Agenda
City of Elk Run Heights
Regular Council Meeting
April 11, 2023 – 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 April 11, 2023 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 March 14, 2023 regular meeting minutes
    b. City Clerk's Reports as of March 31, 2023: Budget Report, Treasurer's Report, and Revenue and Expenditure Reports and Investment Report.
    c. Approval of Department reports: 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 the Council votes on the motion.
    a. Resolution 4111 appointing Heather Sallis as the two designated voting alternates to the Black Hawk County Metropolitan Area Transportation Policy Board for a term of one year
    b. Resolution 4112 allowing the Mayor to sign into contract with Iowa Finance Authority for the WFTAP Grant award of $250,000.00 to be used towards the Wastewater Treatment Plant Project
    c. Resolution 4113 setting the date of Public Hearing for FY23 Budget amendment
    d. Resolution 4114 authorizing the payment of bills and transfers

7. Boards and Commissions:
    a. **Board of Adjustment** - Appointed by Mayor/Approved by Council
        i. Dale Wilson – Appointment ending 03/01/2028
    b. **Planning & Zoning Commission** - Appointed by Council
        i. Zach Norgren – Appointment ending 01/01/2028
        ii. Jon Tissue – Filling appointments ending 01/01/2027

8. Richard Treloar of 133 Toneff Dr. is requesting reimbursement for sewer back up in his basement in January of 2023

9. 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*

10. Public Hearing: Fiscal Year 2024 Budget

11. Resolution 4115 adopting the FY24 Budget

12. Review of FY22 exam by the Office of Auditor of State

13. Discussion: Setting the date of fireworks for FY24

14. Action regarding request for Extraterritorial Service

15. Request from PeopleService to replace rusted force main piping at Sutton Lift Station

16. Motion to approve 1st reading of Ordinance 280 amending Chapter 75, All-Terrain Vehicles and Golf Carts, Section 75.09 Permits

17. Motion to suspend the rules requiring the 2nd and 3rd reading and place on file final adoption of Ordinance 280

18. Motion to adopt Ordinance 280

19. Motion to post Ordinance 280 instead of publishing as allowed per Chapter 1.16.020; Public posting in lieu of publication

20. Request from Anton Garrett to set up food truck at Mayor's Park April 15, 2023

21. Discussion: South Elk Run Road guardrail updated costs

22. Discussion: Garage for sale next to street garage

23. Engineer Reports

24. Council Reports

25. Mayor Reports

26. Adjournment

City of Elk Run Heights
Regular Council Meeting
March 14, 2023 - 6:00 p.m.
Located at Eddis Winstead Council Chambers

The City Council of the City of Elk Run Heights, Iowa met in regular session, according to law, the rules of said Council and prior notice given each member thereof, in the Council Chambers of City Hall of Elk Run Heights, Iowa at 6: 00 p.m. on the above date. Council members present in order or roll call: Wurtz, Galbraith, McChane, Bass, and Sallis. Quorum present.

Bass/McChane to approve the March 14, 2023 agenda. Ayes-five. Motion carried.

Sallis/Galbraith to approve the consent agenda: a. Approve the February 14, 2023 regular meeting minutes, February 28, 2023 budget workshop b. City Clerk's Reports as of February 28, 2023: Budget Report, Treasurer's Report, and Revenue and Expenditure Reports and Investment Report. c. Approval of Building Inspection, Library, PeopleService, and Police reports. Ayes-five. Motion carried.

Bass/Sallis to approve the resolution calendar a. Resolution 4106 setting the date of Public Hearing to adopt FY2023/2024 City budget for April 11, 2023 at 6:00 p.m. b. Resolution 4107 a resolution of the City Council of the City of Elk Run Heights, Iowa, authorizing payment #20 to WRH, Inc.; in the amount of $42,750.00 for the Wastewater Treatment Plant Project c. Resolution 4108 approving Change Order #6 to authorize the inclusion of electrical outlets in an amount not to exceed $534.72 and relocation of an overhead light pole in an amount not to exceed $2,558.28 d. Resolution 4109 approving the 28E Agreement with the City of Waterloo for Fire Rescue Services e. Resolution 4110 authorizing the payment of bills and transfers. Roll call vote: Ayes-five.

Wirtz/Galbraith motion to table Richard's Treloar of 133 Toneff Dr. is request for reimbursement for sewer back up in his basement in January of 2023. Council discussed the sewer back up with Jordan Cooper of PeopleService who explained the results of the line being televised. It was agreed that this be tabled and brought back to a meeting the resident will be able to attend and have Cooper speak with him regarding the results. Ayes-five. Motion carried.

Public Discussion: Chief Dean discussed the speed limit on McCoy Road, asking to possibly raise it to 30 mph. Council discussed and is not interested in adding this as an agenda item.

Bass/McChane for approval for Mayor to sign authorization to have Century Link move the fiberoptic lines at the new sewer plant location in an amount not to exceed $7,454.61 during frost conditions which includes material and labor; or to have done in non-frost conditions the cost will be $ 6.799.21. Councilman Bass explained there is a fiberoptic line right under the location of the culverts and will need to be removed. This is not in the scope of the project and will be an additional charge but can be paid out of the SRF Bond. Ayes-five. Motion carried.

Discussion: Setting date of city-wide garage sales for June 2nd, 3rd, and 4th.

Discussion: Setting fireworks dates. Council discussed different options and asked that this be tabled and brought back to the next meeting.

Engineer Reports: City Engineer Mike Dryden updated the Council that the Mayor's Park Trail Project is almost ready to close out; they are just waiting for a few clerical items.

Mayor/Council Reports: Councilor Wirtz mentioned there were some windows broken out of the school and wanted to make sure this doesn't become a run down or a dilapidated building.

Sallis/Bass to adjourn at 6:40. Ayes-five. Motion carried.

Attest:

_____ _____

Lisa Smock, Mayor Julie Eastman, City Clerk

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BUDGET REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	51,000.00	.00	37,500.00	73.53	13,500.00
	EMERGENCY MANAGEMENT TOTAL	2,500.00	558.50	558.50	22.34	1,941.50
	FIRE TOTAL	40,112.00	9,596.95	28,790.85	71.78	11,321.15
	BUILDING INSPECTIONS TOTAL	7,847.00	201.69	7,392.79	94.21	454.21
	ANIMAL CONTROL TOTAL	2,359.00	.00	2,367.95	100.38	8.95-
	OTHER PUBLIC SAFETY TOTAL	1,500.00	114.40	1,055.94	70.40	444.06
	PUBLIC SAFETY TOTAL	105,318.00	10,471.54	77,666.03	73.74	27,651.97
	ROADS, BRIDGES, SIDEWALKS TOTA	99,204.00	6,749.18	82,769.46	83.43	16,434.54
	STREET LIGHTING TOTAL	14,000.00	922.54	8,207.50	58.63	5,792.50
	TRAFFIC CONTROL & SAFETY TOTA	3,800.00	87.02	2,467.88	64.94	1,332.12
	SNOW REMOVAL TOTAL	8,131.00	165.82	5,116.70	62.93	3,014.30
	HIGHWAY ENGINEERING TOTAL	3,000.00	425.00	1,251.00	41.70	1,749.00
	OTHER PUBLIC WORKS TOTAL	.00	.00	.00	.00	.00
	PUBLIC WORKS TOTAL	128,135.00	8,349.56	99,812.54	77.90	28,322.46
	LIBRARY TOTAL	9,621.00	.00	9,621.00	100.00	.00
	PARKS TOTAL	83,606.00	2,296.60	46,216.81	55.28	37,389.19
	COMMUNITY CTR/ZOO/MARINA TOTA	4,300.00	283.28	2,831.78	65.86	1,468.22
	OTHER CULTURE/RECREATION TOTA	10,000.00	.00	14,566.29	145.66	4,566.29-
	CULTURE & RECREATION TOTAL	107,527.00	2,579.88	73,235.88	68.11	34,291.12
	COMMUNITY BEAUTIFICATION TOTA	2,300.00	300.00	663.74	28.86	1,636.26
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	COMMUNITY & ECONOMIC DEV TOTA	2,300.00	300.00	663.74	28.86	1,636.26
	MAYOR/COUNCIL/CITY MGR TOTAL	11,407.00	1,455.63	9,276.21	81.32	2,130.79
	CLERK/TREASURER/ADM TOTAL	74,472.00	6,473.15	62,444.27	83.85	12,027.73
	ELECTIONS TOTAL	.00	.00	.00	.00	.00
	LEGAL SERVICES/ATTORNEY TOTAL	15,000.00	.00	7,926.50	52.84	7,073.50
	CITY HALL/GENERAL BLDGS TOTAL	29,453.00	694.11	30,180.35	102.47	727.35-
	TORT LIABILITY TOTAL	15,000.00	.00	.00	.00	15,000.00
	OTHER GENERAL GOVERNMENT TOTA	19,503.00	314.64	22,971.66	117.79	3,468.66-
	GENERAL GOVERNMENT TOTAL	164,835.00	8,937.53	132,798.99	80.56	32,036.01
	ROADS, BRIDGES, SIDEWALKS TOTA	.00	.00	.00	.00	.00
	DEBT SERVICES TOTAL	91,760.00	.00	14,380.00	15.67	77,380.00
	DEBT SERVICE TOTAL	91,760.00	.00	14,380.00	15.67	77,380.00

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BUDGET REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ROADS, BRIDGES, SIDEWALKS TOTA	218,446.00	14,832.60	217,596.66	99.61	849.34
	PARKS TOTAL	695,273.00	2,742.18	347,139.28	49.93	348,133.72
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	913,719.00	17,574.78	564,735.94	61.81	348,983.06
	DEBT SERVICES TOTAL	133,018.00	.00	21,474.13	16.14	111,543.87
	WATER TOTAL	170,535.00	13,819.97	132,422.60	77.65	38,112.40
	SEWER/SEWAGE DISPOSAL TOTAL	2,724,148.00	77,538.23	2,153,823.20	79.06	570,324.80
	LANDFILL/GARBAGE TOTAL	75,997.00	5,749.20	56,443.83	74.27	19,553.17
	STORM WATER TOTAL	290.00	.00	288.44	99.46	1.56
	ENTERPRISE FUNDS TOTAL	3,103,988.00	97,107.40	2,364,452.20	76.17	739,535.80
	TRANSFERS IN/OUT TOTAL	478,224.00	.00	319,475.23	66.80	158,748.77
	TRANSFER OUT TOTAL	478,224.00	.00	319,475.23	66.80	158,748.77
	TOTAL EXPENSES	5,095,806.00	145,320.69	3,647,220.55	71.57	1,448,585.45

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TREASURER'S REPORT
CALENDAR 3/2023, FISCAL 9/2023

ACCOUNT	TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001	GENERAL	278,925.25	15,651.42	22,288.95	582.71	272,870.43
002	CASH FUND/PARK EQ REPLC	10,000.00	.00	.00	.00	10,000.00
003	ARP FUNDS	171,054.25	.00	.00	.00	171,054.25
005	VEHICLE REPLACEMENT	54,793.26	.00	.00	.00	54,793.26
110	ROAD USE TAX	194,787.08	7,091.72	8,349.56	401.39	193,930.63
119	EMERGENCY FUND	.00	.00	.00	.00	.00
121	LOCAL OPTION SALES TAX	98,977.55	14,374.40	.00	.00	113,351.95
125	TAX INCREMENT FINANCING	19,117.49	.00	.00	.00	19,117.49
200	DEBT SERVICE	51,440.32	1,049.38	.00	.00	52,489.70
300	CAPITAL IMPROVEMENT RES	4,638.44	.00	.00	.00	4,638.44
301	RAYMOND ROAD TRAILER CR	.00	.00	.00	.00	.00
302	PLAZA DR RECONSTRUCTION	.00	.00	.00	.00	.00
303	OFFICE EQUIPMENT REPLAC	.00	.00	.00	.00	.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	72,201.42	.00	2,742.18	.00	69,459.24
307	LAFAYETTE/GVILLE RD REC	315,518.50	.00	14,832.60	.00	300,685.90
600	WATER	55,236.07	12,544.64	13,819.97	13.59	53,974.33
601	WATER DEPRECIATION	75,587.41	73.34	.00	.00	75,660.75
610	SEWER	78,157.78	25,242.20	29,049.99	17.87	74,367.86
611	SEWER REPLACEMENT	230,370.93	82.75	.00	.00	230,453.68
612	SEWER DEPRECIATION	36,364.06	.00	.00	.00	36,364.06
613	WASTE WTR PLANT PROJECT	136,996.59	61,924.59	48,488.24	.00	150,432.94
670	LANDFILL/GARBAGE	41,871.74	6,757.92	5,742.37	.00	42,887.29
671	YARD WASTE	7,361.02	244.90	6.83	.00	7,599.09
	Report Total	1,933,399.16	145,037.26	145,320.69	1,015.56	1,934,131.29

REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-110-4765	FINES	512.00	3,982.79	3,000.00	982.79-
001-110-6413	EVANSDALE POLICE DEPARTMENT	.00	37,500.00	51,000.00	13,500.00
001-130-6310	BUILDING REPAIR/MAINT	.00	.00	.00	.00
001-130-6413	EMERGENCY MGMNT	558.50	558.50	2,500.00	1,941.50
001-150-6499	FIRE CONTRACT	9,596.95	28,790.85	40,112.00	11,321.15
001-170-4120	BUILDING/CONTR PERMITS	265.00	10,622.10	10,000.00	622.10-
001-170-6010	WAGES - BUILDING INSPECTOR	172.25	6,114.31	6,500.00	385.69
001-170-6110	FICA - BUILDING INSPECTIONS	13.18	467.75	403.00	64.75-
001-170-6130	IPERS - BUILDING INSPECTIONS	16.26	577.21	614.00	36.79
001-170-6150	GROUP INSURANCE	.00	417.52	.00	417.52-
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	184.00-	330.00	514.00
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	2,284.00	2,284.00	.00
001-190-6507	OPERATING SUPPLIES	.00	83.95	75.00	8.95-
001-199-6371	SENTRY LIGHTS	114.40	1,055.94	1,500.00	444.06
001-299-6710	CAP OUTLAY - VEHICLES	.00	.00	.00	.00
001-410-6413	LIBRARY CONTRACT	.00	9,621.00	9,621.00	.00
001-430-4310	SHELTER RENTAL	75.00	450.00	300.00	150.00-
001-430-6010	WAGES - PARKS - FT	1,439.21	19,567.81	49,223.00	29,655.19
001-430-6020	WAGES - PARKS	.00	.00	.00	.00
001-430-6021	WAGES - PARKS - PT	.00	.00	.00	.00
001-430-6110	FICA - PARKS	107.95	1,477.65	3,765.00	2,287.35
001-430-6130	IPERS - PARKS	135.86	1,847.14	4,646.00	2,798.86
001-430-6150	GROUP INSURANCE	676.78	8,181.77	10,827.00	2,645.23
001-430-6151	VISION INSURANCE	.00	.00	177.00	177.00
001-430-6155	LIFE INSURANCE	.00	.00	168.00	168.00
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	.00	7,707.43	4,000.00	3,707.43-
001-430-6331	FUEL AND OIL	.00	697.55	800.00	102.45
001-430-6416	RENT/LEASE - LAND/BLDGS	.00	.00	.00	.00
001-430-6499	OTHER CONTRACTUAL SERV	.00	37.50	.00	37.50-
001-430-6505	PARK EQUIPMENT	.00	3,837.69	.00	3,837.69-
001-430-6507	OPERATING SUPPLIES	63.20-	2,862.27	5,000.00	2,137.73
001-460-4310	RENT-COMMUNITY CENTER	600.00	6,700.00	7,500.00	800.00
001-460-6310	COMM RM REPAIR/MAINT	218.40	2,198.94	3,500.00	1,301.06
001-460-6371	UTILITIES	64.88	632.84	800.00	167.16
001-499-4610	CITY CELEBRATION RECEIPTS	.00	14,446.92	8,500.00	5,946.92-
001-499-6599	MISC EXPENSE - CELEBRATION	.00	14,566.29	10,000.00	4,566.29-
001-510-6321	ROAD BEAUTIFICATION	.00	.00	.00	.00
001-510-6413	PARTNER IN EDUCATION	300.00	300.00	300.00	.00
001-510-6490	CHRISTMAS DECORATIONS	.00	363.74	2,000.00	1,636.26
001-540-4190	MISC LICENSES & PERMITS	.00	.00	.00	.00
001-540-6490	COMP PLAN	.00	.00	.00	.00
001-610-6010	WAGES - MAYOR/COUNCIL	1,250.00	7,950.00	9,500.00	1,550.00
001-610-6110	FICA - MAYOR/COUNCIL	95.63	608.21	727.00	118.79
001-610-6130	IPERS - MAYOR/COUNCIL	.00	.00	.00	.00
001-610-6150	GROUP INSURANCE	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-610-6151	VISION INSURANCE	.00	.00	.00	.00
001-610-6160	WORKER'S COMP	.00	3.00	50.00	47.00
001-610-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-610-6210	DUES	.00	.00	150.00	150.00
001-610-6240	MEETING/CONFERENCES	.00	220.00	500.00	280.00
001-610-6373	TELEPHONE/COMMUNICATIONS	110.00	495.00	480.00	15.00-
001-620-6010	WAGES - CLERK	4,586.30	44,040.55	55,195.00	11,154.45
001-620-6020	WAGES - DEPUTY CLERK	.00	.00	.00	.00
001-620-6110	FICA - CLERK	350.86	3,369.18	4,223.00	853.82
001-620-6130	IPERS - CLERK	432.95	4,157.48	5,210.00	1,052.52
001-620-6150	GROUP INSURANCE	993.04	8,886.44	6,203.00	2,683.44-
001-620-6151	VISION INSURANCE	.00	.00	217.00	217.00
001-620-6160	WORKER'S COMP	.00	16.00	144.00	128.00
001-620-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-620-6210	DUES	.00	.00	.00	.00
001-620-6230	TRAINING	.00	661.56	1,700.00	1,038.44
001-620-6240	TRAVEL EXPENSE	.00	818.06	1,100.00	281.94
001-620-6373	TELEPHONE/COMMUNICATIONS	110.00	495.00	480.00	15.00-
001-620-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
001-620-6506	OFFICE SUPPLIES	.00	.00	.00	.00
001-630-6413	ELECTION EXPENSES	.00	.00	.00	.00
001-640-6401	AUDITING/ACCOUNTING	.00	.00	7,000.00	7,000.00
001-640-6411	LEGAL - ATTORNEY	.00	5,069.50	8,000.00	2,930.50
001-640-6414	CODIFICATION	.00	2,857.00	.00	2,857.00-
001-650-6010	WAGES - FULL TIME	205.59	2,834.52	4,922.00	2,087.48
001-650-6110	FICA	15.43	214.15	376.00	161.85
001-650-6130	IPERS	19.42	2,967.61	465.00	2,502.61-
001-650-6150	GROUP INSURANCE	96.68	1,250.20	1,083.00	167.20-
001-650-6151	VISION INSURANCE	.00	.00	7.00	7.00
001-650-6155	LIFE INSURANCE	.00	.00	.00	.00
001-650-6310	BUILDING REPAIR/MAINT	80.26	4,106.56	2,000.00	2,106.56-
001-650-6371	UTILITIES	192.61	1,554.27	2,000.00	445.73
001-650-6499	OTHER CONTRACTUAL SERV	.00	897.65	1,500.00	602.35
001-650-6505	OFFICE EQUIPMENT	.00	13,943.84	15,000.00	1,056.16
001-650-6507	OPERATING SUPPLIES	.00	610.39	300.00	310.39-
001-650-6508	POSTAGE	.00	580.96	800.00	219.04
001-650-6599	OTHER SUPPLIES	84.12	1,220.20	1,000.00	220.20-
001-660-6408	INSURANCE	.00	.00	15,000.00	15,000.00
001-699-4400	FEDERAL GRANTS	.00	.00	27,189.00	27,189.00
001-699-6010	WAGES - GENERAL GOV - FT	.00	.00	.00	.00
001-699-6110	FICA - GENERAL GOVERNMENT	.00	.00	.00	.00
001-699-6130	IPERS - GENERAL GOVERNMENT	.00	.00	.00	.00
001-699-6150	GROUP INSURANCE	.00	.00	.00	.00
001-699-6151	VISION INSURANCE	.00	.00	.00	.00
001-699-6155	LIFE INSURANCE	.00	.00	.00	.00
001-699-6210	DUES	.00	1,482.88	2,800.00	1,317.12
001-699-6230	TRAINING	.00	.00	.00	.00
001-699-6240	MEETINGS/CONFERENCES	50.00	175.00	.00	175.00-
001-699-6373	TELEPHONE/COMMUNICATIONS	46.22	415.76	690.00	274.24
001-699-6414	PUBLISHING	71.62	2,037.58	3,000.00	962.42
001-699-6419	TECHNOLOGY SERVICES	73.00	17,956.02	12,000.00	5,956.02-

