

Agenda
City of Elk Run Heights
Regular Council Meeting
May 14, 2024 – 5:00 p.m.
Located at Eddis Winstead Council Chambers

1. Call to order.
2. Pledge of Allegiance
3. Roll call.
4. Approval of the May 14, 2024 Agenda
5. Approval of Consent Agenda - All items listed on the consent agenda will be enacted by one motion. *There will be no separate discussion unless a request is made prior to the time the council votes on the motion.*
 - a. Approve the April 9, 2024 regular meeting minutes, and April 23, 2024 special meeting minutes.
 - b. City Clerk's Reports as of April 30, 2024: 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
 - d. Set the date of Public Hearing for increased water and sewer rates for June 11, 2024 at 5:00 p.m. at Elk Run Heights City Hall Council Chambers
 - e. Tobacco Permit:
 - i. Casey's General Store #3041 – effective 07/01/2024
 - ii. Road Ranger #144 – effective 07/01/2024
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 4177 authorizing the payment of bills and transfers
 - b. Resolution 4178 adopting the Cash on Hand Policy
 - c. Resolution 4179 approving the revised Employee Handbook
7. 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*
8. Public Hearing: Fiscal Year 2024 Budget Amendment
9. Resolution 4180 approving the FY24 Budget Amendments
10. Motion to approve second reading of Ordinance 286 amending the code of ordinances of the City of Elk Run Heights, Iowa, by amending provisions pertaining to sewer service charges
11. Motion to approve second reading of Ordinance 287 amending the code of ordinances of the City of Elk Run Heights, Iowa, by amending provisions pertaining to water service charges
12. Discussion: Setting the dates for fireworks
13. Discussion: Homeowners with a well paying the water project fee
14. Discussion/Possible action: Stop signs on Marie and Sutton, and Toneff and Ann
15. Discussion: Cost for Gworks online version

16. Public Works updates/reports

17. Engineer Reports

18. Council Reports

19. Mayor Reports

20. Adjournment

City of Elk Run Heights
Regular Council Meeting
April 9, 2024 – 5:00 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 5:00 p.m. on the above date. Council members present in order or roll call: Galbraith, Bass, Sallis, Wilson, Rodden. Quorum present.

Sallis/Bass to approve of the April 9, 2024 agenda. Ayes-Five. Motion carried.

Sallis/Wilson to approval of the Consent Agenda: a. Approve the March 12 regular meeting minutes and March 26, 2024 special meeting minutes, and March 26, 2024 special meeting minutes. b. City Clerk's Reports as of i. March 31, 2024: Budget Report, Treasurer's Report, and Revenue and Expenditure Reports, and Investment Report. c. Approval of Department reports: Building Inspection, Library reports. d. Appoint Dale Wilson as the alternate for the Bike and Pedestrian Advisory Committee, the Transportation Technical Committee e. Appoint Julie Eastman as a voting member for the Bike and Pedestrian Advisory Committee, the Transportation Technical Committee f. Liquor License Renewal – Casey's General Store #3041– LE0003086 – effective 06/01/2024 g. Boards and Commissions: Board of Adjustment - Appointed by Mayor/Approved by Council 1. Bill Van Wey – Appointment ending 03/01/2029 2. Mark McChane – Filling term ending 03/01/2028. Ayes-Five. Motion carried.

Wilson/Galbraith to approve of the Resolution Calendar: a. Resolution 4172 setting the date of Public Hearing for FY25 Budget amendment for May 14, 2024 at 5:00 p.m. b. Resolution 4173 authorizing the payment of bills and transfers c. Resolution 4174 entering into contract with the City of Evansdale for Library Services d. Resolution 4175 amending the Community Room Rental Policy. Roll call vote: Ayes-Four. Nay-Bass.

Public discussion: None

Bass/Galbraith to approve Ordinance 285 amending section 40.06 Noise and Vibrations (6:B) of the Code of Ordinances of the City of Elk Run Heights, Iowa, by changing the reference of "Jacob Braking" to "Engine and Compression Brakes", first reading. Roll call vote: Ayes-Five.

Wilson/Galbraith motion to suspend the rules requiring the 2nd and 3rd reading and place on file final adoption of Ordinance 285 and adopt. Roll call vote: Ayes-Five.

Sallis/Wilson motion to post Ordinance 285 instead of publishing as allowed per Chapter 1.16.020; Public posting in lieu of publication. Ayes-five. Motion carried.

Sallis/Wilson motion to approve first reading of Ordinance 286 amending the code of ordinances of the City of Elk Run Heights, Iowa, by amending provisions pertaining to sewer service charges. Roll call vote: Ayes-Five.

Wilson/Bass motion to approve first reading of Ordinance 287 amending the code of ordinances of the City of Elk Run Heights, Iowa, by amending provisions pertaining to water service charges. Roll call vote: Ayes-Four. Nay-Galbraith.

Rodden/Bass motion to open Public Hearing for adoption of Ordinance 288 Flood Plain Management, Chapter 160 of the Elk Run Heights Code of Ordinances at 5:13 p.m. Ayes-five. Motion carried.

Wilson/Bass motion to close public hearing at 5:14 p.m. Ayes-five. Motion carried.

Bass/Wilson motion to approve first reading of Ordinance 288 amending the code of ordinances of the City of Elk Run Heights, Iowa, by adding the Flood Plain Management chapter 160. Roll call vote: Ayes-Five.

Galbraith/Sallis motion to suspend the rules requiring the 2nd and 3rd reading and place on file final adoption of Ordinance 288 and adopt. Roll call vote: Ayes-Five.

Wilson/Bass motion to approve to have Simmering Cory manage code and codification through the city's website for an annual fee of \$1,200.00 for the first year, and \$450.00 thereafter. Ayes-five. Motion carried.

Galbraith/Sallis motion to approve request from public works to hire Kluesner Construction to do annual street sweeping for \$153.00 per hour. Ayes-five. Motion carried.

Wilson/Bass motion to approve request from Mayor to include in budget amendment for FY24 a transfer from Local Option Sales Tax to pour concrete at new shelter location, grind down tree stumps in park, and remove several large trees that are dead in the park in an amount of \$5,000.00. Ayes-five. Motion carried.

Bass/Rodden motion to approve request from Mayor to have Willette Hofmann provide the DOT required Lafayette Bridge Inspection in an amount not to exceed \$1,000.00. Ayes-five. Motion carried.

Wilson/Galbraith motion to approve request from Mayor to set a citywide cleanup day on May 18, 2024. Ayes-five. Motion carried.

Engineer Reports. Mayors Park Project has finally been approved by the DOT.

Council Reports. None

Mayor Reports. Mayor Smock addressed a few budget amendments to finish out the fiscal year. Smock discussed the office hours when the clerk is out of the office for training, vacation, or any other reason; in which case, it was agreed the office shall be closed or limited hours depending on the Mayor's availability.

Sallis/Wilson to adjourn at 5:49. Ayes-five. Motion carried.

Attest:

Lisa Smock, Mayor

Julie Eastman, City Clerk

City of Elk Run Heights
Special Council Meeting
April 23, 2024 – 5:00 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 5:00 p.m. on the above date. Council members present in order or roll call: Wilson, Galbraith, Bass, and Sallis. Absent: Rodden. Quorum present.

Galbraith/Sallis to approve of the April 23, 2024 agenda. Ayes-four. Motion carried.

Discussion regarding proposal from Three Stooges, LLC concerning land development on Dubuque Road. Mayor Smock explained the development options for repayment of infrastructure to the developer and asked for verbal approval for the clerk to move forward with the beginning stages of adding a TIF area. Sallis/Bass motion to approve. Ayes-four. Motion carried.

Wilson/Bass motion to open the Public Hearing: Fiscal Year 2025 Budget at 5:11 p.m. Ayes-Four. Motion carried. City Clerk Eastman stated there was proof of publication and no public comment on record. Sallis/Galbraith motion to close the Public Hearing at 5:12 p.m. Ayes-four. Motion carried.

Sallis/Wilson motion to approve Resolution 4176 adopting the Fiscal Year 2025 Budget. Roll call vote: Ayes: four.

Wilson/Sallis motion to approve request from Mayor to replace community room appliances with the revenues from the FY24 budget in the amount of \$2,250.00. Mayor Smock reminded the council this was discussed at the last meeting. Ayes-four. Motion carried.

Bass/Galbraith to adjourn at 5:16. Ayes-four. Motion carried.

Attest:

Lisa Smock, Mayor

Julie Eastman, City Clerk

BUDGET REPORT
CALENDAR 4/2024, FISCAL 10/2024

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE TOTAL	51,500.00	.00	51,500.00	100.00	.00
	EMERGENCY MANAGEMENT TOTAL	2,500.00	.00	534.50	21.38	1,965.50
	FIRE TOTAL	39,368.00	9,842.00	39,368.00	100.00	.00
	BUILDING INSPECTIONS TOTAL	7,861.00	.00	22,887.06	291.15	15,026.06-
	ANIMAL CONTROL TOTAL	2,369.00	.00	2,372.35	100.14	3.35-
	OTHER PUBLIC SAFETY TOTAL	1,500.00	115.38	1,141.74	76.12	358.26
	PUBLIC SAFETY TOTAL	105,098.00	9,957.38	117,803.65	112.09	12,705.65-
	ROADS, BRIDGES, SIDEWALKS TOTA	133,769.00	10,480.86	75,529.04	56.46	58,239.96
	STREET LIGHTING TOTAL	14,000.00	874.34	8,907.74	63.63	5,092.26
	TRAFFIC CONTROL & SAFETY TOTA	4,500.00	80.58	3,858.87	85.75	641.13
	SNOW REMOVAL TOTAL	8,131.00	.00	7,906.15	97.23	224.85
	HIGHWAY ENGINEERING TOTAL	1,500.00	.00	2,356.10	157.07	856.10-
	OTHER PUBLIC WORKS TOTAL	.00	.00	.00	.00	.00
	PUBLIC WORKS TOTAL	161,900.00	11,435.78	98,557.90	60.88	63,342.10
	LIBRARY TOTAL	9,621.00	.00	9,621.00	100.00	.00
	PARKS TOTAL	64,492.00	4,849.57	39,410.13	61.11	25,081.87
	COMMUNITY CTR/ZOO/MARINA TOTA	4,300.00	57.48	2,429.18	56.49	1,870.82
	OTHER CULTURE/RECREATION TOTA	18,000.00	.00	17,033.97	94.63	966.03
	CULTURE & RECREATION TOTAL	96,413.00	4,907.05	68,494.28	71.04	27,918.72
	COMMUNITY BEAUTIFICATION TOTA	2,300.00	.00	776.34	33.75	1,523.66
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	COMMUNITY & ECONOMIC DEV TOTA	2,300.00	.00	776.34	33.75	1,523.66
	MAYOR/COUNCIL/CITY MGR TOTAL	12,949.00	215.00	10,352.01	79.94	2,596.99
	CLERK/TREASURER/ADM TOTAL	86,788.00	5,444.12	54,026.40	62.25	32,761.60
	ELECTIONS TOTAL	750.00	.00	500.00	66.67	250.00
	LEGAL SERVICES/ATTORNEY TOTAL	25,000.00	225.00	3,604.25	14.42	21,395.75
	CITY HALL/GENERAL BLDGS TOTAL	15,353.00	1,933.63	9,649.05	62.85	5,703.95
	TORT LIABILITY TOTAL	13,000.00	.00	.00	.00	13,000.00
	OTHER GENERAL GOVERNMENT TOTA	22,503.00	2,094.61	22,094.15	98.18	408.85
	GENERAL GOVERNMENT TOTAL	176,343.00	9,912.36	100,225.86	56.84	76,117.14
	ROADS, BRIDGES, SIDEWALKS TOTA	.00	.00	.00	.00	.00
	DEBT SERVICES TOTAL	91,500.00	.00	13,750.00	15.03	77,750.00
	DEBT SERVICE TOTAL	91,500.00	.00	13,750.00	15.03	77,750.00

BUDGET REPORT
CALENDAR 4/2024, FISCAL 10/2024

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ROADS, BRIDGES, SIDEWALKS TOTA	1,418,703.00	6,660.00	184,518.99	13.01	1,234,184.01
	PARKS TOTAL	.00	.00	67,547.94	.00	67,547.94-
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	1,418,703.00	6,660.00	252,066.93	17.77	1,166,636.07
	DEBT SERVICES TOTAL	169,340.00	.00	40,794.92	24.09	128,545.08
	WATER TOTAL	196,310.00	7,736.28	145,765.50	74.25	50,544.50
	SEWER/SEWAGE DISPOSAL TOTAL	249,544.00	18,771.77	729,659.57	292.40	480,115.57-
	LANDFILL/GARBAGE TOTAL	76,680.00	6,043.00	62,483.95	81.49	14,196.05
	STORM WATER TOTAL	289.00	.00	1,827.42	632.33	1,538.42-
	ENTERPRISE FUNDS TOTAL	692,163.00	32,551.05	980,531.36	141.66	288,368.36-
	TRANSFERS IN/OUT TOTAL	733,858.00	.00	544,501.00	74.20	189,357.00
	TRANSFER OUT TOTAL	733,858.00	.00	544,501.00	74.20	189,357.00
	TOTAL EXPENSES	3,478,278.00	75,423.62	2,176,707.32	62.58	1,301,570.68

