymond WWTF Project. Ayes-five. Motion carried.

Wilson/Ratchford to approve resolution 3076 Adopting and Approving Tax Compliance Procedures Relating to Tax-Exempt Bonds. Roll call vote. Ayes-five.

Ratchford/Bass motion to adopt Ordinance 270 Amending the Code of Ordinances of The City of Elk Run Heights, Iowa, by amending chapter 13.16, wastewater treatment user charge. Mayor Lundy stated this raises the Capital Project fee from \$50 to \$60 per quarter. Roll call vote. Ayes-five.

Ratchford/Wilson to approve Ordinance 273 an ordinance of the City of Elk Run Heights, IA, amending chapter 13.24, sanitary disposal of garbage and refuse, section 13.24.160, schedule of fees, rates, and charges to \$13.25 per month, second reading. Roll call vote. Ayes-five.

Ratchford/Smock to approve request to have Weikert Contracting Inc. of Cedar Falls, Iowa provide crack sealing to the streets and City Hall parking lot. Ayes-five. Motion carried.

Ratchford/Smock to approve request from Jamie Mether to add signage to existing pole to deter trucks and traffic from turning around in his storage unit's drive on Gilbertville Road. This can ultimately cause very costly damages to his property. Councilor Ratchford recommended adding signs for property owner to save money on repairs. Councilor Smock stated she had drove down there and recommends adding two signs because there is no distinct notice as to where the turnaround is. Ayes-five. Motion carried.

Ratchford/Bass to approve request to consider and approve the location and instillation of a light pole at the end of Lafayette Road. Ayes-five. Motion carried.

Discussion/Possible action: Council to discuss Lot 2 located on Gray Street and how to list the lot for sale. Councilor Bass mentioned the realtor who previously had it listed had access to more of an advertisement platform, stating it would be harder for the City to sell it by word of mouth. City Clerk Eastman stated she felt the previous realtor was not interested in listing the lot because the sign was removed without contact to City Hall or the Mayor. Council agreed to list the lot for sale on multiple online locations and go through attorney for closing. Ayes-five. Motion carried.

Public Discussion: City Clerk Eastman read a letter addressed to Council from John Nagel from 253 Michigan Drive discussing his opinion of a potentially dangerous dogs on Michigan Drive. It was agreed according to the City Code the homeowner in question is not in any violation. Ron Pint of 441 Amber Lane asked about the future dog park and if someone's dog bites his dog, who would be responsible. Councilor Smock answered to dog owner would be responsible. It was then explained there will be a sign when entering the dog park stating the City is not responsible for any incidences, and relinquishing liability.

Mayors/Council/Engineer Reports-Councilor Wilson discuss the epidemic with dead trees throughout the city. Mayor Lundy explained the City does not get involved with cutting down residential trees. Adding it is the property owner's responsibility and the City can send them a letter requiring that it be done. Wilson stated there are organizations and groups that will sometimes cut down trees for people so they can keep the wood. City Clerk Eastman asked Wilson to get her a list of the organizations and we can get that information out to the public.

Ratchford/Sallis to adjourn at 7:10 p.m. Ayes-Five. Motion carried.

Attest:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

City of Elk Run Heights
Special Council Meeting
Located at Eddis Winstead Council Chambers
May 24, 2021 - 6:00 p.m.

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

Ratchford/Bass to approve of the May 24, 2021, Agenda. Ayes-Four. Motion carried.

Ratchford/Sallis to approve motion to hire Wade Jacobs as the Public Works/Code Enforcement/Building Inspector with a starting wage of \$21.00 per hour. Ayes-Three. Nay-Bass. Motion carried.

Ratchford/Wilson to amend and approve resolution 3077 fixing compensation and hiring of The Public Works/Code Enforcement/Building Inspector position for the City of Elk Run Heights, Iowa. Councilor Ratchford asked City Clerk Eastman about the start date of July 1. Eastman stated it had been discussed to move up the hire date due to maintenance worker Tom James needing assistance with projects that have been put on hold due to lack of employee help. Stating there was a surplus in the budget in wages due to the seasonal employment not being available. After discussion it was agreed to amend the resolution to state a start date of June 7th, 2021. Roll call vote: Ayes-Three. Nay-Bass.

Councilor Ratchford mention he had spoken to Jacobs, and he had offered to volunteer his time before his start date to begin the learning process. City Clerk Eastman stated with the start date being moved up and for liability purposes it would be best to wait until June 7th. Jacobs asked if anyone had any questions about him. Councilor Bass asked to hear about his background. Jacobs discussed his previous positions held and the extensive knowledge he has in different areas. In addition, Jacobs spoke of his military background and that he is a veteran.

Ratchford/Bass to adjourn at 6:13 p.m. Ayes-Four. Motion carried.

Attest:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

City of Elk Run Heights
Special Council Meeting
Located at Eddis Winstead Council Chambers
May 27, 2021 - 6:00 p.m.

Mayor Lundy called the meeting to order at 6:00 pm. All present recited the Pledge of Allegiance. Roll call of Council Members: Present – Wilson, Ratchford, Smock, and Sallis. Absent – Bass. Quorum present.

Wilson/Smock to approve of the May 27, 2021 Agenda. Ayes-Four. Motion carried.

Wilson/Smock to approve resolution 3079 approving contract and performance and/or payment bonds for the Elk Run Heights and Raymond WWTF Project. Ayes-Three. Nay-Ratchford.

Councilor Smock questioned Councilor Ratchford as to why he voted against the contract. Ratchford responded he feels Council is making a mistake. He feels the economy is going to take a downhill swing and the bids would come back lower if we waited. Ratchford then commented it may have been better to have switched to Waterloo.

Councilor Dennis Bass joined the meeting at 6:06 p.m. pointing out he had difficulty joining the meeting.

Councilor Smock responded to Councilor Ratchford stating her understanding the concerns. But pointed out the professionals who were hired to advise the City told us if the project is sent out for rebid the plans would need to be modified, likely reducing one or more structure, and would still come back in the same price range for construction costs. Councilor Bass pointed out the City of Waverly had their bids came back 40% over estimated costs. Additionally, Waverly received one bid whereas Elk Run had four bids and two of those were within \$30,000 of each other, thus indicating this is an accurate price to build the plant.

Councilor Ratchford informed Councilor Bass of his previous statement about connecting to Waterloo for sewer services. Bass responded the residents would have ended up paying more for a rate with nothing to show for it. Ratchford discussed the possible pricing with Waterloo. Bass pointed out the residents would have had to pay the rates for Waterloo and additionally paying a sewer rate to maintain our system. Mayor Lundy agreed pointing out the Elk Run Heights citizens should not have to pay to maintain the 150-year-old system they are using in Waterloo. Ratchford stated only time will tell. Councilor Wilson clarified to Ratchford, the original discussions about hooking up to Waterloo sewer did indicate that Elk Run residents would pay whatever Waterloo rates were but stated we would have had pay a person to maintain our own system.

Ratchford/Smock to adjourn at 6:14 p.m. Ayes-Five. Motion carried.

Attest:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

BUDGET REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	670,587.00	12,132.85	605,797.20	90.34	64,789.80
	CASH REVERSE FUND TOTAL	.00	.00	.00	.00	.00
	VEHICLE REPLACEMENT TOTAL	.00	.00	12,151.35-	.00	12,151.35
	ROAD USE TAX TOTAL	139,141.00	10,412.50	117,586.17	84.51	21,554.83
	LOCAL OPTION SALES TAX TOTAL	297,820.00	.00	297,820.89	100.00	.89-
	TAX INCREMENT FINANCING TOTAL	35,864.00	.00	35,863.54	100.00	.46
	DEBT SERVICE TOTAL	.00	.00	.00	.00	.00
	CAPITAL IMPROVEMENT RESV TOTA	114,180.00	.00	103,146.87	90.34	11,033.13
	RAYMOND ROAD TRAILER CRT TOTA	160,711.00	.00	160,711.12	100.00	.12-
	PLAZA DR RECONSTRUCTION TOTAL	5,319.00	.00	5,319.00	100.00	.00
	OFFICE EQUIPMENT REPLACE TOTA	.00	.00	.00	.00	.00
	DUBUQUE RD BRIDGE REPAIR TOTA	.00	.00	.00	.00	.00
	WASTE WTR PLANT PROJECT TOTAL	.00	.00	.00	.00	.00
	MAYORS PARK IMPROVEMENTS TOTA	27,834.79	458.88	28,044.62	100.75	209.83-
	LAFAYETTE/GVILLE RD RECON TOTA	525.00	.00	525.00	100.00	.00
	WATER TOTAL	154,444.00	9,073.22	147,516.37	95.51	6,927.63
	WATER DEPRECIATION TOTAL	.00	.00	.00	.00	.00

BUDGET REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	SEWER TOTAL	217,947.00	17,477.55	221,966.14	101.84	4,019.14-
	SEWER REPLACEMENT TOTAL	.00	.00	.00	.00	.00
	SEWER DEPRECIATION TOTAL	.00	.00	.00	.00	.00
	WASTE WTR PLANT PROJECT TOTAL	317,250.00	.00	315,350.00	99.40	1,900.00
	LANDFILL/GARBAGE TOTAL	69,230.00	5,569.83	67,415.08	97.38	1,814.92
	YARD WASTE TOTAL	2,530.00	.00	2,521.06	99.65	8.94
	TOTAL EXPENSES BY FUND	=====	=====	=====	=====	=====
		2,213,382.79	55,124.83	2,097,431.71	94.76	115,951.08
		=====	=====	=====	=====	=====

BUDGET REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	48,123.00	.00	48,123.00	100.00	.00
	EMERGENCY MANAGEMENT TOTAL	2,200.00	.00	2,075.65	94.35	124.35
	FIRE TOTAL	39,000.00	.00	37,776.96	96.86	1,223.04
	BUILDING INSPECTIONS TOTAL	14,935.00	957.06	13,558.13	90.78	1,376.87
	ANIMAL CONTROL TOTAL	3,057.00	.00	3,046.17	99.65	10.83
	OTHER PUBLIC SAFETY TOTAL	1,300.00	109.72	1,330.79	102.37	30.79-
	PUBLIC SAFETY TOTAL	108,615.00	1,066.78	105,910.70	97.51	2,704.30
	ROADS, BRIDGES, SIDEWALKS TOTA	103,760.00	9,400.96	83,540.52	80.51	20,219.48
	STREET LIGHTING TOTAL	11,000.00	943.09	11,270.20	102.46	270.20-
	TRAFFIC CONTROL & SAFETY TOTA	3,250.00	68.45	3,107.21	95.61	142.79
	SNOW REMOVAL TOTAL	11,131.00	.00	5,833.85	52.41	5,297.15
	HIGHWAY ENGINEERING TOTAL	10,000.00	.00	1,683.04	16.83	8,316.96
	OTHER PUBLIC WORKS TOTAL	.00	.00	.00	.00	.00
	PUBLIC WORKS TOTAL	139,141.00	10,412.50	105,434.82	75.78	33,706.18
	LIBRARY TOTAL	10,657.00	.00	10,656.19	99.99	.81
	PARKS TOTAL	33,765.00	3,050.51	28,891.63	85.57	4,873.37
	COMMUNITY CTR/ZOO/MARINA TOTA	2,420.00	275.69	2,225.32	91.96	194.68
	OTHER CULTURE/RECREATION TOTA	5,000.00	.00	.00	.00	5,000.00
	CULTURE & RECREATION TOTAL	51,842.00	3,326.20	41,773.14	80.58	10,068.86
	COMMUNITY BEAUTIFICATION TOTA	1,000.00	112.82	840.49	84.05	159.51
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	COMMUNITY & ECONOMIC DEV TOTA	1,000.00	112.82	840.49	84.05	159.51
	MAYOR/COUNCIL/CITY MGR TOTAL	11,462.00	40.00	9,377.21	81.81	2,084.79
	CLERK/TREASURER/ADM TOTAL	65,330.00	5,218.52	57,609.82	88.18	7,720.18
	ELECTIONS TOTAL	.00	.00	.00	.00	.00
	LEGAL SERVICES/ATTORNEY TOTAL	36,500.00	781.25	24,114.79	66.07	12,385.21
	CITY HALL/GENERAL BLDGS TOTAL	2,981.00	79.64	1,322.25	44.36	1,658.75
	TORT LIABILITY TOTAL	15,000.00	.00	.00	.00	15,000.00
	OTHER GENERAL GOVERNMENT TOTA	45,159.00	1,507.64	32,150.28	71.19	13,008.72
	GENERAL GOVERNMENT TOTAL	176,432.00	7,627.05	124,574.35	70.61	51,857.65
	ROADS, BRIDGES, SIDEWALKS TOTA	.00	.00	.00	.00	.00
	DEBT SERVICES TOTAL	.00	.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TOTAL	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	.00	.00	.00	.00	.00

BUDGET REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ROADS, BRIDGES, SIDEWALKS TOTA	50,525.00	.00	39,491.87	78.16	11,033.13
	PARKS TOTAL	27,834.79	458.88	28,044.62	100.75	209.83-
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	78,359.79	458.88	67,536.49	86.19	10,823.30
	MAYOR/COUNCIL/CITY MGR TOTAL	.00	.00	.00	.00	.00
	DEBT SERVICES TOTAL	.00	.00	.00	.00	.00
	WATER TOTAL	139,444.00	9,073.22	132,516.37	95.03	6,927.63
	SEWER/SEWAGE DISPOSAL TOTAL	316,197.00	17,477.55	318,316.14	100.67	2,119.14-
	LANDFILL/GARBAGE TOTAL	71,760.00	5,569.83	69,936.14	97.46	1,823.86
	ENTERPRISE FUNDS TOTAL	527,401.00	32,120.60	520,768.65	98.74	6,632.35
	TRANSFERS IN/OUT TOTAL	1,130,592.00	.00	1,130,593.07	100.00	1.07-
	TRANSFER OUT TOTAL	1,130,592.00	.00	1,130,593.07	100.00	1.07-
	TOTAL EXPENSES	2,213,382.79	55,124.83	2,097,431.71	94.76	115,951.08

TREASURER'S REPORT
CALENDAR 5/2021, FISCAL 11/2021

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	474,055.78	28,493.25	12,132.85	266.26	490,682.44
002 CASH REVERSE FUND	.00	.00	.00	.00	.00
005 VEHICLE REPLACEMENT	32,856.00	13.75	.00	.00	32,869.75
110 ROAD USE TAX	141,180.71	11,381.80	10,412.50	146.57	142,296.58
121 LOCAL OPTION SALES TAX	128,897.35	12,432.90	.00	.00	141,330.25
125 TAX INCREMENT FINANCING	.00	2,095.53	.00	.00	2,095.53
200 DEBT SERVICE	.00	.00	.00	.00	.00
300 CAPITAL IMPROVEMENT RES	4,800.32-	.00	.00	.00	4,800.32-
301 RAYMOND ROAD TRAILER CR	.00	.00	.00	.00	.00
302 PLAZA DR RECONSTRUCTION	.00	.00	.00	.00	.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	.00	.00	.00	.00	.00
306 MAYORS PARK IMPROVEMENT	189,438.93	.00	458.88	.00	188,980.05
307 LAFAYETTE/GVILLE RD REC	139,475.00	.00	.00	.00	139,475.00
600 WATER	101,024.33	2,115.07	9,073.22	16.11	94,082.29
601 WATER DEPRECIATION	74,504.83	63.64	.00	.00	74,568.47
610 SEWER	73,646.97	5,924.40	17,477.55	8.62	62,102.44
611 SEWER REPLACEMENT	209,234.85	15.58	.00	.00	209,250.43
612 SEWER DEPRECIATION	36,305.77	15.58	.00	.00	36,321.35
613 WASTE WTR PLANT PROJECT	833,054.58	827.46	.00	.00	833,882.04
670 LANDFILL/GARBAGE	18,570.38	476.68	5,569.83	.00	13,477.23
671 YARD WASTE	6,994.26	30.15	.00	.00	7,024.41
Report Total	2,455,439.42	63,885.79	55,124.83	437.56	2,464,637.94