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REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-699-6491	SAFETY TRAINING	.00	397.38	513.00	115.62
001-699-6499	CONTRACTUAL SERV (COPIER)	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	73.80	507.04	.00	507.04-
001-699-6508	POSTAGE	.00	.00	500.00	500.00
001-699-6599	MISC SUPPLIES	.00	.00	.00	.00
001-699-6730	CAP OUTLAY - LAND	.00	.00	.00	.00
001-865-6499	OTHER CONTRACTUAL SERV	.00	288.44	290.00	1.56
001-865-6507	OPERATING SUPPLIES	.00	.00	.00	.00
001-910-4830	TRANSFER IN-GENERAL FUND	.00	9,269.23	.00	9,269.23-
001-910-4831	TRANSFER IN - TIF	.00	.00	.00	.00
001-910-6910	TRANSFER OUT	.00	109,000.00	109,000.00	.00
001-950-4000	PROPERTY TAXES	8,389.97	213,688.05	435,656.00	221,967.95
001-950-4003	AGRICULTURAL LAND TAXES	31.02	364.31	.00	364.31-
001-950-4060	UTILITY TAX REPLACEMENT	.00	319.18	2,623.00	2,303.82
001-950-4065	FRANCHISE FEE	.00	12,611.02	10,000.00	2,611.02-
001-950-4100	BEER & LIQUOR LICENSES	.00	348.75	765.00	416.25
001-950-4105	CIGARETTE PERMITS	.00	.00	150.00	150.00
001-950-4180	ANIMAL LICENSES	54.00	222.00	175.00	47.00-
001-950-4190	MISC LICENSES & PERMITS	60.00	120.00	500.00	380.00
001-950-4300	INTEREST	5,664.43	33,883.03	5,500.00	28,383.03-
001-950-4301	INTEREST-REG MM BANK 3	.00	.00	350.00	350.00
001-950-4464	ROLLBACK COMM REPLACEMENT	.00	3,037.15	5,153.00	2,115.85
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	422.97	2,500.00	2,077.03
001-950-4735	SALES/FUEL TAX REFUNDS	.00	.00	1,200.00	1,200.00
001-950-4800	SALE OF REAL PROPERTY	.00	.00	.00	.00
001-999-9999	PROFIT HANDLER	.00	.00	.00	.00
002-430-6505	OTHER EQUIPMENT	.00	.00	5,000.00	5,000.00
002-910-4830	TRANSFER IN	.00	5,000.00	5,000.00	.00
002-910-6910	TRANSFER OUT	.00	.00	.00	.00
002-999-9999	PROFIT HANDLER	.00	.00	.00	.00
003-699-4400	FEDERAL GRANTS	.00	.00	.00	.00
003-910-4830	TRANSFER IN	.00	.00	.00	.00
003-910-6910	TRANSFER OUT	.00	.00	.00	.00
003-950-4400	FEDERAL GRANTS	.00	85,527.12	85,242.00	285.12-
003-999-9999	PROFIT HANDLER	.00	.00	.00	.00
005-210-6723	CAP OUTLAY-HEAVY EQUIP	.00	.00	.00	.00
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	.00	42.92	150.00	107.08
005-999-9999	PROFIT HANDLER	.00	.00	.00	.00
110-210-4430	ROAD USE TAXES	7,091.72	93,732.66	135,229.00	41,496.34
110-210-4810	SALE OF ASSETS	.00	.00	.00	.00
110-210-6010	WAGES - ROAD USE - FT	2,467.20	33,740.66	41,942.00	8,201.34
110-210-6020	WAGES - ROAD USE	.00	.00	.00	.00
110-210-6030	WAGES - ROAD USE - PT	60.00	1,085.00	.00	1,085.00-
110-210-6110	FICA - ROAD USE	189.66	2,631.12	3,209.00	577.88
110-210-6130	IPERS - ROAD USE	238.56	3,287.53	3,959.00	671.47
110-210-6150	GROUP INSURANCE	1,160.17	14,153.78	9,745.00	4,408.78-
110-210-6151	VISION INSURANCE	.00	.00	159.00	159.00

REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
110-210-6155	LIFE INSURANCE	.00	.00	290.00	290.00
110-210-6160	WORKER'S COMP	.00	1,222.00	4,600.00	3,378.00
110-210-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
110-210-6181	UNIFORM ALLOWANCE	.00	297.99	1,100.00	802.01
110-210-6310	BUILDING REPAIR/MAINT	.00	859.59	1,500.00	640.41
110-210-6331	FUEL & OIL	778.45	6,028.45	4,000.00	2,028.45-
110-210-6332	VEHICLE MAINTENANCE	9.53	2,877.23	3,500.00	622.77
110-210-6371	UTILITIES	238.19	1,604.28	1,500.00	104.28-
110-210-6373	TELEPHONE/COMMUNICATIONS	110.00	770.00	960.00	190.00
110-210-6407	ENGINEERING	.00	.00	900.00	900.00
110-210-6408	INSURANCE	.00	.00	4,000.00	4,000.00
110-210-6417	STREET MAINTENANCE - REPAIRS	.00	4,259.68	4,000.00	259.68-
110-210-6491	SAFETY TRAINING	.00	1,217.12	1,540.00	322.88
110-210-6504	SHOP EQUIPMENT	78.81	585.22	2,800.00	2,214.78
110-210-6507	STREET MAINTENANCE SUPPLIES	1,308.25	7,511.09	8,500.00	988.91
110-210-6511	NEW POSTS / SIGNS	.00	253.87	250.00	3.87-
110-210-6512	REPLACEMENT POSTS / SIGNS	.00	.00	250.00	250.00
110-210-6599	MISCELLANEOUS SUPPLIES	110.36	384.85	500.00	115.15
110-230-6371	STREET LIGHTS	922.54	8,207.50	14,000.00	5,792.50
110-240-6371	TRAFFIC SIGNAL	87.02	767.88	1,000.00	232.12
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	.00	1,700.00	2,800.00	1,100.00
110-250-6332	SNOW PLOW REPAIR	165.82	2,590.49	1,000.00	1,590.49-
110-250-6489	OTHER CONTRACTUAL SRV	.00	.00	131.00	131.00
110-250-6507	SNOW REMOVAL SUPPLIES	.00	2,526.21	7,000.00	4,473.79
110-260-6407	ENGINEERING	425.00	1,251.00	3,000.00	1,749.00
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
119-910-4830	TRANSFER IN	.00	.00	.00	.00
119-910-6910	TRANSFER OUT	.00	.00	.00	.00
119-950-4000	PROPERTY TAXES	.00	.00	.00	.00
119-999-9999	PROFIT HANDLER	.00	.00	.00	.00
121-910-4830	TRANSFER IN-LOST	.00	.00	.00	.00
121-910-4831	TRANSFER IN - TIF	.00	.00	35,000.00	35,000.00
121-910-6910	TRANSFER OUT	.00	199,475.23	191,206.00	8,269.23-
121-950-4090	LOCAL OPTION TAX	14,374.40	125,765.96	184,000.00	58,234.04
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	.00	35,000.00	35,000.00
125-950-4050	TIF TAXES	.00	19,117.49	35,000.00	15,882.51
125-950-4300	INTEREST	.00	.00	.00	.00
125-999-9999	PROFIT HANDLER	.00	.00	.00	.00
200-210-6899	BOND REGISTRATION FEES	.00	.00	.00	.00
200-710-4000	PROPERTY TAXES	1,049.38	25,069.78	.00	25,069.78-
200-710-4060	UTILITY TAX REPLACEMENT	.00	39.92	.00	39.92-
200-710-6801	PRINCIPAL PAYMENTS	.00	.00	63,000.00	63,000.00
200-710-6851	INTEREST PAYMENTS	.00	14,380.00	28,760.00	14,380.00
200-910-4830	TRANSFER IN-DEBT SERVICE	.00	41,760.00	41,760.00	.00
200-910-6910	TRANSFER OUT	.00	.00	.00	.00
200-999-9999	PROFIT HANDLER	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
300-210-6407	ENGINEERING - STREET PROJECT	.00	.00	.00	.00
300-210-6499	STREET CONTRACTUAL SERV	.00	113,807.56	118,446.00	4,638.44
300-750-6499	CONTRACTUAL SERV	.00	.00	.00	.00
300-910-4830	TRANSFER IN-CAP IMPRVMNT RESV	.00	118,446.00	118,446.00	.00
300-910-6910	TRANSFER OUT	.00	.00	.00	.00
300-950-4300	INTEREST-CAPITAL IMPRVMNT-RSV	.00	.00	.00	.00
300-999-9999	PROFIT HANDLER	.00	.00	.00	.00
301-910-4830	TRANSFER IN-RAYMOND RD TRAILER	.00	.00	.00	.00
302-750-6499	CONTRACTUAL SERV - PLAZA DR	.00	.00	.00	.00
302-910-4830	TRANSFER IN-PLAZA DR RECON	.00	.00	.00	.00
302-910-6910	TRANSFER OUT	.00	.00	.00	.00
302-999-9999	PROFIT HANDLER	.00	.00	.00	.00
303-910-4830	TRANSFER IN-OFFICE EQPMNT RPL	.00	.00	.00	.00
303-910-6910	TRANSFER OUT	.00	1,000.00	.00	1,000.00-
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	428,000.00	428,000.00
306-430-4440	STATE GRANTS	.00	195,539.29	118,574.00	76,965.29-
306-430-4710	REIMBURSEMENTS	.00	14,354.04	10,000.00	4,354.04-
306-430-4830	TRANSFER IN	.00	.00	.00	.00
306-430-6407	ENGINEERING	.00	6,189.90	20,000.00	13,810.10
306-430-6411	LEGAL	.00	1,500.00-	.00	1,500.00
306-430-6499	OTHER CONTRACTUAL SERV	2,742.18	342,449.38	675,273.00	332,823.62
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	.00	.00	.00
306-910-6910	TRANSFER OUT	.00	.00	.00	.00
306-950-4490	GAMING GRANTS	.00	35,000.00	.00	35,000.00-
306-999-9999	PROFIT HANDLER	.00	.00	.00	.00
307-210-4400	FEDERAL GRANTS	.00	.00	.00	.00
307-210-4440	STATE GRANTS	.00	.00	.00	.00
307-210-4445	IOWA DOT	.00	.00	.00	.00
307-210-4820	PROCEEDS FROM DEBT/LOAN	.00	.00	.00	.00
307-210-4830	TRANSFER IN	.00	.00	125,000.00	125,000.00
307-210-6407	ENGINEERING	14,832.60	103,789.10	100,000.00	3,789.10-
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	125,000.00	.00	125,000.00-
307-910-6910	TRANSFER OUT	.00	.00	.00	.00

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REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
307-999-9999	PROFIT HANDLER	.00	.00	.00	.00
600-810-4300	INTEREST	.00	.00	.00	.00
600-810-4400	FEDERAL GRANTS	.00	.00	.00	.00
600-810-4500	CHARGES/FEES FOR SERVICES	11,201.18	136,399.40	203,561.00	67,161.60
600-810-4530	PENALTIES	170.97	1,770.95	2,000.00	229.05
600-810-4540	CONNECT/RECONNECT FEES	150.00	700.00	.00	700.00-
600-810-4550	MISC CHARGE FOR SERVICES	255.35	487.20	500.00	12.80
600-810-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
600-810-4561	WATER EXCISE TAX	693.14	8,343.67	6,107.00	2,236.67-
600-810-4600	SPECIAL ASSESSMENTS	.00	4,539.00	.00	4,539.00-
600-810-4730	DEPOSITS	74.00	848.00	2,000.00	1,152.00
600-810-6010	WAGES - WATER - FT	.00	.00	.00	.00
600-810-6011	WAGES - WATER - CLERK	225.11	2,083.96	2,600.00	516.04
600-810-6020	WAGES - WATER	.00	.00	.00	.00
600-810-6021	WAGES - WATER - PT	534.23	6,529.31	8,648.00	2,118.69
600-810-6022	WAGES - WATER	.00	.00	.00	.00
600-810-6110	FICA - WATER	58.10	658.94	860.00	201.06
600-810-6130	IPERS - WATER	71.68	813.08	1,060.00	246.92
600-810-6150	GROUP INSURANCE	55.16	496.56	345.00	151.56-
600-810-6151	VISION INSURANCE	.00	.00	12.00	12.00
600-810-6155	LIFE INSURANCE	.00	.00	3.00	3.00
600-810-6160	WORKER'S COMP	.00	.00	.00	.00
600-810-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
600-810-6210	DUES	.00	.00	750.00	750.00
600-810-6230	TRAINING	.00	.00	.00	.00
600-810-6350	REPAIR MAINT - WATER MAIN	.00	19,164.02	45,000.00	25,835.98
600-810-6373	TELEPHONE/COMMUNICATIONS	46.22	333.95	600.00	266.05
600-810-6375	EQUIPMENT SUPPORT	.00	.00	.00	.00
600-810-6413	WATER - WATERLOO	6,555.38	61,273.72	67,000.00	5,726.28
600-810-6418	SALES TAX EXPENSE	751.69	9,670.84	6,107.00	3,563.84-
600-810-6419	TECH SERVICES - ANNUAL SUPPORT	.00	4,460.20	2,200.00	2,260.20-
600-810-6420	FRONTDESK SERVICE FEES	5.00	35.00	.00	35.00-
600-810-6489	OTHER CONTRACTUAL SRV	.00	.00	.00	.00
600-810-6490	OTHER PROFESSIONAL SERVICES	5,456.00	23,749.10	31,360.00	7,610.90
600-810-6497	BANK SERVICE CHGS	.00	.00	40.00	40.00
600-810-6498	DEPOSIT REFUNDS - WATER	.00	786.81	1,000.00	213.19
600-810-6499	TESTS/PERMITS	.00	427.74	500.00	72.26
600-810-6505	WT METERS/WT EQUIPMENT	.00	1,088.00	2,000.00	912.00
600-810-6506	OFFICE SUPPLIES	.00	.00	150.00	150.00
600-810-6508	POSTAGE	61.40	851.37	300.00	551.37-
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	.00	.00	.00
600-999-9999	PROFIT HANDLER	.00	.00	.00	.00
601-810-4300	INTEREST-WATER DEPRECIATION	73.34	413.83	500.00	86.17
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	61,000.00	61,000.00

Return to Agenda

REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
610-710-6851	INTEREST PAYMENTS	.00	21,474.13	72,018.00	50,543.87
610-815-4300	INTEREST-SEWER	.00	.00	.00	.00
610-815-4500	CHARGES/FEES FOR SERVICES	19,683.43	187,318.05	228,960.00	41,641.95
610-815-4502	CAPITAL PROJECT FEE	.00	.00	.00	.00
610-815-4510	RAYMOND SEWER USAGE	5,000.00	45,000.00	60,000.00	15,000.00
610-815-4530	PENALTIES	237.57	2,194.37	1,400.00	794.37-
610-815-4550	MISC CHARGE FOR SERVICES	150.00	150.00	500.00	350.00
610-815-4560	SALES TAXES COLLECTED	11.20	122.05	300.00	177.95
610-815-4710	REIMBURSEMENTS	.00	.00	.00	.00
610-815-4730	DEPOSITS	160.00	1,590.00	1,500.00	90.00-
610-815-6010	WAGES - SEWER	.00	.00	.00	.00
610-815-6011	WAGES - SEWER - CLERK	225.09	2,083.90	2,590.00	506.10
610-815-6020	WAGES - SEWER	.00	.00	.00	.00
610-815-6030	WAGES - SEWER	.00	.00	.00	.00
610-815-6110	FICA - SEWER	17.21	159.35	198.00	38.65
610-815-6130	IPERS - SEWER	21.24	196.68	245.00	48.32
610-815-6150	GROUP INSURANCE	55.18	496.74	345.00	151.74-
610-815-6151	VISION INSURANCE	.00	.00	12.00	12.00
610-815-6155	LIFE INSURANCE	.00	.00	3.00	3.00
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
610-815-6310	BUILDING REPAIR/MAINT	.00	94.82	3,000.00	2,905.18
610-815-6320	LIFT STATION EXPENSE	5,160.18	8,132.18	30,000.00	21,867.82
610-815-6331	FUEL	.00	.00	.00	.00
610-815-6332	VEHICLE REPAIRS	.00	.00	.00	.00
610-815-6350	PLANT REPAIR/MAINTENANCE	.00	3,268.14	5,000.00	1,731.86
610-815-6370	UTILITIES - LIFT STATION	278.25	2,849.21	6,000.00	3,150.79
610-815-6371	UTILITIES - PLANT	1,407.44	13,548.38	17,000.00	3,451.62
610-815-6373	TELEPHONE/COMMUNICATIONS	.00	.00	.00	.00
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	.00	13,667.08	18,000.00	4,332.92
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	6,844.92	.00	6,844.92-
610-815-6418	SALES TAX EXPENSE	.00	.00	.00	.00
610-815-6419	TECHNOLOGY SERVICES	.00	4,460.20	.00	4,460.20-
610-815-6420	FRONTDESK SERVICE FEES	.00	.00	.00	.00
610-815-6490	IOWA ONE CALL	.00	89.10	100.00	10.90
610-815-6491	SAFETY TRAINING	.00	.00	.00	.00
610-815-6493	SLUDGE HAULING	.00	3,312.44	15,000.00	11,687.56
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	.00	418.43	1,000.00	581.57
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	21,824.00	85,708.00	123,000.00	37,292.00
610-815-6501	TESTS/PERMITS	.00	.00	75.00	75.00
610-815-6505	OFFICE EQUIPMENT	.00	.00	.00	.00
610-815-6506	OFFICE SUPPLIES	.00	.00	.00	.00
610-815-6507	OPERATING SPPLY/PEOPLESERVICE	.00	.00	.00	.00
610-815-6508	POSTAGE	61.40	701.37	300.00	401.37-
610-815-6510	SAFETY SUPPLIES	.00	36.36	.00	36.36-
610-815-6599	MISC SUPPLIES	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 3/2023, FISCAL 9/2023

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
610-815-6727	CAPITAL EQUIPMENT	.00	.00	.00	.00
610-815-6780	CAP OUTLAY-UTIL SYS/STRCT	.00	.00	.00	.00
610-910-4830	TRANSFER IN-SEWER	.00	.00	133,018.00	133,018.00
610-910-6910	TRANSFER OUT	.00	10,000.00	10,000.00	.00
610-999-9999	PROFIT HANDLER	.00	.00	.00	.00
611-815-4300	INTEREST-SEWER REPLACEMENT	82.75	466.95	450.00	16.95-
611-910-4830	TRANSFER IN-SEWER PLCMNT	.00	10,000.00	10,000.00	.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	.00	.00	100.00	100.00
612-910-4830	TRANSFER IN-SEWER DEPRECIATION	.00	.00	.00	.00
612-910-6910	TRANSFER OUT	.00	.00	.00	.00
612-999-9999	PROFIT HANDLER	.00	.00	.00	.00
613-815-4300	INTEREST - WW CAP PROJ	.00	.00	.00	.00
613-815-4502	CAPITAL PROJECT FEE	13,436.35	130,902.90	133,018.00	2,115.10
613-815-4820	PROCEEDS FROM DEBT/LOAN-WWTP	48,488.24	2,010,755.30	2,499,280.00	488,524.70
613-815-6407	ENGINEERING	5,738.24	144,512.05	200,840.00	56,327.95
613-815-6499	OTHER CONTRACTUAL SERV	42,750.00	1,863,243.85	2,298,440.00	435,196.15
613-910-4830	TRANSFER IN-WWTP PROJECT	.00	.00	.00	.00
613-910-6910	TRANSFER OUT	.00	.00	133,018.00	133,018.00
613-999-9999	PROFIT HANDLER	.00	.00	.00	.00
670-840-4300	INTEREST-LANDFILL/GARBAGE	.00	.00	25.00	25.00
670-840-4500	CHARGES/FEES FOR SERVICES	6,623.30	70,545.97	79,454.00	8,908.03
670-840-4530	PENALTIES	80.62	843.10	800.00	43.10-
670-840-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
670-840-4710	REIMBURSEMENTS - RECYCLE REIMB	.00	5,445.00	4,468.00	977.00-
670-840-4730	DEPOSITS	54.00	576.00	1,000.00	424.00
670-840-6419	TECHNOLOGY SERVICES	.00	163.80	.00	163.80-
670-840-6490	GARBAGE COLLECTION	5,186.25	47,707.83	65,435.00	17,727.17
670-840-6492	RECYCLING EXPENSE	549.30	5,749.22	7,300.00	1,550.78
670-840-6498	DEPOSIT REFUNDS - GARBAGE	.00	194.16	700.00	505.84
670-840-6508	POSTAGE	6.82	77.92	32.00	45.92-
670-910-4830	TRANSFER IN-LANDFILL/GARBAGE	.00	.00	.00	.00
670-910-6910	TRANSFER OUT	.00	.00	.00	.00
670-999-9999	PROFIT HANDLER	.00	.00	.00	.00
671-840-4300	INTEREST-YARD WASTE	.00	.00	.00	.00
671-840-4500	CHARGES/FEES FOR SERVICES	240.00	2,584.95	2,874.00	289.05
671-840-4530	PENALTIES	2.90	31.36	40.00	8.64
671-840-4730	DEPOSITS	2.00	36.00	200.00	164.00
671-840-6413	YARD WASTE COLLECTION	.00	2,400.00	2,400.00	.00
671-840-6498	DEPOSIT REFUND - YARD WASTE	.00	73.00	100.00	27.00
671-840-6508	POSTAGE	6.83	77.90	30.00	47.90-
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	283.43-	179,726.18	128,711.00	51,015.18-
		==========	==========	==========	==========
		==========	==========	==========	==========
	PROOF	283.43-	179,726.18	128,711.00	51,015.18-
		==========	==========	==========	==========

CITY OF ELK RUN HEIGHTS — INVESTMENT REPORT

Mar-23

	ACCOUNT	G/L	INT EARNED	RPV TTL	CURRENT MONTH TTL	MATURE DATE	CASHED IN DATE:
	EQUIPMENT REPLACEMENT						
CD#	20837	005-000-1171	$ 14.32	$ 12,627.59	$ 12,641.91	7/18/2023	
					$ 12,641.91		
	T&A SEWER						
CD#	22526		$ -	$ 1,000.00	$ 1,000.00		
CD#	21379		$ -	$ 1,500.00	$ 1,500.00		
					$ 2,500.00		
	T&A SOLID WASTE						
CD#	21140			$ 5,000.00	$ 5,000.00		
CD#	22138		$ -	$ 1,000.00	$ 1,000.00		
					$ 6,000.00		
				TOTAL CD'S:	**$ 21,141.91**		

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PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)

Status / Appl Type	Owner / Location	Sub-Division / Type of Use	Lot	Issued Date / Expire Date	Valuation		Paid / Amount Due
B-0042	E. CASTRO ROOFING & SIDIG	TEAR OFF & RESHINGLE		3-14-23	4,500.00		111.00
Issued	CINDY TINKHAM			3-14-23			111.00
Contractor	412 GILBERTVILLE RD	RESIDENTIAL		3-14-24			.00
					---		---
		B-0042			4,500.00	FEE	111.00
B-0043	BRAD TAYLOR	WOOD PRIVACY FENCE		3-15-23	5,000.00		111.00
Issued	BRENDA MEYERHOFF			3-15-23			111.00
Contractor	406 MCCOY RD	RESIDENTIAL		3-15-24			.00
					---		---
		B-0043			5,000.00	FEE	111.00
D-0001	FRICKSON BACKHOE & TRUCKG	DEMO 2 FAMILY HOUSE		3-16-23			43.00
Issued	MARTIN REALTOR			3-16-23			43.00
Contractor	5106 LAFAYETTE RD			3-16-24			.00
					---		---
		D-0001				FEE	43.00
				========	==========		==========
GRAND TOTAL				3	9,500.00	FEE	265.00

Return to Agenda

Minutes of the
Library Board Of Trustees
February 27, 2023

The combination virtual and regular Board meeting was called to order at 6:34 pm by President Curt Thomas.

