



CITY OF ANAMOSA

CITY COUNCIL AGENDA – REGULAR SESSION

MONDAY, NOVEMBER 22, 2021 – 6:00 P.M.
ANAMOSA LIBRARY & LEARNING CENTER
600 EAST 1ST STREET, ANAMOSA, IA 52205

Zoom Meeting Link

<https://us02web.zoom.us/j/85266840865>

Meeting ID: 852 6684 0865

Passcode: Anamosa

Join by Telephone

+1 312 626 6799

Meeting ID: 852 6684 0865

Passcode: 7624091

*If you wish to address the City Council, please wait for the Mayor to open the floor for public comment on that agenda item and then approach the podium. Before speaking, please state your name and address. Each speaker is limited to five (5) minutes per agenda item and is expected to refrain from the use of profane, obscene, or slanderous language. **The above Zoom link does not allow for participation in the meeting. It is for viewing only.***

- 1.0) ROLL CALL
- 2.0) PLEDGE OF ALLEGIANCE
- 3.0) APPROVAL OF AGENDA
- 4.0) MOTION TO APPROVE THE MINUTES FROM THE FOLLOWING MEETINGS:
 - 4.1) November 8, 2021 – Regular City Council Meeting
 - 4.2) November 15, 2021 – Special City Council Meeting
- 5.0) PUBLIC HEARINGS: NONE
- 6.0) PROCLAMATIONS: NONE
- 7.0) OLD BUSINESS:
 - 7.1) PROJECT STATUS UPDATE FROM SNYDER AND ASSOCIATES (Lindsay Beaman, Tim Wallace)
 - 7.2) PROJECT STATUS UPDATE FROM HR GREEN (Andrew Marsh, Josh Scanlon)
 - 7.3) SECOND READING OF AN ORDINANCE FOR A VACANT PROPERTY REGISTER (FIRST READING WAS HELD ON 4/26/2021)
 - 7.4) DOWNTOWN FAÇADE PROJECT UPDATE: DISCUSSION AND POSSIBLE ACTION ON CHANGE ORDERS. (Derek Lumsden)
 - 7.5) REVIEW AND APPROVAL OF PAY APPLICATION NO. 5 TO TRICON IN THE AMOUNT OF \$226,075.03 FOR THE DOWNTOWN FAÇADE PROJECT.
 - 7.6) DISCUSSION AND POSSIBLE ACTION ON SELECTING ARCHITECT FOR PHASE II OF THE DOWNTOWN FAÇADE PROJECT. (Derek Lumsden)

8.0) NEW BUSINESS

- 8.1) **INTRODUCTION** WHKS ENGINEERS - BIO SOLIDS AND DEWATERING PROJECT
- 8.2) **REVIEW** AND APPROVAL OF DEVELOPMENT AGREEMENT TRANSFERS FOR EAGLE VIEW LAND DEVELOPMENT, INC.
- 8.3) **RESOLUTION** OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR FOR EAGLE VIEW LAND DEVELOPMENT, INC. (NOVA HOLDINGS LLC) LOT 2. ROLL VOTE.
- 8.4) **RESOLUTION** OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR FOR EAGLE VIEW LAND DEVELOPMENT, INC. (NOVA HOLDINGS LLC) LOT 3. ROLL VOTE.
- 8.5) **RESOLUTION** SETTING THE DATE OF DECEMBER 13, 2021 AT 6:00PM AT THE ANAMOSA LIBRARY AND LEARNING CENTER FOR A MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH BY DESIGN, LLC, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS. ROLL VOTE.
- 8.6) **REVIEW** AND APPROVAL OF NEW PRECINCTING MAP.
- 8.7) **RESOLUTION** SETTING THE DATE OF DECEMBER 13, 2021 AT 6:00PM AT THE ANAMOSA LIBRARY AND LEARNING CENTER FOR A MEETING AT WHICH PUBLIC COMMENT CAN BE MADE AS TO THE PROPOSED NEW PRECINCT BOUNDARIES. ROLL VOTE.
- 8.8) **REVIEW** AND APPROVE THE FIRE DEPARTMENT BUDGET FOR FISCAL YEAR 2023.
- 8.9) **RESOLUTION** SETTING THE DATE OF DECEMBER 13, 2021 AT 6:00PM AT THE ANAMOSA LIBRARY AND LEARNING CENTER FOR A PUBLIC HEARING FOR AMENDING THE CURRENT CITY BUDGET FOR FISCAL YEAR 2022. ROLL VOTE.
- 8.10) **REVIEW** AND APPROVAL THE BUDGET CALENDAR FOR THE FY23 BUDGET.
- 8.11) **REVIEW** AND APPROVAL OF THE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2021.
- 8.12) **REVIEW** AND APPROVAL OF CDBG HOUSING GRANT ADMINISTRATION CONTRACT.
- 8.13) **RESOLUTION** APPROVING THE HIRING AND SETTING SALARY FOR THE POSITION OF PARK AND RECREATION INTERN AND PART-TIME EMPLOYEE FOR FISCAL YEAR ENDING JUNE 30, 2022. ROLL VOTE.

- 8.14) **DISCUSSION** AND POSSIBLE ACTION ON ESTABLISHING A STORM WATER UTILITY.
- 8.15) **REVIEW** AND APPROVAL OF PAY APPLICATION NO.1 FOR THE WELL NO. 6 PROJECT TO GINGERICH WELL & PUMP SERVICE, LLC IN THE AMOUNT OF \$137,750.00.
- 8.16) **REVIEW** AND APPROVAL OF CURRENT BILLS.
- 9.0) **CITY ADMINISTRATOR'S REPORT:**
- 10.0) **MAYOR AND COUNCIL REPORTS:**
 - 10.1) MAYOR'S REPORT
 - 10.2) COUNCIL REPORTS
- 11.0) **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**
- 12.0) **ADJOURNMENT**

STATEMENT OF COUNCIL PROCEEDINGS

November 8, 2021

The City Council of the City of Anamosa met in Regular Session November 8, 2021 at the Anamosa Library and Learning Center and via Zoom at 6:00 p.m. with Mayor Rod Smith presiding. The following Council Members were present: John Machart, Rich Crump, Jeff Stout, Kay Smith, Alan Zumbach, and Galen Capron. Absent: none. Also present were Beth Brincks, City Administrator/Clerk; and Jeremiah Hoyt, Police Chief. Iowa Code Chapter 21, as interpreted, permits public meetings to be held electronically.

Mayor Rod Smith called the meeting to order at 6:00 p.m. Roll call was taken with a quorum present.

Pledge of Allegiance.

Motion by Stout, second by Zumbach to approve the agenda. Ayes: all. Nays: none. Motion carried.

Motion by Smith, second by Machart to approve the minutes of the October 25, 2021 Regular City Council meeting. Ayes: all. Nays: none. Motion carried.

Motion by Smith, second by Machart to approve the engineering agreement with WHKS for the Bio solids and Dewatering Projects at the Wastewater Treatment Plant. Ayes: all. Nays: none. Motion carried.

Motion by Zumbach, second by Capron to table a decision on the Park Board Liaison. Ayes: Smith, Crump, Machart, Zumbach, and Capron. Nays: none. Abstain: Stout. Motion carried. Discussion was had.

Motion by Zumbach, second by Crump to approve the third and final reading and adoption of Ordinance 950 - Amending Chapter 122 – Transient Merchant. Discussion was had. Roll vote. Ayes: Stout, Capron, Crump, Smith, Machart, and Zumbach. Nays: none. Motion carried.

Motion by Crump, second by Smith to approve the third and final reading and adoption of Ordinance 951 - Repealing and Replacing Chapter 160 – Flood Plain. Roll vote. Ayes: Smith, Stout, Capron, Zumbach, Machart, and Crump. Nays: none. Motion carried.

Motion by Stout, second by Zumbach to approve Pay Application No. 1 to Boomerang Corp. in the amount of \$54,150.00 for the Fire Station Addition Project. Ayes: all. Nays: none. Motion carried.

Motion by Crump, second by Zumbach to approve Change Order No. 1 to Boomerang Corp. adding 150 days for the completion of the Fire Station Addition Project. Ayes: all. Nays: none. Motion carried.

Motion by Capron, second by Crump to approve the street closure request for the Parade of Lights. Ayes: all. Nays: none. Motion carried.

Motion by Crump, second by Smith to approve the work order request for the Street Department to hang the Chamber of Commerce lights in the downtown trees once the state

auditor has validated the essential public purpose. Discussion was had. Ayes: all. Nays: none. Motion carried.

Motion by Zumbach, second by Crump to table the request to replace the Utilities Department skid loader. Discussion was had. Ayes: all. Nays: None. Motion carried.

Motion by Capron, second by Machart to approve an engineering agreement with HR Green to replace the chlorination system at the Water Treatment Plant. Discussion was had. Ayes: all. Nays: None. Motion carried.

Motion by Crump, second by Zumbach to approve an engineering agreement with Snyder and Associates for the 2nd Street Lift Station Phase 2 additional services. Ayes: all. Nays: None. Motion carried.

Motion by Zumbach, second by Crump to approve a copier lease with Access Systems for City Hall and The Police Station. Ayes: all. Nays: None. Motion carried.

Motion by Crump, second by Zumbach to approval the Annual Urban Renewal Report for Fiscal Year Ending June 30, 2021. Ayes: all. Nays: None. Motion carried.

Motion by Stout, second by Zumbach to approve Resolution 2021-61 obligating funds from the Urban Renewal Tax Revenue Fund for payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year for Fareway Stores, Inc. Roll vote. Ayes: Crump, Smith, Machart, Stout, Capron, and Zumbach. Nays: none. Motion carried.

Motion by Zumbach, second by Crump to approve Resolution 2021-62 obligating funds from the Urban Renewal Tax Revenue Fund for payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year for Blue Max Enterprises, Inc. Roll vote. Ayes: Stout, Capron, Crump, Smith, Zumbach, and Machart. Nays: none. Motion carried.

Motion by Smith, second by Zumbach to approve Resolution 2021-63 hiring and setting salary for the position of part time Lawrence Community Center Employee for Fiscal Year ending June 30, 2022. Roll vote. Ayes: Crump, Stout, Smith, Machart, Zumbach, and Capron. Nays: none. Motion carried.

Motion by Stout, second by Machart to approve Resolution 2021-64 hiring and setting salary for the position of Temporary Emergency Services Administrative Assistant for Fiscal Year ending June 30, 2022. Roll vote. Ayes: Zumbach, Smith, Stout, Machart, Capron, and Crump. Nays: none. Motion carried.

Motion by Zumbach, second by Capron to approve a Liquor License Renewal for the Anamosa Bowling Center. Ayes: all. Nays: None. Motion carried.

Motion by Smith, second by Crump to approve a Liquor License Renewal for Deb's Sport's Bar. Ayes: all. Nays: None. Motion carried.

Motion by Zumbach, second by Crump to approve a Tobacco Permit for Up In Smoke/Smoke Shop change in ownership. Ayes: all. Nays: None. Motion carried.

Motion by Smith, second by Zumbach to approve current bills. Ayes: all. Nays: none. Motion carried.

Beth Brincks, City Administrator/City Clerk presented her City Administrator's report.

Mayor and Council Reports: None.

Public comments: Public comment was had.

Motion by Crump, second by Machart to adjourn. Ayes: all. Nays: none. Motion Carried.
Meeting adjourned at 7:16 pm.