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-110-4400	FEDERAL GRANTS	.00	.00	27,189.00	27,189.00
001-110-4765	FINES	1,307.23	5,853.32	4,500.00	1,353.32-
001-110-6413	EVANSDALE POLICE DEPARTMENT	.00	48,123.00	48,123.00	.00
001-130-6413	BH CO EMERGENCY MGMNT/NIRG	.00	2,075.65	2,200.00	124.35
001-150-6499	FIRE CONTRACT	.00	37,776.96	39,000.00	1,223.04
001-170-4120	BUILDING/CONTR PERMITS	1,328.00	17,950.50	15,000.00	2,950.50-
001-170-6010	WAGES - BUILDING INSPECTOR	817.37	11,579.24	12,750.00	1,170.76
001-170-6110	FICA - BUILDING INSPECTIONS	62.53	885.81	975.00	89.19
001-170-6130	IPERS - BUILDING INSPECTIONS	77.16	1,093.08	1,210.00	116.92
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	.00	.00	.00
001-170-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-190-6413	HUMANE SOCIETY	.00	.00	.00	.00
001-190-6499	OTHER CONTRACTUAL SERV	.00	2,981.67	2,982.00	.33
001-190-6507	OPERATING SUPPLIES	.00	64.50	75.00	10.50
001-199-6371	SENTRY LIGHTS	109.72	1,330.79	1,300.00	30.79-
001-299-6710	CAP OUTLAY - VEHICLES	.00	.00	.00	.00
001-410-6413	LIBRARY CONTRACT	.00	10,656.19	10,657.00	.81
001-430-4310	SHELTER RENTAL	200.00	725.00	1,500.00	775.00
001-430-6010	WAGES - PARKS - FT	1,215.21	14,903.38	14,500.00	403.38-
001-430-6020	WAGES - PARKS	.00	.00	.00	.00
001-430-6021	WAGES - PARKS - PT	.00	987.48	4,200.00	3,212.52
001-430-6110	FICA - PARKS	90.82	1,170.00	1,430.00	260.00
001-430-6130	IPERS - PARKS	114.72	1,472.86	1,800.00	327.14
001-430-6150	GROUP INSURANCE	392.99	4,480.13	4,200.00	280.13-
001-430-6151	VISION INSURANCE	3.30	45.06	35.00	10.06-
001-430-6155	LIFE INSURANCE	.00	8.63	100.00	91.37
001-430-6160	WORKER'S COMP	.00	.00	.00	.00
001-430-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-430-6310	BLDNG/GROUNDS MAINT & REPAIR	560.81	1,035.81	2,500.00	1,464.19
001-430-6331	FUEL AND OIL	.00	.00	.00	.00
001-430-6499	OTHER CONTRACTUAL SERV	.00	1.00	.00	1.00-
001-430-6505	PARK EQUIPMENT	.00	.00	.00	.00
001-430-6507	OPERATING SUPPLIES	672.66	3,572.14	5,000.00	1,427.86
001-430-6599	OTHER SUPPLIES	.00	.00	.00	.00
001-430-6723	CAP OUTLAY-HEAVY EQUIP	.00	1,215.14	.00	1,215.14-
001-460-4310	RENT-COMMUNITY CENTER	330.00	4,950.00	5,000.00	50.00
001-460-6310	COMM RM REPAIR/MAINT	237.70	1,858.36	2,100.00	241.64
001-460-6371	UTILITIES	37.99	366.96	320.00	46.96-
001-499-4610	CITY CELEBRATION RECEIPTS	.00	50.00	.00	50.00-
001-499-6599	MISC EXPENSE - CELEBRATION	.00	.00	5,000.00	5,000.00
001-510-6413	PARTNER IN EDUCATION	112.82	412.82	500.00	87.18
001-510-6490	CHRISTMAS DECORATIONS	.00	427.67	500.00	72.33
001-510-6599	TREES FOREVER	.00	.00	.00	.00
001-540-4190	MISC LICENSES & PERMITS	.00	75.00	75.00	.00
001-540-6490	COMP PLAN	.00	.00	.00	.00
001-610-6010	WAGES - MAYOR/COUNCIL	.00	8,375.00	10,200.00	1,825.00
001-610-6110	FICA - MAYOR/COUNCIL	.00	408.21	790.00	381.79
001-610-6130	IPERS - MAYOR/COUNCIL	.00	354.00	472.00	118.00

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
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	.00	.00	.00
001-610-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-610-6240	MEETING/CONFERENCES	.00	.00	.00	.00
001-610-6373	TELEPHONE/COMMUNICATIONS	40.00	240.00	.00	240.00-
001-620-6010	WAGES - CLERK	3,604.03	39,514.07	40,860.00	1,345.93
001-620-6020	WAGES - DEPUTY CLERK	.00	4,736.38	8,000.00	3,263.62
001-620-6110	FICA - CLERK	275.71	3,529.65	3,750.00	220.35
001-620-6130	IPERS - CLERK	340.21	4,355.43	4,620.00	264.57
001-620-6150	GROUP INSURANCE	560.37	3,882.91	6,700.00	2,817.09
001-620-6151	VISION INSURANCE	18.07	253.69	150.00	103.69-
001-620-6160	WORKER'S COMP	.00	.00	.00	.00
001-620-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-620-6210	DUES	.00	.00	.00	.00
001-620-6230	TRAINING	.00	150.00	250.00	100.00
001-620-6240	TRAVEL EXPENSE	226.67	766.25	800.00	33.75
001-620-6373	TELEPHONE/COMMUNICATIONS	40.00	240.00	200.00	40.00-
001-620-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
001-620-6505	OTHER EQUIPMENT	.00	.00	.00	.00
001-620-6506	OFFICE SUPPLIES	.00	27.98	.00	27.98-
001-620-6507	OPERATING SUPPLIES	153.46	153.46	.00	153.46-
001-620-6508	POSTAGE	.00	.00	.00	.00
001-630-6413	ELECTION EXPENSES	.00	.00	.00	.00
001-640-6401	AUDITING/ACCOUNTING	.00	7,862.88	17,000.00	9,137.12
001-640-6411	LEGAL - ATTORNEY	781.25	16,251.91	15,000.00	1,251.91-
001-640-6414	CODIFICATION	.00	.00	4,500.00	4,500.00
001-650-6010	WAGES - FULL TIME	.00	.00	.00	.00
001-650-6110	FICA	.00	.00	.00	.00
001-650-6130	IPERS	.00	.00	.00	.00
001-650-6150	GROUP INSURANCE	56.14	280.70	281.00	.30
001-650-6151	VISION INSURANCE	.00	.00	.00	.00
001-650-6155	LIFE INSURANCE	.00	.00	.00	.00
001-650-6310	BUILDING REPAIR/MAINT	23.50	1,041.55	2,700.00	1,658.45
001-650-6371	UTILITIES	.00	.00	.00	.00
001-650-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
001-650-6505	OFFICE EQUIPMENT	.00	.00	.00	.00
001-650-6506	OFFICE SUPPLIES	.00	.00	.00	.00
001-650-6507	OPERATING SUPPLIES	.00	.00	.00	.00
001-650-6508	POSTAGE	.00	.00	.00	.00
001-650-6599	OTHER SUPPLIES	.00	.00	.00	.00
001-660-6408	INSURANCE	.00	.00	15,000.00	15,000.00
001-699-4400	FEDERAL GRANTS	.00	27,188.95	.00	27,188.95-
001-699-6010	WAGES - GENERAL GOV - FT	173.59	2,128.95	2,040.00	88.95-
001-699-6110	FICA - GENERAL GOVERNMENT	12.97	159.49	184.00	24.51
001-699-6130	IPERS - GENERAL GOVERNMENT	16.38	200.94	230.00	29.06
001-699-6150	GROUP INSURANCE	.00	5,823.71	10,800.00	4,976.29
001-699-6151	VISION INSURANCE	.47	6.47	5.00	1.47-
001-699-6155	LIFE INSURANCE	.00	51.49	50.00	1.49-
001-699-6210	DUES	.00	654.67	2,000.00	1,345.33
001-699-6230	TRAINING	.00	897.00	2,750.00	1,853.00

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-699-6240	MEETINGS/CONFERENCES	.00	576.60	1,700.00	1,123.40
001-699-6371	UTILITIES	119.29	2,323.76	1,900.00	423.76-
001-699-6373	TELEPHONE/COMMUNICATIONS	57.54	1,035.00	1,200.00	165.00
001-699-6407	ENGINEERING (MONTHLY PAYMENT)	75.00	300.00	.00	300.00-
001-699-6414	PUBLISHING	688.91	3,475.77	2,500.00	975.77-
001-699-6419	TECHNOLOGY SERVICES	60.00	10,107.20	10,000.00	107.20-
001-699-6491	SAFETY TRAINING	.00	.00	600.00	600.00
001-699-6499	CONTRACTUAL SERV (COPIER)	.00	948.09	1,200.00	251.91
001-699-6505	OTHER EQUIPMENT	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	303.49	1,624.64	2,000.00	375.36
001-699-6508	POSTAGE	.00	991.85	1,000.00	8.15
001-699-6599	MISC SUPPLIES	.00	844.65	5,000.00	4,155.35
001-699-6725	CAP OUTLAY-OFFICE EQUIP	.00	.00	.00	.00
001-710-6801	PRINCIPAL PAYMENTS	.00	.00	.00	.00
001-710-6851	INTEREST PAYMENTS	.00	.00	.00	.00
001-910-4830	TRANSFER IN-GENERAL FUND	.00	257,698.52	257,697.00	1.52-
001-910-4831	TRANSFER IN - TIF	.00	.00	.00	.00
001-910-6910	TRANSFER OUT	.00	332,698.52	332,698.00	.52-
001-910-6911	TRANSFER OUT - TIF	.00	.00	.00	.00
001-950-4000	PROPERTY TAXES	22,987.95	391,981.91	362,261.00	29,720.91-
001-950-4003	AGRICULTURAL LAND TAXES	36.25	668.12	672.00	3.88
001-950-4060	UTILITY TAX REPLACEMENT	.00	.00	2,362.00	2,362.00
001-950-4065	FRANCHISE FEE	1,664.98	6,462.34	6,670.00	207.66
001-950-4100	BEER & LIQUOR LICENSES	.00	300.00	790.00	490.00
001-950-4105	CIGARETTE PERMITS	.00	75.00	150.00	75.00
001-950-4180	ANIMAL LICENSES	21.00	238.00	175.00	63.00-
001-950-4190	MISC LICENSES & PERMITS	100.00	440.00	150.00	290.00-
001-950-4300	INTEREST-PLAT MM BANK 4	434.12	6,061.96	6,800.00	738.04
001-950-4301	INTEREST-REG MM BANK 3	83.72	290.64	.00	290.64-
001-950-4310	RENT - COMM/COUNCIL	.00	.00	.00	.00
001-950-4464	COMM TAX REPLACEMENT	.00	7,004.03	7,460.00	455.97
001-950-4490	GAMING GRANTS	.00	.00	.00	.00
001-950-4700	BLACKHAWK COUNTY LANDFILL	.00	.00	.00	.00
001-950-4705	MISC REVENUE	.00	1,563.90	2,000.00	436.10
001-950-4710	REIMBURSEMENTS - EMPLOYEE INSR	.00	.00	.00	.00
001-950-4735	SALES/FUEL TAX REFUNDS	.00	2,520.15	2,521.00	.85
001-950-4765	FINES-CLERK OF COURT	.00	.00	.00	.00
001-950-4800	SALE OF REAL PROPERTY	.00	56,551.80	56,552.00	.20
001-999-9999	PROFIT HANDLER	.00	.00	.00	.00
002-910-4830	TRANSFER IN	.00	.00	.00	.00
002-910-6910	TRANSFER OUT	.00	.00	.00	.00
002-999-9999	PROFIT HANDLER	.00	.00	.00	.00
005-210-6723	CAP OUTLAY-HEAVY EQUIP	.00	12,151.35-	.00	12,151.35
005-910-4830	TRANSFER IN-VEHICLE RPLMNT	.00	10,000.00	10,000.00	.00
005-910-6910	TRANSFER OUT	.00	.00	.00	.00
005-950-4300	INTEREST-VEHICLE REPLACEMENT	13.75	152.08	650.00	497.92
005-999-9999	PROFIT HANDLER	.00	.00	.00	.00
110-210-4430	ROAD USE TAXES	11,381.80	133,125.73	142,000.00	8,874.27
110-210-4810	SALE OF ASSETS	.00	2,200.00	.00	2,200.00-
110-210-6010	WAGES - ROAD USE - FT	2,083.20	25,303.07	27,000.00	1,696.93
110-210-6020	WAGES - ROAD USE	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
110-210-6030	WAGES - ROAD USE - PT	.00	1,984.92	6,000.00	4,015.08
110-210-6110	FICA - ROAD USE	155.70	2,043.88	2,525.00	481.12
110-210-6130	IPERS - ROAD USE	196.66	2,571.96	3,115.00	543.04
110-210-6150	GROUP INSURANCE	673.70	7,716.54	7,500.00	216.54-
110-210-6151	VISION INSURANCE	5.65	77.23	75.00	2.23-
110-210-6155	LIFE INSURANCE	.00	14.79	15.00	.21
110-210-6160	WORKER'S COMP	.00	.00	.00	.00
110-210-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
110-210-6181	UNIFORM ALLOWANCE	.00	209.88	300.00	90.12
110-210-6310	BUILDING REPAIR/MAINT	23.50	1,348.62	2,500.00	1,151.38
110-210-6331	FUEL & OIL	277.53	3,736.84	4,000.00	263.16
110-210-6332	VEHICLE MAINTENANCE	7.00	634.12	5,000.00	4,365.88
110-210-6371	UTILITIES	55.07	1,310.61	1,700.00	389.39
110-210-6373	TELEPHONE/COMMUNICATIONS	40.00	440.00	480.00	40.00
110-210-6375	EQUIPMENT SUPPORT	.00	15,869.58	16,000.00	130.42
110-210-6407	ENGINEERING	.00	792.60	1,150.00	357.40
110-210-6408	INSURANCE	.00	.00	4,000.00	4,000.00
110-210-6417	STREET MAINTENANCE - REPAIRS	5,143.50	7,416.30	10,000.00	2,583.70
110-210-6491	SAFETY TRAINING	.00	.00	1,000.00	1,000.00
110-210-6504	SHOP EQUIPMENT	.00	814.73	1,000.00	185.27
110-210-6507	STREET MAINTENANCE SUPPLIES	717.80	11,651.64	10,000.00	1,651.64-
110-210-6511	NEW POSTS / SIGNS	.00	.00	.00	.00
110-210-6512	REPLACEMENT POSTS / SIGNS	.00	396.35	.00	396.35-
110-210-6599	MISCELLANEOUS SUPPLIES	21.65	422.00	400.00	22.00-
110-210-6723	CAP OUTLAY-HEAVY EQUIP	.00	10,936.21	.00	10,936.21-
110-230-6371	STREET LIGHTS	943.09	11,270.20	11,000.00	270.20-
110-240-6371	TRAFFIC SIGNAL	68.45	898.89	450.00	448.89-
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	.00	2,208.32	2,800.00	591.68
110-250-6332	SNOW PLOW REPAIR	.00	1,520.25	1,000.00	520.25-
110-250-6489	OTHER CONTRACTUAL SRV	.00	131.00	131.00	.00
110-250-6507	SNOW REMOVAL SUPPLIES	.00	4,182.60	10,000.00	5,817.40
110-260-6407	ENGINEERING	.00	1,683.04	10,000.00	8,316.96
110-910-4830	TRANSFER IN-ROAD USE	.00	.00	.00	.00
110-910-6910	TRANSFER OUT	.00	.00	.00	.00
110-910-6911	TRANSFER OUT - TIF	.00	.00	.00	.00
110-999-9999	PROFIT HANDLER	.00	.00	.00	.00
121-910-4830	TRANSFER IN-LOST	.00	82,511.60	82,512.00	.40
121-910-4831	TRANSFER IN - TIF	.00	35,863.54	35,864.00	.46
121-910-6910	TRANSFER OUT	.00	297,820.89	297,820.00	.89-
121-950-4090	LOCAL OPTION TAX	12,432.90	169,063.64	176,000.00	6,936.36
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	.00	.00	.00
125-910-6911	TRANSFER OUT - TIF	.00	35,863.54	35,864.00	.46
125-950-4050	TIF TAXES	2,095.53	19,688.88	34,856.00	15,167.12
125-950-4300	INTEREST	.00	.00	.00	.00
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
200-710-6801	PRINCIPAL PAYMENTS	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
200-710-6851	INTEREST PAYMENTS	.00	.00	.00	.00
200-815-6801	PRINCIPAL PAYMENTS	.00	.00	.00	.00
200-815-6851	INTEREST PAYMENTS	.00	.00	.00	.00
200-910-4830	TRANSFER IN-DEBT SERVICE	.00	.00	.00	.00
200-910-6910	TRANSFER OUT	.00	.00	.00	.00
200-999-9999	PROFIT HANDLER	.00	.00	.00	.00
300-210-6407	ENGINEERING - STREET PROJECT	.00	.00	.00	.00
300-210-6499	STREET CONTRACTUAL SERV	.00	38,966.87	50,000.00	11,033.13
300-750-6499	CONTRACTUAL SERV	.00	.00	.00	.00
300-910-4830	TRANSFER IN-CAP IMPRVMT RESV	.00	.00	.00	.00
300-910-6910	TRANSFER OUT	.00	64,180.00	64,180.00	.00
300-950-4300	INTEREST-CAPITAL IMPRVMT-RSV	.00	.00	100.00	100.00
300-999-9999	PROFIT HANDLER	.00	.00	.00	.00
301-750-4800	SALE OF PROPERTY	.00	.00	.00	.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	.00	.00	.00
301-910-4830	TRANSFER IN-RAYMOND RD TRAILER	.00	138,321.89	138,321.00	.89-
301-910-6910	TRANSFER OUT	.00	160,711.12	160,711.00	.12-
301-999-9999	PROFIT HANDLER	.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
302-750-6499	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	5,319.00	5,319.00	.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
305-750-6407	ENGINEERING	.00	.00	.00	.00
305-750-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
305-910-6910	TRANSFER OUT	.00	.00	.00	.00
305-999-9999	PROFIT HANDLER	.00	.00	.00	.00
306-430-4400	FEDERAL GRANTS	.00	.00	.00	.00
306-430-4440	STATE GRANTS	.00	5,067.83	5,067.83	.00
306-430-4710	REIMBURSEMENTS	.00	.00	.00	.00
306-430-4830	TRANSFER IN	.00	.00	.00	.00
306-430-6407	ENGINEERING	458.88	20,209.83	20,000.00	209.83-
306-430-6411	LEGAL	.00	.00	.00	.00
306-430-6499	OTHER CONTRACTUAL SERV	.00	7,834.79	7,834.79	.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	125,000.00	125,000.00	.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	525.00	525.00	.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	140,000.00	140,000.00	.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	.00	.00
600-610-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
600-810-4300	INTEREST	.00	.00	.00	.00
600-810-4500	CHARGES/FEES FOR SERVICES	1,688.62	128,572.08	135,000.00	6,427.92
600-810-4530	PENALTIES	68.69	1,283.93	1,500.00	216.07
600-810-4540	CONNECT/RECONNECT FEES	.00	.00	.00	.00
600-810-4550	MISC CHARGE FOR SERVICES	200.00	1,241.26	1,100.00	141.26-
600-810-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
600-810-4561	WATER EXCISE TAX	29.76	7,814.00	8,000.00	186.00
600-810-4600	SPECIAL ASSESSMENTS	.00	3,525.00	3,525.00	.00
600-810-4730	DEPOSITS	128.00	1,900.00	2,000.00	100.00
600-810-6010	WAGES - WATER - FT	.00	9.55-	.00	9.55
600-810-6011	WAGES - WATER - CLERK	172.24	1,849.03	2,270.00	420.97
600-810-6020	WAGES - WATER	.00	.00	.00	.00
600-810-6021	WAGES - WATER - PT	503.69	7,372.07	8,000.00	627.93
600-810-6022	WAGES - WATER	.00	577.20	.00	577.20-
600-810-6110	FICA - WATER	51.70	725.98	800.00	74.02
600-810-6130	IPERS - WATER	63.81	895.95	1,000.00	104.05
600-810-6150	GROUP INSURANCE	31.13	741.64	800.00	58.36
600-810-6151	VISION INSURANCE	1.00	13.72	25.00	11.28
600-810-6155	LIFE INSURANCE	.00	2.64	60.00	57.36
600-810-6160	WORKER'S COMP	.00	.00	.00	.00
600-810-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
600-810-6230	TRAINING	.00	.00	.00	.00
600-810-6332	VEHICLE REPAIRS	.00	.00	.00	.00
600-810-6350	REPAIR MAINT - WATER MAIN	.00	19,875.13	19,876.00	.87
600-810-6373	TELEPHONE/COMMUNICATIONS	41.50	458.53	600.00	141.47
600-810-6375	EQUIPMENT SUPPORT	.00	2,150.00	2,500.00	350.00
600-810-6413	WATER - WATERLOO	5,610.02	59,236.72	61,000.00	1,763.28
600-810-6418	SALES TAX EXPENSE	.00	8,045.92	8,046.00	.08
600-810-6419	TECH SERVICES - ANNUAL SUPPORT	.00	2,150.00	2,150.00	.00
600-810-6489	OTHER CONTRACTUAL SRV	.00	.00	.00	.00
600-810-6490	OTHER PROFESSIONAL SERVICES	2,396.20	26,135.70	28,180.00	2,044.30
600-810-6497	BANK SERVICE CHGS	.00	10.70	.00	10.70-
600-810-6498	DEPOSIT REFUNDS - WATER	.00	1,264.51	1,265.00	.49
600-810-6499	TESTS/PERMITS	.00	422.57	338.00	84.57-