TREASURER'S REPORT
CALENDAR 4/2024, FISCAL 10/2024

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	346,115.72	178,351.42	24,776.79	854.78-	498,835.57
002 CASH FUND/PARK EQ REPLC	14,162.00	.00	.00	.00	14,162.00
003 ARP FUNDS	.25	.00	.00	.00	.25
005 VEHICLE REPLACEMENT	64,816.65	.00	.00	.00	64,816.65
110 ROAD USE TAX	213,328.50	12,228.87	11,435.78	1,025.12-	213,096.47
119 EMERGENCY FUND	7,467.23	5,498.01	.00	.00	12,965.24
121 LOCAL OPTION SALES TAX	161,733.54	13,345.23	.00	.00	175,078.77
125 TAX INCREMENT FINANCING	1,205.29	971.23	.00	.00	2,176.52
200 DEBT SERVICE	33,814.21	37,660.36	.00	.00	71,474.57
300 CAPITAL IMPROVEMENT RES	7,820.00-	.00	.00	.00	7,820.00-
301 LAND DEVELOPMENT	.00	.00	.00	.00	.00
302 CLOSED NOT IN USE	.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	20,773.04-	32,335.80	.00	.00	11,562.76
307 LAFAYETTE/GVILLE RD REC	625,516.91	.00	6,660.00	.00	618,856.91
600 WATER	58,078.65	14,609.02	7,736.28	26.26-	64,925.13
601 WATER DEPRECIATION	73.75	.00	.00	.00	73.75
610 SEWER	94,174.16	25,007.95	18,771.77	26.26-	100,384.08
611 ERH/RAYMOND SEWER FUND	240,453.66	.00	.00	.00	240,453.66
612 SEWER DEPRECIATION	36,364.06	.00	.00	.00	36,364.06
613 WASTE WTR PLANT PROJECT	90,634.48-	238,896.99	.00	.00	148,262.51
670 LANDFILL/GARBAGE	55,948.37	6,645.10	6,034.34	.00	56,559.13
671 YARD WASTE	7,858.94	239.54	8.66	.00	8,089.82
Report Total	1,841,884.37	565,789.52	75,423.62	1,932.42-	2,330,317.85

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-110-4765	FINES	532.00	4,118.00	5,000.00	882.00
001-110-6413	EVANSDALE POLICE DEPARTMENT	.00	51,500.00	51,500.00	.00
001-130-6310	BUILDING REPAIR/MAINT	.00	.00	.00	.00
001-130-6413	EMERGENCY MGMNT	.00	534.50	2,500.00	1,965.50
001-150-6499	FIRE CONTRACT	9,842.00	39,368.00	39,368.00	.00
001-170-4120	BUILDING/CONTR PERMITS	305.25	28,298.65	10,000.00	18,298.65-
001-170-6010	WAGES - BUILDING INSPECTOR	.00	19,049.15	6,500.00	12,549.15-
001-170-6110	FICA - BUILDING INSPECTIONS	.00	1,457.28	497.00	960.28-
001-170-6130	IPERS - BUILDING INSPECTIONS	.00	1,798.23	614.00	1,184.23-
001-170-6150	GROUP INSURANCE	.00	3.60-	.00	3.60
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	586.00	250.00	336.00-
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	88.35	85.00	3.35-
001-199-6371	SENTRY LIGHTS	115.38	1,141.74	1,500.00	358.26
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	250.00	1,050.00	650.00	400.00-
001-430-6010	WAGES - PARKS - FT	3,373.45	17,884.16	35,240.00	17,355.84
001-430-6020	WAGES - PARKS	.00	3,717.45	.00	3,717.45-
001-430-6021	WAGES - PARKS - PT	.00	.00	3,500.00	3,500.00
001-430-6110	FICA - PARKS	255.93	1,631.04	2,696.00	1,064.96
001-430-6130	IPERS - PARKS	318.46	1,688.26	3,327.00	1,638.74
001-430-6150	GROUP INSURANCE	842.21	4,045.65	8,580.00	4,534.35
001-430-6151	VISION INSURANCE	.00	.00	118.00	118.00
001-430-6155	LIFE INSURANCE	.00	.00	180.00	180.00
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	4,808.28	5,000.00	191.72
001-430-6331	FUEL AND OIL	.00	805.86	850.00	44.14
001-430-6416	RENT/LEASE - LAND/BLDGS	.00	2.00	1.00	1.00-
001-430-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
001-430-6505	PARK EQUIPMENT	.00	151.89	.00	151.89-
001-430-6507	OPERATING SUPPLIES	59.52	4,675.54	5,000.00	324.46
001-460-4310	RENT-COMMUNITY CENTER	850.00	8,950.00	7,500.00	1,450.00-
001-460-6310	COMM RM REPAIR/MAINT	.00	1,794.30	3,500.00	1,705.70
001-460-6371	UTILITIES	57.48	634.88	800.00	165.12
001-499-4610	CITY CELEBRATION RECEIPTS	.00	18,307.46	18,000.00	307.46-
001-499-6599	MISC EXPENSE - CELEBRATION	.00	17,033.97	18,000.00	966.03
001-510-6321	ROAD BEAUTIFICATION	.00	.00	.00	.00
001-510-6413	PARTNER IN EDUCATION	.00	300.00	300.00	.00
001-510-6490	COMMUNITY BEAUTIFICATION	.00	476.34	2,000.00	1,523.66
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	.00	7,625.00	9,500.00	1,875.00
001-610-6110	FICA - MAYOR/COUNCIL	.00	583.32	589.00	5.68
001-610-6130	IPERS - MAYOR/COUNCIL	.00	.00	.00	.00
001-610-6150	GROUP INSURANCE	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 4/2024, FISCAL 10/2024

PCT OF FISCAL YTD 83.3%

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	.00	50.00	50.00
001-610-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
001-610-6210	DUES	.00	.00	150.00	150.00
001-610-6240	MEETING/CONFERENCES	160.00	1,593.69	2,000.00	406.31
001-610-6373	TELEPHONE/COMMUNICATIONS	55.00	550.00	660.00	110.00
001-620-6010	WAGES - CLERK	4,202.02	40,485.52	64,935.00	24,449.48
001-620-6020	WAGES - DEPUTY CLERK	.00	.00	.00	.00
001-620-6110	FICA - CLERK	321.46	3,097.23	4,968.00	1,870.77
001-620-6130	IPERS - CLERK	396.68	3,821.93	6,162.00	2,340.07
001-620-6150	GROUP INSURANCE	468.96	2,466.80	6,203.00	3,736.20
001-620-6151	VISION INSURANCE	.00	.00	216.00	216.00
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	2,000.00	2,000.00	.00
001-620-6240	TRAVEL EXPENSE	.00	1,588.92	1,500.00	88.92-
001-620-6373	TELEPHONE/COMMUNICATIONS	55.00	550.00	660.00	110.00
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	500.00	750.00	250.00
001-640-6401	AUDITING/ACCOUNTING	.00	.00	17,000.00	17,000.00
001-640-6411	LEGAL - ATTORNEY	225.00	3,341.25	8,000.00	4,658.75
001-640-6414	CODIFICATION	.00	263.00	.00	263.00-
001-650-6010	WAGES - FULL TIME	481.91	2,554.95	4,592.00	2,037.05
001-650-6110	FICA	36.55	192.43	352.00	159.57
001-650-6130	IPERS	45.50	241.26	433.00	191.74
001-650-6150	GROUP INSURANCE	120.32	658.65	1,226.00	567.35
001-650-6151	VISION INSURANCE	.00	.00	.00	.00
001-650-6155	LIFE INSURANCE	.00	.00	.00	.00
001-650-6310	BUILDING REPAIR/MAINT	926.93	1,277.79	3,000.00	1,722.21
001-650-6371	UTILITIES	137.68	1,351.33	2,000.00	648.67
001-650-6499	OTHER CONTRACTUAL SERV	62.01	815.51	1,500.00	684.49
001-650-6505	OFFICE EQUIPMENT	122.73	122.73	.00	122.73-
001-650-6507	OPERATING SUPPLIES	.00	572.52	450.00	122.52-
001-650-6508	POSTAGE	.00	843.30	800.00	43.30-
001-650-6599	OTHER SUPPLIES	.00	1,018.58	1,000.00	18.58-
001-660-6408	INSURANCE	.00	.00	13,000.00	13,000.00
001-699-4400	FEDERAL GRANTS	.00	.00	.00	.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	1,016.57	2,800.00	1,783.43
001-699-6230	TRAINING	.00	.00	.00	.00
001-699-6240	MEETINGS/CONFERENCES	.00	.00	.00	.00
001-699-6373	TELEPHONE/COMMUNICATIONS	309.57	683.33	690.00	6.67
001-699-6414	PUBLISHING	833.53	2,922.96	3,000.00	77.04
001-699-6419	TECHNOLOGY SERVICES	122.98	15,562.18	15,000.00	562.18-

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-699-6491	SAFETY TRAINING	195.25	628.00	513.00	115.00-
001-699-6499	CONTRACTUAL SERV (COPIER)	.00	.00	.00	.00
001-699-6506	OFFICE SUPPLIES	86.78	658.18	500.00	158.18-
001-699-6508	POSTAGE	.00	.00	.00	.00
001-699-6599	MISC SUPPLIES	546.50	622.93	.00	622.93-
001-699-6730	CAP OUTLAY - LAND	.00	.00	.00	.00
001-710-6801	PRINCIPAL PAYMENTS	.00	.00	.00	.00
001-710-6851	INTEREST PAYMENTS	.00	.00	.00	.00
001-865-6499	OTHER CONTRACTUAL SERV	.00	1,827.42	289.00	1,538.42-
001-865-6507	OPERATING SUPPLIES	.00	.00	.00	.00
001-910-4830	TRANSFER IN-GENERAL FUND	.00	.00	13,360.00	13,360.00
001-910-4831	TRANSFER IN - TIF	.00	.00	.00	.00
001-910-6910	TRANSFER OUT	.00	145,703.00	145,703.00	.00
001-950-4000	PROPERTY TAXES	164,940.11	391,416.57	399,158.00	7,741.43
001-950-4003	AGRICULTURAL LAND TAXES	306.51	648.45	.00	648.45-
001-950-4060	UTILITY TAX REPLACEMENT	.00	1,523.22	2,887.00	1,363.78
001-950-4065	FRANCHISE FEE	1,336.75	12,343.58	12,000.00	343.58-
001-950-4100	BEER & LIQUOR LICENSES	.00	227.50	400.00	172.50
001-950-4105	CIGARETTE PERMITS	150.00	150.00	150.00	.00
001-950-4180	ANIMAL LICENSES	29.00	247.00	175.00	72.00-
001-950-4190	MISC LICENSES & PERMITS	120.00	220.00	200.00	20.00-
001-950-4300	INTEREST	6,928.53	69,042.53	25,000.00	44,042.53-
001-950-4301	INTEREST-REG MM BANK 3	.00	.00	.00	.00
001-950-4464	ROLLBACK COMM REPLACEMENT	2,603.27	5,206.55	5,207.00	.45
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	453.63	1,200.00	746.37
001-950-4735	SALES/FUEL TAX REFUNDS	.00	.00	1,000.00	1,000.00
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	.00	.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	171,054.00	171,054.00	.00
003-950-4400	FEDERAL GRANTS	.00	.00	.00	.00
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	4,500.00	4,500.00
005-950-4300	INTEREST-VEHICLE REPLACEMENT	.00	9.52	.00	9.52-
005-999-9999	PROFIT HANDLER	.00	.00	.00	.00
110-210-4430	ROAD USE TAXES	12,228.87	121,780.82	138,970.00	17,189.18
110-210-4810	SALE OF ASSETS	.00	.00	.00	.00
110-210-6010	WAGES - ROAD USE - FT	5,783.04	30,658.57	47,949.00	17,290.43
110-210-6020	WAGES - ROAD USE	.00	3,717.45	4,050.00	332.55
110-210-6030	WAGES - ROAD USE - PT	.00	1,425.00	500.00	925.00-
110-210-6110	FICA - ROAD USE	438.74	2,702.12	3,224.00	521.88
110-210-6130	IPERS - ROAD USE	545.92	3,028.70	4,909.00	1,880.30