Rod Smith, Mayor

ATTEST:

Beth Brincks, City Clerk

STATEMENT OF COUNCIL PROCEEDINGS

November 15, 2021

The City Council of the City of Anamosa met in Special Session November 15, 2021 at the Anamosa Library and Learning Center at 5:30 p.m. with Mayor Rod Smith presiding. The following Council Members were present: John Machart, Rich Crump, Jeff Stout, Kay Smith, and Galen Capron. Absent: Alan Zumbach Also present were Beth Brincks, City Administrator/Clerk; Penny K. Lode, Deputy Treasurer, Jeremiah Hoyt, Police Chief and Patrick O'Connell, City Attorney with Lynch Dallas.

Mayor Rod Smith called the meeting to order at 5:30 p.m. Roll call was taken with a quorum present.

Pledge of Allegiance.

Motion by Crump, second by Machart to approve the agenda. Ayes: all. Nays: none. Motion carried.

Motion by Crump, second by Capron to enter into Closed Session per Iowa State Code Section 21.5(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Attorney O'Connell stated that he has reviewed and is of the opinion that this is an appropriate use of Chapter 21.5(c). Roll Vote: Ayes: Crump, Smith, Machart, Stout and Capron. Nays: none. Motion carried. Council went into Closed Session at 5:34 p.m.

CLOSED SESSION

Council returned to Open Session at 5:55 p.m.

Motion by Smith, second by Capron to approve engagement agreement with Nyemaster Goode, P.C. Law Firm to conduct investigation of Human Resources. Roll Vote: Ayes: Crump, Smith, Machart, Stout and Capron. Nays: none. Motion carried.

Motion by Stout, second by Crump to adjourn. Ayes: all. Nays: none. Motion Carried. Meeting adjourned at 5:59 pm.

Rod Smith, Mayor

ATTEST:

Penny K. Lode, Deputy Treasurer

Memorandum

To: City of Anamosa

From: Snyder & Associates

RE: Engineers' Report

Date: November 22, 2021

CITY PROJECTS

WWTP Flow Equalization Basin

We have received the geotechnical report. The report indicated that the former electrical substation site is much more conducive for the tank. We are working to get the remaining field survey completed and will restart design once the survey work has been completed.

2nd Street Lift Station – Phase 2

We received the signed contract. We have scheduled survey work for the end of November to gather updated information on existing features. Once the survey work is completed, we will begin working on design.

Old Dubuque Road Extension and Roundabout

A special meeting was held on the November 3, 2021 between City staff, engineering staff, and local developer to discuss some coordination details including water and sewer services, and alignment of future development layouts with current and future project phases. Follow-up correspondence between all parties continues as it relates to final details for the preparation of phase 1 plans and specs.

The appraisal process is still underway, temporary construction easements and compensation of such are being coordinated with the City. Otherwise, there is nothing new to report.



To: Beth Brincks, City of Anamosa
From: HR Green
Subject: Anamosa Project Status
Date: November 10, 2021

1. Sycamore Street Rehabilitation

- Final plans submitted.
- No temporary easement needed.
- Added sanitary sewer replacement to the project
- Project is ready to bid

Action Items: City to select bidding schedule for the project

2. 5-Way Intersection TEAP Study

- Held project kick-off meeting.
- Need to coordinate with adjacent project due to potential traffic count impacts

Action Items: Will revisit project timing after nearby project meeting

3. Jordan Well No. 6

- Bid Packages 1 and 2 have been Awarded to Gingerich and Boomerang, respectively.
- Construction underway
- Held a construction progress meeting November 9, 2021
- Provided project update for City to have door hangers for neighbors close to the project

Action Items: City to place door hangers to neighbors near well site.

4. Well 7 siting study

- Project underway.

Action Items: HR Green developing draft report.

5. Booth Street Improvement Project

- Utility locate and survey complete

Action Items: HR Green underway on design.

6. Disinfection Alternatives Analysis

- Received signed agreement, underway now.

Action Items: Project started.

7. Anamosa State Penitentiary Pretreatment Agreement

- Held kick-off meeting with ASP and City
- Reviewing wastewater characterization from ASP data

Action Items: Reviewing data and developing draft permit renewal

8. City GIS

- New Subdivision by Chamber Dr Data Collection.
 - Inspect and update information on Stormwater Assets and Sanitary Manholes. Still **On Hold for now still ongoing.**
- Cemetery Head Stone Mapping Project
 - Mike talked with Beth about the plot digitizing for the cemetery. Ginger provided plot dimensions based on different lots and HR Green will continue to use those dimensions to draw in the remaining plots.
 - Mike to create new Water Distribution Map for Water Department.

Ordinance No.

An Ordinance Regulating Vacant Residential and Commercial Properties within the City of Anamosa and Establishing a Vacant Building Permit and Inspection Process

SECTION 1: The City Council hereby adopts the following language to establish regulations on vacant and residential properties in the City of Anamosa.

SECTION 2: PURPOSE.

The purpose of this ordinance is to establish a program for identifying and registering vacant residential and commercial buildings; to determine the responsibilities of the owners and/or persons in control of vacant buildings and structures, including but not limited to a lender or servicing company as the result of a foreclosure or default; and to speed the rehabilitation of the vacant buildings. Shifting the cost of burden from the general citizenry to the owners of the vacant buildings will be the result of this Ordinance.

SECTION 3: DEFINITIONS.

The following definitions shall apply in this Section:

- (1) **Accessory Building/Structure.** A detached building or structure on the same lot, with and of a nature customarily incidental and subordinate to the principle building or structure or use of the land; i.e. a garden house, greenhouse, garage, carport, shed, fence, or retaining wall.
- (2) **Building.** Any structure used or intended for supporting or sheltering any use of occupancy.
- (3) **Exterior Premises.** The open space on the premises or the portion of the premises upon which there is not a structure.
- (4) **Good Repair.** "Good Repair" shall mean free from blighting and hazardous conditions, clean and sanitary, and in safe condition.
- (5) **Imminent Hazard.** A condition which could cause serious or life-threatening injury or death at any time.
- (6) **Mixed Occupancy.** Occupancy of a structure in part for residential use and in part for some other use not accessory thereto.
- (7) **Occupant.** An occupant is any person who leases or lawfully resides in a building or premises, or a portion of a building or premises.
- (8) **Owner.** Any person having a title to the premises, as recorded in the Office of the Recorder for Jones County, or as recorded on the Jones County assessment rolls.
- (9) **Partially Vacant.** A multi-storied building or structure that has one (1) or more stories vacant, including the ground level store front. For the purpose of this ordinance the ground floor store front must be vacant to be deemed partially vacant.
- (10) **Responsible Person.** A natural person who is the owner, operator or manager of any building, structure, or premises and is responsible for the property's maintenance and management.
- (11) **Rubbish.** Combustible and noncombustible waste materials, except garbage. The term shall include the residue from the burning of wood, coal, coke, and other combustible materials, papers, rags, cartons, boxes, wood excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery, and dust and other similar materials.

- (12) **Structure.** Anything constructed or erected, which requires location on the ground or attached to something having location on the ground.
- (13) **Vacant.** A commercial or industrial building or structure shall be deemed to be vacant if it is unoccupied and/or no person or persons currently operate a lawful business open regularly for business (4-5 days a week between the hours of 9am and 10pm) with the exception of holidays, and meets one or more of the following:
- a. Unsecured or secured by means other than those used in the design of the building;
 - b. Declared unfit for occupancy as determined by the Building Inspector;
 - c. Non-compliant with International Property Code or other City and State building codes as adopted by the City;
 - d. Existence of housing, building, fire, health and safety, or zoning code violations; or
 - e. Not receiving service by public utilities.
- (14) **Evidence of Vacancy.** "Evidence of vacancy" means any condition that on its own or combined with other conditions present would lead a reasonable person to believe the property is vacant. Such conditions include, but are not limited to:
- a. Significantly below standard utility usage
 - b. Overgrown and/or dead vegetation
 - c. Accumulation of newspapers, circulars, flyers, and/or mail
 - d. Accumulation of trash, junk, and/or debris
 - e. Broken or boarded up windows
 - f. Abandoned vehicles, auto parts or materials
 - g. Absence of window coverings, such as curtains, blinds, and/or shutters
 - h. Absence of furnishings and/or personal items consistent with habitation or occupation
 - i. Statement by governmental employee(s) that the property is vacant.
- (15) **Waste.** "Waste" shall mean garbage, ashes, rubbish or trash.
- (16) **Weeds.** "Weeds" or "Noxious Weeds" shall be those as defined by the local jurisdictions of the City of Anamosa and Jones County.

SECTION 4: APPLICABILITY

- (1) **General.** The provisions of this section shall apply to all manufacturing, commercial, industrial, residential, and mixed occupancy buildings vacant for one hundred eighty (180) consecutive days, and all manufacturing, commercial, industrial and mixed occupancy buildings, which have been partially vacant for one hundred eighty (180) days, in any commercial or industrial zoned district.
- (2) **Conflict.** In any case where a provision of this Section is found to be in conflict with a provision of the Zoning Code or any other provisions of the Code of General Ordinances, the provision which established the higher standard for the protection of the public health, safety, and welfare shall prevail.
- (3) **Application of Other Ordinances.** Nothing contained herein shall be deemed to authorize the use of a structure or premises contrary to any other provision of the Code of Ordinances for the Zoning Code. Repairs, additions or alterations to a structure shall be done in accordance with the procedures and provisions of State law, applicable chapters of this Code of Ordinances and

NFPA 70 (National Electric Code). Nothing in this Section shall be construed to cancel, modify or set aside any provision of the City Zoning Code or Building Code.

- (4) **Existing Remedies.** The provisions in this Section shall not be construed to abolish or impair existing remedies of the City, or its officers or agencies, under State laws or this Code of Ordinances, including the Zoning Code, relating to the removal or demolition of any structure which is dangerous, unsafe and unsanitary, or the abatement of public nuisances.
- (5) **Historic Buildings.** The provisions of this Section shall apply to structures designated by the Federal Government, State or City as historic buildings. Any work to said structures shall also comply with current International Building Code as adopted by the City.

SECTION 5: VACANT PROPERTY/BUILDING REGISTRATION

- (1) **Vacant Building Permit.** The owner of any vacant or partially vacant building or structure which this Section applies shall obtain a Vacant Building Permit within thirty (30) days of becoming vacant or partially vacant. Upon enactment of this chapter of the City Code, any building vacant or partially vacant must apply for a Vacant Building Permit no later than December 30, 2021.
- (2) **Application.** Application for a Vacant Building Permit shall be made by completing a Vacant Building Registration Form, which shall be submitted to the Building Inspector or the Zoning Official. The owner must maintain a valid Vacant Building Permit for any building or structure to which this Section applies and must continue to renew the permit as long as the building or structure remains vacant or partially vacant, subject to this Section.
- (3) **Vacant Building Permit Process.** When completing the Vacant Building Registration Form, which is available to be downloaded from the City website, or obtained at City Hall or from the Building Inspector, applicants shall disclose all measures to be taken to ensure that the building will be kept weathertight, secure from trespassers, and safe for entry by police officers and firefighters in times of exigent circumstances or emergency. The application shall include, but not be limited to, the following:
 - a. Contact information for each owner. If the owner does not reside within Jones County or within ten miles of the City of Anamosa, the owners shall provide the name, address, and telephone number of an agent who is available for service of process within the State of Iowa. If the owner is other than a natural person or persons, the following shall apply, as appropriate:
 - 1. If the owner is a corporation, limited liability company, limited or general partnership, the registration statement shall provide the names and residence addresses of all responsible persons and the name and business address of the registered agent for service of process appointed pursuant to the Iowa Code.
 - 2. If an estate, the name and business address of the personal representative of the estate.
 - 3. If a trust, the names and addresses of the trustee or trustees.
 - 4. If a partnership, the names and residence addresses of the partner or partners.
 - 5. If a foreclosure or default property, the names and contact information for the responsible party at the bank or lending company that is responsible for the property.
 - b. Contact information for a responsible person, as defined by this Section, who is a natural person who may be contacted at all times for inspections, emergency repairs, or

maintenance, and who can respond to the vacant building or structure when requested.