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
600-810-6505	WT METERS/WT EQUIPMENT	.00	72.36	2,000.00	1,927.64
600-810-6506	OFFICE SUPPLIES	201.93	291.92	300.00	8.08
600-810-6508	POSTAGE	.00	233.63	234.00	.37
600-810-6599	OTHER SUPPLIES	.00	.00	.00	.00
600-810-6727	CAPITAL EQUIPMENT	.00	.00	.00	.00
600-910-4830	TRANSFER IN-WATER	.00	.00	.00	.00
600-910-6910	TRANSFER OUT	.00	15,000.00	15,000.00	.00
600-999-9999	PROFIT HANDLER	.00	.00	.00	.00
601-810-4300	INTEREST-WATER DEPRECIATION	63.64	838.61	2,400.00	1,561.39
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	.00	.00
601-999-9999	PROFIT HANDLER	.00	.00	.00	.00
610-710-6801	PRINCIPAL PAYMENTS	.00	.00	.00	.00
610-710-6851	INTEREST PAYMENTS	.00	.00	.00	.00
610-815-4300	INTEREST-SEWER	.00	.00	1,500.00	1,500.00
610-815-4500	CHARGES/FEEES FOR SERVICES	704.00	119,770.41	130,000.00	10,229.59
610-815-4502	CAPITAL PROJECT FEE	.00	.00	.00	.00
610-815-4510	RAYMOND SEWER USAGE	5,000.00	54,050.00	70,000.00	15,950.00
610-815-4530	PENALTIES	70.40	1,210.90	1,300.00	89.10
610-815-4550	MISC CHARGE FOR SERVICES	.00	301.12	7,989.00	7,687.88
610-815-4560	SALES TAXES COLLECTED	.00	203.17	400.00	196.83
610-815-4710	REIMBURSEMENTS	.00	3,750.00	.00	3,750.00-
610-815-4730	DEPOSITS	150.00	1,567.40	1,500.00	67.40-
610-815-6010	WAGES - SEWER	.00	4,613.06	4,614.00	.94
610-815-6011	WAGES - SEWER - CLERK	172.24	1,498.16	1,500.00	1.84
610-815-6020	WAGES - SEWER	.00	.00	.00	.00
610-815-6030	WAGES - SEWER	.00	.00	.00	.00
610-815-6110	FICA - SEWER	13.18	114.59	111.00	3.59-
610-815-6130	IPERS - SEWER	16.26	141.38	.00	141.38-
610-815-6150	GROUP INSURANCE	31.13	252.01	219.00	33.01-
610-815-6151	VISION INSURANCE	1.01	7.07	6.00	1.07-
610-815-6155	LIFE INSURANCE	.00	.00	.00	.00
610-815-6160	WORKER'S COMP	.00	.00	.00	.00
610-815-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
610-815-6181	UNIFORM ALLOWANCE	.00	.00	.00	.00
610-815-6230	TRAINING	.00	.00	.00	.00
610-815-6320	LIFT STATION EXPENSE	.00	59,983.61	30,000.00	29,983.61-
610-815-6331	FUEL	.00	.00	.00	.00
610-815-6332	VEHICLE REPAIRS	.00	.00	.00	.00
610-815-6350	PLANT REPAIR/MAINTENANCE	127.09	5,251.79	5,000.00	251.79-
610-815-6370	UTILITIES - LIFT STATION	367.76	4,162.49	4,000.00	162.49-
610-815-6371	UTILITIES - PLANT	818.66	11,593.98	12,500.00	906.02
610-815-6373	TELEPHONE/COMMUNICATIONS	.00	.00	.00	.00
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	.00	8,435.00	10,000.00	1,565.00
610-815-6407	ENGINEERING/WWTP PROJECT	.00	.00	.00	.00
610-815-6408	INSURANCE	.00	.00	3,000.00	3,000.00
610-815-6413	LUMP SUM APPROPRIATIONS	.00	4,621.22	4,622.00	.78
610-815-6418	SALES TAX EXPENSE	.00	.00	.00	.00
610-815-6490	IOWA ONE CALL	.00	58.50	150.00	91.50
610-815-6491	SAFETY TRAINING	.00	.00	.00	.00

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
610-815-6493	SLUDGE HAULING	6,120.00	14,088.75	15,000.00	911.25
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	.00	849.90	1,000.00	150.10
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	9,584.80	104,308.80	113,894.00	9,585.20
610-815-6501	TESTS/PERMITS	.00	.00	.00	.00
610-815-6505	OFFICE EQUIPMENT	.00	.00	.00	.00
610-815-6506	OFFICE SUPPLIES	.00	.00	.00	.00
610-815-6507	OPERATING SPPLY/PEOPLESERVICE	201.92	7,287.08-	3,000.00	10,287.08
610-815-6508	POSTAGE	.00	183.63	300.00	116.37
610-815-6510	SAFETY SUPPLIES	23.50	54.28	31.00	23.28-
610-815-6599	MISC SUPPLIES	.00	35.00	.00	35.00-
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	100,000.00	100,000.00	.00
610-910-6910	TRANSFER OUT	.00	9,000.00	9,000.00	.00
610-999-9999	PROFIT HANDLER	.00	.00	.00	.00
611-815-4300	INTEREST-SEWER REPLACEMENT	15.58	1,001.50	2,700.00	1,698.50
611-910-4830	TRANSFER IN-SEWER PLCMNT	.00	9,000.00	9,000.00	.00
611-910-6910	TRANSFER OUT	.00	.00	.00	.00
611-999-9999	PROFIT HANDLER	.00	.00	.00	.00
612-815-4300	INTEREST-SEWER DEPRECIATION	15.58	84.85	150.00	65.15
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	229.97	5,275.84	6,000.00	724.16
613-815-4502	CAPITAL PROJECT FEE	597.49	93,309.43	92,000.00	1,309.43-
613-815-4820	PROCEEDS FROM DEBT/LOAN-WWTP	.00	105,250.00	105,250.00	.00
613-815-6407	ENGINEERING	88,500.00	191,850.00	105,250.00	86,600.00-
613-815-6499	OTHER CONTRACTUAL SERV	88,500.00-	86,500.00-	2,000.00	88,500.00
613-910-4830	TRANSFER IN-WWTP PROJECT	.00	217,197.52	217,198.00	.48
613-910-6910	TRANSFER OUT	.00	210,000.00	210,000.00	.00
613-999-9999	PROFIT HANDLER	.00	.00	.00	.00
670-840-4300	INTEREST-LANDFILL/GARBAGE	.00	15.92	100.00	84.08
670-840-4500	CHARGES/FEEES FOR SERVICES	378.84	62,607.54	60,000.00	2,607.54-
670-840-4530	PENALTIES	37.84	643.74	800.00	156.26
670-840-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
670-840-4710	REIMBURSEMENTS - RECYCLE REIMB	.00	4,468.00	4,468.00	.00
670-840-4730	DEPOSITS	60.00	890.00	1,000.00	110.00
670-840-6490	GARBAGE COLLECTION	5,034.12	60,848.28	62,000.00	1,151.72
670-840-6492	RECYCLING EXPENSE	535.71	6,092.39	6,500.00	407.61
670-840-6498	DEPOSIT REFUNDS - GARBAGE	.00	454.00	700.00	246.00
670-840-6508	POSTAGE	.00	20.41	30.00	9.59
670-910-4830	TRANSFER IN-LANDFILL/GARBAGE	.00	15,000.00	15,000.00	.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	16.50	2,769.00	2,700.00	69.00-
671-840-4530	PENALTIES	1.65	28.15	40.00	11.85
671-840-4730	DEPOSITS	12.00	180.00	200.00	20.00
671-840-6413	YARD WASTE COLLECTION	.00	2,400.00	2,400.00	.00
671-840-6498	DEPOSIT REFUND - YARD WASTE	.00	100.66	100.00	.66-

REVENUE & EXPENSE REPORT
CALENDAR 5/2021, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
671-840-6508	POSTAGE	.00	20.40	30.00	9.60
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	8,760.96	495,961.99	419,332.04	76,629.95-
		=====	=====	=====	=====
		=====	=====	=====	=====
	PROOF	8,760.96	495,961.99	419,332.04	76,629.95-
		=====	=====	=====	=====

CITY OF ELK RUN HEIGHTS

INVESTMENT REPORT

May-21

ACCOUNT	G/L	INT EARNED	RPV TTL	CURRENT MONTH TTL	MATURE DATE	CASHED IN DATE:
EQUIPMENT REPLACEMENT						
CD# 20837	005-000-1171	\$ 13.75	\$ 12,528.70	\$ 12,542.45	7/18/2023	
CD# 22657	005-000-1175	\$ 10.17	\$ 10,317.13	\$ 10,327.30	11/25/2021	
				\$ 22,869.75		
CAPITAL PROJECT WWTP						
CD# 3174	613-000-1170	\$ 38.47	\$ 21,038.60	\$ 21,077.07	3/13/2022	
CD# 22448	613-000-1170	\$ 61.08	\$ 21,552.90	\$ 21,613.98	7/11/2021	
CD# 3157	613-000-1170	\$ 443.72	\$ 211,707.48	\$ 212,151.20	2/7/2022	
				\$ 254,842.25		
WATER DEPRECIATION						
CD# 22563	601-000-1170	\$ 63.64	\$ 22,694.86	\$ 22,758.50	12/18/2021	
CD# 22447	601-000-1175	\$ 110.11	\$ 55,817.83	\$ 55,927.94	3/10/2023	
CD# 22612	601-000-1189	\$ 44.58	\$ 45,210.46	\$ 45,255.04	8/22/2021	
				\$ 123,941.48		
T&A SEWER						
CD# 22526		\$ -	\$ 1,000.00	\$ 1,000.00	8/22/2021	
CD# 21379		\$ -	\$ 1,500.00	\$ 1,500.00	1/6/2022	
				\$ 2,500.00		
SEWER REPLACEMENT						
CD# 22452	611-000-1172	\$ 110.11	\$ 55,817.83	\$ 55,927.94	3/10/2023	
CD# 22450	611-000-1179	\$ 137.42	\$ 48,493.96	\$ 48,631.38	7/11/2021	
CD# 22467	611-000-1185	\$ 14.18	\$ 9,582.91	\$ 9,597.09	3/26/2023	
CD# 3222 COMBINED WITH	611-000-1170	\$ 15.57	\$ 9,814.45	\$ 9,830.02	6/22/2022	
				\$ 123,986.43		
SEWER DEPRECIATION						
CD# 3222	612-000-1170	\$ 15.59	\$ 9,814.44	\$ 9,830.03	6/22/2022	
				\$ 9,830.03		
T&A SOLID WASTE						
CD# 21140			\$ 5,000.00	\$ 5,000.00	10/26/2021	
CD# 22138		\$ -	\$ 1,000.00	\$ 1,000.00	6/17/2021	
				\$ 6,000.00		
SOLID WASTE						
CD# 3052	670-000-1170	\$ 5.26	5338.35	5343.61	6/22/2021	
				5343.61		
			TOTAL CD'S:	\$ 549,313.55		

CITY OF ELK RUN HEIGHTS - BRIAN WIRTZ - BUILDING INSPECTION

Mar-21

BUILDING PERMITS

DATE	HOMEOWNER	CONTRACTORS	ADDRESS	PERMIT #	DATE RECEIVED PERMIT	TYPE OF CONSTRUCTION	VALUE	PERMIT FEE
5/3/21	JOLEEN TERRELL	E. CASTRO ROOFING	424 AMBER LN	1917	5/3/2021	REROOFING	\$9,000.00	\$167.00
5/3/21	RUSS AND DIANE KOHRS	E. CASTRO ROOFING	217 SUNRISE	1918	5/3/2021	REROOFING	\$7,500.00	\$153.00
5/4/21	RANDY & ANDREA COOK	MOXIE SOLAR	304 GILBERTVILLE RD	1919	5/12/2021	ROOF MOUNTED SOLAR SYSTEM	\$2,147.00	\$83.00
5/12/21	LISA BARFELS	RABER ROOFING SYSTEMS	112 SUNSET LN	1920	5/13/2021	REROOFING	\$6,975.00	\$139.00
5/17/21	ROSS & ABBY FAGERLIND	GRONOUSKI CONSTRUCTION	1709 DOUGLAS	1921	5/28/2021	APPROACH		\$15.00
HVAC PERMITS & PLUMBING								
5/25/21	DELORIS WHITE	GUBBELS ONE HOUR	5047 LAFAYETTE			AC INSTALL	\$4,500.00	
TOTALS							\$30,122.00	

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Held at the Evansdale City Hall – Council Chambers
Monday, May 17, 2021 – 6:00 PM

Please power off or set to vibrate all cell phones during the Library Board meeting

1. Call to Order
2. Roll Call
3. Approval of March 15 2021 Monthly Meeting Minutes
4. Approval of April 19 2021 Monthly Meeting Minutes
5. Approval of bills to be paid in May
6. Treasurer's Report
7. Circulation Report
8. Old Business
 - a. Confidential Patron Feedback
 - b. Board voting – Discussion/Possible action
9. New Business
 - a. Plans for executing 2021/2022 budget
 - b. ARPA grant
 - c. Transparent Languages online continuation
 - d. Purchasing of ebooks/audiobooks
10. Discussion
11. Adjournment

Reminder:

Date and Time of next meeting will be June 21, 2021 – 6:00 PM

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, April 19, 2021 – 6:00 p.m.