Board members participating included Curt Thomas, Ronda Rathe, Kent Sommerlot, Melanie Stickfort, and Library Director Michelle Wheeler. Sue Koppmann joined at 6:40.

Kent Sommerlot made a motion to approve the agenda, seconded by Melanie Stickfort. Motion carried.

The minutes from the February 6, 2023, meeting were reviewed. Motion by Kent Sommerlot, seconded by Curt Thomas, to approve the minutes. Motion carried

After a discussion regarding a possible adjustment in the Hoopla charge, Kent Sommerlot made a motion to approve paying the bills totaling $1,375.98* as well as the Dunkerton Communications and MidAmerican Energy bills when they arrive. Any charges on the FSB Visa were also approved. The motion was seconded by Melanie Stickfort. Motion carried.

The Proctoring Policy and Volunteer Policy were reviewed with no changes made.

Discussion was held regarding the accreditation requirements. The library is at a level 3.

In the Librarian's report, Michelle shared information on the the Dunkerton Historical and Tourism Association's upcoming meeting. Best's Powerhouse is checking on the problems with the exterior lighting on the library. The Scale Up Grant has been submitted.

As part of the Accreditation process, the Board reviewed the Public Library Standards for Accreditation.

Old Business: None

New Business: None

A motion was made by Melanie Stickfort, seconded by Kent Sommerlot, to adjourn at 6:44 p.m. Motion carried.

The next regular meeting is scheduled for Monday, March 27, 2023, at 6:30 PM.

Respectfully submitted,
Ronda Rathe
Secretary

*Hoopla payment deferred until the next month. The Visa had a charge of $41 for magazines. The new total is $1,215.63.

Return to Agenda

PeopleService INC.
Water & Wastewater Professionals

Date: April 6, 2023

To: Elk Run Heights/Raymond Council

From: Jordan Cooper, Operator

O & M Report: March 2023

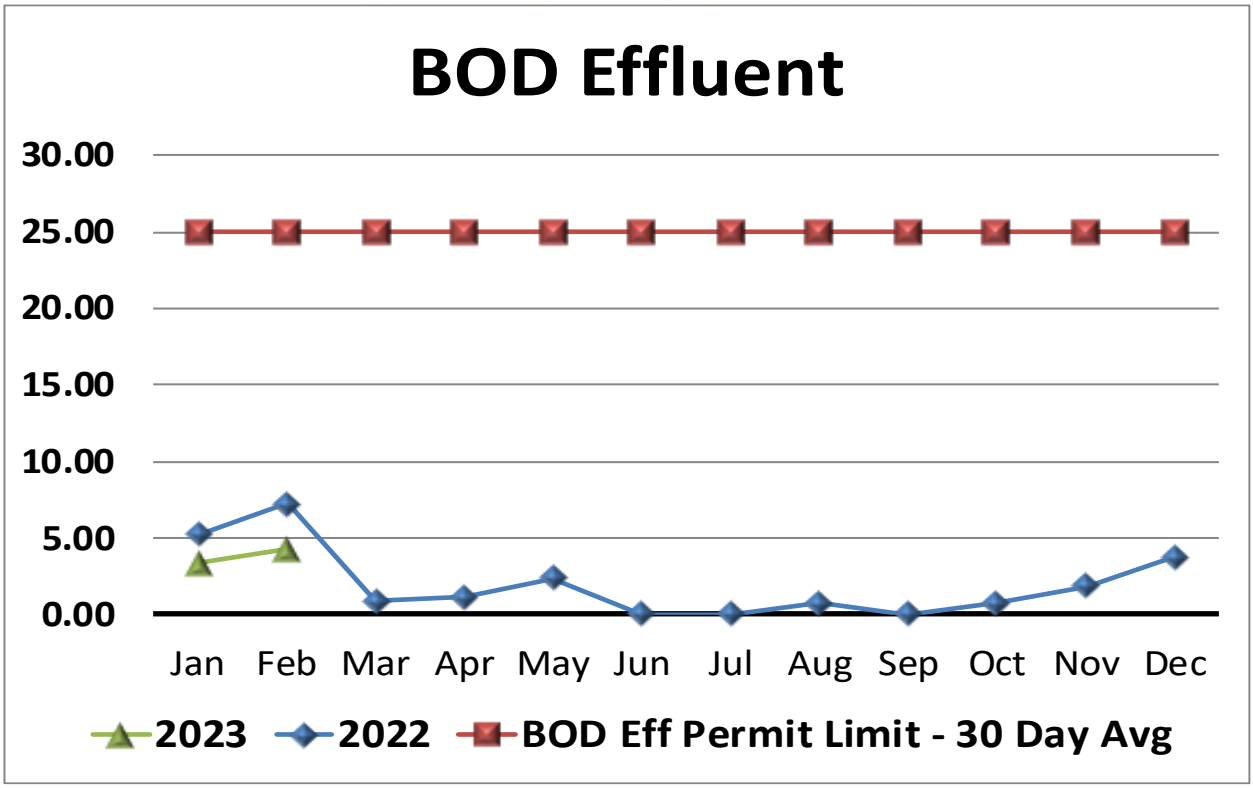
Water Operation & Maintenance

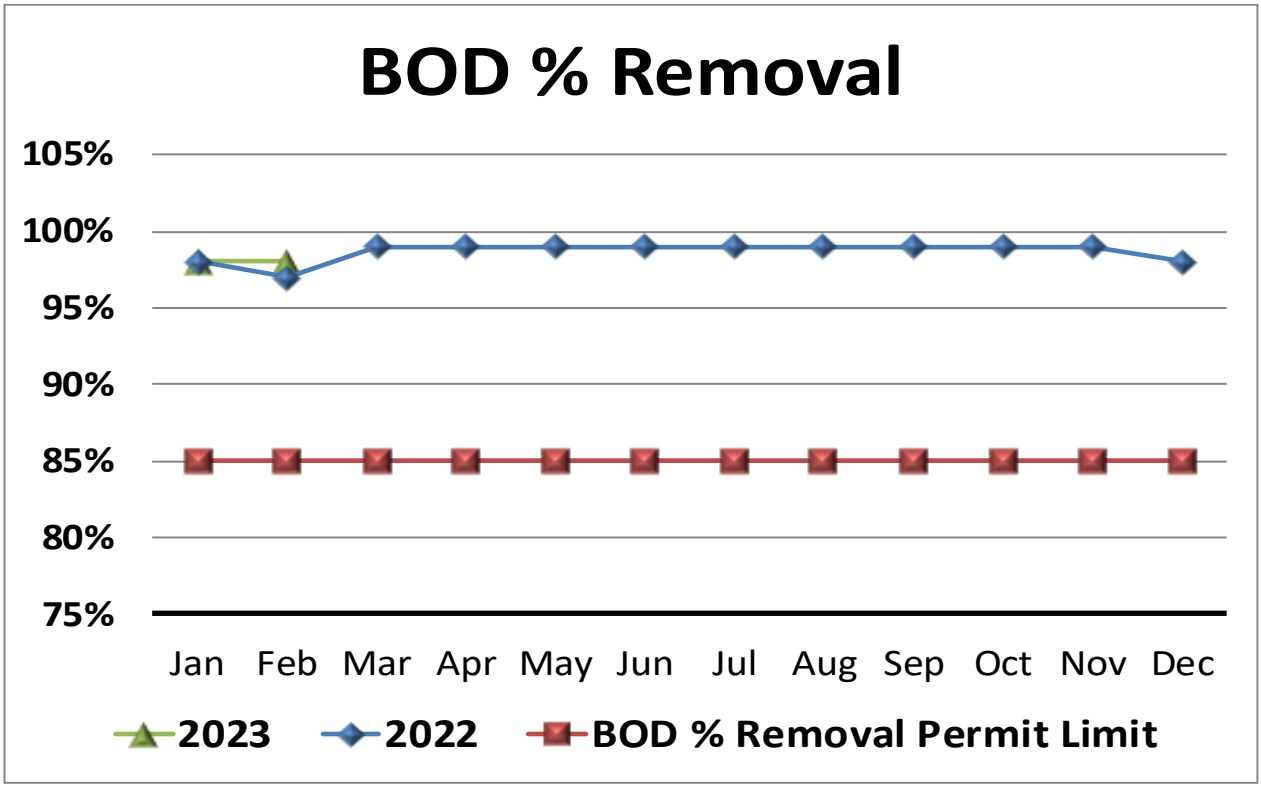
- 3/27 Located curb stop at 5308 Lafayette Rd for homeowner.
- 3/27 JQ Construction tapped the water main for a new water service connection on Plaza Dr. near the water meter pit.
- 3/29 Read water meters.
- 3/29 Shut off 308 Gilbertville Rd.

Wastewater Operation & Maintenance

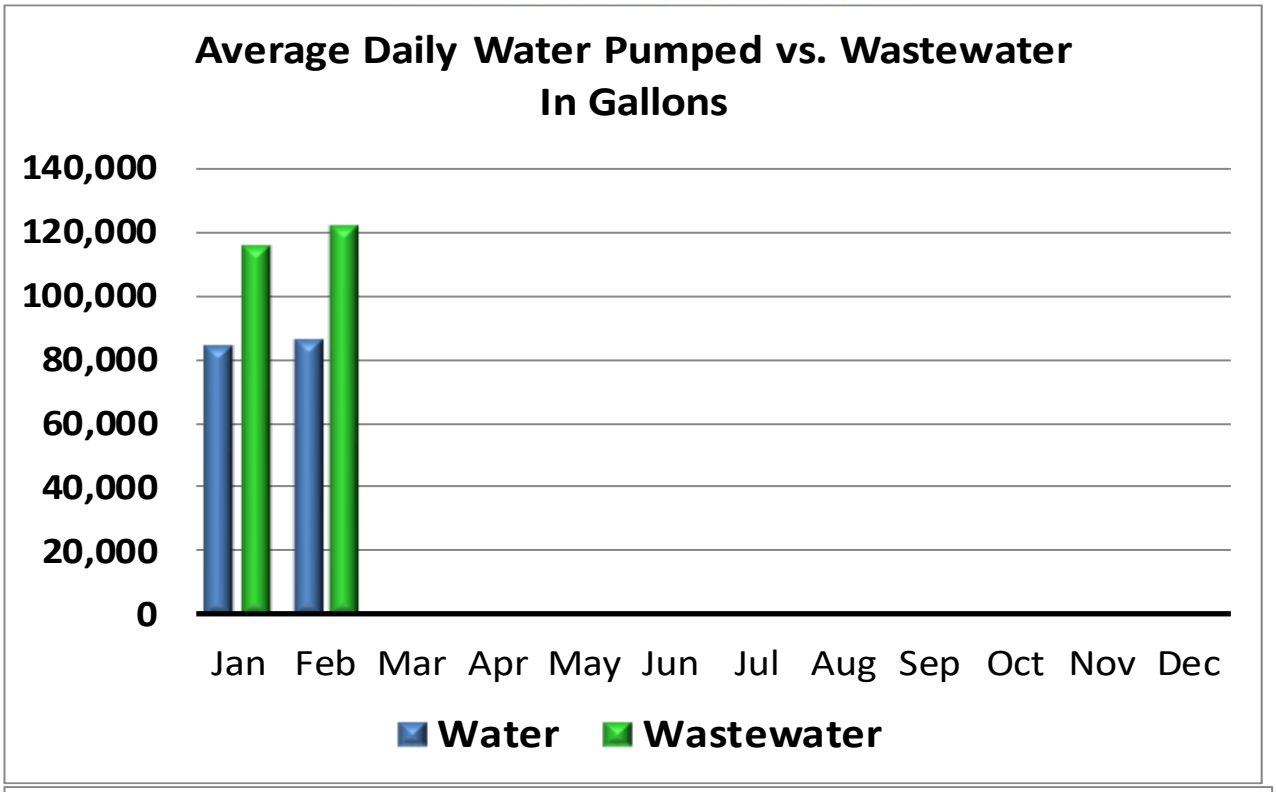
- 3/3 Comminutor tripped out. I believe the breaker is bad but am just going to bypass the comminutor for the time being until new plant is up and running. Not worth spending the money on it for a few months.
- 3/15 Spoke with Brian with Electric Pump about getting a quote to replace the force mains inside Sutton Lift Station. The corrosive gas has completely deteriorated the existing piping and needs to be replaced soon before we have a break. While we replace the piping, I recommend replacing the base elbows where the pumps attach to the force main. We will be bypassing the lift station so now would be the time to update these while we are down there and already having Electric Pump here.
- Spoke to Bob Frickson about getting a quote to do the work outside of the Sutton Lift Station.
- 3/30 We had a construction meeting where we discussed the state of completion on the plant and when projected start up will be and all that it will entail.

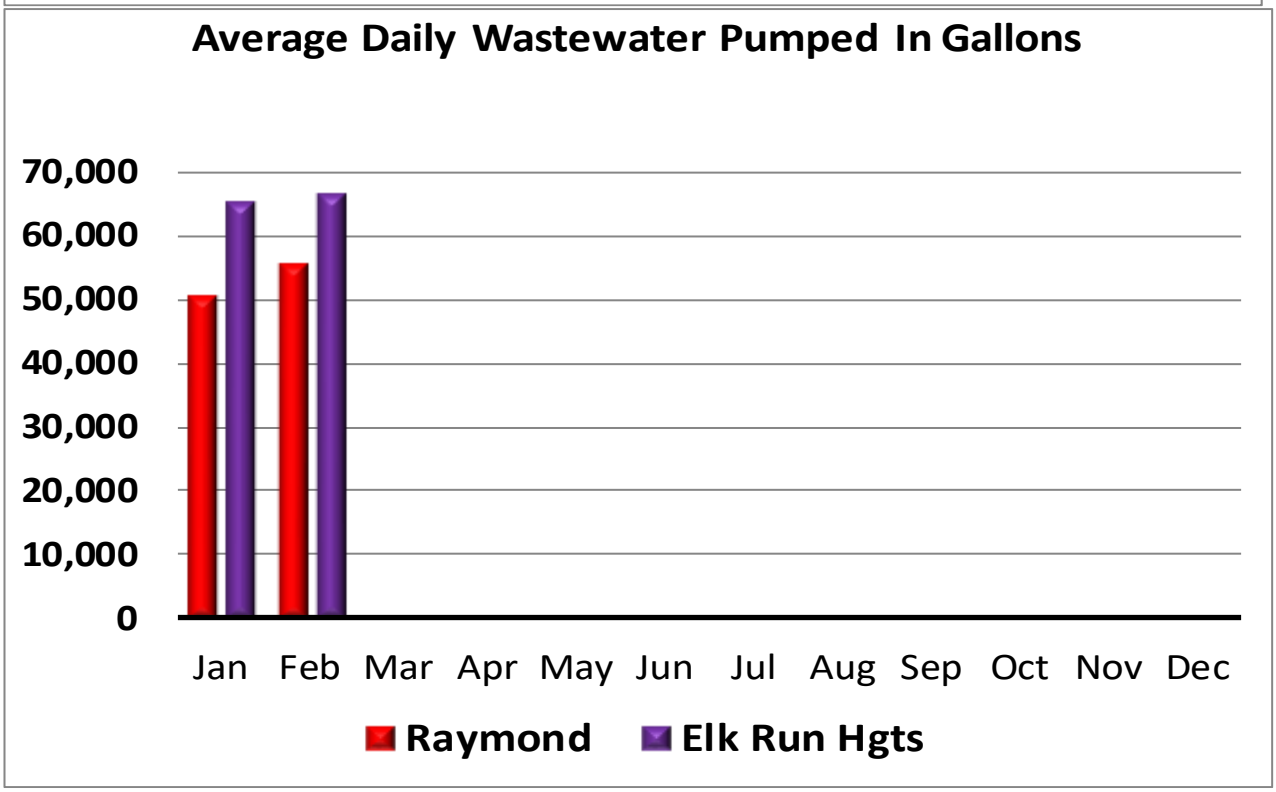
PeopleService INC.
Water & Wastewater Professionals





PeopleService INC.
Water & Wastewater Professionals





PeopleService INC.
Water & Wastewater Professionals

		February-23	January-23	February-22
Water	**Units**			
Total Monthly Pumped	gallons	2,408,600	2,610,500	1,982,200
Average Daily Pumped	gallons	86,000	84,200	70,800
Maximum Daily Pumped	gallons	119,700	127,200	119,700
Minimum Daily Pumped	gallons	59,800	52,400	44,900
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	0.82	0.82	1.03
Chlorine - Total Avg Residual System	mg/L	0.79	0.81	0.89
Chlorine - Recommended Residual Syste	mg/L	1.50	1.50	1.50
Wastewater				
BOD				
BOD Influent Avg	mg/L	307.13	255.00	264.75
BOD Effluent Avg	mg/L	4.25	3.38	7.25
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	98.00%	98.00%	97.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	261.50	217.75	174.80
TSS Effluent Avg	mg/L	9.75	7.50	2.40
TSS Effluent Permit Limit - 30 Day Avg	mg/L	25	25	25
TSS % Removal	%	96.27%	96.56%	98.63%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0.2	0.6	7.2
NA Effluent Permit Limit - 30 Day Avg	mg/L	6.3	6.3	6.3
Influent Flow				
Elk Run Average Daily Flow	gallons	66,473	65,305	64,676
Elk Run Percentage Flow	%	54.5%	56.3%	59.5%
Raymond Average Daily Flow	gallons	55,517	50,684	44,088
Raymond Percentage Flow	%	45.5%	43.7%	40.5%
Average Daily Combined	gallons	121,990	115,989	108,764
Maximum Daily Combined	gallons	164,878	140,536	131,131
Total Monthly Combined	gallons	3,415,744	3,595,668	3,045,408
Minimum Daily Combined	gallons	97,650	104,550	96,017
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	$13,989.00	$113.79	1%	17%
Total	$13,989.00	$113.79	1%	17%