- c. Any rehabilitation or demolition plans for the building or structure. If the building is to be demolished, a demolition plan indicating the proposed time frame for demolition, which includes starting within thirty (30) days of acceptance of the proposed demolition timeline and completion, according to the plan, and does not exceed one year.
- d. An acknowledgement by the owner that grass and weeds shall not exceed a height of eight (8) inches and a plan for how the owner will comply with this requirement.
- e. An acknowledgement by the owner that snow and ice shall be removed from the public right-of-way within twenty-four (24) hours of snowfall and a plan for how the owner will comply with this requirement.
- f. An acknowledgement by the applicant that the owner is aware of and understands the Vacant Building Maintenance Standards in this Section.
- g. All applicable laws and codes shall be complied with by the owner or person in control. The owner or person in control shall notify the Property Maintenance Officer/Building Inspector of any changes in the information of their vacant building registration within thirty (30) days of the change. If the plan or timetable for the vacant building is revised in any way, the revision(s) must be in writing and must meet the approval of the Property Maintenance Officer/Building Inspector and/or Zoning Administrator.
- h. The owner or person in control and subsequent owners or persons in control shall keep the building secured and safe and the building and grounds properly maintained as laid out in this Section.
- i. A new owner(s) or person in control shall register or re-register the vacant building with the Property Maintenance Officer/Building Inspector within thirty (30) days of any transfer or an ownership interest in the vacant building if the building continues to remain vacant after transfer. The new owner(s) shall comply with the approved plan and timetable submitted by the previous owner until any proposed changes are submitted and meet the approval of the Property Maintenance Officer/Building Inspector and/or Zoning Administrator.
- j. The failure of the owner or person in control of the vacant building to obtain a deed for the property or to file the deed with the County Recorder shall not excuse the property owner or person in control from registering the property.
- k. Failure of the owner or person in control or any subsequent owner(s) or persons in control to maintain the building and premises that result in remedial action taken by the City shall be grounds for revocation of the approved plan and shall be subject to any applicable penalties provided by the law.
- l. The Property Maintenance Officer/Building Inspector shall include in the file any property specific written statements from community organizations, other interested parties, or citizens regarding the history, problems, status, or blighting influence of a vacant building.
- m. The registration and all associated processes must be completed in its entirety annually for so long as the property remains vacant or partially vacant.
- n. The owner of a building or house kept vacant shall acquire or otherwise maintain general liability insurance in an amount not less than \$300,000 for buildings designed

primarily for use as residential units, including buildings containing no more than four dwelling units; and not less than \$1,000,000 for any other building, including but not limited to buildings designed for manufacturing, industrial, storage or commercial uses, including buildings containing five or more dwelling units. Any insurance policy shall provide for written notice to the Building Administrator within 30 days of any lapse, cancellation or change in coverage. Upon request, the owner shall provide evidence of the insurance to the Chief of Police, the Fire Chief, Code Enforcement Officer, or the City Administrator.

(4) **Vacant Building Permit Renewal.** Any applicant seeking to renew a permit must submit and updated Vacant Building Registration Form and shall pay the required fee as established by the City Council.

(5) **Vacant Building Permit Requirements.** A permit may only be issued or renewed if the building or structure which is subject to the application satisfies the following requirements:

(A) **Code Compliant.** All buildings or structures subject to the application shall comply with all building, fire, property maintenance, zoning, and other applicable sections of the Code of Ordinances, and shall apply for all necessary permits, if any are required to bring the building into compliance, upon application for a Vacant Building Permit.

(B) **Vacant Building Maintenance Standards.** All buildings or structures subject to the application shall adequately protect the building from intrusion by trespassers and pests, and from deterioration by the weather. The buildings must also comply with the following Vacant Building Maintenance Standards:

- (i). **Building Openings.** Doors, windows, areaways, and other openings shall be weathertight and secured against entry by birds, vermin, and trespassers. Missing or broken glass in doors, windows, and other such openings shall be repaired/replaced with glass. No building openings shall be boarded. All first floor or ground floor windows, doors and openings shall be free of any posters, paper or fabric coverings.
- (ii). **Waste Removal.** All waste, debris, rubbish and garbage shall be removed from the interior of the building or structure and surrounding premises.
- (iii). **Roofs.** The roof and flashings shall be sound and tight, not admit moisture, or have defects which might admit moisture, rain, or roof draining and shall allow for sufficient drainage to prevent dampness or deterioration in the interior of the building.
- (iv). **Drainage.** The building storm drainage system shall be functional and installed in an approved manner, and allow discharge in an approved manner.
- (v). **Building Structure.** The building shall be maintained in good repair and structurally sound. The building shall be maintained in a sanitary manner and in a manner that does not pose a threat to the public health, safety, and welfare.
- (vi). **Structural Members.** The structural members shall be free of deterioration and capable of safely bearing imposed dead and live loads.
- (vii). **Foundation Walls.** The foundation walls shall be maintained structurally sound and in a sanitary condition so as not to pose a threat to the public health, safety and welfare, shall be capable of supporting the load which normal use may cause to be placed thereon, and shall be free from open cracks and breaks free from

leaks, and be animal and rat-proof.

- (viii). **Exterior Walls.** The exterior walls shall be free of holes, breaks, and loose or rotting materials. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (ix). **Decorative Features.** The cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be safe, anchored and in good repair. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (x). **Overhanging Extensions.** All balconies, canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts and similar features shall be in good repair, anchored, safe and sound. Exposed metal, wood, or other surfaces shall be protected from the elements against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (xi). **Appurtenance.** Any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof shall be of sufficient strength or stability, and anchored so as to be capable of resisting wind pressure of one-half (1/2) of that specified in the building code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the building code for such buildings.
- (xii). **Chimneys and Towers.** Chimneys, cooling towers, smokestacks and similar appurtenances shall be structurally safe and in good repair. Exposed metal, wood, or other surfaces shall be protected from the elements and against decay or rust by periodic applications of weather-coating materials, such as paint or similar surface treatment.
- (xiv). **Walkways.** Public walkways shall be in good repair, shall be safe for pedestrian travel, and shall be free of snow and ice. Snow and ice removal shall be completed within twenty-four (24) hours of a snowfall.
- (xv). **Accessory Building/Structures.** Accessory buildings/structures such as garages, sheds, and fences shall be free from safety, health and fire hazards, and shall comply with these Vacant Building Maintenance Standards.
- (xvi). **Exterior Premises.** The surrounding premises upon which the structure or building is located shall be clean, safe, sanitary, free from waste, rubbish, garbage, excessive vegetation, shall not be used for exterior storage, and shall not pose a threat to public health, welfare, or safety.

- (6) **Issuance of Vacant Building Permit.** The Building Inspector shall issue or renew a Vacant Building Permit upon being satisfied that the building has been inspected and is in compliance with all applicable provisions of this Code and the Vacant Building Maintenance Standards set forth in this Section, and is adequately protected from intrusion by trespassers and from deterioration by the weather. This Permit shall be effective for a period of three hundred sixty-five (365) days from the date of issuance or renewal.

(7) **Vacant Building Permit Conditions.** All permits issued are subject to all other applicable conditions of the Code of Ordinances and the following additional conditions:

- (A) **Consent to Entry.** All applicants and owners holding a permit consent to the entry of duly authorized officials of the City at all reasonable hours and upon reasonable notice for the purpose of inspection. Refusal to consent to entry shall be a violation of this Section. In addition to issuing a municipal infraction citation in the event of refusal, the City may file a complaint under oath to any Court of competent jurisdiction and said Court shall thereupon issue its Order authorizing the appropriate person to enter such establishment to inspect.
- (B) **Consent to Emergency Inspections/Emergency Repairs.** All applicants and owners holding a permit consent to the entry of duly authorized officials of the City if such official has reason to believe that an emergency situation exists with respect to the building or structure that tends to create an imminent hazard to health, welfare or safety of the general public, in the discretion of such official, then such official may enter the building to inspect the premises, without notifying the responsible party or obtaining a warrant. If such official finds an emergency situation exists in fact, which presents an imminent hazard to the health, welfare or safety of the general public, then such official may cause any reasonable action, including the employment of necessary labor and materials, to perform emergency repairs to alleviate the hazard. City employees will confer with legal counsel prior to entering or causing entry to be made to premises and/or performing any emergency repairs without prior owner notification and consent. Costs incurred in the performance of emergency repairs may be paid by the City and if so paid, the City may levy a special assessment against the property to recover those costs.
- (C) **Cooperation by Owner or Responsible Person.** All owners holding a permit or responsible persons identified in a permit application shall cooperate with and facilitate inspections of the premises at reasonable times pursuant to reasonable notice to determine compliance with the requirements of this Section. Obstructing a duly authorized inspection, including refusing entry or access to portions of the building subject to the permit, shall be a violation of this Section. The owner shall notify the Building Inspector within thirty (30) business days of any changes to the contact information of the owner or responsible person.
- (D) **Continued Compliance.** For the Vacant Building Permit to remain valid, the building or structure subject to the permit shall continue to comply with all of the requirements of the Vacant Building Maintenance Standards.

(8) **Enforcement.**

- (A) **Authorized Officials.** The Zoning Administrator and the Building Inspector shall have the authority to enforce the provisions of this Section and to exercise the powers and duties specified in this Section and may delegate their authority to appropriate City personnel as his/her designee.
- (B) **Right of Entry.** An authorized official has the right to enter buildings, structures, or premises subject to this Section at reasonable times, with the express or implied consent of the owner, responsible person, or occupant, to inspect in accordance with the City's policy and procedure for entering onto private property to conduct administrative interior and exterior inspections for Code administration and enforcement. If entry is

refused, it shall be a violation of this ordinance for which a municipal infraction citation may be issued.

(C) **Inspections.** An authorized official may inspect the premises and structures to determine compliance with this Section at their discretion. All reports of such inspections shall be in writing, signed, or initialed and dated. An authorized official may engage any expert opinion as deemed necessary to report upon unusual technical issues that arise in the course of their duties, in accordance with City policy. An authorized official, or his/her designee(s), may conduct inspections made pursuant to the provisions of this Section in conjunction with other inspectors of the Department, police officers, fire fighters, or inspectors from other governmental bodies.

(i). Vacant or partially vacant properties will be both internally and externally inspected at the start of each registration period (new and renewal) and when the registration is terminated by the property owner or the person in control.

(ii). Vacant or partially vacant properties will be both internally and externally inspected upon acquisition of the property by a new owner or person in control and prior to an issuance of an Occupancy Permit.

(iii). Any inspection that is to take place within thirty (30) days of a previous inspection may or may not be conducted at the discretion of the Property Maintenance Officer/Building Inspector.