Call to Order: The meeting was called to order by President Hansen at 6:00 p.m.

Introduction of and Welcome to Newest Board Member: Joel Osborne introduced himself and was welcomed by the board.

Roll Call:

Present: Dallenbach, Hansen, Osborne, Peterson Deb, Peterson TJ, Wilson, and Pritchett

Absent: Walker

A quorum was present.

Approval of March 15, 2021 Monthly Meeting Minutes: Hansen stated he would like to see the lines in Old Business subparagraph A, "The proposed compensation package does not include health insurance, takes the Director's hours down from 34 to 29 and the Assistant's from 23 to 15. It also changes the paid holidays, eliminating Christmas Eve day and the day after Christmas," removed as they weren't discussed at the meeting. He feels the hours of 34 and 23 are not factual and says that it was not in the "original" (draft) minutes. Wilson questioned why it's in writing then with Bob Walker's name on it. Hansen said the minutes are turned in to the Director and "she makes corrections and additions, apparently, as she sees fit." Ella Givens in the audience, asked if the minutes could be read. Pritchett read the section in question. Hansen moved to remove the section in question from the minutes, Dallenbach seconded the motion. Ayes – 3. Abstentions – 3. One member did not vote. Hansen asked how many people were present. Director Jensen said 7. The motion failed. Hansen said this item and insurance should be made an agenda item next month.

Approval of bills to be paid in April: Hansen made a motion, and TJ Peterson seconded to pay the bills in April. Ayes – 7. Nays – 0. The motion carried.

Treasury Report: Nothing was reported this month.

Circulation Report: The circulation report was reviewed by the board. Pritchett asked Director Jensen if she thought things were picking up with the pandemic starting to wind down. Jensen said the numbers show that the items circulated are but we do comparisons from the previous month and the same month from the previous year and it's an unfair comparison because a year ago during March was when the library shut down for COVID and she said next month's will be even higher because we were not open at all during April 2020.

Old Business:

A. Confidential Patron Feedback

Hansen said he felt this was needed and stated Dallenbach was involved. Dallenbach said she looked at the library's website and saw that we use MCHSI but said they could set up a Gmail account and wondered if something could be added to the website to direct people there.

Hansen asked if that would be confidential though. She said it would be. He said his concern was getting the information out so people know they have a way to complain. Dallenbach felt that the website should be the avenue used and that they shouldn't be soliciting outside of that and people should take the initiative to find how to make a complaint, but she said that things change and that old feedback should be voided if it's that long ago. Pritchett agreed that old

grievances shouldn't be considered. Deb Peterson asked if that was something that could be added to the library website and Jensen said yes. Ella Givens asked if there was a suggestion box for the library and Jensen said no. Dallenbach said a letter could be mailed to the library.

B. Service Continuation Plan

Director Jensen handed out a list of the duties that she accomplishes on a daily, weekly, monthly, quarterly and annual basis and said it was an ongoing list as things come up that she forgot about and adds to the list. Dallenbach noted that at the last meeting Director Jensen said she had a listing of all passwords and Jensen said she does along with a folder of "cheat sheets" like how to do overdues, how to run the reports for databases, etc. Dallenbach moved that the service continuation plan was resolved. Pritchett seconded. Ayes – 5. Abstain – 1. Nays – Hansen. The motion carried.

New Business:

A. Board Voting

Hansen said this board has always used five votes to pass something and that in a meeting with the mayor and a councilman it was addressed that the city uses a majority of those present and recommended the library does the same as per Robert's Rules of Order. Hansen said as long as he's been a member of the board it's always taken five ayes to pass. Pritchett said it's never been a problem in the past. Hansen made a motion to adopt that policy. Pritchett said she felt it needed to be written before it was voted upon and said she'd like to research it further and asked for a month. Hansen withdrew his motion.

Discussion: Mayor Dewater said at the council table abstentions are rare for voting unless there is a direct conflict of interest and generally not accepted and hoped boards were following suit. Hansen wanted it on record that he vehemently disagrees with the minutes.

Adjournment: The meeting was adjourned at 6:55 p.m.

Wilson pointed out an audience member had something and Ella Givens in the audience asked if the library was going to close or if it was a distinct possibility and discussion continued. Dallenbach said they are looking at the hours to try to keep it open and that's the objective. Pritchett said there are some people in town that say we don't need a library but the truth is we have to provide library service to our residents. Osborne said it's a state law that library service be provided. Hansen said the previous Mayor's feedback was that times are changing and the library needs to make some adjustments. He was appointed to streamline the library and that's what he was trying to do. She asked if he agreed with the previous Mayor and he said he thought the library could stand some tuning up, yes. Ella Givens suggested advertising with a commercial on TV; she's never seen one of those.

Respectfully submitted,

Shannon Jensen, Library Director

EVANSDALE PUBLIC LIBRARY
MONTHLY CIRCULATION REPORT
APRIL 2021

OF MATERIALS CHECKED OUT:

Adult Non-fiction	25	Youth Non-fiction	25
Adult Fiction	342	Youth Fiction (YA = 26 YF = 12)	38
Adult Magazines	22	Young Easy	31
Large Print	15	Youth Magazines	0
		Kits	1
Total Adult	404	Total Youth	95
↑ from 2020	351	↓ from last month	79
		↑ from 2020	85
		↓ from last month	19

Misc (Travel guides, other)	00
Newspapers	00
TOTAL PRINT	499
↑ from 2020	436
↓ from last month	98

Video tapes	000
DVD	014
Books on tape/CD	000
Music CDs	000
ONLINE Database uses (9) – Video (0) – Magazines (4) - Audiobooks (82) - E-books (96)	191
Misc other (Equipment, games, etc.)	000
TOTAL NON-PRINT	205
↓ from 2020	23
↓ from last month	53

OF INTERLIBRARY LOANS: (Information taken directly from SILO statistics)

Will send/not send	01/01
Requested/Received	13/11

TOTAL # OF ALL MATERIALS CHECKED OUT: 704 (513 + 191 Online Uses)
 From last month ↓ 151
 From 2020 ↑ 413

OF ITEMS LOANED TO EVANSDALE RESIDENTS:

2021	299 of total 704 (42.5%)
2020	28 of total 291 (9.6%)

OF ITEMS LOANED TO NON-EVANSDALE RESIDENTS

		+/- FROM 2020
**Elk Run Heights	033	+023
**Gilbertville	000	+/-0
**County	027	+027
Waterloo	128	+108
Cedar Falls	005	+001
Raymond	013	+012
Des Moines	000	+/-0
Hudson	004	+004
Jesup	000	+/-0
Washburn	000	+/-0
Waverly	000	+/-0
Daycares	000	+/-0
Libraries/At-home delivery	004	+004
Online	191	-037

Total number of library users: Approx.362 ↓ from last month: 44 ↑ from 2020: 362 ↓ from 2019: 309

Day with highest number of users: 21 users on Thursday, April 8th

Day with lowest number of users: 4 users on Saturday, April 24th

Number of days open: 26

Number of hours open: 183 hours

Avg number of library users per day: 14 ↓ from last month: 2 ↑ from 2020: 14

Number of computer users: 215 (100 Int, 114 Wireless, 1 Kids) ↑ from last month: 27 **2020: 123** ↑ from 2020: 92

Number of Computer hours logged: 26526 minutes = 442.10 hrs ↑ from last month: 39.55 hrs ↑ from 2020: 280.6 hrs

MONTHLY TOTAL: 9

OF NEW LIBRARY CARDS ISSUED: 6

OF REISSUED or RENEWED CARDS: 3

	ADULT	YOUTH	ADULT	YOUTH
Cedar Falls	-	-	-	-
County	-	-	-	-
Des Moines	-	-	-	-
Dunkerton	-	-	-	-
Elk Run	-	-	1	-
Evansdale	4	-	-	-
Gilbertville	-	-	-	-
Jesup	-	-	-	-
LPC	-	-	-	-
Other	1 (LeGrand)	-	-	-
Raymond	-	-	-	-
Waterloo	-	1	1	-
Waverly	-	-	-	-
Libraries/	-	-	-	-
Home Delivery/	-	-	-	-
Daycares	-	-	-	-

MONEY TURNED INTO CITY OF EVANSDALE

\$ 146.00

Book sales	\$7.50
Computer copies	67.80
Duplicate cards	0.00
Faxes and others	40.60
Fines	16.50
Photocopies	13.60
Refunds	0.00

MONEY TURNED INTO FRIENDS OF LIBRARY

\$ 30.46

Donations	\$30.46
Ink Recycling	0.00

MONTHLY GRAND TOTAL: \$ 176.46 ACCUMULATED FY TOTALS to CITY: \$1578.24 to FOL: \$136.31

PRINT MATERIALS PROCESSED AND ADDED TO COLLECTION: 50

Adult fiction	006	Miscellaneous	000
Adult Non-fiction	000	Reference	000
Large Print	010	Youth Magazines	000
Magazines	014	Youth non-fiction	000
Kits	000	Young Easy	014
		Youth Fiction	000
ILL Books	006	Young Adult	000

VIDEOS, DVDs, AUDIO, CDs PROCESSED AND ADDED TO COLLECTION: 0

	New	Donated
VHS	000	000
DVD	000	000
Audiobooks	000	000
CDs	000	000

ITEMS AUTOMATED AND WEEDED FROM COLLECTION:

Items Added (Computer)	Items deleted (Computer)	# of books/videos withdrawn	Retail cost of books/videos withdrawn
34	65	0	\$0.00

ITEMS OVERDUE:

10 items overdue this month

1922 items due total thru end of the current reporting month (-22 from last month)

Circulation by Patron Class

for the period
April 1, 2021 - April 30, 2021

Evansdale	299
Elk Run	33
Gilbertville	Ø
County	27
Waterloo	128
CF	5
Raymond	13
Hudson	4
Libraries	4
Online	191
<hr/>	
	(704)

Patron Class	Checked In	Checked Out
Adult - Washburn	0	0
Youth - Evansdale	12	8
Youth - Washburn	0	0
Adult - Evansdale	281	291
Adult - Elk Run Heights	38	29
Adult - Raymond	20	13
Adult - Waterloo	126	125
Adult - Independence	0	0
Adult - Cedar Falls	9	5
Adult - LaPorte City	0	0
Adult - County Borrower	29	27
Youth - Elk Run Heights	7	4
Youth - Raymond	0	0
Youth - Waterloo	3	3
Youth - Independence	0	0
Youth - LaPorte City	0	0
Youth - Cedar Falls	0	0
Youth - County Borrower	0	0
Adult - Winthrop	0	0
Adult - Gilbertville	0	0
Youth - Winthrop	0	0
Youth - Gilbertville	0	0
Adult - Waverly	0	0
Youth - Waverly	0	0
Adult - Cedar Rapids	0	0
Adult - Jesup	11	0
Youth - Cedar Rapids	0	0
Youth - Jesup	0	0
Libraries and home delivery	2	4
Adult - Oelwein	0	0
Youth - Oelwein	0	0
Adult - Westgate	0	0
Youth - Westgate	0	0
Adult - New Hartford	0	0
Youth - New Hartford	0	0
Adult - Brandon	0	0
Adult - Denver	0	0
Youth - Aplington	0	0
Adult - Dunkerton	0	0
Youth - Dunkerton	0	0
Adult - Fairbank	0	0
Adult - Out of State	0	0
Adult - Charles City	0	0
Youth - Charles City	0	0
Adult - Hazleton	0	0
Youth - Hazleton	0	0
Adult - Other	0	0
Adult - Hudson	1	4
Youth - Hudson	0	0
Adult - Traer	0	0
Adult - Des Moines	0	0
Adult - Grundy Center	0	0
Youth - Grundy Center	0	0
Adult - Newton	0	0
Youth - Newton	0	0
Adult - Dike	0	0
Youth - Dike	0	0
Daycares	0	0
Youth - Fairbank	0	0
Adult - Grinnell	0	0
Youth - Other	0	0
Adult - Clarksville	0	0
Youth - Clarksville	0	0
Adult - Dewar	0	0
Total:	539	513

Online + 191 = (704)

Circulation by Item Report Class

for the period
April 1, 2021 - April 30, 2021

Adult	
ANF	25
AF	342
A mags	22
LP	15
<hr/>	
	404

Youth	
YNF	25
YA	26
YF	12
YE	31
Y mags	0
Kits	1
<hr/>	
	95

Multimedia	
DVD	14
VHS	0
Audiobooks	0
Music CD	0
Online	191
<hr/>	
	205

Report Class	Checked In	Checked Out
000	4	2
100	0	0
200	0	0
300	8	6
400	1	0
500	1	0
600	3	1
700	1	2
800	0	0
900	7	8
Biography	4	6
Adult Fiction	354	342
Story Col.	0	0
J Numbers	0	0
Youth Biography	6	6
Youth Fiction	21	12
Juv. Story Col.	0	0
C Numbers	0	0
Children's Biog.	0	1
Children's Easy	36	29
Children's Story Col.	0	0
FS	0	0
SL	0	0
R	0	0
Video	0	0
Audio	1	0
Cake Pans	0	0
Equipment	0	0
VF	0	0
Adult Magazines	19	22
Misc.	0	0
Kits	1	1
Computer	0	0
Books on CD	0	0
Newspapers	0	0
000Y	0	0
100Y	0	0
200Y	0	0
300Y	1	1
400Y	0	0
500Y	2	0
600Y	4	5
700Y	2	8
800Y	0	1
900Y	0	3
Large Print	22	15
Youth Magazines	1	0
DVD	16	14
BBB	1	2
CD	0	0
Young Adult	23	26
Total:	539	513

Online 191 = 704
+ 191 = 704

704

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, March 15, 2021 – 6:00 p.m.

Call to Order: The meeting was called to order by President Hansen at 6:00 p.m.

Introduction of and Welcome to Newest Board Member: Sharon Dallenbach has two jobs, three girls, and is a grandmother.

Roll Call: Kristi Osborne will be resigning March 16 due to becoming a city council member. There were no objections to her being a voting member tonight.

Present: Hansen, Osborne, Peterson Deb, Peterson TJ, Walker, Wilson, Dallenbach
Absent: Pritchett
A quorum was present.

Approval of February 15 Monthly Meeting Minutes: Osborne made a motion and Deb Petersen seconded to approve the minutes from the March 15, 2021 regular board meeting. Ayes – 7. Nays – 0. The motion carried.

Approval of bills to be paid in March: Hansen made a motion, and TJ Peterson seconded to pay the bills in March. Ayes – 7. Nays – 0. The motion carried.