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
110-210-6150	GROUP INSURANCE	1,443.77	6,934.00	14,708.00	7,774.00
110-210-6151	VISION INSURANCE	.00	.00	219.00	219.00
110-210-6155	LIFE INSURANCE	.00	.00	290.00	290.00
110-210-6160	WORKER'S COMP	.00	43.00-	4,600.00	4,643.00
110-210-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
110-210-6181	UNIFORM ALLOWANCE	.00	.00	800.00	800.00
110-210-6310	BUILDING REPAIR/MAINT	.00	415.21	1,500.00	1,084.79
110-210-6331	FUEL & OIL	441.30	4,838.48	9,000.00	4,161.52
110-210-6332	VEHICLE MAINTENANCE	.00	2,063.32	4,000.00	1,936.68
110-210-6371	UTILITIES	123.21	1,121.25	1,500.00	378.75
110-210-6373	TELEPHONE/COMMUNICATIONS	110.00	805.00	1,320.00	515.00
110-210-6407	ENGINEERING	.00	.00	.00	.00
110-210-6408	INSURANCE	.00	.00	6,000.00	6,000.00
110-210-6417	STREET MAINTENANCE - REPAIRS	.00	3,980.00	15,000.00	11,020.00
110-210-6491	SAFETY TRAINING	585.75	1,884.00	2,000.00	116.00
110-210-6504	SHOP EQUIPMENT	17.72	346.08	1,200.00	853.92
110-210-6507	STREET MAINTENANCE SUPPLIES	906.26	5,521.44	8,500.00	2,978.56
110-210-6510	SAFETY SUPPLIES	.00	.00	.00	.00
110-210-6511	NEW POSTS / SIGNS	.00	.00	500.00	500.00
110-210-6512	REPLACEMENT POSTS / SIGNS	.00	5,367.74	1,500.00	3,867.74-
110-210-6599	MISCELLANEOUS SUPPLIES	85.15	763.68	500.00	263.68-
110-230-6371	STREET LIGHTS	874.34	8,907.74	14,000.00	5,092.26
110-240-6371	TRAFFIC SIGNAL	80.58	834.37	1,000.00	165.63
110-240-6413	WATERLOO MONTHLY TRAFFIC CONTR	.00	3,024.50	3,500.00	475.50
110-250-6332	SNOW PLOW REPAIR	.00	4,446.94	1,000.00	3,446.94-
110-250-6489	OTHER CONTRACTUAL SRV	.00	350.00	131.00	219.00-
110-250-6507	SNOW REMOVAL SUPPLIES	.00	3,109.21	7,000.00	3,890.79
110-260-6407	ENGINEERING	.00	2,356.10	1,500.00	856.10-
110-910-4830	TRANSFER IN-ROAD USE	.00	.00	4,500.00	4,500.00
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	13,360.00	13,360.00
119-950-4000	EMERGENCY PROPERTY TAXES	5,498.01	12,965.24	13,284.00	318.76
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	2,157.00	2,157.00
121-910-6910	TRANSFER OUT	.00	142,157.00	142,157.00	.00
121-950-4090	LOCAL OPTION TAX	13,345.23	150,610.99	140,000.00	10,610.99-
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	2,157.00	2,157.00
125-950-4050	TIF TAXES	971.23	2,176.52	2,157.00	19.52-
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	37,660.36	87,585.82	90,978.00	3,392.18
200-710-4060	UTILITY TAX REPLACEMENT	.00	.00	.00	.00
200-710-6801	PRINCIPAL PAYMENTS	.00	.00	64,000.00	64,000.00
200-710-6851	INTEREST PAYMENTS	.00	13,750.00	27,500.00	13,750.00

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
200-910-4830	TRANSFER IN-DEBT SERVICE	.00	.00	.00	.00
200-910-6910	TRANSFER OUT	.00	.00	.00	.00
200-999-9999	PROFIT HANDLER	.00	.00	.00	.00
300-210-6407	ENGINEERING - STREET PROJECT	.00	320.00	.00	320.00-
300-210-6499	STREET CONTRACTUAL SERV	.00	26,203.00	18,703.00	7,500.00-
300-750-6499	CONTRACTUAL SERV	.00	.00	.00	.00
300-910-4830	TRANSFER IN-CAP IMPRVMNT RESV	.00	18,703.00	18,703.00	.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-LAND DEV	.00	.00	.00	.00
302-750-6499	CONTRACTUAL SERV - PLAZA DR	.00	.00	.00	.00
302-910-4830	TRANSFER IN-PLAZA DR RECON	.00	.00	.00	.00
302-910-6910	TRANSFER OUT	.00	.00	.00	.00
302-999-9999	PROFIT HANDLER	.00	.00	.00	.00
303-910-4830	TRANSFER IN-OFFICE EQPMNT RPL	.00	.00	.00	.00
303-910-6910	TRANSFER OUT	.00	.00	.00	.00
303-999-9999	PROFIT HANDLER	.00	.00	.00	.00
304-210-6413	PAYMENTS - EVANSDALE	.00	.00	.00	.00
304-910-4830	TRANSFER IN-DUBQUE RD BRIDGE	.00	.00	.00	.00
304-910-6910	TRANSFER OUT	.00	.00	.00	.00
304-999-9999	PROFIT HANDLER	.00	.00	.00	.00
305-750-6407	ENGINEERING	.00	.00	.00	.00
305-750-6499	OTHER CONTRACTUAL SERV	.00	.00	.00	.00
305-910-6910	TRANSFER OUT	.00	.00	.00	.00
305-999-9999	PROFIT HANDLER	.00	.00	.00	.00
306-430-4400	FEDERAL GRANTS	.00	.00	.00	.00
306-430-4440	STATE GRANTS	32,335.80	32,335.80	.00	32,335.80-
306-430-4710	REIMBURSEMENTS	.00	775.00	.00	775.00-
306-430-4830	TRANSFER IN	.00	.00	.00	.00
306-430-6407	ENGINEERING	.00	.00	.00	.00
306-430-6411	LEGAL	.00	.00	.00	.00
306-430-6499	OTHER CONTRACTUAL SERV	.00	67,547.94	.00	67,547.94-
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	.00	.00	.00
306-999-9999	PROFIT HANDLER	.00	.00	.00	.00
307-210-4400	FEDERAL GRANTS	.00	.00	800,000.00	800,000.00
307-210-4440	STATE GRANTS	.00	.00	.00	.00
307-210-4445	IOWA DOT	.00	.00	.00	.00
307-210-4820	PROCEEDS FROM DEBT/LOAN	.00	.00	.00	.00
307-210-4830	TRANSFER IN	.00	.00	.00	.00
307-210-6407	ENGINEERING	.00	42,467.65	200,000.00	157,532.35
307-210-6411	LEGAL	.00	.00	.00	.00
307-210-6417	STREET MAINTENANCE	.00	108,868.34	1,200,000.00	1,091,131.66
307-210-6499	OTHER CONTRACTUAL SERV	6,660.00	6,660.00	.00	6,660.00-
307-210-6507	OPERATING SUPPLIES	.00	.00	.00	.00
307-210-6761	CAP OUTLAY - STREETS	.00	.00	.00	.00

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
307-210-6790	STREETS - NEW ROADWAY	.00	.00	.00	.00
307-910-4830	TRANSFER IN	.00	500,798.00	500,798.00	.00
307-910-6910	TRANSFER OUT	.00	.00	.00	.00
307-999-9999	PROFIT HANDLER	.00	.00	.00	.00
600-610-4600	SPECIAL ASSESSMENTS-WTR MAIN	.00	.00	.00	.00
600-810-4300	INTEREST	.00	.00	.00	.00
600-810-4400	FEDERAL GRANTS	.00	.00	.00	.00
600-810-4500	CHARGES/FEEES FOR SERVICES	13,514.99	139,521.93	183,678.00	44,156.07
600-810-4510	WATER LINE PROJECT CHARGE	.00	.00	.00	.00
600-810-4530	PENALTIES	77.72	1,505.57	2,000.00	494.43
600-810-4540	CONNECT/RECONNECT FEES	200.00	925.00	.00	925.00-
600-810-4550	MISC CHARGE FOR SERVICES	.00	30.00	500.00	470.00
600-810-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
600-810-4561	WATER EXCISE TAX	816.31	8,363.09	15,000.00	6,636.91
600-810-4600	SPECIAL ASSESSMENTS	.00	3,380.00	.00	3,380.00-
600-810-4730	DEPOSITS	.00	962.00	2,000.00	1,038.00
600-810-6010	WAGES - WATER - FT	.00	.00	7,797.00	7,797.00
600-810-6011	WAGES - WATER - CLERK	269.33	4,043.87	3,113.00	930.87-
600-810-6020	WAGES - WATER	.00	.00	.00	.00
600-810-6021	WAGES - WATER - PT	.00	6,831.09	4,713.00	2,118.09-
600-810-6022	WAGES - WATER	.00	.00	.00	.00
600-810-6110	FICA - WATER	20.61	831.91	600.00	231.91-
600-810-6130	IPERS - WATER	25.43	1,026.60	739.00	287.60-
600-810-6150	GROUP INSURANCE	26.05	141.51	345.00	203.49
600-810-6151	VISION INSURANCE	.00	.00	13.00	13.00
600-810-6155	LIFE INSURANCE	.00	.00	.00	.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	12,210.98	32,800.00	20,589.02
600-810-6373	TELEPHONE/COMMUNICATIONS	41.56	415.27	600.00	184.73
600-810-6375	EQUIPMENT SUPPORT	.00	.00	.00	.00
600-810-6413	WATER - WATERLOO	6,332.62	80,078.49	90,000.00	9,921.51
600-810-6418	SALES TAX EXPENSE	762.29	8,689.01	11,000.00	2,310.99
600-810-6419	TECH SERVICES - ANNUAL SUPPORT	.00	2,878.25	2,200.00	678.25-
600-810-6420	FRONTDESK SERVICE FEES	20.40	165.40	2,600.00	2,434.60
600-810-6489	OTHER CONTRACTUAL SRV	.00	.00	.00	.00
600-810-6490	OTHER PROFESSIONAL SERVICES	160.00	25,302.30	34,000.00	8,697.70
600-810-6497	BANK SERVICE CHGS	.00	.00	40.00	40.00
600-810-6498	DEPOSIT REFUNDS - WATER	.00	1,055.26	1,000.00	55.26-
600-810-6499	TESTS/PERMITS	.00	117.62	500.00	382.38
600-810-6505	WT METERS/WT EQUIPMENT	.00	633.47	2,000.00	1,366.53
600-810-6506	OFFICE SUPPLIES	.00	445.59	200.00	245.59-
600-810-6508	POSTAGE	77.99	898.88	1,300.00	401.12
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	.00	.00	.00	.00