(D) **Issuance of Orders to Repair.** Upon inspection, an authorized official or his/her designee, shall issue orders to repair for work needed:

(i). To adequately protect the building from intrusion by trespassers and from deterioration by the weather;

(ii). To comply with the Vacant Building Maintenance Standards set forth in this Section;

(iii). To ensure that allowing the building to remain will not be detrimental to public health, safety and welfare, will not unreasonably interfere with the reasonable and lawful use and enjoyment of other premises within the neighborhood; or

(iv). To eliminate any hazards to police officers or firefighters that may enter the premises in times of emergency.

When issuing Orders to Repair, the authorized official shall specify the deadline for completion of the repair required and shall mail the notice to the owner or responsible person identified in the permit. All work done pursuant to this Section shall be done in compliance with any applicable codes and ordinances.

(E) **Reinspections.** Reinspections may be conducted after the deadline for repair as stated in the Order. Reinspections are subject to applicable reinspection fees.

(F) **Notices and Orders.** An authorized official may issues notices and orders to owners, responsible persons, operators, or occupants to obtain compliance with this Section.

(G) **Revocation, Reinstatement Measures.** If a vacant building permit is revoked by the Building Inspector for noncompliance with any provisions of this code, the owner of the building shall be given thirty (30) days to comply with the provisions of this code. Extensions of such thirty (30) day period may be granted at the discretion of the Building Inspector. Upon expiration of the thirty (30) day period, or any extension thereof, if the building continues to be noncompliant, a municipal infraction will be issued.

- (9) **Process and Timeline.** No later than January 1, 2022, following passage of this ordinance, and subsequently within thirty (30) days of a manufacturing, commercial, industrial, residential, or mixed occupancy building becoming vacant or partially vacant as defined herein, a building owner must complete a Vacant Building Registration Form, which serves as an application for a Vacant Building Permit.

SECTION 6: ESCROW

Each demolition of a vacant building requires that the owner or person in control hold in escrow with the City a deposit of ten thousand (\$10,000.00) dollars for a residential building and seventy-five thousand (\$75,000.00) dollars for a commercial building. If the amount to be set up in escrow cannot be paid in full, the City will place a lien on the property for the amount previously specified. The City will use these funds to complete the plans submitted by the owner or person in control in the event that the owner does not comply with the deadlines as previously submitted in the owners' or person in control's vacant building plan. Escrow funds will be released upon completion of the work or transfer of ownership, provided that all fees have been paid in full. New owners or persons in control must sign a form accepting responsibility for completing the demolition. All deposits received under this section shall be placed in the Code Enforcement Violations line item.

SECTION 7: VACANT BUILDING FEES AND PENALTIES.

The fees shall be reasonably related to the administrative costs for registering and processing the vacant building owner registration form and for the costs incurred by the City in monitoring the vacant or partially vacant building site. The annually increased fee amounts shall be reasonably related to the costs incurred by the City for the demolition and hazard abatement of or repairs to vacant buildings, as well as the continued normal administrative costs stated above.

- (1) The owner or person in control of a vacant residential building shall pay an annual fee of two hundred (\$200.00) dollars for the first year the building remains vacant. For every consecutive year that the building remains vacant, the annual fee will be assessed at double the previous year's amount for a maximum annual fee equaling the five (5) year of three thousand two hundred (\$3200.00) dollars to be used for the fifth and for all consecutive years of vacancy.
- (2) The owner or person in control of a vacant commercial building shall pay an annual fee of four hundred (\$400.00) dollars for the first year the building remains vacant. For every consecutive year that the building remains vacant, the annual fee will be assessed at double the previous year's fee amount for a maximum annual fee equaling the five (5) years of six thousand four hundred (\$6400.00) dollars to be used for the fifth and all consecutive subsequent years of vacancy.
- (3) The first annual fee shall be paid at the time the building is registered. If the fee is not paid, the penalties for the municipal infractions for this chapter shall be:
 - A) First offense: \$250.00
 - B) Second offense: \$750.00
 - C) Third and subsequent offenses: \$1,000.00
- (4) The fee shall be paid in full prior to the issuance of any building permits unless the property is granted an exemption.

- (5) All delinquent fees shall be paid by the owner or person in control prior to any transfer of ownership interest in the vacant building. A lien may be placed on the property to collect delinquent fees.
- (6) Late fees shall be paid in addition to the annual registration and will be equal to the annual fee of one thousand (\$1000.00) dollars, whichever is less.
- (7) All fees received under this section shall be deposited under the Code Enforcement Violations line item.
- (8) Reinspection Fees.
 - A. To compensate the City for its inspection and administrative costs reasonably related to the enforcement, an escalating fee established by the Council through resolution, may be charged for any reinspection following the initial inspection which resulted in an order for corrective action, and the first inspection to determine compliance with an order for corrective action issued hereunder.
 - B. Failure to pay reinspection fees within thirty (30) days of mailing an invoice to the property owner of record shall constitute a violation of this ordinance for which a municipal infraction citation may be issued.

SECTION 8: EXEMPTIONS

- A. A building under active construction/renovation and having a valid building permit(s) at the time of the initial inspection shall be exempt from registration until the expiration of the longest running, currently active building permit.
- B. A building which has suffered fire damage or damage caused by extreme weather conditions shall be exempt from the registration requirement for a period of ninety (90) days after the date of the fire or extreme weather event if the property owner or person in control submits a request for exemption in writing to the Property Maintenance Officer. This request shall include the names and addresses of the owner or owners or person or persons in control, and a statement of intent to repair and reoccupy the building in an expedient manner, or the intent to demolish the building.
- C. A building that has been granted an exemption pursuant to the following: Any owner or person in control of a vacant building may request an exemption from the provisions of this Chapter by filing a written application with the Property Maintenance Officer who shall timely consider same. In determining whether a request for exemption should be granted, the Property Maintenance Officer shall consider the following: The applicants prior record as it pertains to City Housing Code, Building Code, or Property Maintenance Code violations; The amount of vacant property the applicant currently has within the City; and the length of time that the building for which the exception is sought has been vacant.
- D. The application of this Ordinance shall not be inconsistent with or contrary to any and all requirements for historical structures established by any City, State, or Federal Agency.
- E. All requests for an exemption shall be made to the Property Maintenance Officer. The Property Maintenance Officer shall make a decision and notify the applicant within seven (7) days of the filing of the request for exemption.

SECTION 9: APPEALS

Any owner or person in control who is served a notice of vacant property registration may, within ten (10) calendar days of receipt of such notice, apply for an exemption or appeal the findings of the Property Maintenance Officer as set forth in the codified ordinances of the City of Anamosa.

SECTION 10: This Ordinance shall take effect and be in force from and after its passage, approval by the Mayor and the earliest period allowed by law.

PASSED AND APPROVED this _____ day of _____, 2021.

Rod Smith, Mayor

ATTEST:

Beth Brincks, City Administrator

APPLICATION AND CERTIFICATE FOR PAYMENT
AIA DOCUMENT G702

PAGE ONE OF FIVE PAGES

TO OWNER:

City of Anamosa
 107 South Ford Street
 Anamosa, IA 52205

PROJECT:

Downtown Revitalization Facade
 Improvement Project
 Anamosa, IA 52205

APPLICATION NO: 5R
APPLICATION DATE: 11/11/2021
PERIOD TO: 11/12/2021
PROJECT NO: 11919.01

Distribution to:

OWNER
 CONSTRUCTION
 MANAGER
 ARCHITECT
 CONTRACTOR
 OTHER
 OTHER

FROM CONTRACTOR:

Tricon General Construction
 1230 East 12th Street
 Dubuque, IA 52001

CONTRACT DATE: 03/04/21

CONTRACT FOR: General Construction

VIA ARCHITECT: Martin Gardner Architecture 700 11th Street, Marion, IA 52302

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$913,980.00
2. Net change by Change Orders	\$30,060.23
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$944,040.23
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$753,852.21
5. RETAINAGE:	
a. 5% of Completed Work (Column D + E on G703)	\$37,692.61
b. 5% of Stored Material (Column F on G703)	\$0.00
TOTAL RETAINAGE (Lines 5a + 5b or Total in Column I of G703)	\$37,692.61
6. TOTAL EARNED LESS RETAINAGE	\$716,159.60
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$490,084.57
8. CURRENT PAYMENT DUE	\$226,075.03
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$227,880.63

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Tricon Construction Group

By: Cindy Stone

Date: 11-15-2021

State of: Iowa County of: Dubuque
 Subscribed and sworn to before me this 15th day of

November 2021

Notary Public:

Mary K. Stone



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$ 226,075.03

(Attach explanation if amount certified differs from amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ARCHITECT

By: Bethany Jordan

Date: 11/15/21

This Certificate is not negotiable. the AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$29,842.22	\$3,962.93
Total approved this Month	\$4,740.42	\$559.48
TOTALS:	\$34,582.64	\$4,522.41
NET CHANGES by Change Order:	\$30,060.23	

AIA DOCUMENT G702 APPLICATION AND CERTIFICATE FOR PAYMENT CONSTRUCTION MANAGER ADVISER 1992 EDITION AIA

THE AMERICAN INSTITUTE OF ARCHITECTS, 1745 NEW YORK AVE. N.W. WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting of the license a completed AIA Document D401- Certification of Document's Authenticity

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 5R

APPLICATION DATE: 11/11/2021

PERIOD TO: 11/12/2021

ARCHITECT'S PROJECT NO: 11919.01

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
01	103 E Main								
02	General Conditions	\$6,214.00	\$3,165.55	\$403.88		\$3,569.43	57.4%	\$2,644.57	\$178.47
03	Masonry	\$24,413.00	\$24,413.00			\$24,413.00	100.0%	\$0.00	\$1,220.65
04	Demolition	\$4,721.00	\$4,721.00			\$4,721.00	100.0%	\$0.00	\$236.05
05	Rough Carpentry/Drywall	\$2,203.00	\$2,203.00			\$2,203.00	100.0%	\$0.00	\$110.15
06	Finish Carpentry	\$4,723.00	\$2,833.80			\$2,833.80	60.0%	\$1,889.20	\$141.69
07	Steel	\$2,524.00	\$2,524.00			\$2,524.00	100.0%	\$0.00	\$126.20
08	Roofing	\$1,120.00	\$1,120.00			\$1,120.00	100.0%	\$0.00	\$56.00
09	Windows - Restore	\$4,478.00	\$0.00	\$4,254.10		\$4,254.10	95.0%	\$223.90	\$212.71
10	Wood Windows - New	\$20,398.00	\$0.00			\$0.00	0.0%	\$20,398.00	\$0.00
11	Window Labor	\$3,149.00	\$0.00			\$0.00	0.0%	\$3,149.00	\$0.00
12	Storm Windows	\$5,794.00	\$0.00			\$0.00	0.0%	\$5,794.00	\$0.00
13	Painting	\$13,447.00	\$6,700.00	\$1,368.20		\$8,068.20	60.0%	\$5,378.80	\$403.41
14									
15	201 E Main								
16	General Conditions	\$9,868.00	\$8,710.56			\$8,710.56	88.3%	\$1,157.44	\$435.53
17	Masonry	\$101,087.00	\$101,087.00			\$101,087.00	100.0%	\$0.00	\$5,054.35
18	Demolition	\$8,855.00	\$8,855.00			\$8,855.00	100.0%	\$0.00	\$442.75
19	Rough Carpentry/Drywall	\$3,960.00	\$3,960.00			\$3,960.00	100.0%	\$0.00	\$198.00
20	Finish Carpentry	\$5,742.00	\$4,019.40	\$574.20		\$4,593.60	80.0%	\$1,148.40	\$229.68
21	Metal Railings	\$3,748.00	\$0.00			\$0.00	0.0%	\$3,748.00	\$0.00
22	Sheet Metal	\$2,830.00	\$2,830.00			\$2,830.00	100.0%	\$0.00	\$141.50
23	Roofing	\$8,895.00	\$8,005.50	\$622.65		\$8,628.15	97.0%	\$266.85	\$431.41
24	Wood Windows - New	\$7,915.00	\$0.00	\$4,749.00		\$4,749.00	60.0%	\$3,166.00	\$237.45
25	Windows Labor	\$1,125.00	\$0.00	\$675.00		\$675.00	60.0%	\$450.00	\$33.75
26	Aluminum Systems	\$4,251.00	\$0.00	\$3,825.90		\$3,825.90	90.0%	\$425.10	\$191.30
27	Acoustical Ceiling	\$900.00	\$0.00			\$0.00	0.0%	\$900.00	\$0.00
28	Painting	\$25,163.00	\$2,000.00	\$8,065.20		\$10,065.20	40.0%	\$15,097.80	\$503.26
29	Electrical	\$5,170.00	\$1,500.00	\$3,411.50		\$4,911.50	95.0%	\$258.50	\$245.58
30									
31	203 E Main								
32	General Conditions	\$4,000.00	\$760.00	\$2,005.02		\$2,765.02	69.1%	\$1,234.98	\$138.25
33	Masonry	\$1,168.00	\$1,168.00			\$1,168.00	100.0%	\$0.00	\$58.40
34									
	Subtotal	\$287,861.00	\$190,575.81	\$29,954.65	\$0.00	\$220,530.46	76.6%	\$67,330.54	\$11,026.52