Treasury Report: Nothing reported this week.

Circulation Report: The circulation report was reviewed by the board.

Old Business:

A. Budget – Discussion/Possible action

The budget committee (TJ Petersen, Osborne, Hansen) came up with some operating and compensation policies. A handout was given with their proposal. The proposal was made by Osborne and TJ Petersen, Hansen typed it up. The proposed compensation package does not include health insurance. Deb Petersen stated she thought it was unfair to take it away. Shannon Jensen stated that she was given health insurance when she accepted the job. She voluntarily dropped it and joined a joint policy with her husband who worked for the city in order to save money. A joint policy was much cheaper than two single policies. When her husband retired, she went back to the policy that she had previously. Hansen and Dallenbach noted they have had their health insurance taken away. Hansen said he thought the compensation package was very good for a part time position.

Jensen posed a question regarding the 29 hours/week on the budget committee's proposal. She currently works more than 29 hours per week on average, so how is that going to work? Hansen stated we may have to change the operating hours of the library. Hansen stated Osborne and TJ Petersen made their proposal based on the current status of the

library. Jensen asked if we had the city employee's benefits package for comparison, we did not. Hansen proposed we vote with two options: the budget committee's proposal or adopt the same compensation package as the city offers part time employees. Deb Petersen stated she is not comfortable with the situation; she cannot vote because we don't know what the benefits are for a part time city employee. Deb Petersen was upset and left the meeting.

Jensen asked for clarification about the 29-hour work week since there are times when she will have to work more than 29 hours. Hansen stated 29 hours is just what will be used to calculate sick days, vacation days, etc.

TJ Petersen made a motion to accept the budget committee's proposal for policies and compensation, **Dallenbach** seconded the motion. Ayes – 6. Nays – 1 (**Wilson?**). Motion carried.

Jensen asked for clarification on sick days in the budget. She will keep her sick days that she has already earned. Hansen stated we are voting to accept the bottom number on the budget, the line items can be adjusted later. Walker made a motion that we accept this operating budget of \$98,177. **Dallenbach** seconded the motion. Ayes – 6. Nays – 0. Motion carried.

B. Confidential Patron Feedback

Jensen forwarded all board members an email from a library patron that was very complimentary of the service that Jensen provides when she visits the library. Hansen suggested that we need a way for constructive feedback to be received in addition to the complimentary feedback. Dallenbach volunteered to find a solution.

C. RAGBRAI ideas – Discussion/Possible action

Handing out bottles of water was discussed, but ultimately nobody was available to hand anything out. **Wilson** motioned that we advertise the Evansdale Library to the Ragbrai riders, **Osborne** seconded the motion. Ayes – 1. Nays – 5. Motion was not carried.

D. Dolly's Imagination Library update

Dolly's sends books to every child under 5. Tabled until next meeting.

New Business:

A. Service Continuation Plan

In response to Hansen's concerns about a services continuation plan, Jensen stated that her assistant does not have access to all parts of the Library Director's responsibilities. Jensen said she will work on a plan to outline the critical responsibilities so that someone else can keep the library operating in the event of her having to take an extended absence.

B. Poyner Folder Advertisement Renewal

The budget has already been approved, but it appears that there is room in the advertising budget. A motion was made by **Dallenbach** to pay \$300 for the Poyner folder advertisement renewal. **Osborne** seconded the motion. Ayes – 6. Nays – 0. Motion carried.

Discussion: No further discussion.

Adjournment: The meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Bob Walker, Board Secretary

Date: June 3, 2021

To: Elk Run Heights/Raymond Council

From: Jordan Cooper, Operator

O & M Report: May 2021

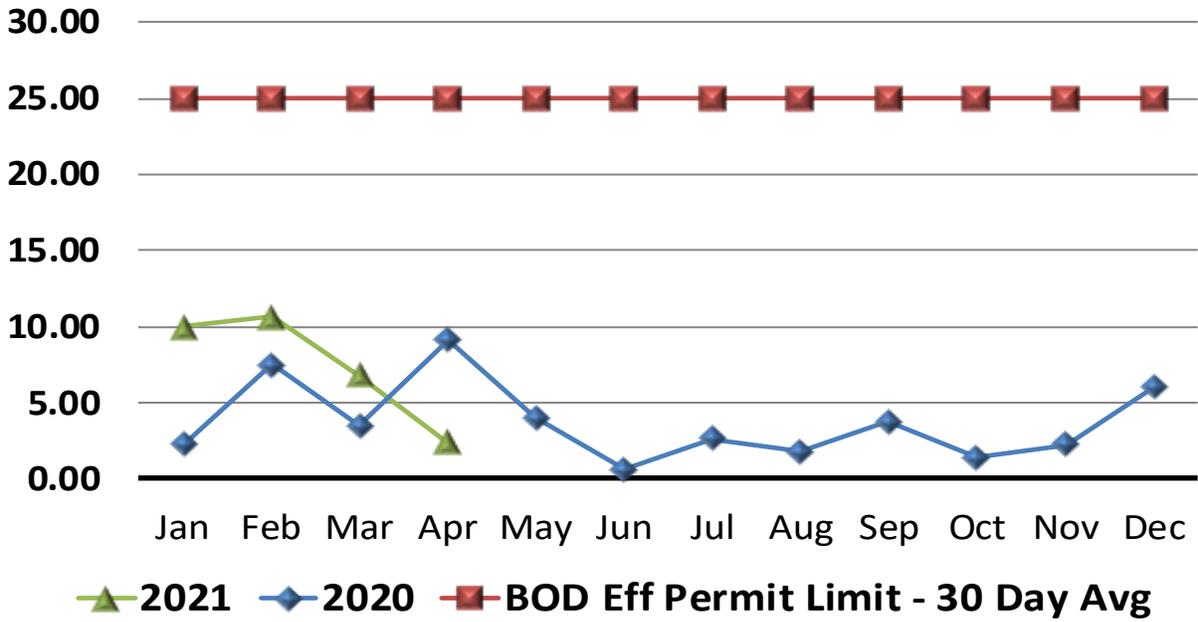
Water Operation & Maintenance

- 5/3 Shut water off to 5 homes with unpaid water bills
- 5/6 Homeowner at 225 Marie keeps turning their water back on during the night. I borrowed a plug to drop into their curb stop from Waterloo Waterworks to prevent them from tampering.
- 5/8 Homeowner at 225 Marie was able to get the plug out and turn water back on again.
- 5/10 Police contacted the homeowner at 225 Marie and told them we will be pressing charges due to them stealing water from the City.

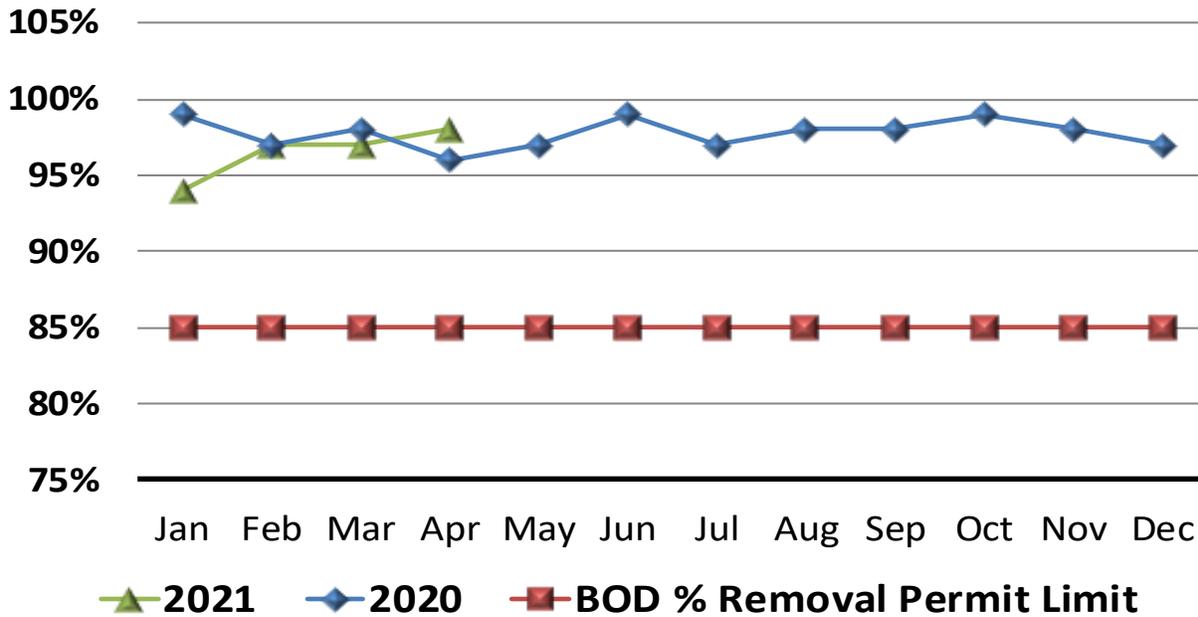
Wastewater Operation & Maintenance

- 5/4 Installed new wear ring on sludge pump 2 at the plant.
- 5/13 Checked metering pit at the plant and found that the sump pump had failed, so I manually pumped out the water and got the sump pump going again.
- 5/15 Homeowner at 188 Toneff Dr. called stating they had a sewer backup. Municipal Pipe and Tool jetted out the line and found a small blockage.
- 5/18 Power Services stopped to work on transfer switch for Sutton generator. I found the generator was turning on at night and random times due to an out of adjustment of the transfer switch. This work is under warranty.

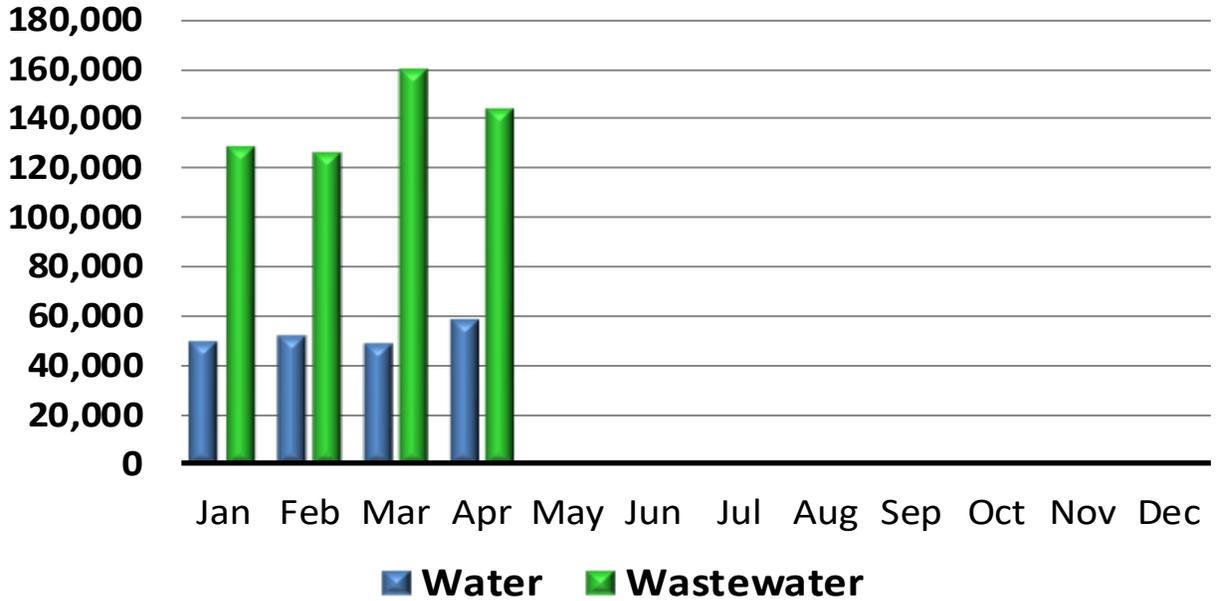
BOD Effluent



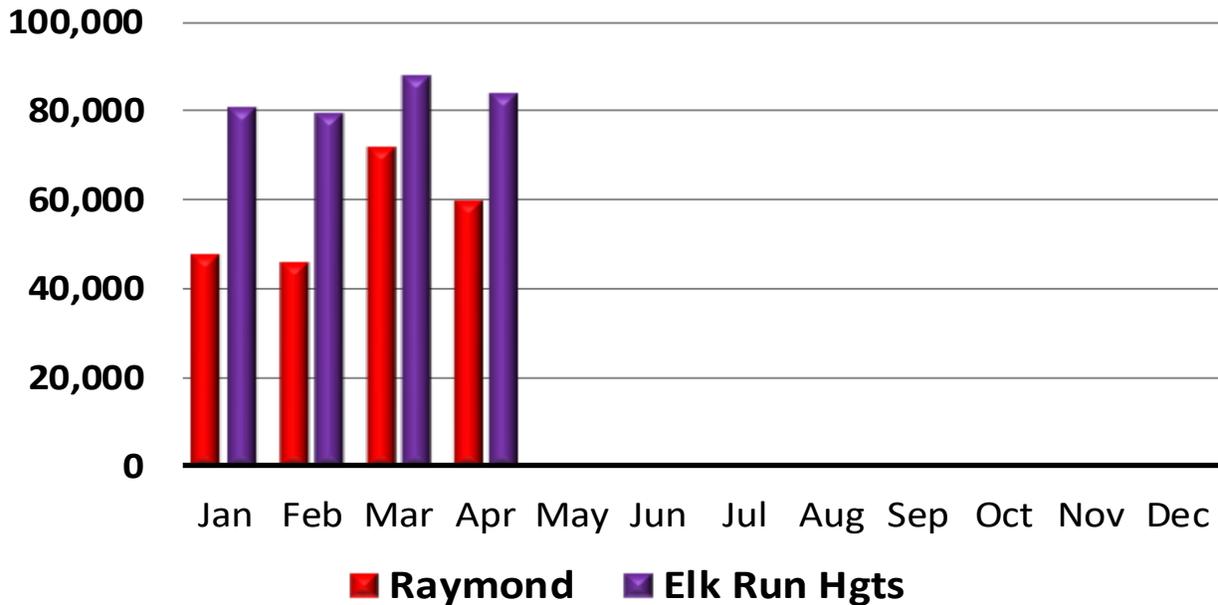
BOD % Removal



Average Daily Water Pumped vs. Wastewater In Gallons



Average Daily Wastewater Pumped In Gallons



		April-21	March-21	April-20
Water				
	Units			
Total Monthly Pumped	gallons	1,727,900	1,488,500	2,100,500
Average Daily Pumped	gallons	57,600	48,000	70,000
Maximum Daily Pumped	gallons	127,200	82,300	127,100
Minimum Daily Pumped	gallons	22,400	22,400	22,400
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	0.94	1.02	0.96
Chlorine - Total Avg Residual System	mg/L	0.80	0.84	0.86
Chlorine - Recommended Residual System	mg/L	1.50	1.50	1.50
Wastewater				
BOD				
BOD Influent Avg	mg/L	190.63	283.54	212.24
BOD Effluent Avg	mg/L	2.38	6.81	9.11
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	98.00%	97.00%	96.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	133.75	181.55	113.80
TSS Effluent Avg	mg/L	2.00	6.43	19.80
TSS Effluent Permit Limit - 30 Day Avg	mg/L	25	25	25
TSS % Removal	%	98.50%	96.46%	82.60%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0.0	0.4	0.0
NA Effluent Permit Limit - 30 Day Avg	mg/L	2.9	2.9	2.9
Influent Flow				
Elk Run Average Daily Flow	gallons	84,152	87,795	91,144
Elk Run Percentage Flow	%	58.4%	54.9%	56.6%
Raymond Average Daily Flow	gallons	59,838	72,041	61,866
Raymond Percentage Flow	%	41.6%	45.1%	43.4%
Average Daily Combined	gallons	143,990	159,836	142,361
Maximum Daily Combined	gallons	170,542	208,907	189,295
Total Monthly Combined	gallons	4,319,679	4,954,923	4,590,315
Minimum Daily Combined	gallons	124,991	125,377	136,115
Permit Limit - 30 Day Avg	gallons	281,000	281,000	281,000
Permit Limit - Daily Maximum	gallons	291,000	291,000	291,000

Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$12,288.00	\$2,177.58	18%	33%
Total	\$12,288.00	\$2,177.58	18%	33%



ELK RUN HGTS -- APRIL 2021

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>
4/22/21	First National Bank, VISA	Supplies	\$6.62
		Total	\$6.62