PeopleService INC.
Water & Wastewater Professionals

ELK RUN HGTS -- FEBRUARY 2023

Water Plant Maintenance

Date	Vendor List	Description	Total
		Total	**$0.00**

Water System Maintenance

Date	Vendor List	Description	Total
		Total	**$0.00**

Wastewater Plant Maintenance

Date	Vendor List	Description	Total
2/21/23	First National Bank, VISA	Supplies	$15.99
		Total	**$15.99**

Wastewater System Maintenance

Date	Vendor List	Description	Total
		Total	0.00

Water Plant Maintenance	$0.00
Water System Maintenance	$0.00
W/W Plant Maintenance	$15.99
W/W System Maintenance	$0.00
Month Total	$15.99

Annual Maintenance Budget	$13,989.00
Total Maintenance Dollars Spent Year to Date	**$113.79**
Percent Maintenance Budget Spent Year to Date	**1%**

PeopleService INC.
Water & Wastewater Professionals

Work Orders Completed

Date completed	Equipment	Task
3/27/2023	Secondary Clarifier Gear Drive No 1	Monthly PM
3/27/2023	Secondary Clarifier Gear Drive No 3	Monthly PM
3/27/2023	Emergency Generator WWTP	Monthly PM
3/27/2023	James Street Lift Station Generator	Monthly PM
3/27/2023	Raymond West Lift Station Generated	Monthly PM
3/27/2023	Raymond South Lift Station Generator	Monthly PM
3/27/2023	Blower No 1	Monthly PM
3/27/2023	Blower No 2	Monthly PM
3/27/2023	Blower No3	Monthly PM
3/27/2023	Blower No4	Monthly PM
3/27/2023	Blower No5	Monthly PM
3/27/2023	Blower No6	Monthly PM
3/27/2023	James Street Lift Station	LS Monthly PM
3/27/2023	Lafayette Lift Station	LS Monthly PM
3/27/2023	Sutton Lift Station	LS Monthly PM
3/27/2023	Raymond West Lift Station	LS Monthly PM
3/27/2023	James Street Lift Station	LS Quarterly PM
3/27/2023	Lafayette Lift Station	LS Quarterly PM
3/27/2023	Sutton Lift Station	LS Quarterly PM
3/27/2023	Raymond West Lift Station	LS Quarterly PM
3/27/2023	WWTP First Aid Kit	Inspection
3/27/2023	Raymond South Lift Station 1	LS Monthly PM
3/27/2023	Raymond South Lift Station 1	LS Quarterly PM
3/27/2023	Plaza Lift Station	LS Monthly PM
3/27/2023	FIRE EXTINGUISHERS	Fire Extinguisher Monthly
3/27/2023	Sutton Generator	Generator Monthly
3/27/2023	Plaza Dr Lift Station Generator	Generator Monthly

EVANSDALE POLICE DEPARTMENT
CITY COUNCIL REPORT
ELK RUN HEIGHTS
MARCH 2023

CALLS FOR SERVICE	42
ARRESTS	1
TRAFFIC CITATIONS	6
WARNINGS	4

MARCH FINES AND SURCHARGES	$ 383.20
BUDGET YTD FINES AND SURCHARGES	$3,751.39

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EVANSDALE POLICE DEPARTMENT

Call Summary Report

03/01/2023 thru 03/31/2023

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

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location / Business Name	Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total
23017119	03/01/2023	20:31:28	20	0404	TS	E1	124 SHIRLEY AV	WFR- SCHELLHORN,CRAIG				233-547:		DALTON EPLEY	
								2G9	241	20:31	20:31	20:31	0	0	0
23017174	03/01/2023	23:41:19	20	0404	TS	M3	GILBERTVILLE RD/ MARIE AV							JEREMY FURMAN	
								2G7	239	23:41	23:41	23:57	0	16	16
23017178	03/01/2023	23:59:07	20	0404	TS	A1	GILBERTVILLE RD/ MARIE AV							JEREMY FURMAN	
								2G7	239	23:59	23:59	00:08	0	9	9
23017521	03/03/2023	04:19:04	20	0404	DISORDER	RI	5205 LAFAYETTE RD	CASEYS GENERAL STORE - ELK RUN						WEBER,SHEILA	
								2G7	239	04:21	04:23	04:58	2	35	37
23017642	03/03/2023	14:54:13	20	0404	ASSIST	NR	421 GILBERTVILLE RD							GREY,BLAKE	
								2A1	229	15:16		15:18			2
23018114	03/04/2023	22:12:34	20	0404	WELFARE	NR	131 JOHNS DR							GALLE,ERIN	
								2G8	W5553	22:13	22:22	23:04	9	42	51
								2G9	241	22:24	22:24	22:40	0	16	16
23018327	03/05/2023	15:55:21	20	0404	ASSAULT	NR	101 MICHIGAN DR							WOLFF,KYLE	
								2G6	215	15:59	16:04	16:30	5	26	31
23018710	03/06/2023	23:47:51	20	0404	DISORDER	NF	300-BLK MCCOY RD	MAYOR PARK						FEMALE REFUSED	
								2G7	239	23:48	23:49	00:06	1	17	18
								2G8	W5553	23:48	23:49	00:06	1	17	18
23019020	03/08/2023	01:27:19	20	0404	TS	B5	100-BLK PLAZA DR							JORDAN WOMOCHIL	
								2G7	239	01:32	01:32	01:50	0	18	18
								2G8	W5553	01:27	01:27	03:42	0	135	135
23019212	03/08/2023	17:43:23	20	0404	TS	D1	300-BLK GILBERTVILLE RD							JERED ENGEL	
								2G21	221	17:43	17:43	17:49	0	6	6
23019288	03/08/2023	22:28:55	20	0404	TS	B1	GILBERTVILLE RD/ PLAZA DR							JERED ENGEL	
								2G21	221	22:28	22:28	22:34	0	6	6
23019318	03/09/2023	00:58:39	20	0404	MEDBREAT	AS	215 MICHIGAN DR							HEIDEMAN,DEAN G	
								2G21	221	01:00	01:05	01:26	5	21	26
								2G7	239	01:03	01:05	01:11	2	6	8
23019360	03/09/2023	06:53:20	20	0404	TS	E1	200-BLK GILBERTVILLE RD							JEREMY FURMAN	
								2G7	239	06:53	06:53	06:54	0	1	1
23019640	03/10/2023	05:32:09	20	0404	MVAPD	IX	GILBERTVILLE RD/ SUTTON AV							JEREMY FURMAN	
								2G7	239	05:32	05:32	05:49	0	17	17

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Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name / Unit	Officer	Disp	Arriv	Clear	Travel	Reporting Party / OnS	Total
23019705	03/10/2023	10:39:26	20	0404	PALARM	EE	316 MCCOY RD	ELK RUN ELEMENTARY SCHOOL P#089						SECURITAS	
								2G9	241	10:40	10:43	10:47	3	4	7
								2L3	212	10:40	10:43	10:47	3	4	7
23019770	03/10/2023	14:35:40	20	0404	SUSP	XA	5112 LAFAYETTE RD 'PBX	FAITH ASSEMBLY OF GOD CHURCH						MINIKUS,JASON	
								2G9	241	14:37		15:01			24
23019911	03/10/2023	22:33:01	20	0404	SUSP	A5	300-BLK MCCOY RD	MAYOR PARK						JERED ENGEL	
								2G13	232	22:35	22:35	00:46	0	131	131
								2G21	221	22:33	22:33	01:08	0	155	155
23019985	03/11/2023	01:44:44	20	0404	MEDDIABE	AS	5111 LAFAYETTE RD							WEBER,PAT	
								2G13	232	01:45	01:51	01:57	6	6	12
								2G21	221	01:51	01:52	01:57	1	5	6
23020258	03/12/2023	01:57:29	20	0404	TS	A5	MCCOY RD/ MICHIGAN DR							JORDAN WOMOCHIL	
								2G8	W5553	01:57	01:57	03:49	0	112	112
23020266	03/12/2023	03:28:14	20	0404	TS	D1	GILBERT DR/ MC COY RD							DALTON EPLEY	
								2G9	241	03:28	03:28	03:31	0	3	3
23020344	03/12/2023	13:18:45	20	0404	WARRANT	RO	5205 LAFAYETTE RD	CASEYS GENERAL STORE - ELK RUN						ORLANDO,VINCE	
								2G6	215	13:26	13:31	14:10	5	39	44
23020517	03/12/2023	23:37:53	20	0404	FLAGGED	AS	GILBERTVILLE RD/ LAFAYETTE RD							DALTON EPLEY	
								2G8	W5553	23:37	23:37	23:46	0	9	9
								2G9	241	23:37	23:37	23:59	0	22	22
23020560	03/13/2023	06:14:10	20	0404	TS	A1	5205 LAFAYETTE RD	CASEYS GENERAL STORE - ELK RUN						DALTON EPLEY	
								2G9	241	06:14	06:14	06:22	0	8	8
23021024	03/14/2023	18:20:28	20	0404	TS	D1	GILBERTVILLE RD/ LAFAYETTE RD							JORDAN WOMOCHIL	
								2G8	W5553	18:20	18:20	18:25	0	5	5
23021440	03/16/2023	02:56:47	20	0404	LARCENY*	NR	100 PLAZA DR	ROAD RANGER #1026						JOSHUA	
								2G7	239	02:57	02:58	03:23	1	25	26
23021704	03/17/2023	00:35:20	20	0404	TS	G1	131 JOHNS DR							DALTON EPLEY	
								2G9	241	00:35	00:35	00:46	0	11	11
23021749	03/17/2023	06:45:18	20	0404	TRAFHAZ	AS	GILBERT DR/ MC COY RD							NIEDERT,MINDY	
								2G7	239	06:45	06:52	07:00	7	8	15
23021909	03/17/2023	17:56:28	20	0404	TRAFPARK	WW	300-BLK SUTTON AV							JERED ENGEL	
								2G21	221	17:56	17:56	18:07	0	11	11
23021924	03/17/2023	18:43:22	20	0404	TS	E1	5000-BLK LAFAYETTE RD							JERED ENGEL	
								2G21	221	18:43	18:43	18:48	0	5	5
23021994	03/17/2023	23:10:10	20	0404	SUSP	GA	301 SHIRLEY AV							MARTINEZ,KELLY	
								2G21	221	23:16	23:19	23:23	3	4	7
								2G9	241	23:14	23:16	23:23	2	7	9
23022208	03/18/2023	19:22:45	20	0404	FAMILY	AS	131 JOHNS DR							WHITE,MICHAEL	
								2G21	221	19:24	19:32	19:44	8	12	20

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Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name	Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Reporting Party / Total
23022371	03/19/2023	06:14:55	20	0404	TS	D1	LAFAYETTE RD/ MC COY RD		2G9	241	06:14	06:14	06:22	0	8	DALTON EPLEY 8
23022394	03/19/2023	10:22:11	20	0404	TS	B1	LAFAYETTE RD/ MC COY RD		2G8	W5553	10:22	10:22	10:25	0	3	JORDAN WOMOCHIL 3
23022395	03/19/2023	10:28:41	20	0404	TS	E1	LAFAYETTE RD/ MC COY RD		2G8	W5553	10:28	10:28	10:38	0	10	JORDAN WOMOCHIL 10
23022623	03/20/2023	06:06:09	20	0404	TS	K1	5205 LAFAYETTE RD	CASEYS GENERAL STORE - ELK RUN	2G9	241	06:06	06:06	06:17	0	11	DALTON EPLEY 11
23023509	03/22/2023	17:51:49	20	0404	MEDSICK	NN	211 GILBERTVILLE RD		2G8	W5553	18:00	18:05	18:06	5	1	VERIZON 6
23023821	03/23/2023	20:04:29	20	0404	SUSP	NR	316 MCCOY RD	ELK RUN ELEMENTARY SCHOOL P#089	2G21	221	20:04	20:04	20:10	0	6	JERED ENGEL 6
23025201	03/28/2023	02:35:16	20	0404	ASSIST	CP	131 JOHNS DR		2G9	241	02:36	02:47	03:15	11	28	WHITE,MICHAEL 39
23025228	03/28/2023	06:34:45	20	0404	SUSP	NR	300-BLK MCCOY RD	MAYOR PARK	2G9	241	06:35	06:43	06:48	8	5	DEP CHASE,C 13
23025599	03/29/2023	05:51:57	20	0404	MEDSTROK	AS	266 TONEFF DR		2G7	239	05:52	05:54	06:14	2	20	CONNECT AMERICA 22
23026097	03/30/2023	19:15:50	20	0404	TS	B1	AMBER LN/ GILBERTVILLE RD		2G21	221	19:18		19:23			DAVID EVEN 5
23026099	03/30/2023	19:24:38	20	0404	VANDALIS	NR	300-BLK MCCOY RD 'PBX	MAYOR PARK	2G21	221	19:25		19:50			CLAUSEN,JULIE 25

Total Number of Calls: 42

Citation #	Date Issued	Issued To	Type	License	Charge	Grid
Citation #	Date Issued	Issued To	Type	License	Charge	Grid
W280RMAN230301234920	03/01/2023	VASQUEZ SANDRES,JOSE ALBERTO	W	LUB517	321.285	0404
280RMAN2303012346166	03/01/2023	VASQUEZ SANDRES,JOSE ALBERTO	T	LUB517	ER/10.04.120(3)	0404
W280RMAN230301235028	03/01/2023	VASQUEZ SANDRES,JOSE ALBERTO	W	LUB517	321.20B	0404
280RMAN2303082342223	03/08/2023	KATENDE-KOLAMOY,GUSTAVE	T	GWN556	ER/10.04.120(D)	0404
W280PLEY230313061611	03/13/2023	GERSTENKORN,DALE	W	KKL238	ERH10.04.160	0404
280RMAN2303142343416	03/14/2023	THOMAS,JA'QUAILYN TY'SHON	T	MKY465	ER/10.04.120(D)	0404
280CHIL2303181412000	03/18/2023	LANDER,SABASTIAN ALLAN	T	LUB828	ER/10.04.120(3)	0404
W280PLEY230320060931	03/20/2023	COLLINS,NAQUITA MARIE	W	KUM966	321.285	0404
280PLEY2303250019361	03/24/2023	THOMAS,JAQUAILYN TYSHON	T	MKY465	321.20B	0404
280PLEY2303242347440	03/24/2023	THOMAS,JAQUAILYN TYSHON	T	MKY465	321.285	0404

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RESOLUTION 4111

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, AUTHORIZING THE MAYOR'S APPOINTMENT AND DESIGNATED VOTING ALTERNATE TO THE BLACK HAWK COUNTY METROPOLITAN AREA TRANSPORTATION POLICY BOARD FOR A TERM OF ONE YEAR

WHEREAS, the City of Elk Run Heights, Iowa is a member in good standing of the Black Hawk County Metropolitan Area Transportation Organization (MPO); and

WHEREAS, MPO Policy Board voting members shall include the mayor of each city and a designated voting alternate; and

WHEREAS, MPO Policy Board designated voting alternates shall be appointed by the voting members' board or council and shall be an elected official, board member, or employee of the respective jurisdiction; and

WHEREAS, the City of Elk Run Heights, Iowa is authorized one (1) vote per Article 1, Section 5 Bylaws of the Black Hawk County Metropolitan Area Transportation Policy Board ; and

WHEREAS, only designated voting alternates shall vote in the absence of their respective regular voting member, and shall have the same authority as any regular voting member; and

WHEREAS, the standing committees of the MPO shall be the Transportation Technical Committee (TTC) and the Bicycle and Pedestrian Advisory Committee (BPAC); and

WHEREAS, the TTC and BPAC voting member and designated voting alternates shall not be a Policy Board member;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Any City, Iowa, authorizes the Mayor, Lisa Smock, and Heather Sallis as the designated voting members to the MPO Policy Board.

PASSED AND ADOPTED ON THIS 11TH DAY OF APRIL 2023

ATTEST:

_____ _____

Lisa Smock, Mayor **Julie Eastman, City Clerk**

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RESOLUTION 4112

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA TO ENTER INTO A GRANT CONTRACT AGREEMENT WITH IOWA FINANCE AUTHORITY WASTEWATER AND DRINKING WATER TERATMENT FINANCIAL ASSISTANCE PROGRAM

WHEREAS, the City has received funding through the Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP) for the construction of the Wastewater Treatment Plant Project

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

PASSED AND ADOPTED THIS 11TH DAY OF APRIL 2023

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

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IOWA FINANCE AUTHORITY

March 30, 2023

Julie Easton
5042 Lafayette Road
Elk Run Heights, IA 50707
cityclerk@elkrunheights.com

VIA Email

Subject: Wastewater and Drinking Water Treatment Financial Assistance Program
City of Elk Run Heights Wastewater Treatment Project
Contract # WTFAP 23-05

Dear Ms. Easton:

Attached is the grant contract for the Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP). Please have the contract signed and return a copy to us and retain a copy for your records. This can be scanned and emailed. An original copy does not need to be mailed.

The purpose of the program is to provide financial assistance to enhance water quality. Financial assistance under the program shall be used for eligible costs to install or upgrade wastewater treatment facilities and systems, drinking water treatment facilities and systems, including source water protection projects, and for engineering or technical assistance for facility planning and design.

The City of Elk Run Heights has been awarded a grant of $250,000 in this year's funding round.

Your community currently has two SRF Loans (Loan ID C1192G and C1222R). Loan C1222R is still being drawn and shows an outstanding balance of $2,843,830.36. We can apply these grant funds to your next disbursement request. We can coordinate using grants funds first before continuing to use loans funds for the remainder.

Please don't hesitate to contact Tracy Scebold or me with any questions.

Sincerely,

Aaron Smith
Chief Bond Programs Director

Enclosure

cc: Tracy Scebold, IFA
Nichole Hansen, IFA

Iowa Finance Authority
Wastewater and Drinking Water Treatment
Financial Assistance Program
(WTFAP)
Grant Contract

WTFAP CONTRACT NUMBER: 23-05

RECIPIENT: City of Elk Run Heights

AWARD AMOUNT: $250,000

THIS WASTEWATER AND DRINKING WATER TREATMENT FINANCIAL ASSISTANCE PROGRAM (WTFAP) GRANT CONTRACT is made by and between the IOWA FINANCE AUTHORITY, 1963 Bell Avenue, Suite 200, Des Moines, Iowa 50315 ("Authority" or "IFA") and the CITY OF ELK RUN HEIGHTS, the ("Recipient"), effective as of the date stated above.

WHEREAS, the Authority is directed by statute to receive, administer, and disburse WTFAP funds; and

WHEREAS, Iowa Code section 16.134(10) created a water quality financing review committee (the "Committee"), describes its membership and charges the Committee with reviewing and approving or denying applications for financial assistance under the WTFAP Program; and

WHEREAS, the Recipient submitted an application for funding to the Authority and the Committee has approved the application; and

WHEREAS, the Authority desires to disburse grant funds to the Recipient for eligible purposes, primarily to assist with improvements to a drinking water or wastewater system to enhance water quality; and

WHEREAS, in approving the Application the Committee has relied upon the representations of proposed Project activities, cost estimates, and other material information contained therein.

NOW, THEREFORE, the Recipient accepts this grant upon the terms and conditions set forth in this Contract. In consideration of the mutual promises contained in this Contract and other good and valuable consideration, it is agreed as follows:

ARTICLE 1
DEFINITIONS

As used in this Contract, the following terms shall apply:

1.1 **COMMUNITY.** "Community" means a city, county, sanitary district, rural water district, or other governmental body empowered to provide sewage collection and treatment services or drinking water distribution and treatment in connection with a project. "Community" includes a utility

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management organization formed under Iowa Code chapter 28E or operated by a rural water system organized under Iowa Code chapter 357A or 504.

1.2 **CONTRACT.** "Contract" means this grant agreement.

1.3 **GRANT.** "Grant" means the award of WTFAP funds to the Recipient for Project activities.

1.4 **PROJECT.** "Project" means the acquisition, construction, reconstruction, extension, equipping, improvement or rehabilitation of any works and facilities useful for the collection, treatment, and disposal of sewage and industrial waste in a sanitary manner and for drinking water infrastructure improvements, source water protection, and other activities intended to facilitate public water supply system compliance and public health protection, as described in Exhibit B, Recipient's WTFAP Application approved by the Committee and in Exhibit A, Project Description and Budget.

1.5 **WTFAP.** "WTFAP" means the wastewater and drinking water treatment financial assistance program created in Iowa Code 16.134.

ARTICLE 2
FUNDING

2.1 **FUNDING SOURCE.** The source of funding for the Grant are funds legally available to the Water Quality Financial Assistance Fund created in Iowa Code 16.134A.

2.2 **RECEIPT OF FUNDS.** All payments under this Contract are subject to receipt by the Authority of sufficient State funds for the WTFAP. Any termination, reduction, or delay of state funds to the Authority shall, at the option of the Authority, result in the termination, reduction, or delay of state funds to the Recipient.

ARTICLE 3
USE OF FUNDS

3.1 **GENERAL.** The Recipient shall complete the Project as described in Exhibit A, Project Description and Budget in a satisfactory and proper manner, as determined by the Authority.