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 5R

APPLICATION DATE: 11/11/2021

PERIOD TO: 11/12/2021

ARCHITECT'S PROJECT NO: 11919.01

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)		
	Subtotal	\$287,861.00	\$190,575.81	\$29,954.65	\$0.00	\$220,530.46	76.6%	\$67,330.54	\$11,026.52	
35										
36	Demolition	\$4,921.00	\$4,921.00			\$4,921.00	100.0%	\$0.00	\$246.05	
37	Rough Carpentry/Drywall	\$1,916.00	\$1,916.00			\$1,916.00	100.0%	\$0.00	\$95.80	
38	Finish Carpentry	\$5,547.00	\$3,328.20	\$832.05		\$4,160.25	75.0%	\$1,386.75	\$208.01	
39	Wood Windows - New	\$8,147.00	\$0.00	\$8,147.00		\$8,147.00	100.0%	\$0.00	\$407.35	
40	Window Labor	\$1,231.00	\$0.00	\$1,231.00		\$1,231.00	100.0%	\$0.00	\$61.55	
41	Aluminum Systems	\$21,478.00	\$0.00	\$19,330.20		\$19,330.20	90.0%	\$2,147.80	\$966.51	
42	Acoustical Ceiling	\$200.00	\$0.00	\$160.00		\$160.00	80.0%	\$40.00	\$8.00	
43	Painting	\$15,784.00	\$0.00	\$2,367.60		\$2,367.60	15.0%	\$13,416.40	\$118.38	
44	Electrical	\$1,678.00	\$1,000.00	\$510.20		\$1,510.20	90.0%	\$167.80	\$75.51	
45										
46	205 E Main									
47	General Conditions	\$4,000.00	\$842.00	\$633.48		\$1,475.48	36.9%	\$2,524.52	\$73.77	
48	Masonry	\$1,167.00	\$1,167.00			\$1,167.00	100.0%	\$0.00	\$58.35	
49	Demolition	\$4,401.00	\$4,401.00			\$4,401.00	100.0%	\$0.00	\$220.05	
50	Rough Carpentry/Drywall	\$3,762.00	\$3,762.00			\$3,762.00	100.0%	\$0.00	\$188.10	
51	Finish Carpentry	\$5,264.00	\$2,105.60			\$2,105.60	40.0%	\$3,158.40	\$105.28	
52	Wood Windows - New	\$7,865.00	\$0.00	\$7,865.00		\$7,865.00	100.0%	\$0.00	\$393.25	
53	Window Labor	\$819.00	\$0.00	\$819.00		\$819.00	100.0%	\$0.00	\$40.95	
54	Aluminum Systems	\$14,330.00	\$0.00			\$0.00	0.0%	\$14,330.00	\$0.00	
55	Acoustical Ceiling	\$200.00	\$0.00			\$0.00	0.0%	\$200.00	\$0.00	
56	Painting	\$14,985.00	\$0.00			\$0.00	0.0%	\$14,985.00	\$0.00	
57	Electrical	\$1,660.00	\$600.00			\$600.00	36.1%	\$1,060.00	\$30.00	
58										
59	205 W Main									
60	General Conditions	\$6,654.00	\$4,165.40	\$1,072.02		\$5,237.42	78.7%	\$1,416.58	\$261.87	
61	Asbestos	\$1,324.00	\$1,324.00			\$1,324.00	100.0%	\$0.00	\$66.20	
62	Masonry	\$34,011.00	\$34,011.00			\$34,011.00	100.0%	\$0.00	\$1,700.55	
63	Demolition	\$4,066.00	\$4,066.00			\$4,066.00	100.0%	\$0.00	\$203.30	
64	Rough Carpentry/Drywall	\$3,255.00	\$325.50			\$325.50	10.0%	\$2,929.50	\$16.28	
65	Finish Carpentry	\$3,560.00	\$712.00			\$712.00	20.0%	\$2,848.00	\$35.60	
66	Steel	\$4,852.00	\$4,852.00			\$4,852.00	100.0%	\$0.00	\$242.60	
67	Roofing	\$1,120.00	\$1,120.00			\$1,120.00	100.0%	\$0.00	\$56.00	
68	Wood Windows - New	\$11,674.00	\$0.00	\$11,674.00		\$11,674.00	100.0%	\$0.00	\$583.70	
69	Window Labor	\$2,161.00	\$0.00	\$2,161.00		\$2,161.00	100.0%	\$0.00	\$108.05	
70										
	Subtotal	\$479,893.00	\$265,194.51	\$86,757.20	\$0.00	\$351,951.71	73.3%	\$127,941.29	\$17,597.59	

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4

APPLICATION DATE: 11/11/2021

PERIOD TO: 11/12/2021

ARCHITECT'S PROJECT NO: 11919.01

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)		
	Subtotal	\$479,893.00	\$265,194.51	\$86,757.20	\$0.00	\$351,951.71	73.3%	\$127,941.29	\$17,597.59
71									
72	Aluminum Systems	\$4,251.00	\$0.00			\$0.00	0.0%	\$4,251.00	\$0.00
73	Painting	\$11,451.00	\$5,152.95			\$5,152.95	45.0%	\$6,298.05	\$257.65
74									
75	207 E Main								
76	General Conditions	\$4,000.00	\$1,631.03	\$1,571.33		\$3,202.36	80.1%	\$797.64	\$160.12
77	Masonry	\$14,766.00	\$14,766.00			\$14,766.00	100.0%	\$0.00	\$738.30
78	Demolition	\$4,874.00	\$4,874.00			\$4,874.00	100.0%	\$0.00	\$243.70
79	Rough Carpentry/Drywall	\$2,188.00	\$2,188.00			\$2,188.00	100.0%	\$0.00	\$109.40
80	Finish Carpentry	\$4,496.00	\$674.40	\$1,573.60		\$2,248.00	50.0%	\$2,248.00	\$112.40
81	Sheetmetal	\$350.00	\$350.00			\$350.00	100.0%	\$0.00	\$17.50
82	Windows Restore	\$6,851.00	\$0.00	\$6,508.45		\$6,508.45	95.0%	\$342.55	\$325.42
83	Aluminum Systems	\$14,948.00	\$0.00	\$13,453.20		\$13,453.20	90.0%	\$1,494.80	\$672.66
84	Storm Windows	\$2,400.00	\$0.00			\$0.00	0.0%	\$2,400.00	\$0.00
85	Painting	\$4,855.00	\$0.00	\$1,456.50		\$1,456.50	30.0%	\$3,398.50	\$72.83
86									
87	209 E Main								
88	General Conditions	\$4,000.00	\$1,220.72	\$1,493.90		\$2,714.62	67.9%	\$1,285.38	\$135.73
89	Masonry	\$192.00	\$192.00			\$192.00	100.0%	\$0.00	\$9.60
90	Demolition	\$6,122.00	\$6,122.00			\$6,122.00	100.0%	\$0.00	\$306.10
91	Rough Carpentry/Drywall	\$2,144.00	\$2,144.00			\$2,144.00	100.0%	\$0.00	\$107.20
92	Finish Carpentry	\$6,982.00	\$4,189.20			\$4,189.20	60.0%	\$2,792.80	\$209.46
93	Sheetmetal	\$775.00	\$775.00			\$775.00	100.0%	\$0.00	\$38.75
94	Aluminum Systems	\$15,477.00	\$0.00	\$13,929.30		\$13,929.30	90.0%	\$1,547.70	\$696.47
95	Painting	\$11,487.00	\$0.00	\$3,446.10		\$3,446.10	30.0%	\$8,040.90	\$172.31
96									
97	209 W Main								
98	General Conditions	\$4,663.00	\$2,711.66	\$1,372.06		\$4,083.72	87.6%	\$579.28	\$204.19
99	Masonry	\$5,480.00	\$5,480.00			\$5,480.00	100.0%	\$0.00	\$274.00
100	Demolition	\$2,276.00	\$1,365.60	\$341.40		\$1,707.00	75.0%	\$569.00	\$85.35
101	Rough Carpentry/Drywall	\$2,408.00	\$481.60	\$1,324.40		\$1,806.00	75.0%	\$602.00	\$90.30
102	Finish Carpentry	\$4,105.00	\$1,642.00	\$1,436.75		\$3,078.75	75.0%	\$1,026.25	\$153.94
103	Sheetmetal	\$1,336.00	\$1,336.00			\$1,336.00	100.0%	\$0.00	\$66.80
104	Roofing	\$12,145.00	\$12,145.00			\$12,145.00	100.0%	\$0.00	\$607.25
105									
106									
	Grand Total	\$634,915.00	\$334,635.67	\$134,664.19	\$0.00	\$469,299.86	73.9%	\$165,615.14	\$23,464.99