REVENUE & EXPENSE REPORT
CALENDAR 4/2024, FISCAL 10/2024

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
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	75,587.00	75,587.00	.00
601-999-9999	PROFIT HANDLER	.00	.00	.00	.00
610-710-6801	PRINCIPAL PAYMENTS	.00	.00	74,000.00	74,000.00
610-710-6851	INTEREST PAYMENTS	.00	40,794.92	95,340.00	54,545.08
610-815-4300	INTEREST-SEWER	.00	.00	.00	.00
610-815-4500	CHARGES/FEEES FOR SERVICES	19,873.02	192,699.76	241,236.00	48,536.24
610-815-4502	CAPITAL PROJECT FEE	.00	.00	.00	.00
610-815-4510	RAYMOND SEWER USAGE	5,000.00	50,880.00	65,000.00	14,120.00
610-815-4530	PENALTIES	118.13	1,984.45	2,500.00	515.55
610-815-4550	MISC CHARGE FOR SERVICES	.00	.00	500.00	500.00
610-815-4560	SALES TAXES COLLECTED	16.80	156.33	300.00	143.67
610-815-4710	REIMBURSEMENTS	.00	.00	.00	.00
610-815-4730	DEPOSITS	.00	2,060.00	2,500.00	440.00
610-815-6010	WAGES - SEWER	.00	.00	7,797.00	7,797.00
610-815-6011	WAGES - SEWER - CLERK	269.33	4,043.81	3,113.00	930.81-
610-815-6020	WAGES - SEWER	.00	.00	4,713.00	4,713.00
610-815-6030	WAGES - SEWER	.00	.00	.00	.00
610-815-6110	FICA - SEWER	20.60	309.35	599.00	289.65
610-815-6130	IPERS - SEWER	25.41	381.66	739.00	357.34
610-815-6150	GROUP INSURANCE	26.06	141.60	345.00	203.40
610-815-6151	VISION INSURANCE	.00	.00	13.00	13.00
610-815-6155	LIFE INSURANCE	.00	.00	.00	.00
610-815-6160	WORKER'S COMP	.00	.00	.00	.00
610-815-6170	UNEMPLOYMENT COMPENSATION	.00	.00	.00	.00
610-815-6181	UNIFORM ALLOWANCE	.00	.00	.00	.00
610-815-6230	TRAINING	.00	.00	.00	.00
610-815-6310	BUILDING REPAIR/MAINT	184.99	956.92	3,000.00	2,043.08
610-815-6320	LIFT STATION EXPENSE	15,367.19	18,978.71	15,000.00	3,978.71-
610-815-6331	FUEL	.00	.00	.00	.00
610-815-6332	VEHICLE REPAIRS	.00	.00	.00	.00
610-815-6350	PLANT REPAIR/MAINTENANCE	146.31	2,567.31	2,500.00	67.31-
610-815-6370	UTILITIES - LIFT STATION	279.87	2,718.09	5,000.00	2,281.91
610-815-6371	UTILITIES - PLANT	1,916.98	23,531.42	30,000.00	6,468.58
610-815-6373	TELEPHONE/COMMUNICATIONS	43.49	394.90	.00	394.90-
610-815-6375	SEWER PLNT WATERLOO WATER	331.56	4,618.57	.00	4,618.57-
610-815-6399	SEWER LINE REPAIR/MAINTENANCE	.00	31,035.99	20,000.00	11,035.99-
610-815-6407	ENGINEERING/WWTP PROJECT	.00	800.00	.00	800.00-
610-815-6408	INSURANCE	.00	6,089.00	6,500.00	411.00
610-815-6413	LUMP SUM APPROPRIATIONS	.00	.00	.00	.00
610-815-6418	SALES TAX EXPENSE	.00	.00	.00	.00
610-815-6419	TECHNOLOGY SERVICES	.00	2,878.25	.00	2,878.25-
610-815-6420	FRONTDESK SERVICE FEES	.00	70.00	2,600.00	2,530.00
610-815-6490	IOWA ONE CALL	.00	77.50	150.00	72.50
610-815-6491	SAFETY TRAINING	.00	.00	.00	.00
610-815-6493	SLUDGE HAULING	.00	.00	10,000.00	10,000.00
610-815-6494	PLANT CONTRACTED SERVICES	.00	.00	.00	.00
610-815-6498	DEPOSIT REFUNDS - SEWER	.00	712.11	1,000.00	287.89
610-815-6499	PEOPLESERVICES/CONTRACTUAL SRV	.00	95,422.20	135,000.00	39,577.80
610-815-6501	TESTS/PERMITS	.00	.00	75.00	75.00

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
610-815-6505	OFFICE EQUIPMENT	.00	.00	.00	.00
610-815-6506	OFFICE SUPPLIES	.00	445.59	.00	445.59-
610-815-6507	OPERATING SPPLY/PEOPLESERVICE	.00	.00	.00	.00
610-815-6508	POSTAGE	77.99	898.88	1,300.00	401.12
610-815-6510	SAFETY SUPPLIES	.00	75.42	100.00	24.58
610-815-6599	MISC SUPPLIES	81.99	81.99	.00	81.99-
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	169,340.00	169,340.00
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	.00	.00	500.00	500.00
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	.00	.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	15,221.46	140,553.13	169,373.00	28,819.87
613-815-4820	PROCEEDS FROM DEBT/LOAN-WWTP	223,675.53	473,992.45	.00	473,992.45-
613-815-6407	ENGINEERING	.00	52,752.04	.00	52,752.04-
613-815-6499	OTHER CONTRACTUAL SERV	.00	479,678.26	.00	479,678.26-
613-910-4830	TRANSFER IN-WWTP PROJECT	.00	.00	.00	.00
613-910-6910	TRANSFER OUT	.00	.00	169,340.00	169,340.00
613-999-9999	PROFIT HANDLER	.00	.00	.00	.00
670-840-4300	INTEREST-LANDFILL/GARBAGE	.00	.00	.00	.00
670-840-4500	CHARGES/FEES FOR SERVICES	6,603.40	64,257.46	78,786.00	14,528.54
670-840-4530	PENALTIES	41.70	619.42	800.00	180.58
670-840-4560	SALES TAXES COLLECTED	.00	.00	.00	.00
670-840-4710	REIMBURSEMENTS - RECYCLE REIMB	.00	5,345.00	4,468.00	877.00-
670-840-4730	DEPOSITS	.00	702.00	1,000.00	298.00
670-840-6419	TECHNOLOGY SERVICES	.00	.00	.00	.00
670-840-6490	GARBAGE COLLECTION	5,342.99	53,273.16	65,435.00	12,161.84
670-840-6492	RECYCLING EXPENSE	682.68	6,208.33	8,000.00	1,791.67
670-840-6498	DEPOSIT REFUNDS - GARBAGE	.00	360.00	500.00	140.00
670-840-6508	POSTAGE	8.67	92.23	125.00	32.77
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	237.99	2,315.22	2,832.00	516.78
671-840-4530	PENALTIES	1.55	22.79	40.00	17.21
671-840-4730	DEPOSITS	.00	26.00	200.00	174.00
671-840-6413	YARD WASTE COLLECTION	.00	2,400.00	2,400.00	.00
671-840-6498	DEPOSIT REFUND - YARD WASTE	.00	58.04	100.00	41.96
671-840-6508	POSTAGE	8.66	92.19	120.00	27.81
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

REVENUE & EXPENSE REPORT
CALENDAR 4/2024, FISCAL 10/2024

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	DIFFERENCE	490,365.90	408,538.13	297,291.00-	705,829.13-
	PROOF	490,365.90	408,538.13	297,291.00-	705,829.13-

CITY OF ELK RUN HEIGHTS

INVESTMENT REPORT

Apr-24

ACCOUNT	G/L	INT EARNED	RPV TTL	CURRENT MONTH TTL	MATURE DATE	CASHED IN DATE:
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:	\$ 8,500.00		

PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)		
Status	Owner	Sub-Division	Lot	Issued Date	Paid	
Appl Type	Location	Type of Use		Expire Date	Amount Due	
				Valuation		
B-0145	OWNER AS GEN CONTRACTOR	MOVING GARAGE		4-08-24	111.00	
Issued	ROD FRICKSON			4-08-24	111.00	
Contractor	261 E GILBERT DR	RESIDENTIAL		4-07-25	.00	
		B-0145		5,000.00	FEE 111.00	
B-0146		REROOF GARAGE		4-08-24	63.00	
Complete	BRIAN SCHMITZ			4-08-24	63.00	
Owner	123 MARIE AVE	RESIDENTIAL		4-07-25	.00	
		B-0146		1,800.00	FEE 63.00	
B-0147	E. CASTRO ROOFING & SIDIG	TEAR OFF/RESHINGLE GARAGE		4-18-24	97.00	
Issued	LISA ALBRIGHT			4-18-24	97.00	
Contractor	416 GILBERTVILLE RD	RESIDENTIAL		4-17-25	.00	
		B-0147		4,000.00	FEE 97.00	
H-0028	JIM HUNDLEY HEATING	NEW AC UNIT		4-18-24	34.25	
Issued	TODD MOUDRY			4-18-24	34.25	
Contractor	534 AMBER LN			4-17-25	.00	
		H-0028			FEE 34.25	
H-0029	MIKE FEREDAY	FURNACE & AC		4-30-24	47.50	
Issued	JERRY BAILIFF			4-30-24	.00	
Contractor	113 LINDA AVE				47.50	
		H-0029			FEE 47.50	
					PAID .00	
					DUE 47.50	
P-0020	GUBBELS ONE HOUR	REPLACE WATER HEATER		4-26-24	30.75	
Complete	NELSON ROSS			4-26-24	30.75	
Contractor	203 MARIE AVE				.00	
		P-0020			FEE 30.75	
GRAND TOTAL				6	10,800.00	FEE 383.50
						PAID 336.00
						DUE 47.50

**Minutes of the
Library Board Of Trustees
March 25, 2024**

The combination virtual and regular Board meeting was called to order at 6:30 pm by President Curt Thomas.

Board members participating included Curt Thomas, Kent Sommerlot, Sue Koppmann, Melanie Stickfort, and Library Director Michelle Wheeler. Ronda Rathe arrived at 6:32.

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

The minutes from the February 1, 2024, meeting were reviewed. Kent Sommerlot made a motion to approve the minutes, seconded by Sue Koppmann. Motion carried.

After discussing the bills, Sue Koppman made a motion to approve paying the bills totaling \$2,042.89. The motion was seconded by Kent Sommerlot. Motion carried.

The FY24 Budget and Revenue reports were reviewed.

Discussion was held regarding the LTC Access 2 Grant.

The Board discussed the Hotspot Policy. Kent Sommerlot made a motion, seconded by Sue Koppman, to approve the updated policy. Motion carried.

The Board discussed the Gordon Flesch contract and copier. Sue Koppman made a motion, seconded by Kent Sommerlot, to purchase a new copier. Motion carried.

In the Librarian's report, Michelle shared information about upcoming library events including the book sale. The baseball team will assist by carrying all of the materials upstairs from the basement. The PBS STEAM trunks will arrive and be available for checkout. Michelle shared the Library's April activity calendar.

As part of the accreditation process, the Board reviewed the Monday Morning Eye-Opener including information on National Library Week April 7-13.

Old Business: None

New Business: None

A motion was made by Kent Sommerlot, seconded by Melanie Stickfort, to adjourn at 6:55 p.m. Motion carried.

The next regular meeting is scheduled for Monday, April 29, 2024, at 6:30 PM.

Respectfully submitted,
Ronda Rathe



Date: April 5, 2024

To: Elk Run Heights Council

From: Jordan Cooper, Operator

O & M Report: March 2024

**DEADLINE FOR YOU TO COMPLETE THE LEAD SERVICE LINE (LSL) INVENTORY IS
OCTOBER 16, 2024**

Water Operation & Maintenance

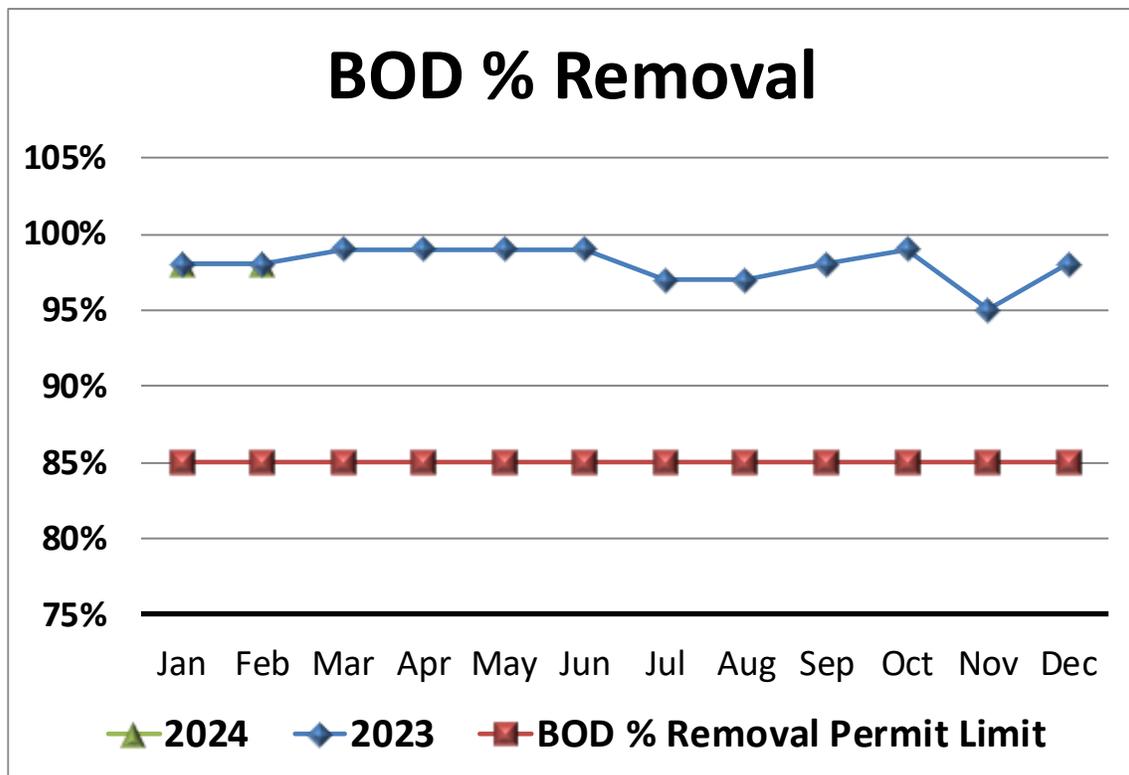
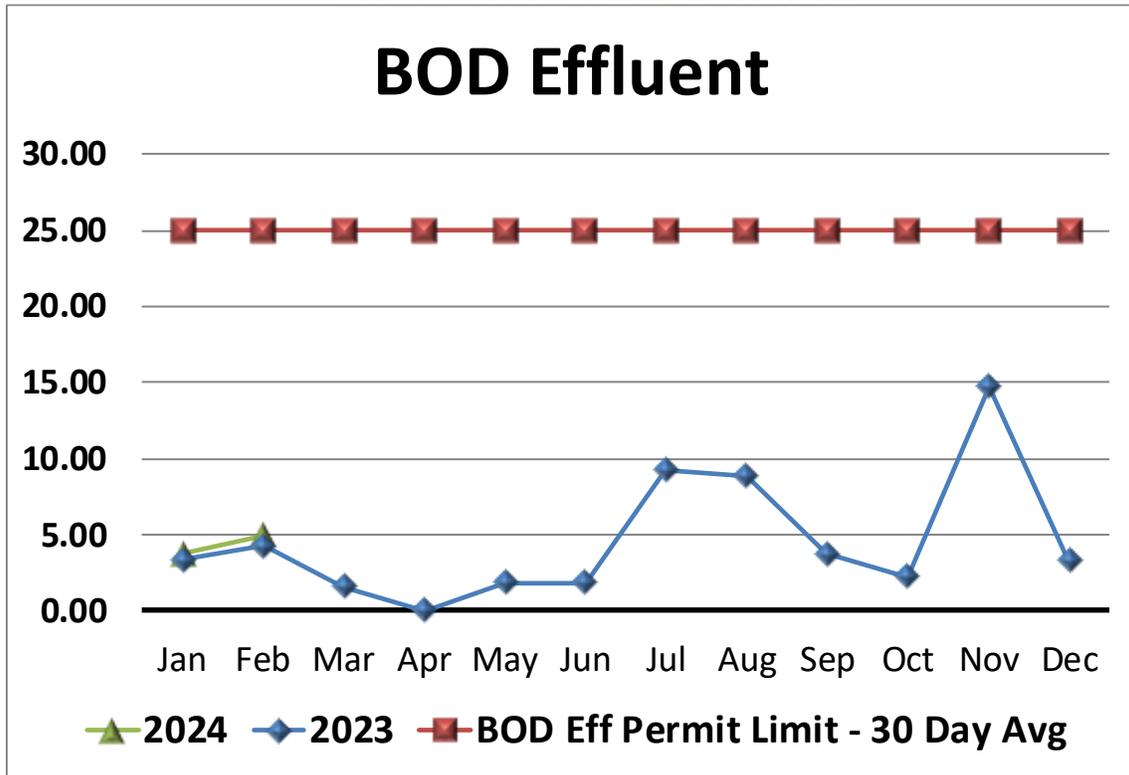
- 3/13 I attended a meeting with Metronet to discuss their plan on new internet in town.
- 3/15 Manual water read for 237 E Gilbert Dr.
- 3/21 Homeowner at 198 Michigan called city hall with water pressure issues. I checked the water pressure at the home and they had 95 psi. I informed them that it could be a water softener issue or something to do with their plumbing. Our system pressure to the house was excellent.
- 3/22 I reached out to Mike Dryden about some measurements on sewer and water location. He needed this information to conduct options on a possible development east on Dubuque Road.
- 3/25 Manual water read at 225 Marie Ave.