3.2 **MAXIMUM PAYMENTS.** It is expressly understood and agreed that the maximum amounts to be paid under this Contract for costs attributed to the Project shall not exceed the Award Amount.

ARTICLE 4
CONDITIONS TO GRANT AND DISBURSEMENT OF FUNDS

Unless and until the following conditions have been satisfied, the Authority shall be under no obligation to disburse to the Recipient any amounts under this Contract:

4.1 **PERMITS AND LICENSES.** The Recipient has received all licenses, permits, and approvals of all Federal, state, and local governmental authorities, if any, necessary to conducts its business, in each case where the failure to obtain or maintain the same could reasonably be expected to have a material adverse effect. The Authority reserves the right to withhold funds until it has reviewed and approved all material, including permits or licenses from other state or Federal agencies, which may be required prior to Project commencement.

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4.2 **DISBURSEMENTS.** Proceeds of the Grant shall be made available to the Recipient in the form of one or more periodic disbursements. The Recipient shall request disbursements in a manner approved by the Authority. "Allowable expenses" shall mean costs directly incurred by the Recipient for the design, development, or construction of the Project. Expenses shall be documented in a manner acceptable to the Authority. Each Disbursement Request Form shall be signed by an authorized officer or employee of the Recipient.

4.3 **AUTOMATED CLEARINGHOUSE.** Disbursements shall be made in a timely fashion following the receipt of the information as set forth above. Unless otherwise agreed to in writing by the Authority, funds shall be payable via automated clearinghouse system transfer, to the account specified by the Recipient.

ARTICLE 5
REPRESENTATIONS AND WARRANTIES OF RECIPIENT

To induce the Authority to make the Grant referred to in this Contract, the Recipient represents, covenants and warrants that:

5.1 **AUTHORITY.** The Recipient is duly authorized and empowered to execute and deliver the Contract. All required actions on the Recipient's part, such as appropriate resolution of its governing board or council for the execution and delivery of the Contract, have been effectively taken.

5.2 **FINANCIAL INFORMATION.** All financial statements and related materials concerning the Project provided to the Authority are true and correct in all material respects and completely and accurately represent the subject matter and related materials, and no material adverse change has occurred since the Application was submitted to the Authority.

5.4 **APPLICATION.** The contents of the Application the Recipient submitted to the Authority for WTFAP funding is a complete and accurate representation of the Project as of the date of submission and there has been no material adverse change in the organization, operation, or key personnel of the Recipient since the date the Recipient submitted the Application to the Authority.

5.5 **CLAIMS AND PROCEEDINGS.** There are no actions, lawsuits or proceedings pending or, to the knowledge of the Recipient, threatened against the Recipient affecting in any manner whatsoever its right to execute the Contract or to otherwise comply with the obligations of the Contract. There are no actions, lawsuits or proceedings at law or in equity, or before any governmental or administrative authority pending or, to the knowledge of the Recipient, threatened against or affecting the Recipient or any property involved in the Project.

5.6 **PRIOR AGREEMENTS.** The Recipient has not entered into any verbal or written contracts, agreements or arrangements of any kind which are inconsistent with the Contract.

ARTICLE 6
COVENANTS OF THE RECIPIENT

6.1 **RECORDS.** The Recipient shall maintain books, records, documents and other evidence pertaining to all costs and expenses incurred and revenues received under this Contract in sufficient detail to reflect all costs, direct and indirect, of labor, materials, equipment, supplies, services and other costs and expenses of whatever nature, for which payment is claimed under this Contract. Records must be maintained for five (5) full years from the date of completion the Project.

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6.2 **ACCESS TO RECORDS/INSPECTIONS.** The Recipient agrees to permit the Authority or its duly authorized representative access to all files and documents relating to the Project for purposes of conducting audits and reviews in accordance with any of applicable laws and program rules. The Recipient agrees to provide the Authority, the Iowa Department of Natural Resources, and their agents access to the Project site at all times during the construction process to verify that the funds are being used for the purpose intended and that the construction work meets applicable state and federal requirements.

6.3 **USE OF GRANT FUNDS.** The Recipient shall expend funds received under the Contract only for the purposes and activities described in this Contract, Exhibit A, Project Description and Budget, Exhibit B, Recipient's WTFAP Application and as approved by the Authority.

6.4 **NOTICE TO AUTHORITY.** In the event the Recipient becomes aware of any material alteration in the Project, initiation of any investigation or proceeding involving the Project, or any other similar occurrence, the Recipient shall promptly notify the Authority.

6.5 **MAINTENANCE OF PROJECT PROPERTY AND INSURANCE.** The Recipient shall maintain the Project property in good repair and condition, ordinary wear and tear excepted, and shall not suffer or commit waste or damage upon the Project property. The Recipient shall pay for and maintain insurance as is customary in the State of Iowa for entities such as the Recipient.

6.6 **REPORTS.** The Recipient shall report on progress towards completion of the Project. The reports shall be in a form and content specified by the Authority.

6.7 **COMPLIANCE WITH LAWS AND REGULATIONS.** The Recipient shall comply with all applicable federal, state and local laws, federal regulations, state rules, local ordinances, and orders.

6.8 **INDEMNIFICATION.** The Recipient agrees to be responsible for any and all claims for wrongful death, personal injury or property damage arising from activities under this Contract and resulting directly from the negligence or wrongful acts or omissions of the Recipient or its employees acting within the scope of their employment.

ARTICLE 7
DEFAULT, REMEDIES, AND TERMINATION

7.1 **DEFAULT.**

7.1.1 Events of Default. The occurrence of any one or more of the following events shall constitute cause for the Authority to declare the Recipient in default of its obligations under this Contract: a) non-performance; b) use of Grant Funds for activities not described in Exhibit A, Project Description and Budget; c) failure to begin construction of the Project within one year after the date of final execution of the Contract; d) failure to complete Project in a timely manner; e) failure to comply with any applicable state or federal rules, regulations, or laws; f) the lack of continuing capacity of the Recipient to carry out the approved project in a timely manner; g) material misrepresentation made by or on behalf of the Recipient in connection with the Award of grant funds h) breach of any term of this Contract.

7.1.2 Notice of Default. The Authority shall issue a written notice of default providing therein a thirty (30) day period in which the Recipient shall have an opportunity to cure, provided that cure is possible and feasible.

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7.1.3 Default Remedies. When a default has occurred and is not cured within the required time period, the Authority may, after written notice to the Recipient:

a. Suspend or reduce pending and future disbursements;

b. Require repayment of all grant funds; or

c. Terminate this Contract.

7.1.4 Disputes. If the Recipient disagrees with the Authority's withholding of funds, the Recipient may request a formal review of the action, in accordance with 265 Iowa Administrative Code 28.4(3). The Recipient must submit a request in writing to the executive director of the Authority within 30 days of notification by the Authority of its planned action.

7.2 **TERMINATION.**

7.2.1 This Contract may be terminated in the following circumstances:

a. As a result of the Recipient's default as defined in Article 7.2 and failure to cure within the time period provided;

b. As a result of the termination or reduction of funding to the Authority or the deauthorization of the Authority to engage in activities or conduct business under this Contract; or

c. Upon written mutual agreement by all parties to terminate the Contract.

7.2.2 Events Upon Termination. If this Contract is terminated by written mutual agreement of the parties, the Authority and Recipient shall negotiate the terms of winding down the Project under this Contract. The Recipient shall return to the Authority all unencumbered funds within one week of receipt of the notice of termination. The Authority shall establish a repayment schedule for funds already disbursed to the Recipient. The Authority shall pay only those amounts, if any, due and owing to Recipient up to and including the date of termination of the Contract and for which the Authority is obligated to pay pursuant to this Contract; Recipient shall cease work under this Contract and take all necessary or appropriate steps to limit disbursements and minimize costs.

ARTICLE 8
GENERAL PROVISIONS

8.1 **AMENDMENTS.** This Contract may be amended in writing from time to time by mutual consent of the parties. All amendments to this Contract must be in writing and fully executed by the parties.

8.2 **THIRD PARTY BENEFICIARIES.** There are no third party beneficiaries to this Contract. This Contract is intended only to benefit the Authority and the Recipient.

8.3 **CHOICE OF LAW AND FORUM.** The laws of the State of Iowa shall govern and determine all matters arising out of or in connection with this Contract without regard to the choice of law provisions of Iowa law. In the event any proceeding of a quasi-judicial or judicial nature is commenced in connection with this Contract, the exclusive jurisdiction for the proceeding shall be the Iowa District Court for Polk County, Des Moines, Iowa. This provision shall not be construed as waiving any immunity to suit or

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liability including without limitation sovereign immunity in State or Federal court, which may be available to the Authority or the State of Iowa.

8.4 **INTEGRATION.** This Contract represents the entire Contract between the parties. The parties shall not rely on any representation that may have been made which is not included in this Contract.

8.5 **HEADINGS OR CAPTIONS.** The paragraph headings or captions used in this Contract are for identification purposes only and do not limit or construe the contents of the paragraphs.

8.6 **NOT A JOINT VENTURE.** Nothing in this Contract shall be construed as creating or constituting the relationship of a partnership, joint venture, (or other association of any kind or agent and principal relationship) between the parties hereto. Each party shall be deemed to be an independent party contracting for the mutual benefits expected to be derived herefrom. No party, unless otherwise specifically provided for herein, has the authority to enter into any contract or create an obligation or liability on behalf of, in the name of, or binding upon another party to this Contract.

8.7 **SUPERSEDES FORMER CONTRACTS OR AGREEMENTS.** This Contract supersedes all prior Contracts or Agreements between the Authority and the Recipient for the services provided in connection with this Contract.

8.8 **WAIVER.** Except as specifically provided for in a waiver signed by duly authorized representatives of the Authority and the Recipient, failure by either party at any time to require performance by the other party or to claim a breach of any provision of the Contract shall not be construed as affecting any subsequent right to require performance or to claim a breach.

8.9 **NOTICE.**

8.9.1 Any and all notices, designations, consents, offers, acceptances or any other communication provided for herein shall be given in writing which shall be addressed to each party as set forth as follows:

If to the Authority: Iowa Finance Authority
Attn: Aaron Smith
1963 Bell Avenue, Suite 200
Des Moines, IA 50315
Aaron.Smith@IowaFinance.com

If to the Recipient: City of Elk Run Heights
Attn: Julie Easton
5042 Lafayette Road
Elk Run Heights, IA 50707
cityclerk@elkrunheights.com

8.9.2 Each such notice shall be deemed to have been provided:

8.9.2.1 At the time it is actually received; or,

8.9.2.2 Within one day in the case of overnight hand delivery, courier or services such as Federal Express with guaranteed next day delivery; or,

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8.9.2.3 Within five (5) days after it is deposited in the U.S. Mail in the case of registered U.S. Mail.

8.9.3 From time to time, the parties may change the name and address of a party designated to receive notice. Such change of the designated person shall be in writing to the other party and as provided herein.

8.10 **CUMULATIVE RIGHTS.** The various rights, powers, options, elections and remedies of any party provided in this Contract, shall be construed as cumulative and not one of them is exclusive of the others or exclusive of any rights, remedies or priorities allowed either party by law, and shall in no way affect or impair the right of any party to pursue any other equitable or legal remedy to which any party may be entitled as long as any default remains in any way unremedied, unsatisfied or undischarged.

8.11 **SEVERABILITY.** If any provision of this Contract is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Contract.

8.12 **AUTHORIZATION.** Each party to this Contract represents and warrants to the other parties that:

8.12.1 It has the right, power and authority to enter into and perform its obligations under this Contract.

8.12.2 It has taken all requisite action (corporate, statutory or otherwise) to approve execution, delivery and performance of this Contract, and this Contract constitutes a legal, valid and binding obligation upon itself in accordance with its terms.

8.13 **SUCCESSORS IN INTEREST.** All the terms, provisions, and conditions of the Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns and legal representatives.

8.14 **DOCUMENTS INCORPORATED BY REFERENCE.** The following documents are hereby incorporated by reference:

8.14.1 Exhibit A, Project Description and Budget

8.14.2 Exhibit B, Recipient's WTFAP Application

8.15. **ORDER OF PRIORITY.** In the event of a conflict between documents, the following order of priority shall be applied:

8.15.1 Article 1 of this Contract

8.15.2 Exhibit A, Project Description and Budget

8.15.3 Exhibit B, Recipient's WTFAP Application

[Remainder of page intentionally left blank.]

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IN WITNESS WHEREOF, the parties have executed this Contract as of the Effective Date first stated.

RECIPIENT:

BY: _____ _____
Typed or Printed Name and Title

DATE: _____

IOWA FINANCE AUTHORITY:

BY: _____
Aaron Smith, Chief Bond Programs Director

DATE: _____

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Exhibit A
Project Description and Budget

Recipient: City of Elk Run Heights, Iowa
Award Amount: $250,000

Project Description[1]:
The DNR is requiring the wastewater treatment plant to be replaced and meet requirements. The new plant will meet and exceed requirements. But due to COVID the anticipated $6,000,000 project turned out to be $11,000,000 for two communities with a population of 1,800.

Budget:

Sources of Funds	**Amount**
2022 WTFAP[2]	$250,000
CDBG	
USDA – Grant	
USDA – Loan	
SRF Loan	763,075
Local Funds[3]	1,015,028
Other – Specify: GO Bond	1,500,000
Total Sources of Funds:	$5,795,500

Project Cost Breakdown:

Administrative, Financial & Legal Expenses	$20,000
Land and easements	
Planning & Design expenses	297,000
Engineering construction fees	351,500
Construction	4,877,000
Equipment	
Miscellaneous	
Contingency	250,000
Other – Specify: SRF Loan Fees	
Total Project Cost:	$3,248,956

[1] From Application
[2] Awarded $250,000
[3] Reduced from Application to account for WTFAP Grant

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Exhibit B
Recipient's WTFAP Application

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Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

PROGRAM OVERVIEW

With funding provided by portion of the taxes paid on metered water, the Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP) provides grants for wastewater and drinking water infrastructure projects. Awards are determined annually by a committee consisting of representatives from the Iowa Finance Authority (IFA), the Iowa Department of Natural Resources (DNR) and the Iowa Department of Agriculture and Land Stewardship (IDALS).

Priority consideration for funding is given to:

- **Disadvantaged Communities seeking financial assistance for the installation or upgrade of wastewater or drinking water treatment facilities**
  - For drinking water projects, a Disadvantaged Community defined in the same manner as that used by the Community Development Block Grant (CDBG) program (51% or more of the population served by the project have income that is considered low to moderate).
  - For wastewater projects, the Disadvantaged Community criteria can be found in Iowa Code 455B.199B.
- **Projects whose completion will provide significant improvement to water quality in the watershed**
- **Communities employing alternative wastewater treatment technology pursuant to Iowa Code 455B.199C**
- **Communities where sewer or water rates are more than 2% of the community's median household income**
- **Communities employing technology to address the goals of the Iowa Nutrient Reduction Strategy**
- **Communities whose drinking water supply is a source water on the impaired waters list**
- **Communities whose project will improve waters on the impaired waters list**

More information can be found at IowaFinance.com.

FUNDING AVAILABILITY AND APPLICATION PROCESS

We are prepared to award approximately $6 million available to eligible projects for the 2022 funding round. The maximum grant award is limited to $500,000.

Applications are due Friday, October 28, 2022. Awards will be announced in December 2022.

Applications may be submitted via email or mail:

WaterQuality@IowaFinance.com *or*

Iowa Finance Authority
Attn: Aaron Smith
1963 Bell Avenue, Suite 200
Des Moines, IA 50315

Because grants are awarded annually and funds are limited, projects that do not expect to start construction before October 2023 should consider waiting until next year to apply. Projects that are in the planning and design phase should consider applying for planning assistance through:

- *USDA Planning Grants – contact your local USDA office*
- *SRF Planning and Design Loans – contact WaterQuality@IowaFinance.com*

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Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

APPLICANT INFORMATION

Applicant Name: City of Elk Run Heights

Contact Person/Title: Lisa Smock, Mayor

Street Address: 5042 Lafayette Rd City: Elk Run Heights

County: Black Hawk Zip Code: 50707

Phone Number: (319) 232-0020 Email Address: mayor@elkrunheights.com

PROJECT INFORMATION

Please complete the following information about the Project.

Project Priority Category *(select all that apply)*

- [ ] **1.** Disadvantaged Community installing or upgrading wastewater or drinking water treatment facilities
- [x] **2.** Project provides significant improvement to water quality in the watershed upon completion
- [ ] **3.** Project employs alternative wastewater treatment technology pursuant to Iowa Code 455B.199C
- [ ] **4.** Sewer or water utility rates are more than 2% of the community's median household income
- [ ] **5.** Project employs technology to address the goals of the Iowa Nutrient Reduction Strategy
- [ ] **6.** Drinking water supply is a source water on the impaired waters list
- [x] **7.** Project improves water(s) on the impaired waters list
- [ ] **8.** None of the above

Project Description

"Coffee Shop" Description: Please briefly describe the project in a way that you would to a friend over coffee (2-5 sentences; simple, easily understood terminology).

The DNR is requiring the wastewater treatment plant to be replaced and meet requirements. The new plant will meet and exceed requirements. But due to COVID the anticipated $6,000,000 project turned out to be $11,000,000 for two communities with a population of 1,800.

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Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

Project Status

	Yes	No	N/A	Date Completed	Date Expected
Engineer Hired	✔			Dec-19	
PER or Plan Developed	✔			Jan-2020	
Construction Permit Issued	✔			Mar-2021	
Construction Bids Awarded	✔			Jun-2021	
Construction Started	✔			Jul-2021	

PROJECT COST BREAKDOWN

Please identify the Project's anticipated costs.

Administrative, Financial & Legal expenses	$ 20,000.00
Land and easements	
Planning & Design expenses	$ 297,000.00
Engineering construction fees	$ 351,500.00
Construction	$ 4,877,000.00
Equipment	
Miscellaneous	
Contingency	$ 250,000.00
Other – Specify: Raymond, Iowa paid the other half of project cost (total cost: 11,591,000.00)	
Total Project Cost:	$ 5,795,500.00

ANTICIPATED SOURCES OF FUNDS

Please identify the Project's anticipated sources of funds.

	Yes	No	Date of Application	Dollars Contributed
2022 WTFAP Request	✔		Oct-2022	$ 0.00
CDBG				
USDA – Grant				
USDA – Loan				
SRF Loan	✔		Sep-2021	$ 763,075.06
Local Funds	✔		Feb-2014	$ 1,265,028.34
Other – Specify: GO BOND	✔		Jun-2021	$ 1,500,000.00
Total Sources of Funds:				$ 3,528,103.40

Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

SYSTEM INFORMATION

Please provide operating and financial information about the Utility System.

Select System:

- [x] Wastewater
- [ ] Drinking Water

Annual Usage (*Gallons/year*):	
Population Served by System:	1,861
Median Household Income:	$ 60,208

Click here to look up Median Household Income.

Connections and Annual Revenue by Type

	Number of Connections	Annual Revenue	Percent of System Usage
Residential	471	$ 118,253.44	97.00%
Commercial	16	$ 8,883.91	3.00%
Industrial	0		0.00%
Other	1	$ 1,111.64	0.00%
Unmetered			0.00%
	Total Revenue:	$ 128,248.99	100.00%

Financial Information

Expenditures for FY 2022

Operation and Maintenance	$ 152,300.36
Repairs	$ 4,038.11
Capital Improvement Fund	$ 16,530.64
Other – *Specify*:	
Total Expenditures:	$ 172,869.11

Fund Balances

Total Fund Balance	Amount Restricted	Amount Unrestricted
$ 31,790.53	$ 31,790.53	$ 0.00

Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

Existing System Debt

Revenue Bonds *(list below)*	**Current Balance**	**Interest Rate**	**Year Issued**	**Maturity Date**	**Annual Payment (P & I)**
C1222R	$ 763,075	2.75	2021	06/2051	$ 95,000
Other Debt Payable from System Revenues					
Totals:	$ 763,075				$ 95,000

User Rates

	Yes	**No**
Will you need to increase rates to pay for this project?	✔	
Have ordinances related to increasing rates been adopted for financing this project?	✔	

- Please submit a copy of the most recent user charge ordinance with this application.
- If you applied for CDBG, please submit LMI documentation.
- If you applied for disadvantaged status, please submit the determination letter from DNR.

PROFESSIONAL CONSULTANTS

Please provide information about the professional consultants assigned to the Project.