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4

APPLICATION DATE: 11/11/2021

PERIOD TO: 11/12/2021

ARCHITECT'S PROJECT NO: 11919.01

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)		
	Subtotal	\$634,915.00	\$334,635.67		\$134,664.19	\$0.00	\$469,299.86	73.9%	\$165,615.14	\$23,464.99
107										
108	Wood Windows - New	\$4,882.00	\$0.00		\$4,882.00		\$4,882.00	100.0%	\$0.00	\$244.10
109	Window Labor	\$626.00	\$0.00		\$626.00		\$626.00	100.0%	\$0.00	\$31.30
110	Storm Windows	\$1,100.00	\$0.00				\$0.00	0.0%	\$1,100.00	\$0.00
111	Painting	\$16,554.00	\$8,277.00		\$6,621.60		\$14,898.60	90.0%	\$1,655.40	\$744.93
112										
113	211 W Main									
114	General Conditions	\$9,882.00	\$7,416.17		\$1,978.76		\$9,394.93	95.1%	\$487.07	\$469.75
115	Asbestos	\$1,324.00	\$1,324.00				\$1,324.00	100.0%	\$0.00	\$66.20
116	Masonry	\$91,018.00	\$91,018.00				\$91,018.00	100.0%	\$0.00	\$4,550.90
117	Demolition	\$4,522.00	\$4,522.00				\$4,522.00	100.0%	\$0.00	\$226.10
118	Rough Carpentry/Drywall	\$6,875.00	\$6,187.50		\$687.50		\$6,875.00	100.0%	\$0.00	\$343.75
119	Finish Carpentry	\$4,721.00	\$472.10				\$472.10	10.0%	\$4,248.90	\$23.61
120	Sheetmetal	\$4,009.00	\$4,009.00				\$4,009.00	100.0%	\$0.00	\$200.45
121	Roofing	\$12,145.00	\$12,145.00				\$12,145.00	100.0%	\$0.00	\$607.25
122	Wood Windows - New	\$9,187.00	\$0.00		\$9,187.00		\$9,187.00	100.0%	\$0.00	\$459.35
123	Window Labor	\$1,436.00	\$0.00		\$1,436.00		\$1,436.00	100.0%	\$0.00	\$71.80
124	Aluminum Systems	\$19,041.00	\$0.00		\$17,136.90		\$17,136.90	90.0%	\$1,904.10	\$856.85
125	Acoustical Ceilings	\$200.00	\$0.00				\$0.00	0.0%	\$200.00	\$0.00
126	Painting	\$14,574.00	\$8,744.40		\$5,829.60		\$14,574.00	100.0%	\$0.00	\$728.70
127	Electrical	\$789.00	\$394.50		\$355.05		\$749.55	95.0%	\$39.45	\$37.48
128	213 E Main									
129	General Conditions	\$3,500.00	\$786.47		\$2,119.69		\$2,906.16	83.0%	\$593.84	\$145.31
130	Asbestos	\$1,324.00	\$1,324.00				\$1,324.00	100.0%	\$0.00	\$66.20
131	Demolition	\$3,506.00	\$3,506.00				\$3,506.00	100.0%	\$0.00	\$175.30
132	Rough Carpentry/Drywall	\$2,178.00	\$2,000.00				\$2,000.00	91.8%	\$178.00	\$100.00
133	Finish Carpentry	\$1,418.00	\$1,134.40				\$1,134.40	80.0%	\$283.60	\$56.72
134	Wood Windows - New	\$9,058.00	\$0.00				\$0.00	0.0%	\$9,058.00	\$0.00
135	Window Labor	\$1,444.00	\$0.00				\$0.00	0.0%	\$1,444.00	\$0.00
136	Aluminum Systems	\$17,773.00	\$0.00		\$15,995.70		\$15,995.70	90.0%	\$1,777.30	\$799.79
137	Painting	\$4,472.00	\$0.00		\$2,236.00		\$2,236.00	50.0%	\$2,236.00	\$111.80
138	Electrical	\$297.00	\$103.95		\$148.50		\$252.45	85.0%	\$44.55	\$12.62
139										
140	Alternate #1	\$2,230.00	\$0.00		\$2,230.00		\$2,230.00	100.0%	\$0.00	\$111.50
141	Alternate #2	\$26,000.00	\$10,400.00		\$14,300.00		\$24,700.00	95.0%	\$1,300.00	\$1,235.00
142										
	Subtotal	\$911,000.00	\$498,400.16		\$220,434.49	\$0.00	\$718,834.65	78.9%	\$192,165.35	\$35,941.73

AIA DOCUMENT G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4

APPLICATION DATE: 11/11/2021

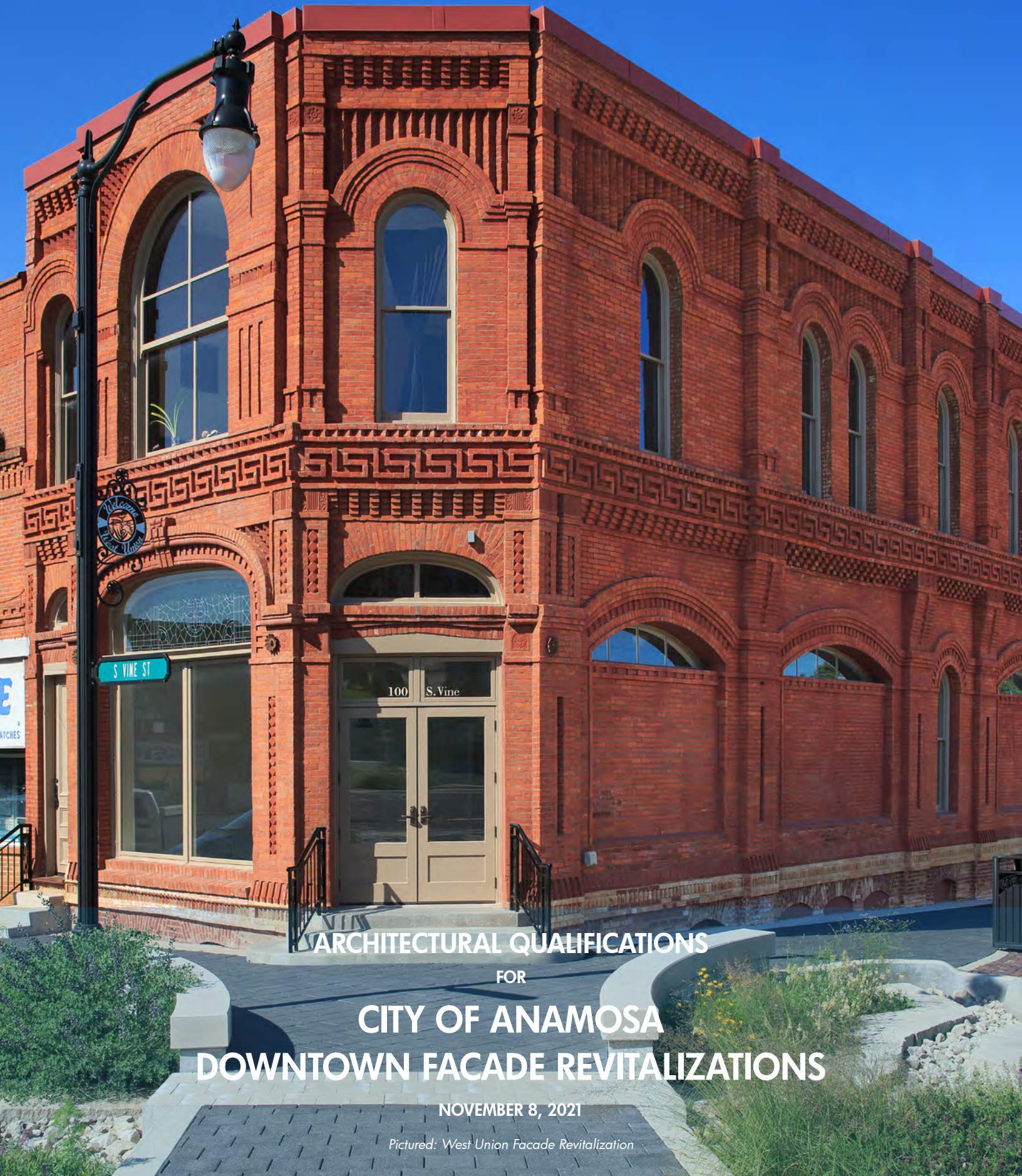
PERIOD TO: 11/12/2021

ARCHITECT'S PROJECT NO: 11919.01

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)		
	Subtotal	\$911,000.00	\$498,400.16	\$220,434.49		\$0.00	\$718,834.65	78.9%	\$192,165.35	\$35,941.73
143										
144	Alternate #3	\$1,880.00	\$1,410.00	\$470.00			\$1,880.00	100.0%	\$0.00	\$94.00
145	Alternate #4	\$1,100.00	\$990.00				\$990.00	90.0%	\$110.00	\$49.50
146										
147	Change Order #1	\$11,126.28	\$11,126.28				\$11,126.28	100.0%	\$0.00	\$556.31
148	Change Order #2	(\$86.01)	\$0.00				\$0.00	0.0%	(\$86.01)	\$0.00
149	Change Order #3	(\$1,079.96)	\$0.00				\$0.00	0.0%	(\$1,079.96)	\$0.00
150	Change Order #4	\$5,196.70	\$0.00	\$4,677.03			\$4,677.03	90.0%	\$519.67	\$233.85
151	Change Order #5	\$4,292.12	\$0.00	\$4,292.12			\$4,292.12	100.0%	\$0.00	\$214.61
152	Change Order #6	(\$96.81)	\$0.00				\$0.00	0.0%	(\$96.81)	\$0.00
153	Change Order #7	(\$1,027.49)	\$0.00				\$0.00	0.0%	(\$1,027.49)	\$0.00
154	Change Order #8	(\$1,091.16)	\$0.00				\$0.00	0.0%	(\$1,091.16)	\$0.00
155	Change Order #9	(\$485.82)	\$0.00				\$0.00	0.0%	(\$485.82)	\$0.00
156	Change Order #10	(\$95.68)	\$0.00				\$0.00	0.0%	(\$95.68)	\$0.00
157	Change Order #11	\$4,914.77	\$3,440.34				\$3,440.34	70.0%	\$1,474.43	\$172.02
158	Change Order #12	\$3,800.64	\$0.00	\$3,800.64			\$3,800.64	100.0%	\$0.00	\$190.03
159	Change Order #13	\$511.71	\$511.71				\$511.71	100.0%	\$0.00	\$25.59
160	Change Order #14	\$4,409.81	\$0.00	\$3,968.83			\$3,968.83	90.0%	\$440.98	\$198.44
161	Change Order #15	\$330.61	\$0.00	\$330.61			\$330.61	100.0%	\$0.00	\$16.53
162	Change Order #16	(\$559.48)	\$0.00				\$0.00	0.0%	(\$559.48)	\$0.00
163										
164										
165										
166										
167										
168										
169										
170										
171										
172										
173										
174										
175										
176										
177										
178										
	Grand Total	\$944,040.23	\$515,878.49	\$237,973.72		\$0.00	\$753,852.21	79.9%	\$190,188.02	\$37,692.61



MARTIN GARDNER
ARCHITECTURE



ARCHITECTURAL QUALIFICATIONS
FOR
CITY OF ANAMOSA
DOWNTOWN FACADE REVITALIZATIONS

NOVEMBER 8, 2021

Pictured: West Union Facade Revitalization



WE ARE COMMUNITY MEMBERS WHO LOVE PROBLEM SOLVING THROUGH DESIGN

TABLE OF CONTENTS

COVER LETTER.....	4
1 - FIRM PROFILE.....	5-7
2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM.....	8-11
3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV.	12-14
4 - SIMILAR PROJECT EXPERIENCE.....	15-28
5 - CLIENT REFERENCES	29
6 - ORGANIZATIONAL CAPACITY & RESUMES.....	30-32
7 - ANTICIPATED TIMELINE	33
8 - INSURANCE	34



MARTIN GARDNER
ARCHITECTURE

November 8, 2021

Anamosa City Hall
Attn: Derek Lumsden, Executive Director
107 South Ford Street
Anamosa, IA 52205

Re: City of Anamosa RFQ for Architectural Services CDBG Downtown Facade Revitalization

Dear Derek,

Thank you for the opportunity to assist you with the next round of CDBG Downtown Revitalization for the north side of Main Street. I have sincerely appreciated your leadership since you took over as Owner's Project Manager with our current DTR project. Your experience has been invaluable throughout the project, and I know it has been no small task being the conduit for all property owner and City Council communication.