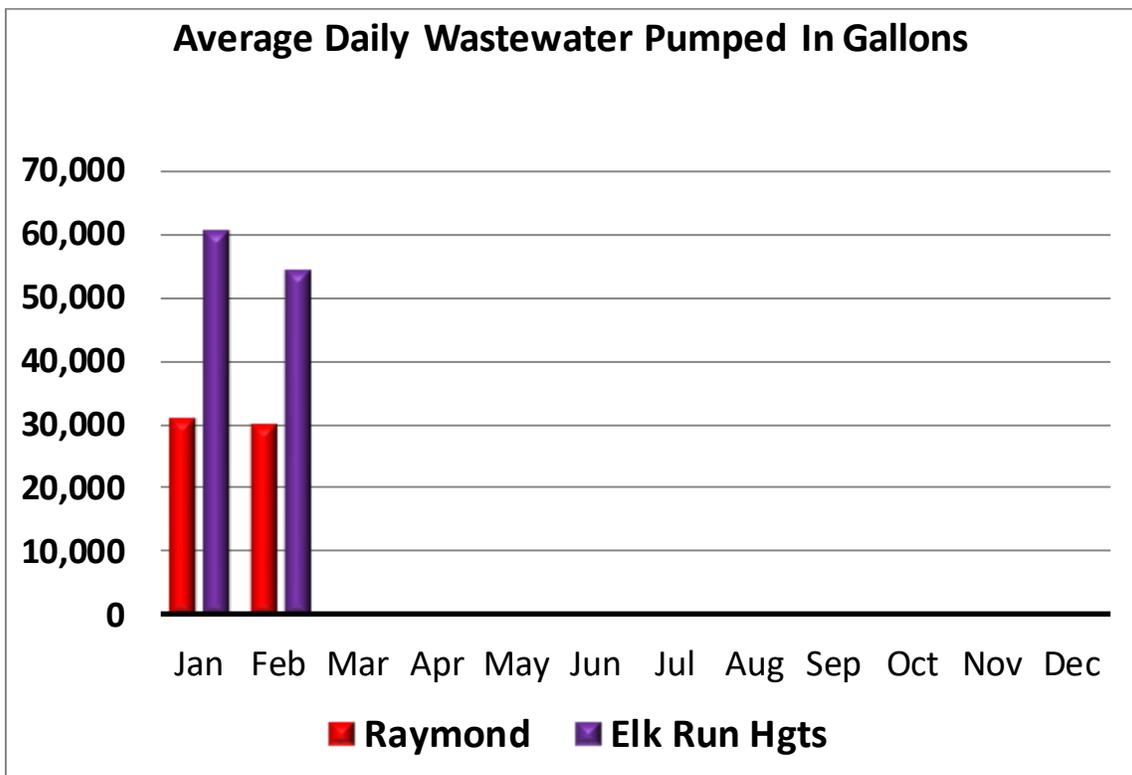
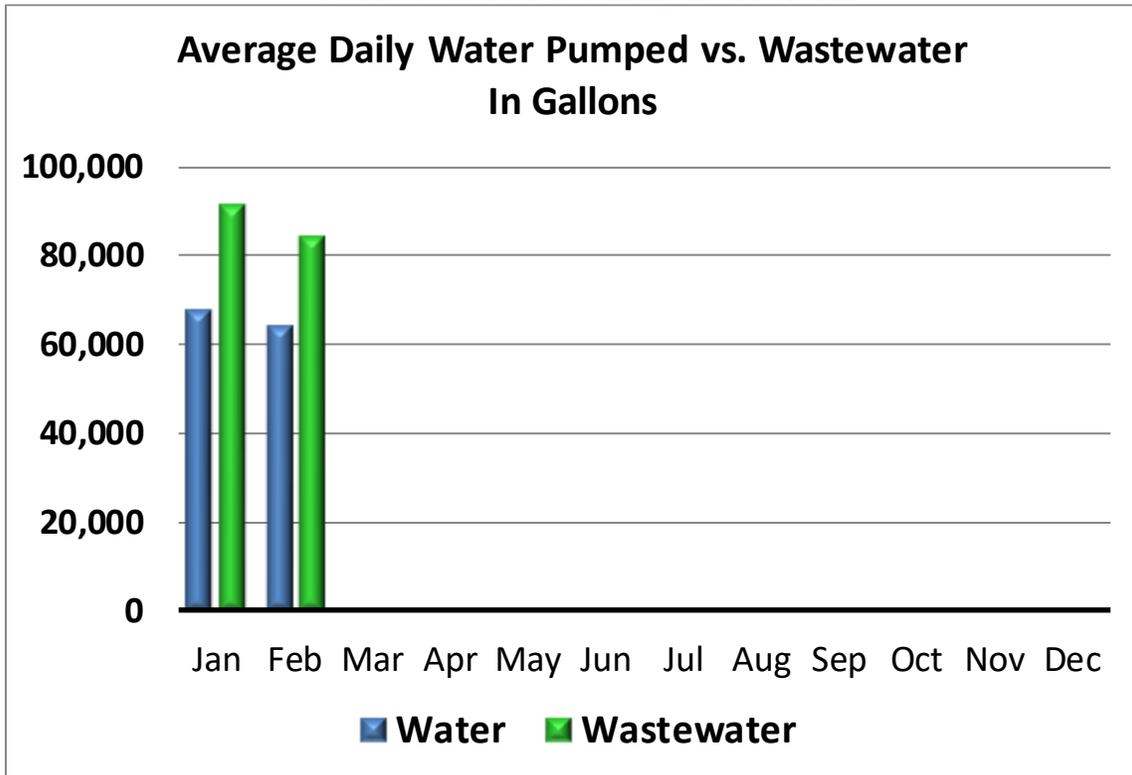
Wastewater Operation & Maintenance

- 3/12-3/13 lowered the clarifier tanks to clean the tanks of algae buildup.
- 3/14 I decanted the clear water off the sludge lagoon back through the plant.
- 3/15 I contacted Jeremy with WRH and discussed the warranty items that are being fixed. They are coming to replace 2 broken diffuser parts; one in the digester and one in the effluent tank. I have the parts on site but waiting on them to install soon. Also they are coming to install new flume stickers on the influent meters. Lisa sent an email requesting some additional seeding on



site where the first seeding did not take. WRH is also in contact with Automatic Systems to come adjust some parameters for the cooling fan in the influent room.





		February-24	January-24	February-23
Water				
Total Monthly Pumped	gallons	1,862,500	2,109,400	2,408,600
Average Daily Pumped	gallons	64,200	68,000	86,000
Maximum Daily Pumped	gallons	89,800	112,200	119,700
Minimum Daily Pumped	gallons	0	0	59,800
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	0.84	0.84	0.82
Chlorine - Total Avg Residual System	mg/L	0.83	0.79	0.79
Chlorine - Recommended Residual System	mg/L	1.50	1.50	1.50
Wastewater				
BOD				
BOD Influent Avg	mg/L	313.25	293.00	307.13
BOD Effluent Avg	mg/L	5.00	3.75	4.25
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	0.00%	98.00%	98.00%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	266.75	309.25	261.50
TSS Effluent Avg	mg/L	8.75	8.25	9.75
TSS Effluent Permit Limit - 30 Day Avg	mg/L	25	25	25
TSS % Removal	%	96.72%	97.33%	96.27%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	1.9	2.1	0.2
NA Effluent Permit Limit - 30 Day Avg	mg/L	6.3	6.3	6.3
Influent Flow				
Elk Run Average Daily Flow	gallons	54,362	60,545	66,473
Elk Run Percentage Flow	%	64.4%	66.2%	54.5%
Raymond Average Daily Flow	gallons	30,066	30,883	55,517
Raymond Percentage Flow	%	35.6%	33.8%	45.5%
Average Daily Combined	gallons	84,428	91,428	121,990
Maximum Daily Combined	gallons	101,800	141,700	164,878
Total Monthly Combined	gallons	2,448,400	2,651,400	3,415,744
Minimum Daily Combined	gallons	73,300	76,100	97,650
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	\$14,646.00	\$1,931.92	13%	17%
Total	\$14,646.00	\$1,931.92	13%	17%

ELK RUN HEIGHTS - FEBRUARY 2024

Water Plant Maintenance

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

Water System Maintenance

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

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/1/24	USA Bluebook	Matting	\$63.91
2/9/24	Ted's Home & Hardware	Marking Paint, Misc. Supplies	\$173.92
2/13/24	Mediacom	Internet for SCADA	\$224.59
Total			\$462.42

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/5/24	Microbac Labs	Environmental Fees	\$12.00
2/9/24	Ted's Home & Hardware	Marking Paint, Misc. Supplies	\$287.78
Total			\$299.78

Water Plant Maintenance	\$0.00
Water System Maintenance	\$0.00
W/W Plant Maintenance	\$462.42
W/W System Maintenance	\$299.78
Month Total	\$762.20

Annual Maintenance Budget \$14,646.00

Total Maintenance Dollars Spent Year to Date **\$1,931.92**

Percent Maintenance Budget Spent Year to Date **13%**

Work Orders Completed

Date completed	Equipment	Task
3/25/2024	James Street Lift Station Generator	Monthly PM
3/25/2024	Raymond West Lift Station Generated	Monthly PM
3/25/2024	Raymond South Lift Station Generator	Monthly PM
3/25/2024	James Street Lift Station	LS Monthly PM
3/25/2024	Lafayette Lift Station	LS Monthly PM
3/25/2024	Sutton Lift Station	LS Monthly PM
3/25/2024	Raymond West Lift Station	LS Monthly PM
3/25/2024	James Street Lift Station	LS Quarterly PM
3/25/2024	Lafayette Lift Station	LS Quarterly PM
3/25/2024	Sutton Lift Station	LS Quarterly PM
3/25/2024	Raymond West Lift Station	LS Quarterly PM
3/25/2024	WWTP First Aid Kit	Inspection
3/25/2024	Raymond South Lift Station 1	LS Monthly PM
3/25/2024	Raymond South Lift Station 1	LS Quarterly PM
3/25/2024	Plaza Lift Station	LS Monthly PM
3/22/2024	FIRE EXTINGUISHERS	Fire Extinguisher Monthly
3/25/2024	Sutton Generator	Generator Monthly
3/25/2024	Plaza Dr Lift Station Generator	Generator Monthly