Project Engineer

Firm Name: MSA Professional Services

Contact Person: Jason Miller

Phone Number: (515) 964-1920 Email Address: JMiller@MSA-ps.com

Municipal Advisor/Financial Consultant (if applicable)

Firm Name: Speer Financial

Contact Person: Maggie Burger

Phone Number: (319) 291-2077 Email Address: MBurger@SpeerFinancial.com

Other Consultants (if applicable)

Firm Name: Dorsey & Whitney LLC Role: Bond Council

Contact Person: Lauren Baker

Phone Number: (515) 699-3284 Email Address: baker.lauren@dorsey.com

Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

Complete this section if you are applying for assistance under the following priority areas:

- **Projects whose completion will provide significant improvement to water quality in the watershed**
- **Community whose drinking water supply is a source water on the impaired waters list**
- **Community whose project will improve waters on the impaired waters list**

Identify the watershed and/or waterbody the project will improve:

Cedar River Below the Shellrock River through Cedar Rapids

Identify the current impaired use/s and cause/s of the impairment/s to the waterbody the project improves:

Cedar River Watershed is currently impaired for use due to Escherichia Coli. As identified within the adopted Total Maximum Daily Load analysis, the impairment is due to excessive amounts of E. Coli introduced within the Watershed

Briefly describe how the project will improve water quality in the watershed or address the specific impairment/s to the waterbody:

The proposed improvements at the wastewater treatment facility include the construction of a brand new activated sludge treatment process, screening, grit removal, sludge digestion and UV disinfection. The construction of these improvement with assure compliance with requirements including the new E Coli Limitations

Discuss project location, land ownership and plans for acquiring properties or easements, if applicable.

The project is located on the north side of Elk Run Heights, on ground wholly owned by the city of Elk Run Heights. No property acquisition or easements are required for the construction of the proposed Wastewater treatment plant.

Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

Complete this section if you are applying for assistance under the following priority area:

- **Community employing alternative wastewater treatment technology pursuant to Iowa Code 455B.199C**

Please note that in addition to Iowa Code 455B.199C, "alternative technology" could also mean a commonly used technology that has been proven effective and reliable for its intended purpose but is not included in the Iowa Wastewater Facilities Design Standards.

Explain the alternative wastewater treatment technology being used:

NA

Please submit documentation with this application demonstrating that the alternative wastewater technology has been approved by DNR pursuant to Iowa Code 455B199C.

Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding

Complete this section if you are applying for assistance under the following priority area:

- **Community employing technology to address the goals of the Iowa Nutrient Reduction Strategy**

Explain the technology being used and how it reduces nutrients to help address the goals of the Iowa Nutrient Reduction Strategy:

NA

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Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

2022 Application for Funding – Minority Impact Statement

Pursuant to Chapter 8 of the Iowa Code, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the State's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose a statement below that pertains to this grant application. Complete all the information requested for the chosen statement.

☐ **The proposed project funded by this grant could have a disproportionate or unique positive impact on minority persons.**

Briefly describe the positive impact expected from this project:

Indicate which group(s) are expected to be impacted:

☐ Women	☐ Persons with a Disability	☐ Asians
☐ Blacks	☐ American Indians	☐ Alaskan Native Americans
☐ Latinos	☐ Pacific Islanders	☐ Other

☐ **The proposed project funded by this grant could have a disproportionate or unique negative impact on minority persons.**

Briefly describe the negative impact expected from this project:

Indicate which group(s) are expected to be impacted:

☐ Women	☐ Persons with a Disability	☐ Asians
☐ Blacks	☐ American Indians	☐ Alaskan Native Americans
☐ Latinos	☐ Pacific Islanders	☐ Other

Present the rationale for the existence of the proposed project:

Provide evidence of consultation with representatives of the minority groups impacted:

☑ **The proposed project funded by this grant is not expected to have a disproportionate orunique impact on minority persons. Briefly present the rationale for determining no impact:**

N/A

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Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP)

Minority Impact Statement

The undersigned is duly authorized to apply for this grant on behalf of the Applicant. The Applicantdeclares under penalty of law that all facts given, and information attached are true and correct. The Applicant authorizes IFA to verify all information.

Authorized Signature

Lisa Smock

Printed Name

Mayor

Title

10/26/2022

Date

All applications are due Friday, October 28, 2022

Signed Applications may be emailed or mailed.

WaterQuality@IowaFinance.com *or*

Iowa Finance Authority
Attn: Water Quality
1963 Bell Avenue, Suite 200
Des Moines, IA 50315

RESOLUTION 4113

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, SETTING THE DATE OF PUBLIC HEARING TO AMEND THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2023

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

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

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Elk Run Heights, Iowa, that a public hearing is hereby set for 6:00 PM, Tuesday, May 9, 2023 to hear comments regarding the proposed amendment of the budget for fiscal year ending June 30, 2023

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

PASSED AND ADOPTED THIS 11TH DAY OF APRIL 2023

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

Return to Agenda

RESOLUTION 4114

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

ASPRO	COLD MIX	1,205.55
CITY OF EVANSDALE	FY23 4TH QRTR LAW ENFORCEMENT	12,500.00
COURIER	FY24 BUDGET AND WORKSHOP	197.51
EASTMAN, JULIE	CELL PHONE REIMBURSEMENT	55.00
ELAN	RU-FUEL#71-ROAD RANGER	104.45
	RU/PK-SIGN POSTS/LIGHTS-MENARDS	187.74
	CH-ONLINE SERVICES-MICROSOFT	73.00
	CH-SOAP/TOWELS/PAPER-SAMS	67.78
	CH-SAMS MEMBERSHIP	50.00
	CR-SOAP/TOWELS-SAMS	15.93
	CLERK-IMFOA PYMNT & FEE-IMFOA	129.44
	STRMWTR-NO DUMP SIGN-AMAZON	23.93
	VENDOR TOTAL	**652.27**
IA ASSO OF MUNICIPAL	2023-24 WATER MEMBER DUES	750.00
LISA SMOCK	CELL PHONE REIMBURSEMENT	55.00
MUNICIPAL PIPE TOOL	JET/VAC/TELEVISE 101 TONEFF	3,012.45
RICOH	COPIER CONTRACT	215.59
SAFEGUARD BUSINESS SYS	CH-ENVELOPES	414.89
TEDS HOME & HARDWARE	SHOP/PK-MISC TOOL/LIGHT	30.98
THOMAS JAMES	CELL PHONE REIMBURSEMENT	55.00
WILLETT HOFMANN	ENGINEER-FEB23 MEETINGS	75.00
	ENGINEER-GVILL/LAFA RECON	8,802.00
	ENGIENEER-DNR NPDES	981.50
	VENDOR TOTAL	**9,858.50**
	ACCOUNTS PAYABLE TOTAL	**29,002.74**
	GENERAL	13,980.18
	ROAD USE TAX	3,208.11
	CAPITAL IMPROVEMENT RESV	8,802.00
	SEWER	3,012.45
	TOTAL FUNDS	**29,002.74**
	FEBRUARY PAYROLL:	
	BIWEEKLY PAYROLL	8,451.53
	TOTAL PAYROLL:	**8,451.53**
PREPAYS:		
7000 TREASURER OF STATE	STATE TAXES	727.40
7001 COLONIAL LIFE	PR LIABILITY	79.94
7002 AVESIS	PR LIABILITY	33.77
7003 BH COUNTY RECORDER	REGISTRATION	34.25
7004 CASEY'S	FUEL	143.18
7005 GOINZ GRAF-X	CART PERMITS	75.00

7006	IMFOA	CLERK DUES	50.00
7007	MEDIACOM	PHONE SERVICE	92.44
7008	MID AMERICAN	ELECTRICITY	3,305.33
7009	PEOPLESERVICE	CONTRACTED SERVICES	13,640.00
7010	WATERLOO WATER	WATER	6,555.38
7011	WELLMARK	INSURANCE	1,691.25
7012	POSTMASTER	POSTAGE UB	136.45
DRAFT	EFTPS	PR LIABILITY	2,449.91
DRAFT	IPERS	PR LIABILITY	1,559.61
DRAFT	IA DEPT OF REVENUE	WET TAX	1,453.34
		TOTAL PREPAYS:	**32,027.25**

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA ON 11TH DAY OF APRIL 2023

ATTEST:

_____ _____

Lisa Smock, Mayor **Julie Eastman, City Clerk**

133 toneff

C

cubbybearnut <cubbybearnut@aol.com>

To Julie Eastman

Reply Reply All Forward

Mon 3/13/2023 2:21 PM

On Saturday January my basement drain backed up during water usage, I called blue parrot drain cleaning and we augered and snaked my drain all the way to the street but drain would not go down, blue parrot finally gave up and thought it was plugged at city main, I sought a second opinion and called a 1 plumbing and drain cleaning, they came Sunday and we worked on it for 5 hours, the pipes were angered several times and his camera was used several times showing no blockage, A1 suggested we call the city, we called Tommy james and he sent out people's service to check the main, after people's flushed main my drain went immediately down to normal, my plumber and me talked to the men operating the pump truck and they said that the main near my outlet was plugged and it was there fault, the following Saturday the same thing happened and people's truck came out again flushed the main and my drain went down immediately again, it's been working fine ever since.
The city needs to reimburse my plumber fees and carpet replacement.

Thanks
Richard treloar i
133 toneff

Sent from my Galaxy

Return to Agenda

11/4/25

Invoice

Blue Cobra Richard Troeber

SOLD TO: Sewer + Drain	SHIP TO: 33 Lovell
ADDRESS: PO Box 1A 50703	ADDRESS: Elkrun Heights 50707
CITY, STATE, ZIP: 233-2250	CITY, STATE, ZIP: 610-0306

CUSTOMER ORDER NO.	SOLD BY	TERMS	F.O.B.	DATE

ORDERED	SHIPPED	DESCRIPTION	PRICE	UNIT	AMOUNT
*		Main Sewer Pipe			✓
					$100.00
		Found Service Call			
*					✓
					$100.00
*		Paid in full Cash			
			Total =		

Form 5840

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NC2872 - 2-part • NC3872 & 3813 - 3-part

carbonless invoice

Roto Rugger
Drain Cleaning

INVOICE NO.

Invoice

INVOICE DATE 1-8-23

CUSTOMER ORDER NUMBER

SOLD TO:	SHIP TO:
Rich Traeger	
133 ~~Elm~~ Tonopah	
Elk Run Hts	

SALESPERSON	SHIPPED VIA	TERMS	F.O.B.

QTY ORDERED	QTY SHIPPED	DESCRIPTION	UNIT	AMOUNT
		Cleared Sewer Line		150 00
		Tax		10 50
				160 50
		Paid		

72-NC3872/T-3813

11-12

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Estimate From MENARDS®

Estimate # 71673
Page 1 of 1

ESTIMATE FOR:

Treloar, Rich
133 Toneff Dr
Evansdale, IA 50707-2049

Ph: (319) 610-0306
PROJECT DESCRIPTION:
basement

STORE # 3040 WATL
1051 E. San Marnan DR
Waterloo, IA 50702

FAX: (319) 233-7900
EMAIL: WATLFloorCoverings@menards.com

ESTIMATE BY	ESTIMATE DATE
JOHN H.	01/13/23

SKU NUMBER	DESCRIPTION	QTY TO ORDER		ADDITIONAL ITEM INFORMATION
778-4214	GRANDSTAND 12FT ATTD PAD GRAY HAWK 18'	216	SQFT	ON SALE THRU 01/14/23

CALL or text
319-610-0306

$ 529.84

*** If purchased today, you save $43.20 ***

This is an estimate. It is given only for general price information. This is not an offer and there can be no legally binding contract between the parties based upon this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form and are not inclusive of taxes, delivery, packaging or any other charges which may or may not need to be added when ultimately purchasing products from this estimate. The availability of materials is subject to inventory conditions. **MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY OF THE MATERIALS STATED HEREIN.** All information on this form, other than price, has been provided by guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully. **MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS.**

TODAY'S SUB-TOTAL:	429.84
REGULAR SUB-TOTAL:	473.04

EST for ABOR to INSTALL $100.00

GUEST COPY

PAGE 1 OF 1

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FISCAL YEAR JULY 1, 2023 - JUNE 30, 2024

ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES

The City of : ELK RUN HEIGHTS County Name: BLACK HAWK COUNTY

Adopted On: (entered upon adoption) **Resolution: (entered upon adoption)**

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

		With Gas & Electric		Without Gas & Electric
Regular	2a	49,481,177	2b	49,198,653
DEBT SERVICE	3a	49,565,524	3b	49,283,000
Ag Land	4a	215,782		

City Number: 07-048

Last Official Census: 1,069

TAXES LEVIED

Purpose	Dollar Limit	ENTER FIRE DISTRICT RATE BELOW			Request with Utility Replacement	Property Taxes Levied		Rate
Regular General levy	8.10000			5	400,798	398,509	43	8.10000
Non-Voted Other Permissible Levies								
Contract for use of Bridge	0.67500			6		0	44	0.00000
Opr & Maint publicly owned Transit	0.95000			7		0	45	0.00000
Rent, Ins. Maint of Civic Center	Amt Nec			8		0	46	0.00000
Opr & Maint of City owned Civic Center	0.13500			9		0	47	0.00000
Planning a Sanitary Disposal Project	0.06750			10		0	48	0.00000
Aviation Authority (under sec.330A.15)	0.27000			11		0	49	0.00000
Levee Impr. fund in special charter city	0.06750			13		0	51	0.00000
Liability, property & self insurance costs	Amt Nec			14		0	52	0.00000
Support of a Local Emerg.Mgmt.Comm.	Amt Nec			462		0	465	0.00000
Voted Other Permissible Levies								
Instrumental/Vocal Music Groups	0.13500			15		0	53	0.00000
Memorial Building	0.81000			16		0	54	0.00000
Symphony Orchestra	0.13500			17		0	55	0.00000
Cultural & Scientific Facilities	0.27000			18		0	56	0.00000
County Bridge	As Voted			19		0	57	0.00000
Missi or Missouri River Bridge Const.	1.35000			20		0	58	0.00000
Aid to a Transit Company	0.03375			21		0	59	0.00000
Maintain Institution received by gift/devise	0.20500			22		0	60	0.00000
City Emergency Medical District	1.00000			463		0	466	0.00000
Support Public Library	0.27000			23		0	61	0.00000
Unified Law Enforcement	1.50000			24		0	62	0.00000
Total General Fund Regular Levies (5 thru 24)				25	400,798	398,509		
Ag Land	3.00375			26	649	649	63	3.00375
Total General Fund Tax Levies (25 + 26)				27	401,447	399,158		
Special Revenue Levies								
Emergency (if general fund at levy limit)	0.27000			28	13,360	13,284	64	0.27000
Police & Fire Retirement	Amt Nec			29	0	0		0.00000
FICA & IPERS (if general fund at levy limit)	Amt Nec			30	0	0		0.00000
Other Employee Benefits	Amt Nec			31	0	0		0.00000
Total Employee Benefit Levies (29,30,31)				32	0	0	65	0.00000
Sub Total Special Revenue Levies (28+32)				33	13,360	13,284		
As Req		**With Gas & Elec Valuation**	**Without Gas & Elec Valuation**					
SSMID 1		0	0	34		0	66	0.00000
SSMID 2		0	0	35		0	67	0.00000
SSMID 3		0	0	36		0	68	0.00000
SSMID 4		0	0	37		0	69	0.00000
SSMID 5		0	0	555		0	565	0.00000
SSMID 6		0	0	556		0	566	0.00000
SSMID 7		0	0	1177		0	1179	0.00000
SSMID 8		0	0	1185		0	1187	0.00000
Total Special Revenue Levies				39	13,360	13,284		
Debt Service Levy 76.10(6)	Amt Nec			40	91,500	90,978	70	1.84604
Capital Projects (Capital Improv. Reserve)	0.67500			41		0	71	0.00000
Total Property Taxes (27+39+40+41)				42	506,307	503,420	72	10.21604

(Signature) (Date) (County Auditor) (Date)

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NOTICE OF PUBLIC HEARING - CITY OF ELK RUN HEIGHTS - PROPOSED PROPERTY TAX LEVY
Fiscal Year July 1, 2023 - June 30, 2024

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 2/14/2023 **Meeting Time:** 06:00 PM **Meeting Location:** Elk Run Heights City Hall

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
elkrunheights.com

City Telephone Number
(319) 232-0020

	Current Year Certified Property Tax 2022 - 2023	Budget Year Effective Property Tax 2023 - 2024	Budget Year Proposed Maximum Property Tax 2023 - 2024	Annual % CHG
Regular Taxable Valuation	47,857,820	49,481,177	49,481,177	
Tax Levies:				
Regular General	387,649	387,649	411,844	
Contract for Use of Bridge			0	
Opr & Maint Publicly Owned Transit			0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.			0	
Opr & Maint of City-Owned Civic Center			0	
Planning a Sanitary Disposal Project			0	
Liability, Property & Self-Insurance Costs			0	
Support of Local Emer. Mgmt. Commission			0	
Emergency			13,728	
Police & Fire Retirement			0	
FICA & IPERS	0	0	0	
Other Employee Benefits	0	0	0	
Total Tax Levy	387,649	387,649	425,572	9.78
Tax Rate	8.10001	7.83427	8.60069	

Explanation of significant increases in the budget:

The increase in budget is due an increase in property valuations. In addition there is potentially an increase for levying for employee benefits, Fica/Ipers, and emergency.

If applicable, the above notice also available online at:

-

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.
**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

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FUND BALANCE
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2023 - June 30, 2024

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	TOTAL GOVERNMENT	PROPRIETARY	GRAND TOTAL
Annual Report FY 2022										
Beginning Fund Balance July 1	1	481,870	294,474	17,593	0	312,699	0	1,106,636	1,303,966	2,410,602
Actual Revenues Except Beg Balance	2	568,825	386,155	34,359	159,341	584,296	0	1,732,976	2,594,611	4,327,587
Actual Expenditures Except End Balance	3	570,317	312,697	51,952	159,341	444,815	0	1,539,122	3,475,388	5,014,510
Ending Fund Balance June 30	4	480,378	367,932	0	0	452,180	0	1,300,490	423,189	1,723,679
Re-Estimated FY 2023										
Beginning Fund Balance	5	480,378	367,932	0	0	452,180	0	1,300,490	423,189	1,723,679
Re-Est Revenues	6	734,596	320,229	35,000	41,760	840,020	0	1,971,605	3,410,092	5,381,697
Re-Est Expenditures	7	533,245	370,093	35,000	50,000	913,719	0	1,902,057	3,247,006	5,149,063
Ending Fund Balance	8	681,729	318,068	0	-8,240	378,481	0	1,370,038	586,275	1,956,313
Budget FY 2024										
Beginning Fund Balance	9	681,729	318,068	0	-8,240	378,481	0	1,370,038	586,275	1,956,313
Revenues	10	1,316,789	298,987	2,157	91,500	519,501	0	2,228,934	952,053	3,180,987
Expenditures	11	701,411	317,417	2,157	91,500	1,418,703	0	2,531,188	947,090	3,478,278
Ending Fund Balance	12	1,297,107	299,638	0	-8,240	-520,721	0	1,067,784	591,238	1,659,022

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LOCAL EMC SUPPORT

City Name: ELK RUN HEIGHTS

Fiscal Year July 1, 2023 - June 30, 2024

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer. Input the amount of General Fund Levy request to be used for support of an Emergency Management Commission. The total below will reflect the total amount of Emergency Management Commission support provided by the City.