We've already started to make plans for the next round, on ways to improve the experience for property owners and build on past successes. While the first DTR project is going well, at MGA we strive for continual improvement. The construction industry is constantly evolving, more so now than ever, and we learn lessons from every project. With the next round of properties, we would like to do the following:

- **Contingency Fund for Unforeseen Conditions During Construction:** Recommend that property owners either budget and manage their own contingency fund or include within the construction contract a Contingency Allowance of a specified amount for each property, so that surprises uncovered during demolition are not a burden on property owners.
- **Product Lead Times:** Push the contractor to order products early for which we are seeing unusually long lead times for or low availability, such as windows and paint. While hopefully supply chain issues will improve well before the next construction round, ordering products as early as possible will lessen schedule strain.
- **Clear Construction Scheduling Communication:** While construction schedules shift for many reasons, having clear communication with property owners is key. Making sure that property owners understand the final end date and that the construction schedule before that is somewhat of living document. It's a tough balance of keeping the schedule realistic yet conservative, to lessen inconveniences felt by tenants, and it can always be improved.
- **Paint Mock-ups:** Consider including a paint mock-up of selected paint colors for property owners to approve prior to painting the entire building. Even though Owners approve paint swatches during design, colors sometimes look different in situ.

At MGA, we also celebrate success – and our success is based on you! Accomplishments of the first DTR round include:

- **Continuity of Participating Properties:** This project had no property owners drop out of the project – even with complications from a pandemic and derecho! This is no small feat and reflects very well on the City of Anamosa and downtown property owners. It's also a point worth touting on the next DTR application.
- **Naysayers:** This project convinced property owners that were previously in opposition of the project that it is a useful tool for economic redevelopment. While they still may not participate in the next round, they understand the value it provides to other property owners and the downtown.
- **Public Awareness:** Posting printouts of building renderings on the buildings during construction greatly improved public opinion and excitement about the overall project while most of the buildings were hidden by temporary construction covers – and next time we'll do it sooner!

The current project has survived a mainland hurricane and once-in-a-lifetime (we hope) pandemic because of the steadfastness of the City and faith of the property owners. We sincerely hope that we can continue to serve the City and building owners for this next DTR project. Please don't hesitate to reach out to me should you have any questions regarding our proposal, or would like additional information.

Sincerely,

Bethany Jordan, AIA, Project Architect

1 - FIRM PROFILE

PRESERVATION

Our architects have the skill and knowledge to design your project following the Secretary of the Interior's Standards for the Treatment for Historic Properties. Whether your design solutions point to the need for Preservation, Rehabilitation, Restoration or Reconstruction, we will be with you every step of the way. We can help you maintain the buildings historic character-defining features, fabric and finishes while incorporating modern day amenities for occupant comfort.

PASSION

Each historic building is unique – we love discovering a buildings history and uncovering its inherent beauty. We are excited to craft a solution that will accomplish your goals and serve your needs while enhancing the buildings existing features. We sincerely hope that by helping you preserve your historic building it will continue to serve as an asset in your community for generations to come.

CONNECTION

Historic places are a tangible connection to our past, they are living history books that you can touch and feel. School field trips to these places are often what we remember most as children. Historic buildings are the most vivid places to learn about history and ourselves.

STEWARDSHIP

Carl Elefante writes "The greenest building is the one already built". Preservation and reuse of historic buildings reduces consumption of materials, puts less waste in landfills, and consumes less energy than demolishing buildings and constructing new ones.

HUMAN EXPERIENCE

Our identities, both as a society and as an individual, are intertwined with place. Historic buildings are an important part of our ever changing collective of memories, they help us remember who we are and where we have come from.

HISTORIC

WHAT'S BEHIND OUR DESIGNS?



SAFE

Compliance with current life safety codes can be tricky for historic buildings. We have expertise using a variety of code compliance methods to improve occupant safety and meet building code while preserving character defining features and finishes.

UNDERSERVED

Cultural preservation of our unique communities is vital to preventing gentrification during revitalization projects. It is important that all voices are heard and considered, especially for public projects where collaborative governance models are desired.

PURPOSE

Giving a historic site a new purpose can bring life back into your community. Utilizing existing buildings can be a valuable endeavor and we at MGA specialize in helping define a new building use and adapting it to an existing site. Your communities' past has great potential to become an integral part of your future.

EDUCATE/OUTREACH

We strive to raise awareness of the valuable role historic buildings play in supporting our communities, promoting economic redevelopment and enriching our lives. By educating others on the importance of having a historic presence in your town, efforts compound and generate the greatest possible involvement, investment and results.

FUNDING

While our historic buildings carry value beyond just dollars per square foot, funding always plays a key important role in any project. Many historic buildings qualify for special grants and programs from various public and private agencies. We at MGA are experienced in dealing with these programs and have the tools to help you take advantage of all available funding opportunities.

1 - FIRM PROFILE

Martin Gardner Architecture P.C. has been providing **EXCELLENCE** in architecture, design, master planning, needs assessment, creative placemaking, and other consulting services in eastern Iowa for over **35 YEARS**. We have a dynamic Team between two offices with a wide-ranging portfolio of over **2,000 PROJECTS**.

We believe in strong and **VIBRANT COMMUNITIES** and building places in them that are meaningful, impactful, and resilient. As Community Architects it is our responsibility to advocate for your needs and work toward the success of your project. We go beyond the surface of the issues to discover and address the real challenges underlying any project to achieve positive results.

Building **TRUST** and meaningful relationships with our clients are the keys to our success. We believe in being easily accessible to our clients. We also enjoy traveling to our clients and spending time in the communities that we work in so that we remain

engaged, attentive, and responsive to your needs and goals. The best places and spaces are products of **COLLABORATION**, community input, and shared ideas. As design professionals, we value and depend on feedback from owners and project users to continually learn, better our practice, and improve our services. We listen and learn when we tackle a new design or renovation rather than coming in with a predetermined approach, style, or solution. We want our clients to be involved with the design process. We encourage **PARTICIPATION** by our clients and their communities, and we maintain this as our guiding principle throughout the entire design process.

It is important to us to design with purpose and to hold ourselves responsible for our clients' financial resources and to **STEWARD** the natural and built resources we have inherited. We believe that our clients projects deserve our utmost effort and that our clients will always be treated with respect and consideration at all times. Together we can achieve more, and together we can **MAKE GREAT THINGS** happen!



Project Manager

Bethany Jordan, AIA
Project Architect
Direct: (319) 200-8499
bethanyj@martingardnerarch.com



Marion Office

700 11th St., Ste. 200
Marion, IA 52302
Phone: (319) 377-7604
Fax: (319) 377-1175

1 - FIRM PROFILE



"We have been working with Martin Gardner Architecture since 2017 to preserve and rehabilitate our historic 1904 courthouse. A multi-phase master planning process developed and led by Bethany Jordan has identified and prioritized stabilization and rehabilitation projects. Each phase of planning and work have been carefully laid out for the board of supervisors. Thorough recommendations have been provided by MGA with supporting documentation from the Secretary of the Interior's Standards. MGA established rapport with the board and other county employees, resulting in a credible master plan that will be well utilized over coming years. Through their dedication and expertise, Winneshiek County can preserve this landmark building for generations to come."

Dean Thompson | Retired Supervisor | Winneshiek County Board of Supervisors



Pictured: Elkader Facade Revitalization

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

Martin Gardner has extensive experience with Community Development Block Grant Projects (CDBG). For many years we have been working with a variety of agencies throughout Iowa to obtain funding and design the buildings.

PROJECT SCOPE DEVELOPMENT AND COLLABORATION

- Coordinate efforts with persons who be the community leaders in the process.
- Identify potential buildings within the community to include in the project and coordinate this information with community contacts.
- Work throughout the project to keep building owners and community contacts informed about the project status.
- Work with your grant administrator to coordinate program compliance.



FACADE IMPROVEMENTS PROJECTS DESIGN EXPERIENCE

- Work with Main Street concept renderings to compile project details and workable budgets.
- Create schematic level design renderings portraying improvements where renderings were not supplied by others.
- Recommend additional and alternate facade improvement measures to project stakeholders.
- Collaborate with Iowa Economic Development and the State Historic Preservation Office to ensure that the designs comply with The Secretary of Interior Standards.
- Make sure facade renovations are appropriate and in the best interest of the historic downtown district.
- Develop opinions of costs to align scope of work with project budget. Producing technical bidding documents.



FACADE IMPROVEMENTS PROJECTS BIDDING EXPERIENCE

- Procure competitive bids from qualified contractors.
- Review bid results with stakeholders, verify that bids are legitimate, and providing recommendations for approval.
- Negotiate with contractors to adjust scope of work and modify costs respectively if the bids are not in line with expectations.



FACADE IMPROVEMENTS PROJECTS CONSTRUCTION EXPERIENCE

- Administer to the Owner's agreement with the Contractor for Construction.
- Outline scheduling parameters.
- Streamline project communication between the contractor and the owners.
- Facilitate construction coordination, observing the contractor is conducting the work.
- Verify work progress is in line with contractor payment applications.
- Keep stakeholders abreast of construction progress.
- Verify the contractor is conducting the work in compliance with the bidding documents.

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

Community Development Block Grant (CDBG) projects require constant attention to the evolving requirements. Facade projects operate according to requirements specialized for the program requirements. We seek to remain current with these requirements and also are not hesitant to seek information and approval from Iowa Economic Development (IEDA) at each step of the process and the State Historic Preservation Office (SHPO). This is all done in coordination with your grant administrator. We also have worked with a variety of other Community Block Grant Programs. The following is a partial list of our CDBG funded projects in recent years. The date shown is the year the application for funding was made.

CITY OF ANAMOSA STOREFRONTS (2020)

Renovation of 10 downtown storefronts on the south side of Main Street, currently under construction.

DYSART COMMUNITY BUILDING (2017)

Complete renovation of the original building built in 1937.

LA PORTE CITY STOREFRONTS (2017)

Renovation of 14 downtown storefronts similar to your proposed project.

MARION STOREFRONTS (2016)

Renovation of 13 downtown storefronts similar to your proposed project.

WEST UNION STOREFRONTS (2015)

Renovation of 18 downtown storefronts similar to your proposed project.

ELKADER STOREFRONTS (2014)

Renovation of 21 downtown storefronts similar to your proposed project.

KALEIDOSCOPE CHILD CARE (2013)

New childcare building located on the campus of North Fayette High School.

MANCHESTER COMMUNITY CHILDCARE (2013)

Addition to a 1912 Arts and Crafts style school.

ADVANCEMENT SERVICES (2013)

5,640 square foot building to house part of the services of this sheltered workshop.

RISE (2011)

Interior renovations to improve client work, lunch, learning spaces and improved client access.

OELWEIN COMMUNITY SCHOOLS – CHILDCARE RENOVATIONS (2008)

Renovations to the existing Oelwein Community Schools Elementary Wing to accommodate childcare services.

SPECTRUM (2007)

Addition and renovations to an existing sheltered workshop building, including additional administration, client work, and classroom spaces.

LITTLE BULLDOG CHILDCARE (2006)

6,400 square foot childcare facility addition to the MFL MarMac Community School District Elementary Wing.

LITTLE HOME CHILDCARE (2006)

5,800 square foot childcare facility addition to the North Cedar Community School District Elementary Wing.

EDGEWOOD COMMUNITY CHILDCARE & LEARNING CENTER (2000, 2005)

5,900 square foot childcare facility built in 2000 with an addition added in 2005.

WAVERLY CHILDCARE (2005)

15,725 square foot Early Childhood and Headstart facility.

ELKADER CHILDCARE & LEARNING CENTER (2004)

Renovations and additions to convert a former USDA Rural Development Service Center to a childcare center.