**EVANSDALE POLICE DEPARTMENT
CITY COUNCIL REPORT
ELK RUN HEIGHTS
MARCH 2024**

CALLS FOR SERVICE	38
ARRESTS	5
TRAFFIC CITATIONS	6
WARNINGS	4

MARCH FINES AND SURCHARGES	\$ 532.00
BUDGET YTD FINES AND SURCHARGES	\$3,490.00

EVANSDALE POLICE DEPARTMENT

Call Summary Report

03/01/2024 thru 03/31/2024

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

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name					Reporting Party				
								Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total		
24017880	03/02/2024	16:32:17	20	0404	TRAFPARK	NR	408 EVERETTE AV										WROE,DONNA
								2G4	215	22:48		23:08				20	
								2G6	W5553	16:34		16:38				4	
								2G6	W5553	21:09		21:42				33	
							2G8	270	21:31	21:34	21:39	3	5		8		
24018282	03/04/2024	05:57:47	20	0404	FALARMR	AS	136 JOHNS DR										TOVAR,GIAVANNA
								2G5	239	05:58	06:03	06:11	5	8		13	
24018695	03/05/2024	15:07:53	20	0404	DOWNWIRE	NR	5105 LAFAYETTE RD										RUSSELL,MIKE
								2K2	220	15:09		15:22				13	
								2K2	220	15:41	15:44	15:54	3	10		13	
24018942	03/06/2024	10:35:48	20	0404	MEDFALL	AS	316 GILBERTVILLE RD										CERWINSKE,RHONDA
								2L3	212	10:41		11:03				22	
24019009	03/06/2024	14:22:50	20	0404	LARCENY*	RI	402 MCCOY RD										NORMAN,JEANNE
								2A1	229	14:23	14:25	14:42	2	17		19	
								2L3	212	14:23		14:24				1	
24019091	03/06/2024	19:22:52	20	0404	TS	D3	100 SHIRLEY AV										DALTON EPLEY
								2G7	241	19:22	19:22	19:52	0	30		30	
24019104	03/06/2024	19:59:58	20	0404	TS	A1	GILBERTVILLE RD/ PLAZA DR										DALTON EPLEY
								2G7	241	19:59	20:00	20:09	1	9		10	
24019356	03/07/2024	15:56:50	20	0404	WARRANT	RW	204 MARIE AV										
								2A1	229	15:58	15:58	16:25	0	27		27	
								2A1	229	16:25		17:25				60	
								2K2	220	15:58	16:01	16:31	3	30		33	
								2K2	220	17:56	17:56	17:56	0	0		0	
24019834	03/09/2024	01:38:30	20	0404	MEDCHEST	AS	113 JACKIE AV										WILSON,JIM
								2G6	W5553	01:39	01:42	02:04	3	22		25	
24020180	03/10/2024	13:56:44	20	0404	SUSP	NR	300-BLK MCCOY RD										JERED ENGEL
								2G21	221	13:56	13:56	13:59	0	3		3	
24020203	03/10/2024	15:32:00	20	0404	FDBURN	AS	204 SHIRLEY AV										FEMALE REFUSED
								2G21	221	15:41		15:45				4	
24020309	03/11/2024	00:21:15	20	0404	SUSP	AS	316 MCCOY RD										JORDAN WOMOCHIL
								2G5	239	00:54	00:55	01:03	1	8		9	
								2G6	W5553	00:21	00:21	01:02	0	41		41	
								2G6	W5553	01:02		01:29				27	
24020445	03/11/2024	13:07:46	20	0404	ANIMAL	RO	133 GILBERTVILLE RD										KELLY
								2K2	220	13:32		13:43					11

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name						Reporting Party				
								Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total			
24020551	03/11/2024	19:01:48	20	0404	ANIMAL	AS	GILBERTVILLE RD/ GRAY ST										JERED ENGEL	
								2G21	221	19:01	19:01	19:15	0	14	14			
24020552	03/11/2024	19:02:27	20	0404	LARCENY	RI	5205 LAFAYETTE RD										LOVELL,JOSHUA	
								2G21	221	19:15	19:17	21:04	2	107	109			
24020781	03/12/2024	15:38:59	20	0404	MISCOFF	RI	188 TONEFF DR										DALTON EPLEY	
								2G7	241	15:38	15:38	15:38	0	0	0			
24021213	03/13/2024	22:20:36	20	0404	TS	A1	MARIE AV/ MC COY RD										AMY CLARK	
								2G13	232	22:20	22:20	22:30	0	10	10			
24021258	03/14/2024	00:51:37	20	0404	TS	J1	100 PLAZA DR										AMY CLARK	
								2G13	232	00:51	00:51	01:06	0	15	15			
24021670	03/15/2024	10:36:32	20	0404	SUSP	NR	204 MARIE AV										TUDOR,BROOKE	
								2G4	215	10:40	10:47	10:59	7	12	19			
24022293	03/17/2024	11:17:22	20	0404	BURGLARY	RI	208 MCCOY RD										FULCHER,JESSICA	
								2G4	215	11:40	11:51	12:00	11	9	20			
24022300	03/17/2024	12:34:52	20	0404	MEDUNK	NR	100 PLAZA DR										GREIN,JAMES	
								2G4	215	12:35	12:42	12:47	7	5	12			
24022410	03/17/2024	23:47:06	20	0404	TS	A5	GILBERTVILLE RD/ PLAZA DR										BRANDON FRENCH	
								2G5	239	23:52	23:56	00:23	4	27	31			
								2G8	270	23:47	23:47	01:07	0	80	80			
24022516	03/18/2024	12:44:50	20	0404	LARCENY	NR	5205 LAFAYETTE RD 'PBX										BONNIE	
								2G4	215	12:47		13:19			32			
24022526	03/18/2024	13:37:21	20	0404	TS	D1	ELK RUN ST/ MC COY RD										JOY VANDERKOLK	
								2G4	215	13:37	13:37	13:40	0	3	3			
24022669	03/18/2024	22:52:00	20	0404	TS	E3	100 PLAZA DR										JORDAN WOMOCHIL	
								2G6	W5553	22:52	22:52	23:10	0	18	18			
24023255	03/20/2024	22:44:46	20	0404	FRAUD	RI	144 E GILBERT DR										SHANE	
								2G5	239	23:55	23:59	00:49	4	50	54			
								2G7	241	23:42	23:58	01:27	16	89	105			
								2G7	241	01:27		01:54			27			
24023326	03/21/2024	07:36:00	20	0404	MEDBREAT	AS	113 JACKIE AV										WILSON,TIM	
								2K2	220	07:36		08:48			72			
24023673	03/22/2024	11:18:45	20	0404	LARCENY	RI	5205 LAFAYETTE RD 'PBX										MARTIN,BONNIE	
								2K2	220	11:20		11:31			11			

Call #	Date	Time	Area	Grid	Call Type	Disposition	Location	Business Name					Reporting Party		
								Unit	Officer	Disp	Arriv	Clear	Travel	OnS	Total
24023735	03/22/2024	15:16:27	20	0404	SEX	RI	113 JACKIE AV 'PBX						CHANNEL,DOUGLAS		
								2A1	229	18:52	19:02	22:15	10	193	203
								2G5	239	18:52	19:02	22:15	10	193	203
								2G7	241	18:51	19:02	22:46	11	224	235
								2G8	270	21:24	21:24	21:51	0	27	27
								2K2	220	15:43		16:11			28
								2K2	220	18:51	19:02	21:01	11	119	130
2K2	220	21:01		22:15			74								
2L3	212	18:52	19:02	22:15	10	193	203								
24024312	03/24/2024	19:50:41	20	0404	DISORDER	NR	204 MARIE AV						GIBBONS,LORRAINE		
								2G6	W5553	19:52	19:55	20:17	3	22	25
24024332	03/24/2024	21:34:47	20	0404	SUSP	NR	200 MARIE AV						LUNDY,RON		
								2G6	W5553	21:36	21:41	22:04	5	23	28
24024511	03/25/2024	16:18:50	20	0404	MEDUNK	AS	283 TONEFF DR						BAILEY,CHRISTINE		
								2A1	229	16:20	16:23	16:35	3	12	15
								2G4	215	16:19		16:20			1
								2G4	215	16:20	16:23	16:35	3	12	15
24024634	03/25/2024	23:34:30	20	0404	MEDBREAT	AS	113 JACKIE AV						WILSON,JIM		
								2G8	270	23:35	23:37	23:51	2	14	16
24024784	03/26/2024	13:18:19	20	0404	MVAPD	RI	GILBERTVILLE RD/ PLAZA DR						EDMONDSON,SAMUEL		
								2A1	229	13:21	13:25	14:04	4	39	43
								2K2	220	13:20	13:28	14:05	8	37	45
24024897	03/26/2024	23:38:48	20	0404	MEDSICK	AS	153 TONEFF DR						STRAIT,BRIDGET		
								2G4	215	23:39	23:45	00:02	6	17	23
24025527	03/29/2024	12:19:30	20	0404	LARCENY	RI	116 MICHIGAN DR						GARTHOFF,JAMES		
								2K2	220	12:22	12:47	12:55	25	8	33
24025782	03/30/2024	03:17:26	20	0404	ASSIST	AS	5332 LAFAYETTE RD 'PBX						MONCATA,GUSTAVO -15 YOA		
								2G7	241	03:18		03:40			22
24026044	03/31/2024	04:00:50	20	0404	LOUD	NR	5205 LAFAYETTE RD	CASEYS GENERAL STORE - ELK RUN					REF FEMALE		
								2G7	241	04:01		04:08			7

Total Number of Calls: 38

Citation #	Date Issued	Issued To	Type	License	Charge	Grid
Citation #	Date Issued	Issued To	Type	License	Charge	Grid
W280PLEY240305101352	03/05/2024	GIL-SANCHEZ,JESUS DAVID	W	HJX572	E63.01	0404
280PLEY2403051243117	03/05/2024	ASHLOCK,ALAN WAYNE	T	GPL206	ERH10.04.160	0404
280PLEY2403061941428	03/06/2024	ANDERSON,PORSCHE LAILA	T	777MILL	321.285	0404
W280PLEY240306200408	03/06/2024	STOJANOVIC,EMANUELO	W	GHF388	ER/10.04.120(3)	0404
W280UMAN240316224652	03/16/2024	YIM,MIA ISABELLE	W	LWA350	E	0404
W280UMAN240316224740	03/16/2024	YIM,MIA ISABELLE	W	LWA350	321.20B	0404
280UMAN2403162243515	03/16/2024	YIM,MIA ISABELLE	T	LWA350	321.285	0404
280CHIL2403182302347	03/18/2024	CHARLEY,BRENDA JO	T	FKK637	ER/10.04.120(1)	0404
280CHIL2403230049319	03/23/2024	GARCIA,GERARDO J	T	HMV239	ER/10.04.120(D)	0404
280ENCH2403280632041	03/28/2024	HANSEN,ERIC JOHN	T	D461105	ERH10.04.160	0404

RESOLUTION 4177

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

ACTUALLY CLEAN	CARPET CLEANING	133.75
ALLSTATE RENTAL	SCAFFOLD/PAINTING COMM. RM	94.50
	LIFT/TRAILER-MOVE ROCK WWTP	145.00
	VENDOR TOTAL	239.50
ASPRO	COLD MIX	663.48
CITY OF WATERLOO	FY24 3RD QTR TRAF LIGHT INSPCT	724.50
EASTMAN, JULIE	CELL PHONE	55.00
ELAN CARDMEMBER SRV	RETURNED PAINT	182.00
	SUPPLIES COMM. RM. RENO	82.56
	SUPPLIES-COMM. RM RENO	75.48
	SUPPLIES COMM. RM RENO	15.79
	PAINT COMM. RM RENO	182.00
	PAINT-COMM RM RENO	310.94
	SUPPLIES-COMM. RM RENO	137.10
	PAINT SPLY-S-COMM. RM RENO	34.62
	PAINT COMM RM RENO	128.94
	PAINT COMM RM RENO	42.98
	SUPPLIES COMM. RM RENO	277.53
	SIGN POST-NEW	227.06
	FUEL	400.00
	SIGN POSTS-NEW	125.18
	APPLIANCES-COMM. RM RENO	1,884.99
	RETURNED OFFICE SUPPLIES	39.99
	PARK SIGN SUPPLIES-REFND TAX	7.18
	PARK SIGN SPLY-REFUND TAX	1.89
	PARK SIGN SPLY-S-REFUND TAX	2.10
	POSTAGE	130.56
	POSTAGE	36.72
	POSTAGE	36.72
	PARK SIGN SPLY-S	177.66
	CH-ONLINE SERVICES	48.00
	CH-ONLINE SERVICES	25.00
	CH-OFFICE SUPPLIES	45.15
	HOOKS FOR COMM. RM. WALLS	36.96
	UNIFORMS	28.81
	UNIFORMS	28.22
	OFFICE SUPPLIES	17.99
	CERTIFIED MAIL	8.73
	UNIFORM	25.55
	CERTIFIED MAIL	348.73
	2 STAINLESS STEAL TOILETS/PARK	1,557.12
	OFFICE SUPPLIES	52.48
	OFFICE SUPPLIES	15.48