	Request with Utility Replacement	Property Taxes Levied
Portion of General Fund Levy Used for Emerg. Mgmt. Comm.		0
Support of a Local Emerg.Mgmt.Comm.	0	0
TOTAL FOR FY 2024	0	0

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RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2022 - June 30, 2023

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2023	ACTUAL 2022
PUBLIC SAFETY										
Police Department/Crime Prevention	1	51,000							51,000	49,447
Jail	2								0	0
Emergency Management	3	2,500							2,500	8,676
Flood Control	4								0	0
Fire Department	5	40,112							40,112	38,927
Ambulance	6								0	0
Building Inspections	7	7,847							7,847	7,307
Miscellaneous Protective Services	8								0	0
Animal Control	9	2,359							2,359	2,354
Other Public Safety	10	1,500							1,500	2,053
TOTAL (lines 1 - 10)	11	105,318	0				0		105,318	108,764
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12		119,427						119,427	296,166
Parking - Meter and Off-Street	13								0	0
Street Lighting	14		14,000						14,000	11,506
Traffic Control and Safety	15		3,800						3,800	1,894
Snow Removal	16		9,631						9,631	3,043
Highway Engineering	17		3,000						3,000	2,028
Street Cleaning	18								0	0
Airport (if not Enterprise)	19								0	0
Garbage (if not Enterprise)	20								0	0
Other Public Works	21								0	0
TOTAL (lines 12 - 21)	22	0	149,858				0		149,858	314,637
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29								0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0
CULTURE & RECREATION										
Library Services	31	9,621							9,621	6,414
Museum, Band and Theater	32								0	0
Parks	33	86,979							86,979	42,103
Recreation	34								0	0
Cemetery	35								0	0
Community Center, Zoo, & Marina	36	4,300							4,300	3,150
Other Culture and Recreation	37	14,566							14,566	11,065
TOTAL (lines 31 - 37)	38	115,466	0				0		115,466	62,732

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RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2022 - June 30, 2023

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2023	ACTUAL 2022
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39	2,300							2,300	900
Economic Development	40								0	0
Housing and Urban Renewal	41								0	0
Planning & Zoning	42								0	0
Other Com & Econ Development	43								0	0
TIF Rebates	44								0	0
TOTAL (lines 39 - 44)	45	2,300	0	0			0		2,300	900
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	11,407							11,407	11,880
Clerk, Treasurer, & Finance Adm.	47	77,562							77,562	71,974
Elections	48								0	500
Legal Services & City Attorney	49	15,000							15,000	17,461
City Hall & General Buildings	50	32,189							32,189	15,732
Tort Liability	51	15,000							15,000	10,722
Other General Government	52	28,003							28,003	23,146
TOTAL (lines 46 - 52)	53	179,161	0	0			0		179,161	151,415
DEBT SERVICE	54	21,000	20,760		50,000				91,760	159,341
Gov Capital Projects	55					913,719			913,719	258,512
TIF Capital Projects	56								0	0
TOTAL CAPITAL PROJECTS	57	0	0	0		913,719	0		913,719	258,512
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	423,245	170,618	0	50,000	913,719	0		1,557,582	1,056,301
BUSINESS TYPE ACTIVITIES Proprietary: Enterprise & Budgeted ISF										
Water Utility	59							170,535	170,535	195,737
Sewer Utility	60							2,724,148	2,724,148	216,061
Electric Utility	61								0	0
Gas Utility	62								0	0
Airport	63								0	0
Landfill/Garbage	64							75,997	75,997	72,141
Transit	65								0	0
Cable TV, Internet & Telephone	66								0	0
Housing Authority	67								0	0
Storm Water Utility	68							290	290	0
Other Business Type (city hosp., ISF, parking, etc.)	69							133,018	133,018	0
Enterprise DEBT SERVICE	70								0	417
Enterprise CAPITAL PROJECTS	71								0	2,805,890
Enterprise TIF CAPITAL PROJECTS	72								0	0
TOTAL BUSINESS TYPE EXPENDITURES (lines 59+72)	73							3,103,988	3,103,988	3,290,246
TOTAL ALL EXPENDITURES (lines 58+73)	74	423,245	170,618	0	50,000	913,719	0	3,103,988	4,661,570	4,346,547
Regular Transfers Out	75	110,000	199,475					143,018	452,493	616,011
Internal TIF Loan Transfers Out	76			35,000					35,000	51,952
Total ALL Transfers Out	77	110,000	199,475	35,000	0	0	0	143,018	487,493	667,963
Total Expenditures and Other Fin Uses (lines 74+77)	78	533,245	370,093	35,000	50,000	913,719	0	3,247,006	5,149,063	5,014,510
Ending Fund Balance June 30	79	681,729	318,068	0	-8,240	378,481	0	586,275	1,956,313	1,723,679

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RE-ESTIMATED REVENUES DETAIL
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2022 - June 30, 2023

REVENUES & OTHER FINANCING SOURCES		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2023	ACTUAL 2022
Taxes Levied on Property	1	435,656							435,656	376,953
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	435,656	0		0	0			435,656	376,953
Delinquent Property Taxes	4								0	0
TIF Revenues	5			35,000					35,000	34,359
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	2,623							2,623	1,203
Utility francise tax (Iowa Code Chapter 364.2)	7	16,000							16,000	12,785
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11								0	0
Other **Local Option Taxes**	12		150,000						150,000	192,176
Subtotal - Other City Taxes (lines 6 thru 12)	13	18,623	150,000		0	0			168,623	206,164
Licenses & Permits	14	16,315							16,315	9,783
Use of Money & Property	15	50,718							50,718	16,901
Intergovernmental:										
Federal Grants & Reimbursements	16								0	85,527
Road Use Taxes	17		135,229						135,229	148,969
Other State Grants & Reimbursements	18	117,869				546,574			664,443	232,632
Local Grants & Reimbursements	19					35,000			35,000	4,468
Subtotal - Intergovernmental (lines 16 thru 19)	20	117,869	135,229	0	0	581,574		0	834,672	471,596
Charges for Fees & Service:										
Water Utility	21							216,491	216,491	145,925
Sewer Utility	22							446,360	446,360	304,060
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27							91,275	91,275	79,310
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32								0	0
Other Fees & Charges for Service	33								0	0
Subtotal - Charges for Service (lines 21 thru 33)	34	0	0		0	0	0	754,126	754,126	529,295
Special Assessments	35							4,500	4,500	8,271
Miscellaneous	36	21,146				15,000		9,168	45,314	8,327
Other Financing Sources: Regular Operating Transfers In	37	24,269			41,760	243,446		143,018	452,493	616,011
Internal TIF Loan Transfers In	38		35,000						35,000	51,952
Subtotal ALL Operating Transfers In	39	24,269	35,000	0	41,760	243,446	0	143,018	487,493	667,963
Proceeds of Debt (Excluding TIF Internal Borrowing)	40	50,000						2,499,280	2,549,280	1,997,975
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 36 thru 38)	42	74,269	35,000	0	41,760	243,446	0	2,642,298	3,036,773	2,665,938
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	734,596	320,229	35,000	41,760	840,020	0	3,410,092	5,381,697	4,327,587
Beginning Fund Balance July 1	44	480,378	367,932	0	0	452,180	0	423,189	1,723,679	2,410,602

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EXPENDITURES SCHEDULE PAGE 1
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2023 - June 30, 2024

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2024	RE-ESTIMATED 2023	ACTUAL 2022
PUBLIC SAFETY											
Police Department/Crime Prevention	1	51,500							51,500	51,000	49,447
Jail	2								0	0	0
Emergency Management	3	2,500							2,500	2,500	8,676
Flood Control	4								0	0	0
Fire Department	5	39,368							39,368	40,112	38,927
Ambulance	6								0	0	0
Building Inspections	7	7,861							7,861	7,847	7,307
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	2,369							2,369	2,359	2,354
Other Public Safety	10	1,500							1,500	1,500	2,053
TOTAL (lines 1 - 10)	11	105,098	0				0		105,098	105,318	108,764
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12		133,769						133,769	119,427	296,166
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14		14,000						14,000	14,000	11,506
Traffic Control and Safety	15		4,500						4,500	3,800	1,894
Snow Removal	16		8,131						8,131	9,631	3,043
Highway Engineering	17		1,500						1,500	3,000	2,028
Street Cleaning	18								0	0	0
Airport	19								0	0	0
Garbage (if not Enterprise)	20								0	0	0
Other Public Works	21								0	0	0
TOTAL (lines 12 - 21)	22	0	161,900				0		161,900	149,858	314,637
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0	0
CULTURE & RECREATION											
Library Services	31	9,621							9,621	9,621	6,414
Museum, Band and Theater	32								0	0	0
Parks	33	64,492							64,492	86,979	42,103
Recreation	34								0	0	0
Cemetery	35								0	0	0
Community Center, Zoo, & Marina	36	4,300							4,300	4,300	3,150
Other Culture and Recreation	37	18,000							18,000	14,566	11,065
TOTAL (lines 31 - 37)	38	96,413	0				0		96,413	115,466	62,732

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EXPENDITURES SCHEDULE PAGE 2
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2023 - June 30, 2024

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2024	RE-ESTIMATED 2023	ACTUAL 2022
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39	2,300							2,300	2,300	900
Economic Development	40								0	0	0
Housing and Urban Renewal	41								0	0	0
Planning & Zoning	42								0	0	0
Other Com & Econ Development	43								0	0	0
TIF Rebates	44								0	0	0
TOTAL (lines 39 - 44)	45	2,300	0	0			0		2,300	2,300	900
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	12,949							12,949	11,407	11,880
Clerk, Treasurer, & Finance Adm.	47	86,788							86,788	77,562	71,974
Elections	48	750							750	0	500
Legal Services & City Attorney	49	25,000							25,000	15,000	17,461
City Hall & General Buildings	50	15,353							15,353	32,189	15,732
Tort Liability	51	13,000							13,000	15,000	10,722
Other General Government	52	22,503							22,503	28,003	23,146
TOTAL (lines 46 - 52)	53	176,343	0	0			0		176,343	179,161	151,415
DEBT SERVICE	54				91,500				91,500	91,760	159,341
Gov Capital Projects	55					1,418,703			1,418,703	913,719	258,512
TIF Capital Projects	56								0	0	0
TOTAL CAPITAL PROJECTS	57	0	0	0		1,418,703	0		1,418,703	913,719	258,512
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	380,154	161,900	0	91,500	1,418,703	0		2,052,257	1,557,582	1,056,301
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							196,310	196,310	170,535	195,737
Sewer Utility	60							249,544	249,544	2,724,148	216,061
Electric Utility	61								0	0	0
Gas Utility	62								0	0	0
Airport	63								0	0	0
Landfill/Garbage	64							76,680	76,680	75,997	72,141
Transit	65								0	0	0
Cable TV, Internet & Telephone	66								0	0	0
Housing Authority	67								0	0	0
Storm Water Utility	68							289	289	290	0
Other Business Type (city hosp., ISF, parking, etc.)	69								0	133,018	0
Enterprise DEBT SERVICE	70							169,340	169,340	0	417
Enterprise CAPITAL PROJECTS	71								0	0	2,805,890
Enterprise TIF CAPITAL PROJECTS	72								0	0	0
TOTAL Business Type Expenditures (lines 59 - 72)	73							692,163	692,163	3,103,988	3,290,246
TOTAL ALL EXPENDITURES (lines 58 + 73)	74	380,154	161,900	0	91,500	1,418,703	0	692,163	2,744,420	4,661,570	4,346,547
Regular Transfers Out	75	321,257	155,517					254,927	731,701	452,493	616,011
Internal TIF Loan / Repayment Transfers Out	76			2,157					2,157	35,000	51,952
Total ALL Transfers Out	77	321,257	155,517	2,157	0	0	0	254,927	733,858	487,493	667,963
Total Expenditures & Fund Transfers Out (lines 74+77)	78	701,411	317,417	2,157	91,500	1,418,703	0	947,090	3,478,278	5,149,063	5,014,510
Ending Fund Balance June 30	79	1,297,107	299,638	0	-8,240	-520,721	0	591,238	1,659,022	1,956,313	1,723,679

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REVENUES DETAIL
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2023 - June 30, 2024

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2024	RE-ESTIMATED 2023	ACTUAL 2022
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	399,158	13,284		90,978	0			503,420	435,656	376,953
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	399,158	13,284		90,978	0			503,420	435,656	376,953
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			2,157					2,157	35,000	34,359
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	2,289	76		522	0			2,887	2,623	1,203
Utility francise tax (Iowa Code Chapter 364.2)	7	12,000							12,000	16,000	12,785
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11								0	0	0
Other Local Option Taxes	12		140,000						140,000	150,000	192,176
Subtotal - Other City Taxes (lines 6 thru 12)	13	14,289	140,076		522	0			154,887	168,623	206,164
Licenses & Permits	14	10,925							10,925	16,315	9,783
Use of Money & Property	15	33,650							33,650	50,718	16,901
Intergovernmental:											
Federal Grants & Reimbursements	16	800,000							800,000	0	85,527
Road Use Taxes	17		138,970						138,970	135,229	148,969
Other State Grants & Reimbursements	18	5,207							5,207	664,443	232,632
Local Grants & Reimbursements	19								0	35,000	4,468
Subtotal - Intergovernmental (lines 16 thru 19)	20	805,207	138,970	0	0	0		0	944,177	834,672	471,596
Charges for Fees & Service:											
Water Utility	21							201,178	201,178	216,491	145,925
Sewer Utility	22							478,909	478,909	446,360	304,060
Electric Utility	23								0	0	0
Gas Utility	24								0	0	0
Parking	25								0	0	0
Airport	26								0	0	0
Landfill/Garbage	27							82,458	82,458	91,275	79,310
Hospital	28								0	0	0
Transit	29								0	0	0
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32								0	0	0
Other Fees & Charges for Service	33								0	0	0
Subtotal - Charges for Service (lines 21 thru 33)	34	0	0		0	0	0	762,545	762,545	754,126	529,295
Special Assessments	35	18,000							18,000	4,500	8,271
Miscellaneous	36	7,200						10,168	17,368	45,314	8,327
Other Financing Sources:											
Regular Operating Transfers In	37	28,360	4,500		0	519,501		179,340	731,701	452,493	616,011
Internal TIF Loan Transfers In	38		2,157						2,157	35,000	51,952
Subtotal ALL Operating Transfers In	39	28,360	6,657	0	0	519,501	0	179,340	733,858	487,493	667,963
Proceeds of Debt (Excluding TIF Internal Borrowing)	40								0	2,549,280	1,997,975
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	28,360	6,657	0	0	519,501	0	179,340	733,858	3,036,773	2,665,938
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	1,316,789	298,987	2,157	91,500	519,501	0	952,053	3,180,987	5,381,697	4,327,587
Beginning Fund Balance July 1	44	681,729	318,068	0	-8,240	378,481	0	586,275	1,956,313	1,723,679	2,410,602
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	1,998,518	617,055	2,157	83,260	897,982	0	1,538,328	5,137,300	7,105,376	6,738,189

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ADOPTED BUDGET SUMMARY
City Name: ELK RUN HEIGHTS
Fiscal Year July 1, 2023 - June 30, 2024

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2024	RE-ESTIMATED 2023	ACTUAL 2022
Revenues & Other Financing Sources											
Taxes Levied on Property	1	399,158	13,284		90,978	0			503,420	435,656	376,953
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	399,158	13,284		90,978	0			503,420	435,656	376,953
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			2,157					2,157	35,000	34,359
Other City Taxes	6	14,289	140,076		522	0			154,887	168,623	206,164
Licenses & Permits	7	10,925	0					0	10,925	16,315	9,783
Use of Money and Property	8	33,650	0	0	0	0	0	0	33,650	50,718	16,901
Intergovernmental	9	805,207	138,970	0	0	0		0	944,177	834,672	471,596
Charges for Fees & Service	10	0	0		0	0	0	762,545	762,545	754,126	529,295
Special Assessments	11	18,000	0		0	0		0	18,000	4,500	8,271
Miscellaneous	12	7,200	0		0	0	0	10,168	17,368	45,314	8,327
Sub-Total Revenues	13	1,288,429	292,330	2,157	91,500	0	0	772,713	2,447,129	2,344,924	1,661,649
Other Financing Sources:											
Total Transfers In	14	28,360	6,657	0	0	519,501	0	179,340	733,858	487,493	667,963
Proceeds of Debt	15	0	0	0	0	0		0	0	2,549,280	1,997,975
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	1,316,789	298,987	2,157	91,500	519,501	0	952,053	3,180,987	5,381,697	4,327,587
Expenditures & Other Financing Uses											
Public Safety	18	105,098	0	0			0		105,098	105,318	108,764
Public Works	19	0	161,900	0			0		161,900	149,858	314,637
Health and Social Services	20	0	0	0			0		0	0	0
Culture and Recreation	21	96,413	0	0			0		96,413	115,466	62,732
Community and Economic Development	22	2,300	0	0			0		2,300	2,300	900
General Government	23	176,343	0	0			0		176,343	179,161	151,415
Debt Service	24	0	0	0	91,500		0		91,500	91,760	159,341
Capital Projects	25	0	0	0		1,418,703	0		1,418,703	913,719	258,512
Total Government Activities Expenditures	26	380,154	161,900	0	91,500	1,418,703	0		2,052,257	1,557,582	1,056,301
Business Type Proprietray: Enterprise & ISF	27							692,163	692,163	3,103,988	3,290,246
Total Gov & Bus Type Expenditures	28	380,154	161,900	0	91,500	1,418,703	0	692,163	2,744,420	4,661,570	4,346,547
Total Transfers Out	29	321,257	155,517	2,157	0	0	0	254,927	733,858	487,493	667,963
Total ALL Expenditures/Fund Transfers Out	30	701,411	317,417	2,157	91,500	1,418,703	0	947,090	3,478,278	5,149,063	5,014,510
Excess Revenues & Other Sources Over	31										
(Under) Expenditures/Transfers Out	32	615,378	-18,430	0	0	-899,202	0	4,963	-297,291	232,634	-686,923
Beginning Fund Balance July 1	33	681,729	318,068	0	-8,240	378,481	0	586,275	1,956,313	1,723,679	2,410,602
Ending Fund Balance June 30	34	1,297,107	299,638	0	-8,240	-520,721	0	591,238	1,659,022	1,956,313	1,723,679

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LONG TERM DEBT SCHEDULE - LT DEBT1

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
WASTEWATER TREATMENT PLANT	1	1,500,000	GO	3074	64,000	27,500	91,500			0	91,500
WASTEWATER TREATMENT PLANT SRF	2	3,320,000	NON-GO	4000	74,000	95,340	169,340			169,340	0
	3		-				0				0
	4		-				0				0
	5		-				0				0
	6		-				0				0
	7		-				0				0
	8		-				0				0
	9		-				0				0
	10		-				0				0
	11		-				0				0
	12		-				0				0
	13		-				0				0
	14		-				0				0
	15		-				0				0
	16		-				0				0
	17		-				0				0
	18		-				0				0
	19		-				0				0
	20		-				0				0
	21		-				0				0
	22		-				0				0
	23		-				0				0
	24		-				0				0
	25		-				0				0
	26		-				0				0
	27		-				0				0
	28		-				0				0
	29		-				0				0
	30		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - LT DEBT2

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	31		-				0				0
	32		-				0				0
	33		-				0				0
	34		-				0				0
	35		-				0				0
	36		-				0				0
	37		-				0				0
	38		-				0				0
	39		-				0				0
	40		-				0				0
	41		-				0				0
	42		-				0				0
	43		-				0				0
	44		-				0				0
	45		-				0				0
	46		-				0				0
	47		-				0				0
	48		-				0				0
	49		-				0				0
	50		-				0				0
	51		-				0				0
	52		-				0				0
	53		-				0				0
	54		-				0				0
	55		-				0				0
	56		-				0				0
	57		-				0				0
	58		-				0				0
	59		-				0				0
	60		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - LT DEBT3

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	61		-				0				0
	62		-				0				0
	63		-				0				0
	64		-				0				0
	65		-				0				0
	66		-				0				0
	67		-				0				0
	68		-				0				0
	69		-				0				0
	70		-				0				0
	71		-				0				0
	72		-				0				0
	73		-				0				0
	74		-				0				0
	75		-				0				0
	76		-				0				0
	77		-				0				0
	78		-				0				0
	79		-				0				0
	80		-				0				0
	81		-				0				0
	82		-				0				0
	83		-				0				0
	84		-				0				0
	85		-				0				0
	86		-				0				0
	87		-				0				0
	88		-				0				0
	89		-				0				0
	90		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - LT DEBT4

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	91		-				0				0
	92		-				0				0
	93		-				0				0
	94		-				0				0
	95		-				0				0
	96		-				0				0
	97		-				0				0
	98		-				0				0
	99		-				0				0
	100		-				0				0
	101		-				0				0
	102		-				0				0
	103		-				0				0
	104		-				0				0
	105		-				0				0
	106		-				0				0
	107		-				0				0
	108		-				0				0
	109		-				0				0
	110		-				0				0
	111		-				0				0
	112		-				0				0
	113		-				0				0
	114		-				0				0
	115		-				0				0
	116		-				0				0
	117		-				0				0
	118		-				0				0
	119		-				0				0
	120		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - LT DEBT5

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	121		-				0				0
	122		-				0				0
	123		-				0				0
	124		-				0				0
	125		-				0				0
	126		-				0				0
	127		-				0				0
	128		-				0				0
	129		-				0				0
	130		-				0				0
	131		-				0				0
	132		-				0				0
	133		-				0				0
	134		-				0				0
	135		-				0				0
	136		-				0				0
	137		-				0				0
	138		-				0				0
	139		-				0				0
	140		-				0				0
	141		-				0				0
	142		-				0				0
	143		-				0				0
	144		-				0				0
	145		-				0				0
	146		-				0				0
	147		-				0				0
	148		-				0				0
	149		-				0				0
	150		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - LT DEBT6

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	151		-				0				0
	152		-				0				0
	153		-				0				0
	154		-				0				0
	155		-				0				0
	156		-				0				0
	157		-				0				0
	158		-				0				0
	159		-				0				0
	160		-				0				0
	161		-				0				0
	162		-				0				0
	163		-				0				0
	164		-				0				0
	165		-				0				0
	166		-				0				0
	167		-				0				0
	168		-				0				0
	169		-				0				0
	170		-				0				0
	171		-				0				0
	172		-				0				0
	173		-				0				0
	174		-				0				0
	175		-				0				0
	176		-				0				0
	177		-				0				0
	178		-				0				0
	179		-				0				0
	180		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - LT DEBT7

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	181		-				0				0
	182		-				0				0
	183		-				0				0
	184		-				0				0
	185		-				0				0
	186		-				0				0
	187		-				0				0
	188		-				0				0
	189		-				0				0
	190		-				0				0
	191		-				0				0
	192		-				0				0
	193		-				0				0
	194		-				0				0
	195		-				0				0
	196		-				0				0
	197		-				0				0
	198		-				0				0
	199		-				0				0
	200		-				0				0
	201		-				0				0
	202		-				0				0
	203		-				0				0
	204		-				0				0
	205		-				0				0
	206		-				0				0
	207		-				0				0
	208		-				0				0
	209		-				0				0
	210		-				0				0
TOTALS					138,000	122,840	260,840	0	0	169,340	91,500