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
4/22/21	First National Bank, VISA	Supplies	\$32.60
		Total	\$32.60

Wastewater System Maintenance

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

Water Plant Maintenance	\$0.00
Water System Maintenance	\$6.62
W/W Plant Maintenance	\$32.60
W/W System Maintenance	\$0.00
Month Total	<hr/> \$39.22

Annual Maintenance Budget \$12,288.00

Total Maintenance Dollars Spent Year to Date **\$2,177.58**

Percent Maintenance Budget Spent Year to Date **18%**



Work Orders Completed

Date completed	Equipment	Task
5/20/2021	Emergency Generator WWTP	Monthly PM
5/24/2021	James Street Lift Station Generator	Monthly PM
5/21/2021	Raymond West Lift Station Generator	Monthly PM
5/24/2021	Raymond South Lift Station Generator	Monthly PM
5/20/2021	Blower No 1	Monthly PM
5/20/2021	Blower No 2	Monthly PM
5/20/2021	Blower No3	Monthly PM
5/20/2021	Blower No4	Monthly PM
5/20/2021	Blower No5	Monthly PM
5/20/2021	Blower No6	Monthly PM
5/24/2021	James Street Lift Station	LS Monthly PM
5/24/2021	Lafayette Lift Station	LS Monthly PM
5/24/2021	Sutton Lift Station	LS Monthly PM
5/21/2021	Raymond West Lift Station	LS Monthly PM
5/24/2021	Raymond South Lift Station 1	LS Monthly PM
5/24/2021	Plaza Lift Station	LS Monthly PM
5/20/2021	FIRE EXTINGUISHERS	Fire Extinguisher Monthly
5/24/2021	Sutton Generator	Generator Monthly
5/24/2021	Plaza Dr Lift Station Generator	Generator Monthly

EVANSDALE POLICE DEPARTMENT

Call Summary Report

04/01/2021 thru 04/30/2021

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	
21025048	04/01/2021	17:14:38	20	0404	TS	D3	300-BLK GILBERTVILLE RD	2G6	215	17:14	17:14	17:24	0	10	10	JOY VANDERKOLK
21025815	04/04/2021	10:30:12	20	0404	EXTRA	XA	300-BLK MARIE AV	2G4	220	10:31		11:24			53	WILLIAMS,ANDY
21025857	04/04/2021	13:03:35	20	0404	TRAFMOVI	NR	221 MARIE AV	2G4	220	13:03	13:03	13:04	0	1	1	BEN NEUMAN
21026001	04/05/2021	01:51:02	20	0404	ASSIST	AS	5205 LAFAYETTE RD	2G5	219	02:04	02:07	02:23	3	16	19	FROST,BECKY
21026072	04/05/2021	09:56:16	20	0404	SUSP	NR	GILBERTVILLE RD/ PLAZA DR	2G4	220	09:56	09:56	09:58	0	2	2	BEN NEUMAN
21026238	04/05/2021	18:56:30	20	0404	ASSIST	NN	100 PLAZA DR	2G5	219	18:57	19:01	19:03	4	2	6	KYLE EMPLOYEE
21026606	04/07/2021	00:03:01	20	0404	TS	MI	100 PLAZA DR	2G5	219	00:10		00:12			2	JEREMY FURMAN
								2G7	239	00:03	00:03	00:13	0	10	10	
21027647	04/10/2021	13:03:40	20	0404	MEDHEMOR	NN	130 GILBERTVILLE RD	2K2	207	13:04		13:05			1	NEUMAN,BECKY
21028078	04/12/2021	04:30:47	20	0404	MEDBREAT	AS	211 GILBERTVILLE RD	2G6	215	04:31	04:33	04:51	2	18	20	LIFELINE
21028975	04/15/2021	14:35:31	20	0404	WARRANT	AR	421 GILBERTVILLE RD	2A1	229	14:45	14:51	15:00	6	9	15	CRYSTAL
								2K2	207	14:45	14:51	15:34	6	43	49	
21029876	04/18/2021	16:57:43	20	0404	FDFIELD	AS	300-BLK MCCOY RD	2G5	219	17:01	17:03	17:10	2	7	9	BEATTY,TYLER
21031432	04/24/2021	11:25:32	20	0404	DISORDER	NR	100 PLAZA DR	2K2	207	11:25	11:26	11:52	1	26	27	UBBELOHDE,KATHY
21031924	04/26/2021	06:34:49	20	0404	TRAFMOVI	GA	AMBER LN/ GILBERTVILLE RD	2G6	215	06:36	06:36	06:40	0	4	4	REF MALE
								2G6	215	06:52	06:52	07:11	0	19	19	
21032815	04/29/2021	06:02:22	20	0404	HARASS	AS	100 PLAZA DR	2G7	239	06:03	06:06	06:54	3	48	51	HERSI,ISMAIL
21033196	04/30/2021	10:29:11	20	0404	ABANDON	NN	174 GRAY ST	2K2	207	10:29	10:37	10:54	8	17	25	SISK,SHANETTA

Total Number of Calls: 15

Printed: 5/10/2021

Version 12-2008

Page 1 of 1

Citation #	Date Issued	Issued To	Type	License	Charge	Grid
28002152104011716013	04/01/2021	ROLF,DIANE MARIE	T	DTJ231	ERH10.04.160	0404
28002152104011909124	04/01/2021	SCOTT,JAMES LEROY	T	JCY919	ERH10.04.160	0404
W2800239210415004053	04/15/2021	HAH,WAY	W	JBU224	321.256	0404

Search Results

RESOLUTION 6080

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

ACTUALLY CLEAN	CH-CARPET CLEANING	255.00
BMC AG	PK-ROADSTONE	81.78
COURIER	GENERAL OBLIGATION	19.62
	SEWER REVENUE	21.13
	MAY 11 MTG CLAIMS	154.92
	VENDOR TOTAL	195.67
EASTMAN, JULIE	CELL PHONE REIMBURSEMENT	40.00
ELAN	PK-RPR PARTS SHELTERS/RESTRMS	32.87
	RU-REBAR & REPAIRS SPLYS	35.25
	CLK: RFND OVRCHRG CONFRNCE FEE	50.00
	CH-ONLINE SERVICES	35.00
	POSTAGE	330.00
	CH-ONLINE MEETINGS	16.04
	CH-ONLINE SERVICES	25.00
	LIQUOR LICENSE COMM. DAYS	24.99
	OPERATING SUPPLIES	75.56
	CLK-CLERK SCHOOL JULY 2021	195.00
	PK-CLNING SPLYS & REPAIR PRTS	135.66
	FUEL FOR MOWERS	305.98
	VENDOR TOTAL	1,161.35
GOVOFFICE	ANNUAL SERVICE FEE	660.00
ICAP	FY 21/22 TORT LIABILITY INS	19,160.00
IMWCA	WORKERS COMP INSURANCE	3,113.00
IOWA ONE CALL	LOCATES JANUARY 2021	26.10
KRISTI LUNDY	CELL PHONE REIMBURSEMENT	40.00
B.H. COUNTY LANDFILL	GARBAGE/TIRES	340.67
LISA KNIPP	COMM RM REFUND	35.00
MIDWEST PATCH	RU-ROAD CLOSED SIGNS	154.00
	RU-SPEED BUMPS	1,664.00
	VENDOR TOTAL	1,818.00
MSA PROFESSIONAL SRV	WWTP ENGINEERING	14,000.00
MUNICIPAL PIPE TOOL	EMERGANCY JET CLEANING TONEFF	512.50
P & K MIDWEST	RU-TRACTOR REPAIR	142.50
	RU-OIL SUPPLIES FOR TRACTOR	123.88
	VENDOR TOTAL	266.38
PEOPLESERVICE	JULY 2021 SERVICES	11,981.00
SCOT'S SUPPLY	RU-SHOP/FLAT WASHER	48.00
	RU-SHOP/POLY GREASE	60.60
	VENDOR TOTAL	108.60
TEDS HARDWARE	CH-FIRE ALARM FOR COMM. ROOM	46.99
THOMAS JAMES	CELL PHONE REIMBURSEMENT	40.00
WILLETT HOFMANN	ENGINEER-MAYORS PK DESIGN	956.00
	ENGINEER-APRIL MEETINGS	75.00
	VENDOR TOTAL	1,031.00
	TOTAL BILLS:	54,913.04
	001 GENERAL	14,780.56
	110 ROAD USE TAX	9,391.88
	305 WASTE WTR PLANT PROJECT	14,000.00

306	MAYORS PARK IMPROVEMENTS	956.00
600	WATER	2,474.25
610	SEWER	13,310.35
	TOTAL FUNDS	54,913.04

MAY PAYROLL:		
	BIWEEKLY PAYROLL	6,454.50
	EFTPS	1,375.04
	TOTAL PAYROLL:	7,829.54

PREPAYS

5985	COLONIAL LIFE	LIFE INSURANCE	79.94
5986	AVESIS	VISION INSURANCE	32.79
5987	COURIER	PUBLIC WORKS JOB POST	266.20
5988	MEDIACOM	INTERNET	83.00
5989	MID AMERICAN ENERGY	UTILITY	2,520.03
5990	PROFORMA	RECEIPT BOOKS	228.54
5991	RBRTS STVNS PRNDRGST	LEGAL SERVICES	312.50
5992	WASTE MANAGEMENT	RECYCLING/GARBAGE	5,569.83
5993	WATERLOO WATER	UTILITY	5,610.02
5994	WELLMARK	HEALTH INSURANCE	1,745.46
DRAFT	IPERS	RETIREMENT	1,879.05
DRAFT	FIRST SECURITY	ACH FEE	10.00
		TOTAL PREPAYS:	18,337.36

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA ON THIS 8TH DAY OF JUNE 2021

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3081

A RESOLUTION OF THE CITY COUNCIL OF ELK RUN HEIGHTS, IOWA ADOPTING THE ELK RUN HEIGHTS SURPLUS PROPERTY DISPOSAL POLICY

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA that the following “Surplus Property Disposal Policy” be hereby approved and adopted effective immediately:

City of Elk Run Heights Surplus Property Disposal Policy

I. GENERAL

- A. “Surplus property” is defined as City owned property that no longer is needed or has no practical use to a particular City Department (hereafter “Surplus Property” or “Property”).
- B. Items seized, confiscated, or found by the Sheriff’s Department shall be handled and disposed of in accordance with applicable Federal, State, and local requirements (hereafter “Seized Property” or “Unclaimed Property”).
- C. Surplus property shall be disposed of in accordance with this policy. Seized Property and Unclaimed Property may be disposed of in accordance with this policy. All Surplus, Seized and Unclaimed Property is disposed of “as is” and “where is”, with no warranty, guarantee, or representation of any kind, expressed or implied, as to the condition, utility or useability of the property offered.
- D. It is critical to maintain a trail of documentation for audit purposes regarding the disposition of Property of the City of Elk Run Heights (hereafter “City”).

II. RESPONSIBILITIES

- A. It shall be the responsibility of the department with the Property to notify the City Clerk AND the Mayor of Property it has in its possession.
- B. The method of disposal shall be determined by City Clerk AND the Mayor in accordance with this Policy. The Department with Property for disposal is responsible to provide information to the City Clerk AND the Mayor including a photo, brief description, and estimated value. Each department will maintain storage of Property until final disposal. If applicable, departments shall provide information regarding the best time and day the Property can be viewed and or picked up.
- C. The City Clerk AND the Mayor shall be responsible for coordination of the disposal process for all Property except as indicated below:
 1. Disposition of real estate or any interest in land requires a resolution of the City Council after published notice and public hearing in accordance with the Code of Iowa. All dispositions of real estate or land interest shall conform to existing Council policy and will be the responsibility of the City Attorney's office.
 2. Seized and Unclaimed Property within the Sheriff’s Department shall be handled and disposed of in accordance with applicable Federal, State, and local requirements.
 3. Items purchased with grant funds shall be disposed of in accordance with applicable grant requirements.
 4. Computer and Electronic Data Storage Equipment are defined as any equipment that contains electronic data, has contained electronic data, or is procured or managed by City

Hall. Such items shall be returned to City Hall for proper data wiping and disposal. This includes, but is not limited to Computers, Laptops, Tablets, Servers, Backup Tapes and Media Switches, Routers and Hubs, Phones, Printers, Fax Machines, Copiers, Scanners, Monitors, and External Hard Drives.

- i. City Hall will wipe any data or configuration on the equipment as deemed appropriate by current IT standards. For servers, backup media, or any equipment in which data wiping is not feasible, staff will physically remove the data storage components for destruction of the data or configuration by physical or other permanent means.
- ii. When deemed appropriate, some computer and electronic data equipment may be disposed of in accordance with section III of this Policy.
- iii. Flash memory devices, such as USB thumb drives or SD cards, may be disposed of by the individual department so long as the memory does not, nor has ever contained City data. If the device has contained City data, it shall be turned into City Hall for proper wiping and disposal.
- iv. Any optical media, including writable CD and DVD media, containing City data shall be disposed of by individual departments using the City's shredding procedures.
- v. Any electronic data consisting of records covered by the record retention manual shall be retained until such time as noted in the record retention manual, where under storing the records is no longer required or that the records have no further value.

III. METHODS OF DISPOSAL

The City Clerk AND the Mayor shall notify the appropriate department(s) of the transfer, sale or disposal of any item. This shall be coordinated to update City records, for example Equipment Replacement Fund documents, insurance records, audit lists and grant requirement documentation.

Based on review by the City Clerk AND the Mayor, with input from department representatives, the following methods will be considered for disposal of surplus property:

A. Transfer to other departments:

1. Surplus Property may be transferred to another City department.
2. The departments involved in the transfer shall exchange purchase information, service manuals and service records and all other applicable information regarding the Property.

B. Trade-in of Surplus Property:

1. Surplus Property may be used in trade if determined to provide maximum return for the City.

C. Sale of Surplus Property:

1. The Department representative shall provide an estimated value of the Surplus Property sought for sale to the City Clerk AND the Mayor.
 - i. Property estimated in excess of \$25,000 requires City Council approval prior to sale.

- ii. Property estimated in value less than \$25,000 requires CITY CLERK AND THE MAYOR designee approval prior to sale.
 2. Surplus Property may be sold by public auction, including public auctions of other government agencies.
 - i. Surplus Property may be sold at public auction if the quantity and types of Property on hand warrant such action.
 - ii. The department that is in possession of the Property shall coordinate auctions with the CITY CLERK AND THE MAYOR 's designee.
 - iii. It is the responsibility of the department with possession of the Property to provide administration and logistical support of the auction item/event. Any expense incurred in conducting the auction shall be deducted from the auction receipts.
 3. Surplus property may be sold using internet auction sites.
 - i. It is the responsibility of the department having possession of the Property to provide administration and logistical support of the auction item. Any expense incurred in conducting the auction shall be deducted from the auction receipts.
 - ii. The selling department shall provide photo, brief description, and estimated value of the Property. All Property will be posted for auction at least two times with each auction lasting a minimum of 10 calendar days. If the Property does not sell after the second auction, the CITY CLERK AND THE MAYOR 's designee will then determine the best method of disposal, as provided by this Policy.
 4. Surplus Property may be sold by soliciting written bids/quotations or other similar means (3 external bid minimum), all as approved by the CITY CLERK AND THE MAYOR 's designee.
 5. Scrap metal may be sold through a reputable metals recycling dealer without competitive bids if the value of the scrap metal is estimated at less than \$1,000.

D. Cannibalizing:

1. Property may be disassembled and used for parts when this is the most cost-effective method of disposal for the City.

E. Transfer to Other Public Agency or Charity:

1. No Property shall be transferred to another public agency or charity before it is first offered to City departments, as outlined in section "A".
2. When the value of the Property is estimated at \$25,000 or less, the CITY CLERK AND THE MAYOR, shall approve its sale or transfer to another Iowa public agency or charitable organization exempt under Section 501(c)(3) of the Internal Revenue Code, without competitive bid. Public agency means the State of Iowa or any agency or subdivision thereof, any city, county, special district, or school district.
3. When the value of the Property is estimated to be more than \$25,000, the sale or transfer to another Iowa public agency without competitive bid shall be approved by the City Council.
4. The transfer of Property, of any value, to a non-Iowa public agency shall be approved by the City Council.

5. Publication requirements do not apply when Property is transferred to another governmental agency.

F. Property Having No Value:

1. Property that has no practical salvage or scrap metal value may be disposed of in the proper manner for the item.
2. If Property cannot be recycled or disposed of in the regular solid waste disposal process, departments shall take or make arrangements to take them to the appropriate disposal location.