	VENDOR TOTAL	6,311.89
RODNEY COOHEY	12 SPEED LIMIT SIGNS	324.00
IA ASSO OF MUNICIPAL UT	4TH QTR SAFETY TRAINING	603.00
KLUESNER CONST.	STREET SWEEPING	2,639.25
LISA SMOCK	CELL PHONE REIMBURSEMENT	55.00
LYNCH DALLAS, P.C.	LEGAL SERVICES	216.00
RODNEY COOHEY	UNIFORMS/TOM L.	209.00
P & K MIDWEST	PARTS #51 & #61	476.04
RBRTS STVNS PRNDRGST	LEGAL SERVICES	525.00
SCOT'S SUPPLY	PARK SUPPLIES	5.64
	PARK SUPPLIES	15.52
	PARTS #41	117.86
	VENDOR TOTAL	139.02
SUPERIOR CLEAING	CH-CLEANING SERVICES	225.00
TEDS HOME & HARDWARE	PAINT/SNOW BLOWER	9.99
	RU-HAMMER	10.99
	PK-SUPPLIES	0.54
	RU-SUPPLIES	10.99
	COMM. ROOM RENO SUPPLIES	5.98
	CH-FERTILIZER	20.99
	RU-RAIN GAGE	3.99
	SHOP SUPPLIES	21.97
	SHOP SUPPLIES	44.76
	PK-SUPPLIES	8.99
	VENDOR TOTAL	139.19
THOMAS JAMES	CELL PHONE REIMBURSEMENT	55.00
TOM LENTZKOW	CELL PHONE	55.00
UTILITY EQUIPMENT	GVILLE/LAFAYETTE RECON	1,009.69
WASTE MANAGEMENT	RECYCLING	361.57
	RECYCLING	328.14
	GARBAGE	5,342.99
	VENDOR TOTAL	6,032.70
WEIKERT CONTRACTING	CRACK SEAL	9,000.00
WILLETT HOFMANN	ENGINEER	75.00
	ENGINEER	75.00
	VENDOR TOTAL	150.00
	ACCOUNTS PAYABLE TOTAL	29,981.01
	GENERAL	6,803.57
	ROAD USE TAX	15,750.12
	MAYOR'S PARK IMPROVEMENTS	166.49
	GILBERTVILLE/LAFAYETTE RD PRJ	1,009.69
	SEWER	36.72
	WATER	181.72
	LANDFILL/GARBAGE	6032.7
	TOTAL FUNDS	29,981.01

APRIL PAYROLL**10,181.87****PREPAYS:**

ELAN	MISC SUPPLIES	656.96
EFTPS	PR LIABILITIES	3,465.05
IPERS	PR LIABILITIES	2,261.86
COLONIAL LIFE	INSURANCE	79.94
AVESIS	INSURANCE	60.91
ACTION SIGNS	WWTP SIGN	320.00
AMERIGAS	PROPANE-LIFTSTATION	146.31
AUTO PLUS	SHOP SUPPLIES	17.72
CASEY'S GENERAL STORE	FUEL	173.83
COURIER	PUBLICATIONS	189.28
CREATIVE IMPACT	COMM. CONNECTIONS PUB	528.00
MEDIACOM	TELECOMMUNICATIONS	83.13
MIDAMERICAN ENERGY	UTILITIES	3,585.52
RICOH	COPIER CONTRACT	62.01
ROBERTS STEVENS	LEGAL FEES	225.00
US CELLULAR	COMMUNICATIONS	43.49
WASTE MANAGEMENT	GARBAGE/RECYCLING	6,025.67
WELLMARK	INSURANCE	5,586.94
AVESIS	INSURANCE	53.59
WATERLOO WATERLOO	UTILITIES	6,664.18
USPS	POSTAGE-UB MAILING	173.31
IA DEPT OF REV	WATER SALES TAX	16.80
IA DEPT OF REV	WATER EXCISE TAX	802.33
	PREPAY TOTAL	31,221.83

**PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA
ON THIS 14TH DAY OF MAY 2024**

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

RESOLUTION 4178

**A RESOLUTION OF THE CITY COUNCIL OF ELK RUN HEIGHTS, IOWA
ADOPTING THE ELK RUN HEIGHTS CASH ON HAND POLICY**

WHEREAS, The City of Elk Run Heights, Iowa recognized the need for use of cash on hand policy to provide change for customers and residents; and

BE IT RESOLVED, that the City Council of the City of Elk Run Heights, Iowa, has adopted the policy as follows:

See attached:

WHEREAS, the City Council has determined that adopting a Cash on Hand Policy serves a municipal and public purpose,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RUN HEIGHTS, IOWA that the Cash on Hand Policy be adopted and effective immediately.

PASSED AND APPROVED ON THIS 14TH DAY OF MAY 2024

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

CITY OF ELK RUN HEIGHTS, IOWA

PETTY CASH FUND POLICY

A petty cash account is defined as any sum of money or other resources set aside for making change.

Petty cash fund enables city employees to make change when collecting payments. Petty cash shall not be used for any purchases.

Elk Run Heights City Hall shall keep a petty cash fund not to exceed \$175.00. Elk Run Heights City Hall staff is responsible for seeing that the amount is in needed denominations for making change and counted and balanced on a weekly basis. A record of the balancing should be kept on record at the Elk Run Heights City Hall.

Occasionally a petty cash or till is needed for a special event. The person responsible for the special event will submit a Till Request Form to Elk Run Heights City Hall describing the event, giving the date the till is needed, and showing the total amount and denominations needed. Each person handling the till shall date and sign the Till Request Form through the entire process.

A check will be made payable to a Elk Run Heights City Hall staff member or to cash. That person is responsible to get the check cashed in the requested denominations, having another staff member double count the money, place the money in a cash box or bank bag, and informing the person responsible for the special event they may pick up the till.

The person picking up the till from Elk Run Heights City Hall is responsible to count the money before leaving with the cash box or bank bag and returning the same amount of cash and cash box or bank bag back to Elk Run Heights City Hall promptly after the special event for re-deposit. Two staff members at City Hall will verify the amount of cash received for re-deposit of the till and proceeds from the special event.

To prevent access by unauthorized persons, petty cash and any cash tills should be kept in a locked box. That box should be locked up when not open for business in the safe. In case of theft or mysterious disappearance, the Mayor must be notified as soon as the loss is discovered. If the situation warrants, the police should also be notified.

RESOLUTION 4179

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

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

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

NOW THEREFORE, BE IT HEREBY RESOLVED BY the City Council of the City of Elk Run Heights, Iowa that the April 12, 2022 version of the Personnel Policy is repealed and replaced with the May 14, 2024 version.

Request(s) attached

BE IT FURTHER RESOLVED, said revisions in Section H: PAID TIME OFF to the City of Elk Run Heights, Iowa Employee Policy Manual to become effective July 1st of 2024. All other revisions are effective upon the approval of this resolution.

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

PASSED AND ADOPTED ON THIS 9TH DAY OF APRIL 2024

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

City of ELK RUN HEIGHTS
Fiscal Year July 1, 2023 - June 30, 2024

The City of ELK RUN HEIGHTS will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2024

Meeting Date/Time: 5/14/2024 05:00 PM

Contact: Julie Eastman

Phone: (319) 232-0020

Meeting Location: Elk Run Heights City Hall
5042 Lafayette Rd.
Elk Run Heights, Iowa 50707

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments 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-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	503,420	0	503,420
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	503,420	0	503,420
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	2,157	0	2,157
Other City Taxes	6	154,887	0	154,887
Licenses & Permits	7	10,925	20,075	31,000
Use of Money & Property	8	33,650	57,300	90,950
Intergovernmental	9	944,177	51,074	995,251
Charges for Service	10	762,545	425	762,970
Special Assessments	11	18,000	3,380	21,380
Miscellaneous	12	17,368	-225	17,143
Other Financing Sources	13	0	473,997	473,997
Transfers In	14	733,858	12,500	746,358
Total Revenues & Other Sources	15	3,180,987	618,526	3,799,513
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	105,098	15,221	120,319
Public Works	17	161,900	13,269	175,169
Health and Social Services	18	0	0	0
Culture and Recreation	19	96,413	12,650	109,063
Community and Economic Development	20	2,300	0	2,300
General Government	21	176,343	1,500	177,843
Debt Service	22	91,500	0	91,500
Capital Projects	23	1,418,703	-1,092,926	325,777
Total Government Activities Expenditures	24	2,052,257	-1,050,286	1,001,971
Business Type/Enterprise	25	692,163	15,861	708,024
Total Gov Activities & Business Expenditures	26	2,744,420	-1,034,425	1,709,995
Transfers Out	27	733,858	12,500	746,358
Total Expenditures/Transfers Out	28	3,478,278	-1,021,925	2,456,353
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-297,291	1,640,451	1,343,160
Beginning Fund Balance July 1, 2023	30	1,956,313	1,924,130	3,880,443
Ending Fund Balance June 30, 2024	31	1,659,022	3,564,581	5,223,603

Explanation of Changes: Changes were noted due to additional revenues and expenses through the year. Additional large decrease due to a road project not beginning when predicted.

RESOLUTION 4180

**RESOLUTION APPROVING THE CITY'S PROPOSED AMENDMENT #1 TO
THE FISCAL YEAR 2023-2024 BUDGET**

WHEREAS, the City Council of Elk Run Heights, Iowa has prepared amendment #1 to the Annual Budget for Fiscal Year 2023-2024; and

WHEREAS, the City did hold a public hearing regarding this proposed budget amendment on May 14, 2024, at 5:00 PM at the Elk Run Heights City Hall, at 5042 Lafayette Road, Elk Run Heights, Iowa

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Elk Run Heights, Iowa, approval of budget amendment #1 for Fiscal Year 2023-2024

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

PASSED AND ADOPTED ON THIS 14TH DAY OF MAY 2024

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

ORDINANCE 286

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ELK RUN HEIGHTS, IOWA, BY AMENDING PROVISIONS PERTAINING TO SEWER SERVICE CHARGES

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

SECTION 1. SECTION MODIFIED. Chapter 13.16 of the Code of Ordinances of the City of Elk Run Heights, Iowa, is repealed, and the following rates adopted in lieu thereof:

13.16.050 Classifications established.

The following class of users and charges to those users are established:

- A. Class I. Residential Users. Single Family contributors forty dollars (\$41.20) per month for operation and maintenance, including replacement.
- B. Class II. Light Commercial/Institutional Users. Nonresidential users who contribute between zero and five thousand gallons per month of less than or equal to normal domestic strength wastewater, forty dollars (\$41.20) per month for operation and maintenance, including replacement.
- C. Class III. Medium Commercial/Institutional Users. Nonresidential users who contribute between five thousand and seventeen thousand gallons per month of less than or equal to normal domestic strength wastewater, sixty dollars (\$61.80) per month for operation and maintenance, including replacement.
- D. IV Class.
 1. Heavy Commercial and Industrial Users (nonresidential users who contribute more than seventeen thousand gallons per month)
 2. Each contributor shall pay a minimum charge of twenty-eight dollars (\$28.84). In addition, each contributor shall pay a user rate of three dollars and four cents (\$3.04) per thousand gallons per month of water or wastewater as determined in subsection D(3) of this section.
 3. For industrial and commercial contributors, user charges shall be based on water meter readings for the current month. If a commercial or industrial contributor has a consumptive use of water, or in some other manner uses water which is not returned to the wastewater works, the user charge for that contributor may be based on a wastewater meter or separate water meter installed and maintained at the contributor's expense, and in a manner acceptable to the city.
 4. The wastewater superintendent shall identify those contributors whose wastewater significantly exceeds the strength of normal domestic wastewater and shall thereafter, through regular sampling and testing, monitor the strength and volume of the wastewater.
- E. Class V. Heavy institutional Users (Schools). Four hundred and twenty-seven dollars and forty-five cents (\$427.45) per month for operation and maintenance, including replacement.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law. New rates to go into effect July 1, 2024

PASSED AND APPROVED BY THE COUNCIL THE 11TH DAY OF JUNE 2024

First Reading: 04/09/2024

Second Reading:

Third Reading:

ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

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

Julie Eastman, City Clerk

ORDINANCE 287

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ELK RUN HEIGHTS, IOWA, BY AMENDING PROVISIONS PERTAINING TO WATER SERVICE CHARGES

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

SECTION 1. Section(s) Modified. Chapter 13.04 Section 13.04.050 Rates and charges – General requirements Paragraph A and B of the Elk Run Heights Municipal Code of Ordinances is repealed, and the following rates adopted in lieu thereof;

A. Minimum rates and charges for water services based upon two thousand gallons monthly (2,000) shall be as follows:

Meter Size	(in inches)	Monthly Billing
	5/8	\$20.35
	1	\$24.75
	2	\$28.05
	3	\$31.35
	4	\$33.55

B. Rates and charges over the minimum shall be three dollars and twenty-one cents (\$3.30) per 1,000 gallons

SECTION 2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law. New rates to go into effect July 1, 2024

PASSED AND APPROVED BY THE COUNCIL THE 11TH DAY OF JUNE 2024

First Reading: 04/09/2024

Second Reading:

Third Reading:

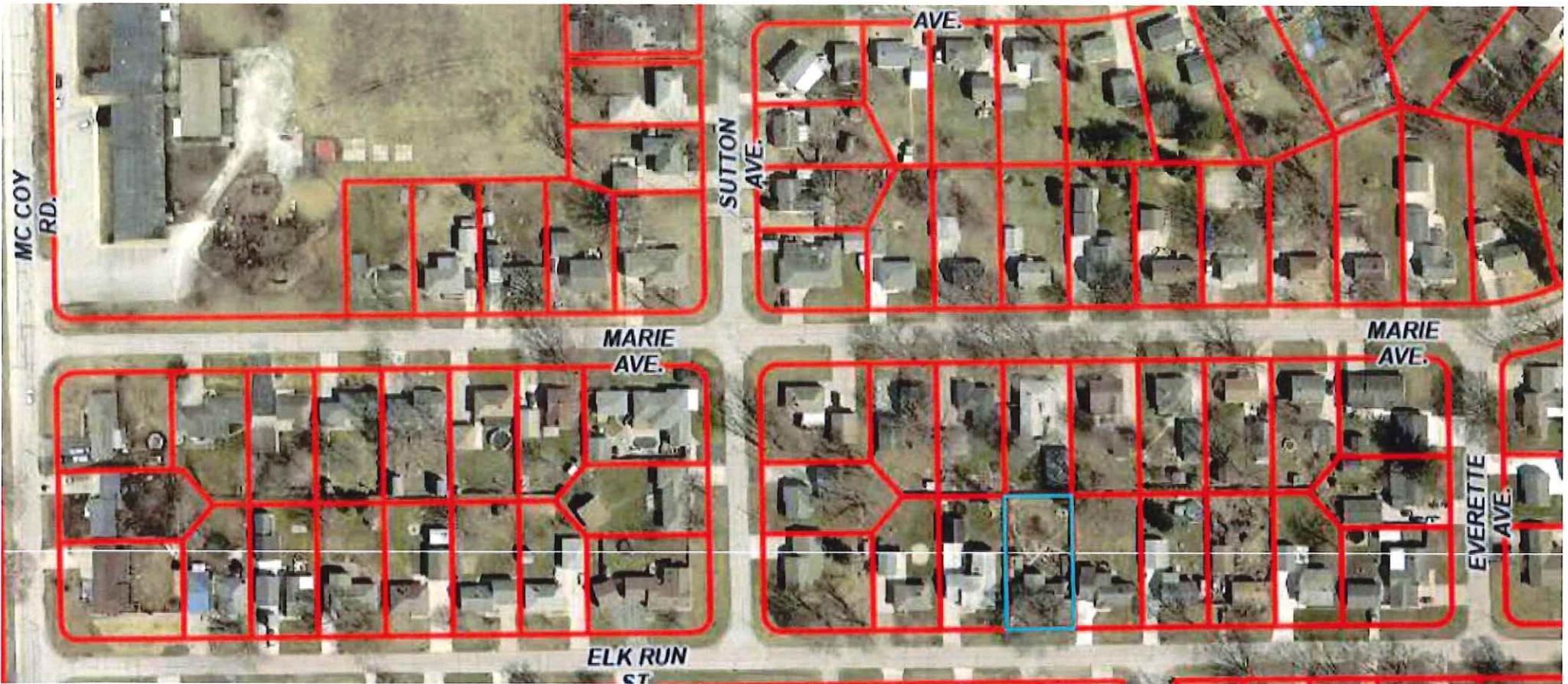
ATTEST:

Lisa Smock, Mayor

Julie Eastman, City Clerk

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

Julie Eastman, City Clerk



MC COY RD.

SUTTON AVE.

AVE.

MARIE AVE.

MARIE AVE.

EVERETTE AVE.

ELK RUN ST.



EAST
GILBERT
DR.

MC COT
RD.

JAMES
ST.

TONEFF
DR.

ANN
ST.

MICHIGAN

JAMES ST.



CITY OF ELK RUN HEIGHTS IA

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OVERVIEW

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- Efficiency – integrated platform to reduce manual processes
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Payroll and time-tracking made easy for local governments.

-  **Maps Hub**

Visualize assets on a map to make informed decisions and provide public transparency.

-  **Support**

Trust friendly, reliable support and professional services to help you every step of the way.

-  **Utility Billing Hub**

Streamline utility billing and revenue collection with a user-friendly utility billing system.

-  **gWorks Payments**

Process government payments with ease using an integrated payment processing system.

-  **Storage Hub**

Securely store all your important documents in one centralized location.

-  **Finance Hub**

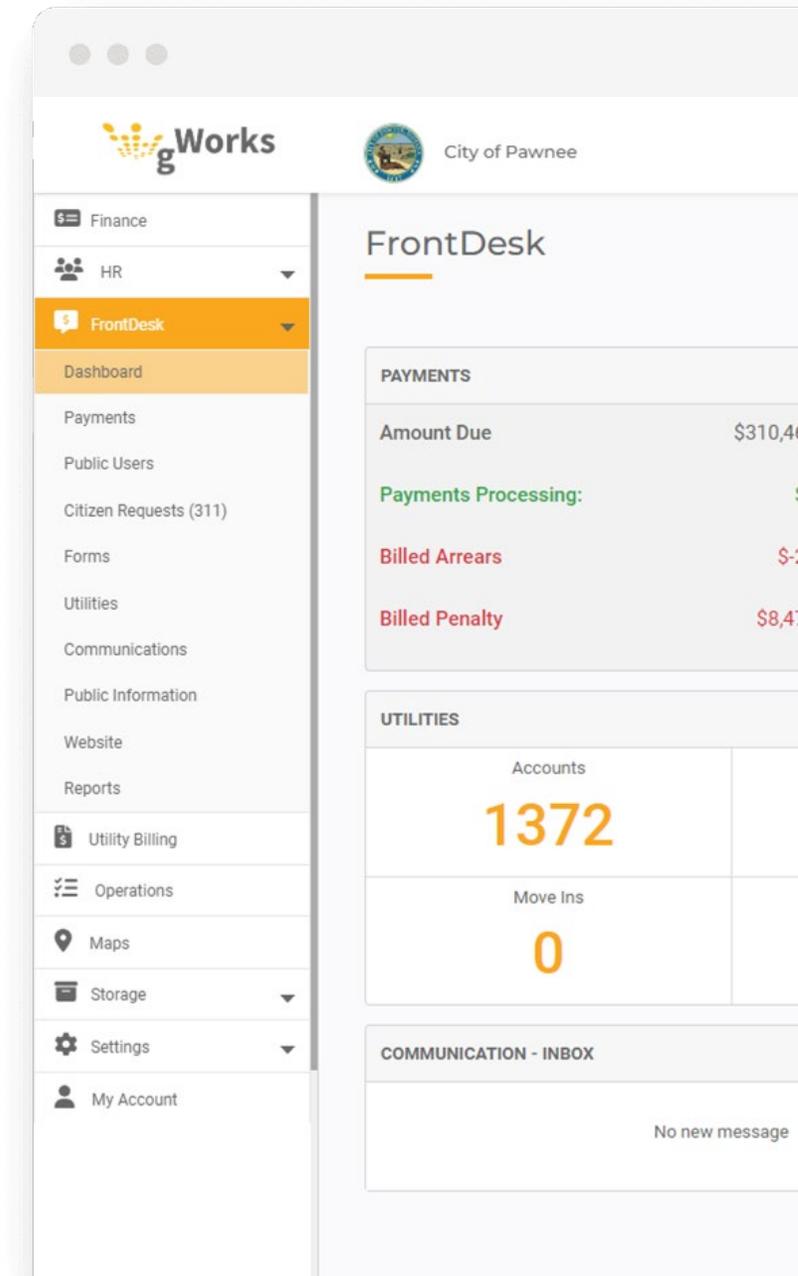
Simplified fund accounting made for local government.

-  **FrontDesk**

Enable your citizens to interact with your government online.

-  **Operations Hub**

From permits to work orders, optimize all aspects of your agency's operations.



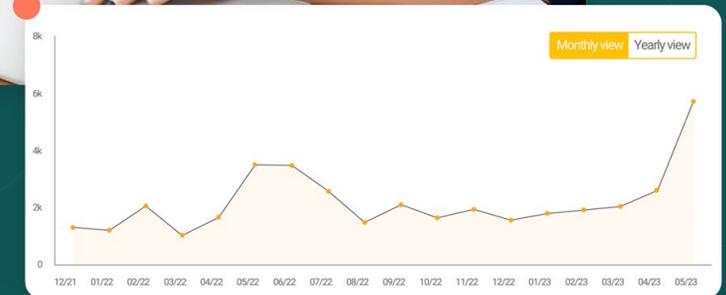
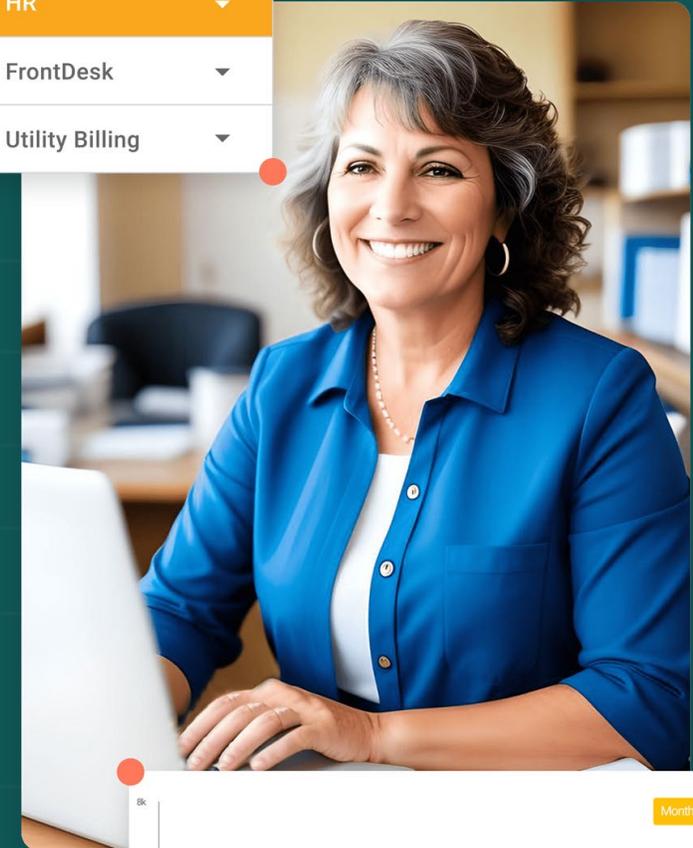
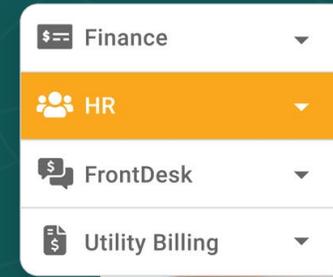


The Integrated Software Solution for Local Governments, Special Districts & Utility Agencies

SOFTWARE INCLUDED IN CORE:

- HR Hub
- Utility Billing Hub
- Finance Hub
- Maps Hub
- Operations Hub
- FrontDesk
- gWorks Payments
- Storage Hub
- Support

- ✓ Simple
- ✓ Secure
- ✓ Integrated



PRICING

gWorks Core & Essentials: Ops Hub

Implementation fee (one-time): **\$2,000**

Annual investment: **\$16,697**



Return on Investment

- Approx. \$1.50 per Utility Customer per month reduction in monthly mailed bills and related expenses (software generates E bill notification) as opposed to printing bills.
- Reduction in unbudgeted IT support and hardware maintenance/replacement by eliminating on -premise, servers
- Increased revenue from online bill pay and other business type revenue
- Time savings for city staff to work on other important council priorities
- Modern Native Cloud software accessible from anywhere (with Internet)