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LONG TERM DEBT SCHEDULE - GRAND TOTALS

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

	Principal Due FY 2024	Interest Due FY 2024	Total Obligation Due FY 2024	Bond Reg./ Paying Agent Fees Due FY 2024	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Sources OTHER THAN Budget Year Debt Service Levy	Amount Paid Budget Year Debt Service Levy
GO - TOTAL	64,000	27,500	91,500	0	0	0	91,500
NON GO - TOTAL	74,000	95,340	169,340	0	0	169,340	0
GRAND - TOTAL	138,000	122,840	260,840	0	0	169,340	91,500

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NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET

Fiscal Year July 1, 2023 - June 30, 2024

City of: ELK RUN HEIGHTS

The City Council will conduct a public hearing on the proposed Budget at: Elk Run Heights City Hall 5042 Lafayette Road Elk Run Heights, Iowa 50707
Meeting Date: 4/11/2023 Meeting Time: 06:00 PM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of , any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult https://dom.iowa.gov/local-budget-appeals.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per $1000 valuation on regular property 10.21604

The estimated tax levy rate per $1000 valuation on Agricultural land is 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number
(319) 232-0020

City Clerk/Finance Officer's NAME
Julie Eastman

		Budget FY 2024	Re-estimated FY 2023	Actual FY 2022
Revenues & Other Financing Sources				
Taxes Levied on Property	1	503,420	435,656	376,953
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	503,420	435,656	376,953
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	2,157	35,000	34,359
Other City Taxes	6	154,887	168,623	206,164
Licenses & Permits	7	10,925	16,315	9,783
Use of Money and Property	8	33,650	50,718	16,901
Intergovernmental	9	944,177	834,672	471,596
Charges for Fees & Service	10	762,545	754,126	529,295
Special Assessments	11	18,000	4,500	8,271
Miscellaneous	12	17,368	45,314	8,327
Other Financing Sources	13	0	2,549,280	1,997,975
Transfers In	14	733,858	487,493	667,963
Total Revenues and Other Sources	15	3,180,987	5,381,697	4,327,587
Expenditures & Other Financing Uses				
Public Safety	16	105,098	105,318	108,764
Public Works	17	161,900	149,858	314,637
Health and Social Services	18	0	0	0
Culture and Recreation	19	96,413	115,466	62,732
Community and Economic Development	20	2,300	2,300	900
General Government	21	176,343	179,161	151,415
Debt Service	22	91,500	91,760	159,341
Capital Projects	23	1,418,703	913,719	258,512
Total Government Activities Expenditures	24	2,052,257	1,557,582	1,056,301
Business Type / Enterprises	25	692,163	3,103,988	3,290,246
Total ALL Expenditures	26	2,744,420	4,661,570	4,346,547
Transfers Out	27	733,858	487,493	667,963
Total ALL Expenditures/Transfers Out	28	3,478,278	5,149,063	5,014,510
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-297,291	232,634	-686,923
Beginning Fund Balance July 1	30	1,956,313	1,723,679	2,410,602
Ending Fund Balance June 30	31	1,659,022	1,956,313	1,723,679

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RESOLUTION 4115

RESOLUTION APPROVING CITY OF ELK RUN HEIGHTS ANNUAL BUDGET FOR FISCAL YEAR 2023/2024

WHEREAS, The Code of Iowa, Chapter 384, Section 16, requires that all cities prepare and adopt an annual budget of expenditures and receipts for at least the next fiscal year; and

WHEREAS, The Clerk shall certify the necessary tax levy for the next fiscal year to the County Auditor; and

WHEREAS, the Notice of Public Hearing Budget Estimate was published on April 11, 2023; and

WHEREAS, the Elk Run Heights City Council did hold a public hearing concerning the budget for the 2023/2024 fiscal year on March 22, 2022: and

WHEREAS, the Elk Run Heights City Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed budget and any modifications proposed at the hearing.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Elk Run Heights, Iowa that they do hereby approve the budget for the 2022/2023 fiscal year as attached in the budget forms.

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

BE IT FURTHER RESOLVED, by the City Council of Elk Run Heights, Iowa that the City Clerk is directed to submit these forms to the Black Hawk County Auditor on or before March 31, 2022

PASSED AND APPROVED ON THIS 22ND DAY OF MARCH 2022

ATTEST:

Lisa Smock, Mayor	**Julie Eastman, City Clerk**

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OFFICE OF AUDITOR OF STATE
STATE OF IOWA

Rob Sand
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0006

Telephone (515) 281-5834 Facsimile (515) 281-6518

NEWS RELEASE

Contact: Michelle Meyer
515/281-5834

FOR RELEASE March 27, 2023

Auditor of State Rob Sand today released an agreed-upon procedures report on the City of Elk Run Heights, Iowa, for the period July 1, 2021 through June 30, 2022. The agreed-upon procedures engagement was performed pursuant to Chapter 11.6 of the Code of Iowa.

Sand reported six findings related to the receipt and disbursement of taxpayer funds. They are found on pages 9 and 10 of this report. The findings address issues such as a lack of segregation of duties, the lack of review of bank reconciliations, lack of utility reconciliations and disbursements exceeding budgeted amounts. Sand provided the City with recommendations to address each of the findings.

Five of the six findings discussed above are repeated from the prior year. The City Council has a fiduciary responsibility to provide oversight of the City's operations and financial transactions. Oversight is typically defined as the "watchful and responsible care" a governing body exercises in its fiduciary capacity.

A copy of the agreed-upon procedures report is available for review on the Auditor of State's web site at Audit Reports – Auditor of State.

# # #

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CITY OF ELK RUN HEIGHTS

AUDITOR OF STATE'S INDEPENDENT REPORT ON APPLYING AGREED-UPON PROCEDURES

FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

2221-0048-BL0F

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City of Elk Run Heights

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OFFICE OF AUDITOR OF STATE
STATE OF IOWA

Rob Sand
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0006

Telephone (515) 281-5834 Facsimile (515) 281-6518

March 21, 2023

Officials of the City of Elk Run Heights
Elk Run Heights, Iowa

Dear Honorable Mayor and Members of the City Council:

I am pleased to submit to you the agreed-upon procedures report for the City of Elk Run Heights, Iowa, for the period July 1, 2021 through June 30, 2022. The agreed-upon procedures engagement was performed pursuant to Chapter 11.6 of the Code of Iowa and in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards for attestation engagements contained in Government Auditing Standards.

I appreciate the cooperation and courtesy extended by the officials and employees of the City of Elk Run Heights throughout the agreed-upon procedures engagement. If I or this office can be of any further assistance, please contact me or my staff at 515-281-5834.

Sincerely,

Rob Sand
Auditor of State

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City of Elk Run Heights

Officials

(Before January 2022)

Name	Title	Term Expires
Kristi Lundy	Mayor	Jan 2022
Lisa Smock	Mayor Pro Tem	Jan 2022
Dennis Bass	Council Member	Jan 2022
Timothy Ratchford	Council Member	Jan 2022
Heather Sallis	Council Member	Jan 2022
Dale Wilson	Council Member	Jan 2022
Julie Eastman	City Clerk/Treasurer	Indefinite
Heather Prendergast	Attorney	Indefinite

(After January 2022)

Name	Title	Term Expires
Lisa Smock	Mayor	Jan 2024
Heather Sallis	Mayor Pro Tem	Jan 2024
Dennis Bass	Council Member	Jan 2024
Dave Galbraith	Council Member	Jan 2024
Mark McChane	Council Member	Jan 2024
Gary Wurtz	Council Member	Jan 2024
Julie Eastman	City Clerk/Treasurer	Indefinite
Heather Prendergast	Attorney	Indefinite

City of Elk Run Heights

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OFFICE OF AUDITOR OF STATE
STATE OF IOWA

Rob Sand
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0006

Telephone (515) 281-5834 Facsimile (515) 281-6518

Auditor of State's Independent Report on Applying Agreed-Upon Procedures

To the Honorable Mayor and Members of the City Council:

We performed the procedures below, which were established at Iowa Code Chapter 11.6, to provide oversight of Iowa cities. Accordingly, we have applied certain procedures to selected accounting records and related information of the City of Elk Run Heights for the period July 1, 2021 through June 30, 2022, including procedures related to the City's compliance with certain Code of Iowa requirements identified below. The City of Elk Run Heights' management, which agreed to the performance of the procedures performed, is responsible for compliance with these requirements and for the City's records.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards for attestation engagements contained in Government Auditing Standards, issued by the Comptroller General of the United States. The City of Elk Run Heights' management has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose to report, in accordance with Chapter 11.6 of the Code of Iowa, recommendations pertaining to selected accounting records and related information of the City including the City's compliance with certain Code of Iowa requirements. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures we performed are summarized as follows:

1. We observed selected City Council meeting minutes for compliance with Chapters 21, 372.13(6) and 380 of the Code of Iowa.
2. We obtained an understanding of the City's internal controls to determine if proper control procedures are in place and incompatible duties, from a control standpoint, are not performed by the same employee.
3. We observed surety bond coverage for compliance with Chapter 64 of the Code of Iowa.
4. We obtained and observed the City Clerk's financial reports and selected bank reconciliations to determine whether the bank balances properly reconciled to the general ledger account balances and monthly financial reports provided to the City Council.
5. We scanned City funds for consistency with the City Finance Committee's recommended Uniform Chart of Accounts (COA) and to determine required funds and fund balances are properly maintained and accurately accounted for.
6. We observed the City's fiscal year 2022 Annual Financial Report to determine whether it was completed and accurately reflects the City's financial information.
7. We scanned investments to determine compliance with Chapter 12B of the Code of Iowa.
8. We scanned depository resolutions, the City's investment policy and reporting of unclaimed property to the State of Iowa to determine compliance with Chapters 12C.2, 12B.10B and 556.1(12) of the Code of Iowa.

9. We scanned debt, including general obligation and revenue bonds/notes, and related transactions for proper authorization and compliance with Chapters 75, 384 and 403.9 of the Code of Iowa and to determine whether the debt and related proceeds and repayments were properly accounted for.
10. We scanned selected tax increment financing (TIF) transactions, including receipts, disbursements and transfers, for compliance and accurate accounting, including compliance with the TIF reporting requirements of Chapter 384.22 of the Code of Iowa.
11. We observed the City's TIF debt certification forms filed with the County Auditor, including requests for collection of reduced TIF amounts and to decertify certain TIF obligations, as applicable, for proper support and compliance with Chapter 403.19(6) of the Code of Iowa.
12. We traced selected receipts for accurate accounting and consistency with the recommended COA.
13. The City had no voter approved levies.
14. We traced selected disbursements to proper approval, adequate supporting documentation, accurate accounting and consistency with the recommended COA and compliance with the public purpose criteria established by Article III, Section 31 of the Constitution of the State of Iowa.
15. We traced transfers between funds to proper authorization and accurate accounting and to determine whether transfers were proper.
16. We traced selected payroll and related transactions to proper authorization and accurate accounting and determined whether payroll was proper.
17. We observed the annual certified budget for proper authorization, certification and timely amendment.

Based on the performance of the procedures described above, we identified various findings and recommendations for the City. Our findings and recommendations are described in the Detailed Findings and Recommendations section of this report. Unless reported in the Detailed Findings and Recommendations, no exceptions were noted during the performance of the specific procedures listed above.

We were engaged by the City of Elk Run Heights' management to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards for attestation engagements contained in Government Auditing Standards, issued by the Comptroller General of the United States. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on specific accounting records and related information of the City, including compliance with specific Code of Iowa requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the City of Elk Run Heights and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

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The purpose of this report is to report, in accordance with Chapter 11.6 of the Code of Iowa, certain agreed-upon procedures and the resulting findings and recommendations pertaining to selected accounting records and related information of the City, including the City's compliance with certain Code of Iowa requirements. This report is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Elk Run Heights during the course of our agreed-upon procedures engagement. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

Michelle B. Meyer, CPA
Director

March 21, 2023

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Detailed Findings and Recommendations

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(A) Segregation of Duties – Management is responsible for establishing and maintaining internal control. A good system of internal control provides for adequate segregation of duties so no one individual handles a transaction from its inception to completion. In order to maintain proper internal control, duties should be segregated so the authorization, custody and recording of transactions are not under the control of the same employee. This segregation of duties helps prevent losses from employee error or dishonesty and maximizes the accuracy of the City's financial statements. Generally, one individual has control over each of the following areas for the City:

(1) Cash – handling, reconciling, and recording.

(2) Investments – reconciling, recording and custody of investment documents.

(3) Receipts – opening mail, collecting, depositing, recording and reconciling.

(4) Utilities – collecting, depositing, reconciling, recording and maintaining detailed accounts receivable records.

(5) Computer system – performing all general accounting functions and controlling all data input and output.

Recommendation – We realize segregation of duties is difficult with a limited number of employees. However, the City should review its control procedures to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including elected officials. Independent reviews of reconciliations should be documented by the signature or initials of the reviewer and the date of the review.

(B) Bank Reconciliations – Cash and investment balances in the City's general ledger were reconciled throughout the year, however, an independent review of the bank reconciliations was not documented.

Recommendation – An independent person should review the reconciliations and document the review by signing or initialing and dating the monthly reconciliations.

(C) Reconciliation of Utility Billings, Collections and Delinquent Accounts – Utility billings, collections and delinquent accounts were not reconciled throughout the year.

Recommendation – Procedures should be established to reconcile utility billings, collections and delinquent accounts for each billing period. The City Council or other independent person designated by the City Council should review the reconciliations and monitor delinquent accounts. The review should be documented by the signature or initials of the reviewer and the date of the review.

(D) Certified Budget – Disbursements in the debt service function exceeded the amounts budgeted prior to the June 14, 2022 budget amendment and at year end. Chapter 384.20 of the Code of Iowa states, in part, "public monies may not be expended or encumbered except under an annual or continuing appropriation."

Recommendation – The budget should have been amended in accordance with Chapter 384.18 of the Code of Iowa before disbursements were allowed to exceed the budget.

(E) Accounting Policies and Procedures Manual – The City does not have an accounting policies and procedures manual.

Recommendation – An accounting policies and procedures manual should be developed to provide the following benefits:

(1) Aid in training additional or replacement staff.

(2) Help achieve uniformity in accounting and in the application of policies and procedures.

(3) Save supervisory time by recording decisions so they will not have to be made each time the same, or a similar, situation rises.

(F) Annual Urban Renewal Report – The City did not submit the Annual Urban Renewal Report (AURR) by December 1 as required by Chapter 384.22 of the Code of Iowa.

Recommendation – The City should ensure the AURR is submitted in a timely manner.

Staff

This engagement was performed by:

Michelle B. Meyer, CPA, Director
Katherine L. Rupp, CPA, Manager
Kelly L. Hilton, Senior Auditor
Jared M. Ernst, CPA, Staff Auditor

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QUOTATION

ELECTRIC PUMP

4280 E 14th Street
Des Moines IA 50313-2604 USA

Telephone: (515) 265-2222 / FAX (515) 265-8079
Toll Free 1-800-383-PUMP

www.electricpump.com

QUOTE NUMBER: 0150887
QUOTE DATE: 4/7/2023
EXPIRE DATE: 5/7/2023

SALESPERSON: BRIAN FROST
CUSTOMER NO: 3005045
QUOTED BY: JRF
JOYCE

QUOTED TO:
PEOPLE SERVICE ELKRUN HEIGHTS
PO BOX 51
RAYMOND, IA 50667

JOB LOCATION:
PEOPLE SERVICE ELKRUN HEIGHTS
PO BOX 51
RAYMOND, IA 50667

CONFIRM TO:
JORDAN COOPER

***** QUOTE ORDER - DO NOT PAY *****

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS
JORDAN COOPER	OURTRK	ORIGIN	Net 30 Days

ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	AMOUNT
		WE ARE PLEASED TO OFFER THE FOLLOWING QUOTATION FOR REPLACING EXISTING DISCHARGE ELBOWS FOR FLYGT 3153 PUMPS AND INSTALL CUSTOMER SUPPLIED REPLACEMENT STATION PIPING, FITTINGS, ETC FOR SUTTON LS:			
0000005401305	EACH	2.00	0.00	0.00	
		CONNECTION,DISCH 4X4" CI			
/TCGM	HOUR	4.00	0.00	0.00	
		TRAVEL GRANT MILLER			
/TCGT	HOUR	2.00	0.00	0.00	
		TRAVEL - GREG TIMMERMAN			
/MIGM	MILE	222.00	0.00	0.00	
		MILEAGE GRANT MILLER			
/SURCHARGE	MILE	222.00	0.00	0.00	
		FUEL SURCHARGE			
/RRGM	HOUR	10.00	0.00	0.00	
		REPAIR/REPLACE LABOR-GRANT M.			
/RRGT	HOUR	10.00	0.00	0.00	
		REPAIR/REPLACE-GREG T.			

Electric Pump is committed to supplying you, our customer, the highest quality products & service.
jfrohwein@electricpump.com
THANK YOU, JOYCE FROHWEIN

***** 3% CONVENIENCE FEE FOR CREDIT CARD CHARGE OVER $5,000.00 *****

All return goods must have written approval from Electric Pump, before returning.
Credit will not be issued without written approval : if applicable there will be a Restock Fee.

Please note that we are no longer offering a thirty(30) day validity date.
Due to the current volatility in the materials market, pricing and ship dates are subject to confirmation at time of order.

Net Order:	6,741.50
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total:	6,741.50

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Estimate

Frickson Brothers. Excavating
737 Colleen Ave
Evansdale, Iowa
50707

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

Date	Estimate No.	Project
03/31/23	76	

Item	Description	Quantity	Cost	Total
	Price Quote for City of Elk Run Heights at Lift Station Sutton Ave			
Ductile Iron Pipe	To dig between manholes of lift station to replace ductile iron pipe. 8 hrs at $375.00 per hr = $3,000.00. Thank You.	8	375.00	3,000.00
			Total	$3,000.00

p.1 3198338840 Debbie Apr 06 23, 02:48p

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Utility Equipment Company

UTILITY EQUIPMENT CO.
3739 STATE ST
PO BOX 1290
BETTENDORF IA 52722

ORDER ACKNOWLEDGMENT

Invoice No.: **30066147-000**
Date: **03/29/2023**
Page: **1** of **1**

For Quote
Elk Run Heights

Sold To:

PEOPLE SERVICE INC
3336 KIMBALL AVE
SUITE 151
WATERLOO, IA 50702

Ship To:

PEOPLE SERVICE INC
3336 KIMBALL AVE
SUITE 151
WATERLOO, IA 50702

P.O. No.: 1

Phone: **319-226-4830**
Fax: **319-226-4832**

Terms	Order No./Rel.	Customer No.	SalesRep	Ship Via	Req. Date	Reference
N30/INV DATE	**30066147-000**	**144025**	**KEVIN-WATL**	**P/UP@UECO**	**03/29/2023**	

Product No.	Description	Ordered	Shipped	UOM	Unit Price	Unit Discount	Extension
FP04X150D	4" x 15'0 C53-CL AIS FLxPE	2	2	EA	1268.00		2,536.00
OS90MJ04DIL	4" DI MJ 90 ELL L/ACC	2	2	EA	135.00		270.00
OS1104PV	4" MJ RESTRAINT FOR PVC	4	4	EA	39.90		159.60
FA040	4" FLANGE ACC SET W/SEAL-TITE FF GASKET	2	2	EA	19.00		38.00
ALPHA04	4" ALPHA WIDE RANGE RESTRAINT COUPLING 4.50-4.90	2	2	EA	531.00		1,062.00

Sub Total:	**4,065.60**
IA State Tax:	243.94
BLACK HAWK County Tax:	40.66
Total:	**$ 4,350.20**

03/29/2023 11:49 BH

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ORDINANCE 280

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ELK RUN HEIGHTS, IOWA, BY AMENDING PROVISIONS PERTAINING TO ALL-TERRAIN VEHICLES

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

SECTION 1. SECTION MODIFIED. Section 75.09 of the Code of Ordinances of the City of Elk Run Heights, Iowa, is repealed and the following adopted in lieu thereof:

75.09 PERMITS. The following requirements apply to permit fees for operators of any golf cart:

1. No person shall operate a golf cart on any public street or alley, for any purpose, unless the operator possesses a City permit to operate said vehicle within the City.

2. Owners and operators of a cart may apply for a permit from the City on forms provided by the City and available at City Hall.

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.

PASSED BY THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA, THE 11TH DAY OF APRIL 2023, AND PASSED ON THIS 11TH DAY OF APRIL, 2023

First Reading: 04/11/23
Second Reading: Waived
Third Reading: Waived

ATTEST:

_____ _____

Lisa Smock, Mayor **Julie Eastman, City Clerk**

Ordinance No. _____ on the ___ day of _____, 20___.

_____
City Clerk

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