3. No Property shall be given to or salvaged by City Officials or employees.

IV. City Officials and Employees:

- A. Employees shall be defined as any full-time or part-time/seasonal employee of the City of Elk Run Heights.
- B. City Officials shall be defined as elected officials, commission members, board members, and committee member (hereafter "City Officials").
- C. City Officials and Employees are eligible to bid on Property listed for disposal in section III within this Policy.
- D. City Officials and Employees shall not bid on Property while on duty nor while acting in official capacity of the City.

V. Unauthorized Personal Scrapping, Recycling or Disposal of Trash or Junk:

A. Transferring, selling, donating, scrapping, recycling, or disposing of Property by City Officials or Employees for personal gain or to benefit the interest of any person or party other than the City of Elk Run Heights, including handling or disposal of trash or junk except as directed by City management personnel lawfully and duly authorized and designated to direct such activity, is strictly forbidden.

B. City Officials and Employees shall not claim ownership of, give away, recover, or salvage any materials abandoned, disposed, or stored upon City premises, including trash or other materials, placed in, upon or in the vicinity of recycling or collection cans, dumpsters or bins located on City premises, or collection or debris piles, or other City storage or disposal facilities or refuse sites, and including any such facility or site belonging to any City tenant. Furthermore, City Officials and Employees shall not obtain Property or the proceeds from the disposal of Property designated for disposal as trash, scrap, or as recyclables, except as lawfully authorized by the City Manager. This prohibition includes giving any such Property or proceeds to any person or party other than for the duly authorized benefit and interest of the City of Elk Run Heights, or authorizing any other person or party to accept, receive or take any such surplus property to benefit their own interest, except as provided herein above.

C. Disciplinary Action(s):

1. Appropriate disciplinary action, up to and including termination, will be taken should an employee be found, through proper investigation, to:
 - i. have failed to promptly remit to persons officially designated to receive proceeds, including cash or other consideration, from the sale of City Property, as defined herein, including the proceeds from the sale, scrapping or recycling of any such property belonging to City tenants.
 - ii. have failed, in the performance of their duties, to promptly place in appropriate City containers, bins, dumpsters, or other collection facilities, equipment or containers,

or have received, taken, given away, collected, stored, or retained in other than appropriate City containers, bins, or collection facilities, or dump sites, City scrap, recyclables, trash or any such Surplus Property belonging to City tenants.

- iii. have engaged in selling, scrapping, recycling, or handling of City Property in violation of this Policy or the Procedures set forth herein, including having engaged in any such activity for their personal interest or gain, or in aid of others doing the same for their respective interest or gain.
- iv. have used City vehicles, facilities, or equipment to collect, store, or transport Surplus Property to sites, locations, or facilities, including the facilities of scrap vendors or recycling centers, except as specifically directed by authorized City management, in accordance with this Policy and the Procedures set forth herein.
- v. have failed to notify his/her Department Director in a prompt and timely manner after having observed any individual engaging in any of the above-described act(s) or having learned that such act(s) were being committed by other City employees.

VI. Examples of Surplus Property (but not limited to):

- Automobiles/Vehicles
- Athletic and Sporting Equipment
- Bicycles
- Cabinets, Lockers, Bins
- Electronics
- Electrical Supplies
- Fire Hydrants
- Furniture
- Generators
- Seized and Unclaimed Property approved for release by the Police Department
- Lost and found Items
- Machinery & tools
- Miscellaneous Equipment
- Motorcycles
- Mowing Equipment
- Office Machines
- Playground Equipment
- Scrap Metals & Other Metals Collected (Appliances, Curb Side Disposal Items, etc.)
- Water Meters & Other Water Related Items

PASSED AND APPROVED ON THIS 8TH DAY OF JUNE 2021

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

RESOLUTION 3082

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, AUTHORIZING DESTRUCTION OF CITY PROPERTY THAT ARE NO LONGER REQUIRED FOR RETENTION PURSUANT TO THE CITY'S SURPLUS PROPERTY DISPOSAL POLICY

WHEREAS, the Surplus Property Disposal Policy by the City of Elk Run Heights and dictates specifications for the destruction of certain property, and

WHEREAS, the City Clerk's office would like to schedule property to be destroyed after they have fulfilled normal, legal and administrative value, and

WHEREAS, the use of property has been deemed obsolete or functioning:

- Smith Corona 350 DLE Typewriter
- 3M Company Visual Products Projector
- HP Envy Photo 7855 Printer
- 3 Computer Keyboards
- 1 Compaq Computer Tower (after hard drive removal)
- 1 Dell Computer Tower (after hard drive removal)
- 1 Cannon 10 Key
- 1 GE Cordless Phone
- 1 Olympus Recorder
- 1 Samsung Computer Monitor
- 1 HP Computer Monitor
- Misc. Computer mouse, and supporting hardware

NOW THEREFORE, BE IT RESOLVED, by the Elk Run Heights City Council of the City of Elk Run Heights, Iowa, hereby authorizing the destruction of property specified above.

PASSED AND APPROVED THIS 8TH DAY OF JUNE 2021

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

MINUTES TO SET DATE FOR HEARING
ON ENTERING INTO A LOAN AND
DISBURSEMENT AGREEMENT

497186-3 (N/I)

Elk Run Heights, Iowa

June 8, 2021

The City Council of the City of Elk Run Heights, Iowa, met on June 8, 2021, at 6:00 o'clock p.m., at the Elk Run Heights City Hall, in the City.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION 3083

Resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$4,877,000

WHEREAS, the City of Elk Run Heights (the “City”), in Black Hawk County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “Utility”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, the City now proposes to enter into a Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) and to borrow money thereunder in a principal amount not to exceed \$4,877,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility (the “Project”), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Elk Run Heights, Iowa, as follows:

Section 1. This City Council shall meet on July 13, 2021, at the Elk Run Heights City Hall, in the City, at 6:00 o’clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE
PROCEEDINGS TO ENTER INTO A LOAN AND DISBURSEMENT AGREEMENT
IN A PRINCIPAL AMOUNT NOT TO EXCEED \$4,877,000

(SEWER REVENUE)

The City Council of the City of Elk Run Heights, Iowa, will meet on July 13, 2021, at the Elk Run Heights City Hall, in the City, at 6:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a loan and disbursement agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$4,877,000, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the City's Municipal Sanitary Sewer System.

The Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation but, together with any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Municipal Sanitary Sewer System of the City.

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

By order of the City Council of the City of Elk Run Heights, Iowa.

Julie Eastman
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$4,877,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this June 8, 2021.

Mayor

Attest:

City Clerk

••••

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
COUNTY OF BLACK HAWK
CITY OF ELK RUN HEIGHTS

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for hearing on the City Council's proposal to take action in connection with a Sewer Revenue Loan and Disbursement Agreement.

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

ORGANIZATION AND ESTABLISHMENT CERTIFICATE:

STATE OF IOWA
COUNTY OF BLACK HAWK
CITY OF ELK RUN HEIGHTS

SS:

I, the undersigned City Clerk, do hereby certify that the aforementioned City is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that such City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

_____	Mayor
_____	City Clerk
_____	City Treasurer
_____	Council Member/Mayor Pro Tem
_____	Council Member

I further certify that the City established the Municipal Sanitary Sewer System (the "Utility") and that the Utility has been in continuous operation by the City since its establishment as aforesaid in supplying sanitary sewer service to the City and its inhabitants.

I further certify that the management and control of the Utility are vested in the City Council of the City, and that no board of trustees exists which has any part of the control and management of such Utility.

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

OUTSTANDING DEBT CERTIFICATE:

STATE OF IOWA
COUNTY OF BLACK HAWK SS:
CITY OF ELK RUN HEIGHTS

I, the undersigned, City Clerk of the City of Elk Run Heights, Iowa (the “City”), do hereby certify that the City has no bonds or other obligations of any kind now outstanding which are secured by and payable from the revenues derived from the operation of the Municipal Sanitary Sewer System (the “Utility”), except as follows:

Date	Type	Principal Amount Outstanding	Maturity
NONE			

(Attach here a separate sheet listing any outstanding obligations of the City secured by and payable from the revenues of the Utility excluding the proposed issue.)

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

PUBLICATION CERTIFICATE:

(PLEASE NOTE: Please do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA

COUNTY OF BLACK HAWK

SS:

CITY OF ELK RUN HEIGHTS

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that pursuant to the resolution of its City Council fixing a date of meeting at which it is proposed to take action to enter into a loan and disbursement agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

(Attach here the publisher's original affidavit with clipping of the notice, as published.)

May 24, 2021

VIA EMAIL

Julie Eastman
City Clerk/City Hall
Elk Run Heights, Iowa

Re: \$4,877,000 SRF Sewer Revenue Loan and Disbursement Agreement
File No. 497186-3

Dear Julie:

We have prepared and attach proceedings for the June 8, 2021 City Council meeting to enable the Council to set July 13, 2021 as the date for a hearing on the proposal to enter into the SRF Sewer Revenue Loan and Disbursement Agreement (the "Agreement").

The documents attached include the following items:

1. Resolution fixing the date of meeting at which it is proposed to take action to enter into the Agreement. The form of notice is set out in Section 2 of the resolution. Please print an extra copy for delivery to the newspaper. Please insert the time and place of the hearing in both the resolution and the notice.
2. Attestation Certificate with respect to the validity of the transcript.
3. Organization and Establishment Certificate.
4. Outstanding Debt Certificate with respect to the outstanding debt of the Sewer Utility.
5. Publication Certificate with respect to publication of the notice, to which must be attached the publisher's affidavit of publication with a clipping of the notice as published.

The notice must be published at least once, not less than four (4) and not more than twenty (20) days before the meeting date set for the hearing, in a legal newspaper which has a general circulation in Elk Run Heights. The last date on which this notice can be effectively published is July 9, 2021.

As soon as the notice appears in the newspaper, please have a copy emailed to lemke.susan@dorsey.com or faxed to our office at (515) 283-1060.

Please return one fully executed copy of all completed pages to us as soon as they are available.

Please call John Danos, Lauren Baker or me if you have questions.

Kind regards,

Emily Hammond

Attachments

cc: Tracy Scebold
Tony Toigo
Maggie Burger
Jason Miller

RESOLUTION 3085

**A RESOLUTION OF THE CITY COUNCIL OF ELK RUN HEIGHTS, IOWA
ADOPTING THE ELK RUN HEIGHTS RULES OF ORDER &
PROCEDURE FOR CONDUCT OF CITY COUNCIL BUSINESS**

WHEREAS, The City of Elk Run Heights, Iowa recognized the need for a Rules of Order and Procedure for Conduct of City Council Business; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA as follows:

**CITY OF ELK RUN HEIGHTS, IOWA
RULES OF ORDER & PROCEDURE
FOR CONDUCT OF CITY COUNCIL BUSINESS**

ADOPTED: 06/08/2021

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**RULES OF PROCEDURE FOR
CONDUCT OF CITY COUNCIL BUSINESS
ELK RUN HEIGHTS, IOWA**

RULES OF PROCEDURE

The Council shall determine the rules of its own proceedings by resolution, and the Clerk shall keep such rules on file for public inspection.

QUORUM

Three (3) members of the City Council constitute a quorum to do business, but less than that number may adjourn from time to time. When there is no quorum, the Mayor, Mayor Pro Tem, or any other Councilmember shall adjourn the meeting. If no Councilmember is present, the City Clerk shall adjourn the meeting.

AGENDA

All written petitions, communications, and other matters to be submitted to the City Council for inclusion in the agenda packet for consideration at a regular or adjourned regular meeting should be delivered to the City Clerk no later than the time established by current administrative policy. The Mayor, in consultation with the City Council, City Clerk, and department heads will establish the agenda and the order of the agenda. The City Council shall have the authority to delete items from the agenda and change the order of items on the agenda. The City Clerk shall compile the agenda, listing all matters to be considered by the Council according to the order of business, numbering each item consecutively. A copy of the agenda, complete with all accompanying staff reports and other background materials, shall be delivered to each Councilmember, Mayor, the City Attorney, and the press, so as to be available to the recipient no later than the Monday

preceding the Council Meeting. The agenda only, without the supporting material, is available to the public preceding the Council Meeting and in the Council Chambers during each meeting. In the case of a Special City Council meeting, the agenda will be available to the public no later than 24 hours prior to the scheduled meeting.

ORDER OF BUSINESS

The recommended order of business shall be as follows:

Call to Order 6:00 p.m.
Pledge of Allegiance
Roll Call
Approval of Agenda
Consent Agenda
Resolution Calendar
Public Hearings
Resolutions for Approval
Ordinances for Adoption
Motions for Approval
Open Forum
City Staff/Elected Official Reports
Adjournment

The City Clerk shall have the authority to vary from this recommended schedule to expedite the conduct of business or accommodate persons having business before the council.

Special Meetings Procedures

Special Meetings will be set by the Mayor or at the request of four (4) council members. Every notice (agenda) for a special meeting will state the public's right to address the Council on the item(s) appearing on that agenda.

Closed Session

A closed session may be held only by affirmative vote of either two-thirds (2/3) of the Council or all of the members present at the meeting and in accordance with § 21.5 of the Code of Iowa. A governmental body may hold a closed session only to the extent a closed session is necessary for any of the following reasons:

- a. To review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds.**
- b. To discuss application for letters patent.**

- c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
- d. To discuss the contents of a licensing examination or whether to initiate licensee disciplinary investigations or proceedings if the governmental body is a licensing or examining board.
- e. To avoid disclosure of specific law enforcement matters, such as allowable tolerances or criteria for the selection, prosecution, or settlement of cases, which if disclosed would facilitate disregard of requirements imposed by law.
- f. To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered, when necessary, to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
- g. To discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.
- h. To discuss matters regarding economic development where premature disclosure of the details relating to the project would put the city at a disadvantage with competing communities.

Electronic Meetings

A meeting may be conducted by electronic means only in circumstances where such a meeting in person is impossible or impractical and then only in compliance with the provisions of § 21.8 of the Code of Iowa. The City must comply with the following elements as outlined in the state code.

- a The governmental body provides public access to the conversation of the meeting to the extent reasonably possible.
- b The governmental body complies with § 21.4 of the Code of Iowa. For the purpose of this paragraph, the place of the meeting is the place from which the communication originates or where public access is provided to the conversation.
- c Minutes are kept of the meeting.

The minutes shall include a statement explaining why a meeting in person was impossible or impractical.

Workshop Meetings

The Council may conduct workshop meetings or study sessions on matters that are expected to come before the Council for formal action at a regular meeting or otherwise need study by the Council. Items to be considered will be placed on an agenda as required by the open meetings statutes.

At workshop meetings the Council will receive information and presentation of issues from the City Clerk and City staff. Council may ask questions and may request that certain information be provided, or issues be addressed when items are considered further at another workshop meeting or a regular meeting of Council. Council may direct that matters under consideration be brought forward for formal action at a regular meeting, that further study be conducted if appropriate, that matters under consideration not be pursued further (except for matters requiring a public hearing), or that modifications be made before a matter is considered further.

Final action on items is not taken at workshop or study sessions. No formal vote of the Council in favor or against any agenda item may be taken at a workshop or study session.

Workshops are not public hearings. On public hearing items, public testimony will be taken before Council action on the item at a regular meeting. No member of the public or interested party has the right to make a presentation or address the Council on an item under consideration in a workshop or a study session. Questions may be directed by the Council to a member of the public or another interested party, or, in appropriate circumstances, a brief presentation may be permitted by a member of the public or another interested party on an agenda item, or a particular question related to an agenda item. The Mayor may limit or end the time for such response to questions or presentation.

DECORUM DURING COUNCIL MEETINGS

Requirements

While the Council is in session, all persons shall preserve order and decorum. Any person that refuses to abide by the rules shall be asked to leave the Council Chambers.

Every member of the public and every Council member desiring to speak shall address the presiding officer, and upon recognition by the presiding officer, shall confine comments to the question under debate, avoiding all indecorous language and references to personalities and abiding by the following rules of civil debate.

- We may disagree, but we will be respectful of one another
- All comments will be directed to the issue at hand
- Personal attacks will not be tolerated

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The Mayor (or in the Mayor's absence, the Mayor Pro Tem) shall be the presiding officer of the Council. In the absence of the Mayor and the Mayor Pro Tem, the City Clerk shall call the Council Meeting to order, whereupon the members of the Council who are present shall elect a temporary presiding officer. Upon the arrival of the Mayor or the Mayor Pro Tem, the temporary presiding officer shall relinquish the chair upon the conclusion of the matter of business before the Council. The presiding officer shall preserve strict order and decorum at all meetings of the Council, announce the Council's decisions on all subjects, and decide all questions of order. If there is an appeal to a decision of the presiding officer, the Council as a whole shall decide the question by majority vote. The presiding officer's name shall be called last on any question in voting.

APPROVAL OF MINUTES

The minutes of the preceding Council Meeting may be approved without reading; provided that the City Clerk has previously furnished each member of the Council with a copy of the minutes and that a majority of the Council has not requested such a reading.

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Presiding Officer

The presiding officer may debate but may not make a motion. The presiding officer is subject to the limitations of debate that are imposed on all Council members and shall not be deprived of any of the rights and privileges of a Council member.

Council member

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Motion to Reconsider

A motion to reconsider any action taken by the Council may be made only on the same day that the action was taken. It may be made either immediately during the same session, or at a recessed or adjourned session on the same day. It may be made only by a Council member who had voted in the majority on the item which is the subject of reconsideration. This motion is debatable.

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A Council action may not be rescinded on the same day the action was taken but may be rescinded at any subsequent meeting of the Council. Action taken pursuant to resolution may only be rescinded by resolution. Actions taken by motion may be rescinded by motion. A motion to rescind is debatable.

Generally, a request to rescind a prior action of the Council, not already agendaized for that meeting, will not be acted upon at the same meeting at which the request is presented, but will be continued to the next meeting to permit notification of interested persons.

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Any persons desiring to address the Council are required to follow the procedures as posted in Council Chambers and shall first secure permission from the presiding officer. Remarks should be directed to the matter being considered.

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Persons addressing the Council will stand, give their full name and address in an audible tone of voice for the record. A time limit shall be as stated in the agenda and/or as directed by the presiding officer unless the presiding officer grants additional time. All remarks shall be addressed to the Council as a whole and not to any individual member. Without the permission of the presiding officer only Council members and the person addressing the Council shall be permitted to enter into any discussion. Individuals addressing the Council shall have only one opportunity to address the Council on any agenda item.

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Organized groups that wish to make a presentation longer than the time allowed for in the agenda will be required to contact the City Clerk prior to the meeting.

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OPEN FORUM: A MAXIMUM OF 20 MINUTES WILL BE SET ASIDE FOR MEMBERS OF THE PUBLIC TO ADDRESS COUNCIL ON ANY ITEM NOT ON THE AGENDA.

- Presentations will be limited to THREE MINUTES.
- Preference will be given to individuals who did not speak at the previous Council meeting's Citizen Forum.
- Individuals may not speak more than once during Open Forum.
- All speakers must address the entire Council and will not be permitted to engage in dialogue.

Time limits may be increased at the presiding officer's discretion, subject to the approval of the City Council.

Generally, matters presented during the Open Forum that require further investigation or information shall be referred to staff, and if Council determines that action is required, the item may be placed on a future agenda.

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Interested persons or their authorized representatives may address the Council in regard to public hearing matters under consideration.

For land use application public hearings, the applicant presentation shall be limited to 10 minutes, maximum; all other individuals shall be limited to 5 minutes, maximum.

For appeals public hearings, the appellant shall be limited to 10 minutes, maximum; all other individuals shall be limited to 5 minutes, maximum.

ADDRESSING THE COUNCIL AFTER MOTION MADE

After a motion is made and seconded by a Council member, no person shall address the Council except upon the request of a member of the Council through the presiding officer.

PREPARATION OF THE MINUTES

Method of Keeping Minutes

The minutes of the Council shall be prepared at the direction of the City Clerk and shall be recorded in a book kept for that purpose, with a record of each particular type of business transacted by the Council set off in paragraphs with subheadings. The minutes must contain only a record of such business as was actually passed upon by a vote of the Council and shall not be required to contain a verbatim transcript of the proceedings. A record shall be made of the names of persons addressing the Council, the title of the subject to which their remarks relate and whether they spoke in support of or in opposition to such matter.

Delivery of Minutes

The City Clerk shall cause a copy of the minutes to be forwarded to each Council member, Mayor, and department heads, typically delivered with the agenda packet for the next regular meeting.

SPECIAL COMMITTEES

Subject to approval of the Council, the Mayor may appoint special committees of the Council members, private citizens, or both, as deemed desirable and necessary to assist and advise the City Council in its work.

PREPARATION AND STAFF APPROVAL OF ORDINANCES, RESOLUTIONS AND CONTRACT DOCUMENTS

All ordinances shall be prepared or reviewed by the City Attorney. Ordinances shall be prepared for presentation to the City Council only if ordered by a majority vote of the City Council or prepared on the City Attorney's own initiative. As time allows, the City Attorney may assist individual Council members in preparation of ordinances for future Council consideration.

The City Attorney or an authorized representative shall first approve all ordinances, resolutions, and contract documents to be presented to the Council as to form and legality. When substantive matters of administration are involved, the City Clerk, the head of the affected department, or an authorized representative of the City Clerk shall also examine the ordinance, resolution, or contract for administration.

COUNCIL ACTION

A roll call vote will be taken of all Council member's votes.

All ordinances, resolutions and other matters or subjects requiring action by the Council must be introduced and sponsored by a member of the Council, by motion duly made and seconded. Debate shall not be permitted on a motion until it is seconded and until the motion has been restated by the presiding officer or the City Clerk. After the vote has been called, there will be no further discussion or debate, except that members of the Council may be permitted by the presiding officer to explain their votes. All ordinances and resolutions may be introduced and passed by reading the title only; they shall be read in full only when requested by a majority of the Council.

Disqualifications

All members present at any meeting must vote unless disqualified, in which case the disqualification shall be publicly declared, and a record thereof made.

The City Attorney is available to help Council members decide if they should declare a disqualification on any issue. There may be instances where financial conflict of interest is not the issue, and again, the City Attorney will provide guidance in determining whether a Councilmember should disqualify him/herself from acting on the item. In these instances, Council members should use the phrase, "...to avoid the appearance of impropriety."

Vote Required

a. Ordinances and Resolutions

Legislative action shall be taken by the Council only by means of an ordinance or resolution. Except where a greater number of votes are required by statute or Charter, any ordinance or resolution introduced or passed must receive the affirmative votes of the majority members of the Council.

b. Minute Orders

Administrative matters may be acted upon by minute order. These actions may be taken by motion and, unless subject to Charter, statutory or Constitutional requirements, shall be deemed passed upon receiving a majority vote of all Council members present.

Tie Vote

If a tie vote should occur on an appeal to the Council of an administrative decision, or on any matter before the Council, the tie vote shall be resolved as follows:

a. Disqualification

A tie vote resulting from a disqualification of one or more Council members, with no Council members absent and no vacancies on the Council shall constitute a denial of the appeal, or a defeat of the motion.

b. Absence

A tie vote during the absence of one or more Council members, or when there is a vacancy on the Council shall cause the item to be automatically continued (typically to the next meeting); except that as to matters on which action must be taken on a date prior to the next meeting, a tie vote shall constitute a denial of the requested action.

Successive Tie Votes

A tie vote at the next meeting on a matter which has been continued as a result of a tie vote constitutes a denial of the appeal or defeat of the motion.

Motion to Table

A motion to table may be made to suspend City Council consideration of an item that appears on a City Council meeting agenda for reasons of urgency or to end an unproductive discussion. A motion to table is not in order when another Council member has the floor. A motion to table requires a second, is not debatable, is not amendable, requires a majority vote for passage, and, if adopted, cannot be reconsidered at the meeting at which it is adopted. Council members will refrain from using a motion to table as a means of capriciously limiting debate among Council members, to suppress a minority of the Council, or to avoid public input on an agenda item under consideration by the Council.

INTERPRETATION OF THE RULES OF PROCEDURE

The City Attorney shall be considered the final authority on any questions regarding the application or interpretation of the rules and procedures. In the absence of the City Attorney, the City Mayor shall be considered the final authority on the rules of procedure for the conduct of City Council Business.

WHEREAS, the City Council has determined that adopting a Rules of Order and Procedure for Conduct of City Council Business Policy serves a municipal and public purpose,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA that the Rules of Order and Procedure for Conduct of City Council Business Policy be adopted and effective immediately

PASSED AND APPROVED ON THIS 8TH DAY OF SEPTEMBER 2020

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

CITY OF ELK RUN HEIGHTS, IOWA

RULES OF ORDER & PROCEDURE FOR CONDUCT OF CITY COUNCIL BUSINESS

ADOPTED: xx/xx/xx

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**RULES OF PROCEDURE FOR
CONDUCT OF CITY COUNCIL BUSINESS
ELK RUN HEIGHTS, IOWA**

RULES OF PROCEDURE

The Council shall determine the rules of its own proceedings by resolution, and the Clerk shall keep such rules on file for public inspection.

QUORUM

Three (3) members of the City Council constitute a quorum to do business, but less than that number may adjourn from time to time. When there is no quorum, the Mayor, Mayor Pro Tem, or any other Councilmember shall adjourn the meeting. If no Councilmember is present, the City Clerk shall adjourn the meeting.

AGENDA

All written petitions, communications, and other matters to be submitted to the City Council for inclusion in the agenda packet for consideration at a regular or adjourned regular meeting should be delivered to the City Clerk no later than the time established by current administrative policy. The Mayor, in consultation with the City Council, City Clerk, and department heads will establish the agenda and the order of the agenda. The City Council shall have the authority to delete items from the agenda and change the order of items on the agenda. The City Clerk shall compile the agenda, listing all matters to be considered by the Council according to the order of business, numbering each item consecutively. A copy of the agenda, complete with all accompanying staff reports and other background materials, shall be delivered to each Councilmember, Mayor, the City Attorney, and the press, so as to be available to the recipient no later than the Monday preceding the Council Meeting. The agenda only, without the supporting material, is available to the public preceding the Council Meeting and in the Council Chambers during each meeting. In the case of a Special City Council meeting, the agenda will be available to the public no later than 24 hours prior to the scheduled meeting.

ORDER OF BUSINESS

The recommended order of business shall be as follows:

Call to Order 6:00 p.m.
Pledge of Allegiance
Roll Call
Approval of Agenda
Consent Agenda
Resolution Calendar
Public Hearings
Resolutions for Approval
Ordinances for Adoption
Motions for Approval
Open Forum
City Staff/Elected Official Reports
Adjournment

The City Clerk shall have the authority to vary from this recommended schedule to expedite the conduct of business or accommodate persons having business before the council.

Special Meetings Procedures

Special Meetings will be set by the Mayor or at the request of four (4) council members. Every notice (agenda) for a special meeting will state the public's right to address the Council on the item(s) appearing on that agenda.

Closed Session

A closed session may be held only by affirmative vote of either two-thirds (2/3) of the Council or all of the members present at the meeting and in accordance with § 21.5 of the Code of Iowa. A governmental body may hold a closed session only to the extent a closed session is necessary for any of the following reasons:

- a. To review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds.
- b. To discuss application for letters patent.
- c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is

imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

- d. To discuss the contents of a licensing examination or whether to initiate licensee disciplinary investigations or proceedings if the governmental body is a licensing or examining board.
- e. To avoid disclosure of specific law enforcement matters, such as allowable tolerances or criteria for the selection, prosecution, or settlement of cases, which if disclosed would facilitate disregard of requirements imposed by law.
- f. To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary, to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
- g. To discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.
- h. To discuss matters regarding economic development where premature disclosure of the details relating to the project would put the city at a disadvantage with competing communities.

Electronic Meetings

A meeting may be conducted by electronic means only in circumstances where such a meeting in person is impossible or impractical and then only in compliance with the provisions of § 21.8 of the Code of Iowa. The City must comply with the following elements as outlined in the state code.

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- b The governmental body complies with § 21.4 of the Code of Iowa. For the purpose of this paragraph, the place of the meeting is the place from which the communication

originates or where public access is provided to the conversation.

c Minutes are kept of the meeting.

The minutes shall include a statement explaining why a meeting in person was impossible or impractical.

Workshop Meetings

The Council may conduct workshop meetings or study sessions on matters that are expected to come before the Council for formal action at a regular meeting or otherwise need study by the Council. Items to be considered will be placed on an agenda as required by the open meetings statutes.

At workshop meetings the Council will receive information and presentation of issues from the City Clerk and City staff. Council may ask questions and may request that certain information be provided, or issues be addressed when items are considered further at another workshop meeting or a regular meeting of Council. Council may direct that matters under consideration be brought forward for formal action at a regular meeting, that further study be conducted if appropriate, that matters under consideration not be pursued further (except for matters requiring a public hearing), or that modifications be made before a matter is considered further.

Final action on items is not taken at workshop or study sessions. No formal vote of the Council in favor or against any agenda item may be taken at a workshop or study session.

Workshops are not public hearings. On public hearing items, public testimony will be taken before Council action on the item at a regular meeting. No member of the public or interested party has the right to make a presentation or address the Council on an item under consideration in a workshop or a study session. Questions may be directed by the Council to a member of the public or another interested party, or, in appropriate circumstances, a brief presentation may be permitted by a member of the public or another interested party on an agenda item, or a particular question related to an agenda item. The Mayor may limit or end the time for such response to questions or presentation.

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Requirements

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RESOLUTION 3086

**RESOLUTION REPEALING APPROVAL OF RESOLUTION 3073 RESOLUTION
TAKING ADDITIONAL ACTION ON PROPOSAL TO ENTER INTO A SEWER
REVENUE LOAN AND DISBURSEMENT AGREEMENT**

WHEREAS this Council approved the resolution taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement at the May 11, 2021 City Council Meeting, and

WHEREAS this resolution was approved by the City Council when a resolution was not approved to hold the public hearing on the had held a public hearing on the additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement, and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, that said approval of Resolution 3073 is repealed.

PASSED AND APPROVED THIS 8TH DAY OF JUNE 2021

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

Julie Eastman

From: Peterson, Deborah J. <Deborah.Peterson@unitypoint.org>
Sent: Sunday, May 23, 2021 10:23 PM
To: Julie Eastman
Cc: eplib@mchsi.com; debpeterson1022@gmail.com
Subject: Evansdale Library Board

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

May 23, 2021

To Whom It May Concern:

Effective immediately I am resigning from the Evansdale library board. This is not a decision I have made lightly and it is something that I have been thinking about for months. The president is not supportive of the library and staff. I feel he is argumentative and rude. Several members of the board are unfairly singling Shannon out, discussing her number of hours and the possibility of eliminating her health benefits. There seems to be an "inner circle" of members that are connected to the president in some way, who seem to all vote together. It is not appropriate for family members or friends of the person in charge to be able to participate on the board. Very little is accomplished because everyone is simply arguing with each other. All of these conditions have made participating on this board very stressful, and therefore no longer conducive to my mental health. Another board member is resigning next month as she feels similarly to me. Once she leaves there will be no remaining members who are not in some way associated with the president. I have only stayed active on this board as long as I have for Shannon.

Best Regards,

Deborah Peterson

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ORDINANCE 273

AN ORDINANCE OF THE CITY OF ELK RUN HEIGHTS, IA, AMENDING CHAPTER 13.24, SANITARY DISPOSAL OF GARBAGE AND REFUSE, SECTION 13.24.160, SCHEDULE OF FEES, RATES AND CHARGES

BE IT ENACTED BY the CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IA:

SECTION 1. PURPOSE. The purpose of this Ordinance is to increase the garbage rates and amend the Code of Ordinances in accordance herewith.

SECTION 2. SECTION MODIFIED. That Section 13.24.160 Schedule of fees, rates, and charges, is hereby amended to read as follows:

Paragraph A:

For each single-family residence, thirteen dollars and twenty-five cents (\$13.25) per month;

Paragraph B:

For each unit of a two-family dwelling unit, thirteen dollars and twenty-five cents (\$13.25) per

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law. New rates to go into effect July 1, 2021

First Reading: 04/13/21
Second Reading: 05/11/21
Third Reading:

ATTEST:

Kristi Lundy, Mayor

Julie Eastman, City Clerk

CERTIFICATE

I, Julie Eastman, City Clerk of Elk Run Heights, Iowa, do hereby certify that the preceding is true and a complete copy of the Ordinance, as passed and adopted by the City Council of the City of Elk Run Heights, Iowa on this 8th day of June 2021

WITNESS my hand and seal of office this ____ day of ____ 2021

Julie Eastman, City Clerk
Seal