VALLEY COMMUNITY SCHOOLS – EARLY CHILDHOOD (2004)

3,600 square foot Early Childhood facility addition to the Valley Community School District Elementary Wing.

POSTVILLE CHILDCARE SERVICES (2002)

11,950 square foot childcare, multicultural and community education facility.

OPERATION NEW VIEW – HEADSTART (2000)

A new 3,600 square foot Headstart facility.

RAINBOWLAND PRESCHOOL/DAYCARE (2000)

6,800 square foot childcare and preschool facility.

WAUKON FAMILY SERVICES & HEADSTART (2000)

A new 8,800 square foot Headstart facility addition to the North Winneshiek Community School District Facility.

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

PRE-APPLICATION WORK TO INCLUDE:

1. Coordinating with building owners to develop preliminary renderings and cost estimates;
 - a. The first and primary goal/challenge of this type of project is getting quality participation and buy-in from the building owners. Often, engaging in a process like this is unlike anything they have ever experienced in their property ownership life. Property owners can be weary of large government programs and can carry a feeling of “giving up” control of a portion of their property. There can be feelings of needing to “keep up with the Jones’” but also feelings of distrust of a crowd. In working through past DTR projects, it is all about establishing expectations. Expectations surrounding what individual owner investment will be as the project progresses, what City investment will be, what the grant will cover, and what other opportunities may exist for property owners financially. The worst-case scenario is that a property owner participates in the entire process with little to no investment and then withdraws from the program after bids come back. This wastes the resources of the City, the grant, the design team, and resources that would have been available for other property owners.
 - b. The City has identified 10+ properties that may be included in the project. It will be critical to establish a working relationship with them, and other grant partners (City, Chamber, Grant Admin. Etc) immediately. This can take many forms depending on how the individual property owners may best digest information. This may include group informational meetings with Q and A at various stages. It will include individual meetings with owners to determine their budgeted contributions which will heavily inform the potential scope of work for each property. Often, priorities need to be weighed when determining what the project will look like.
 - c. Having multiple property owners share monies from the same source can sometimes create conflict and contention. It often seems unfair that one building owner would get more dollars because their building requires much more repair or is much larger than another building. Some building owners may have more available to personally invest to “make the dollars go further”. Early in the process, MGA will work to identify any of these conflicts, dependent on the scale of each building. From there we will work with the grant administrator and the parties involved to create a fair plan with the most desirable outcome for all parties and the community at-large.
 - d. As with any DTR project, property owners may want to pursue construction components that cannot be funded by the grant. Sometimes emergency repairs are needed prior to the construction beginning. However, because of rules within the grant, property owners and the grant administrator will need to have open lines of communication to help ensure all program rules are followed during all phases of the project. Many rules and regulations are set up for reasons not obvious to property owners so proper care must be taken that the rules are clear.
 - e. After identifying eligible and non-eligible construction components with each owner, and establishing early costs in relation to their budgets, MGA will produce construction cost opinions and preliminary renderings to show the owner and grant administrator how the project may materialize. The owners will then have the chance to revise their scope based on the amount of funding available from all sources and adjust their scope if needed. Upon an agreed budget and scope of work, the final renderings and cost opinions can be generated for grant submission.
2. Completing the required Iowa Green Development Plan and Checklist.
 - a. MGA works on a variety of projects with grant programs and is well-accustomed to completing Green Streets forms. Sometimes Green Streets and even the Building Code can be at odds with the Secretary of the Interior Standards for Historic Preservation. When this occurs, we seek to bring the various parties together to develop workable solutions to satisfy the requirements of the grant and other governing authorities.

POST-AWARD SERVICES:

1. Meeting with property owners as required to develop scope of work, budget, and plans for each building;
 - a. Upon the award of the grant, there is another opportunity to refine the scope of work, budget and design for each building. At this phase we further verify compliance and eligibility of the construction components that are desired or needed for the project and address any comments that may accompany the grant award.
2. Preparing plans, specifications, cost estimates, and other required documents;
 - a. This phase of the project can be the most straightforward when the previous work is performed properly. However, in order to help the grant administrator properly allocate funds and the contractors to adequately separate cost of work for

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

each building, the construction documents need to be clear and organized. Accuracy and organization of backup documents are critical for alternates, pay applications and change orders.

- b. As the construction documents are completed, additional education is often needed to ensure that each building owner has a good sense of the expectations once bidding takes place and construction begins. They need to understand any anticipated disruption to business, what changes during construction mean, regardless of how the change comes about, when payment is due, and ongoing rules of what they can and cannot do to their building during construction.
3. Overseeing the bid letting process;
 - a. As mentioned above, good construction documents will help the public bidding process greatly.
 - b. Timing of release of the documents for bidding is also important. There will be many approval stages for the documents. MGA will work with the grant administrator to “walk the schedule backwards” to determine the timelines for jurisdictional review and revisions. To capture the best bidding climate, we will target certain times of the year. If these times cannot be met, we will seek alternative means to meet those times or wait for the next most advantageous time for bidding.
 - c. After the bids are received, we will sit down with each individual property owner to review the bids and any alternates that may have been identified. Where bids do not align with the budget, we will work with the contractor to identify the components that do not align and work towards solutions. We do not want to jeopardize the initial commitment of the contractors. If one or more key properties withdraw or need scope adjustment, the contractor is often within their rights to withdraw their bid. This is also why the early stages of owner commitment are critical.
 - d. As part of the process, MGA will coordinate with the contractor to get all references, schedule of values, and other valuable documentation that is required for the grant and parts of the normal process of administering a public project.
4. Performing construction management activities – including on-site evaluations, review and approval of change orders, and final inspections;
 - a. Outline scheduling parameters.
 - b. Streamline project communication between the contractor and the owners.
 - c. Facilitate construction coordination, observing the contractor is conducting the work.
 - d. Notify owners of hidden conditions and work through

win-win solutions with the contractor and owner.

- e. Verify work progress is in line with contractor payment applications.
- f. Keep stakeholders abreast of construction progress.
- g. Verify the contractor is conducting the work in compliance with the bidding documents.
5. Other additional services that can be provided.
 - a. MGA has helped a number of building owners apply for and receive Historic Tax credits and participate in other grant programs. This would be provided as an additional service directly to the building owner if requested though participation in other forms of funding will be at the discretion of the grant administrator and governing authorities.

FAMILIARITY WITH THE PROJECT AREA

Located in Marion, MGA is close to Anamosa and many of our employees spend time there. Our president has family from and still living in Anamosa and the surrounding area. We are very familiar with the area already.

Martin Gardner Architecture works throughout Iowa with communities of all shapes and sizes. Every community has a downtown with its own character and personality. As part of the process, the City of Anamosa is our client, but each individual property owner becomes our client as well. As we walk the streets with the owners, and return for field measuring and meetings, we bump into neighbors and become acquainted. We know that this project is for building owners, but it's also for the neighbors and for those citizens who also want their place to be the best it can be, and for those who will want to come back to the downtown in the future because of it. We count ourselves among those who will return because Anamosa, and the downtown in particular, will become one of “our” communities.



Pictured: Marion Temple Repaired Mosaic Floor

3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV.

PROFESSIONAL EXPERIENCE



Martin Gardner Architecture has been providing design services for over 35 years. Of that 35 years, many of our projects involved preservation, rehabilitation, and adaptive reuse of historic buildings.

Our firm has worked on many projects which have been subject to compliance with Secretary of the Interior's Standards for the Treatment of Historic Properties. We also have lots of experience working with, and for, the State Historic Preservation Office (SHPO) of Iowa. Bethany Jordan is a current TAN Advisor for SHPO.

Beyond this experience MGA brings the ability of a full service architectural firm to this project. Our familiarity with Iowa, our knowledge of the local construction and bidding markets, and our depth of experience in rehabilitating and renovating hundreds of buildings in the area brings value to this project.

Our understanding of this project has a personal dimension. Along with MGA's extensive experience, our firm is located in the former First National Bank building located in Marion, IA. Our Marion office has been located in this historic structure which was built in 1894 for over 20 years. Working closely with the building owner MGA has taken responsibility to care for and preserve the structure since he bought it in 1992, including the ornate, terra cotta detailing.

Our Strawberry Point office is located in a relocated barn that has been adapted for our use. Practicing every day in these buildings give us an awareness of the costs and constraints of preserving and repairing old buildings, but also the incalculable value they provide to the history of our community.



FAMILIARITY WITH STATE HISTORIC PRESERVATION OFFICE

The Secretary of Interior Standards and Guidelines are put in place to promote responsible preservation practices that help protect our cultural resources. We have become very familiar with these standards and guidelines over the years. We understand the intent and the purpose. Bethany has previous work experience in the State Historic Preservation Office creating in-depth publications on the Secretary of the Interior's Standards.

The State Historic Preservation Office (SHPO) is committed to preserving and protecting Iowa's historic resources. We collaborate with SHPO frequently and understand that their time is precious. Iowa Economic Development is the agency which administers these projects and is responsible to the Federal Government for compliance with the requirements of the programs. We understand the process of working with Iowa Economic Development in the review process as well. We believe our understanding of these projects and our familiarity with the program requirements helps us create appropriate projects that meet program requirements with a minimum amount of review and re-submittal. This helps keep project approval and review to the minimum possible. Mistakes can cost a project precious time as wait times for comments in the Section 106 review process is at least a month.

HISTORIC TAX CREDITS AND OTHER PROGRAMS

We can help them seek Historic Tax Credits and other programs that may be available at the time they wish to carry on their work. We again work with their grant administrators, their building owner's legal and accounting advisors, and local officials to comply with the requirements of the programs they desire to pursue. These are services which go beyond the scope of this project, but reinforce the value of our involvement in the project.

FUNDING FAMILIARITY

The following outlines our experience in working with financing sources for public buildings. This list is presented only to outline the depth of our experience and is not intended to suggest that these funds are appropriate for your project or that the programs are currently available.

3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV.

- We have an extensive number of projects that have been completed under USDA programs.
- We assisted the City of Marion in applying for an I-JOBS program and were ranked tenth in the State and were granted an award for the project.
- FEMA 361 SAFE ROOM GRANTS: We have completed two three tornado safe rooms for the City of Marion, City of Nashua, and Johnson County Conservation and are working with a school district on a future project.
- Community Development Block Grant (CDBG)
- Vision Iowa
- CAT
- IDOT T-21
- IDOT Scenic Byway
- Casino Funding Programs
- Main Street
- State and Federal Historic Building Tax Credits
- State Historical CLG and HRDP grants
- Vision/Enhance Iowa Grants

Our role in working on these funding sources varies somewhat with the agency. In most cases we provide architectural drawings of the chosen design, technical information needed for the application, and review of grant application materials. During the project development, we assist by including project requirements in the construction documents, providing assistance in preparing funding reports where appropriate, and in providing documentation of the project.

On occasion, such as the I-JOBS application listed above, we have written the grant application with significant input from our client. We prefer to work with a professional grant writer whenever possible. We also believe that use of a professional grant administrator is a good idea for facade programs if you do not have significant grant administration experience.

We believe that we have developed a good working relationship with these agencies. We work with several of these agencies often enough that we know the personnel who administer the programs. We are able to have questions answered easily and quickly because we know who to call and what to ask. We try to help our client's work their way through the application process and the administration of the grants or loans in any way that we can. We would work with you to seek other funding sources that may be available for your project.

SECRETARY OF THE INTERIOR'S PROFESSIONAL QUALIFICATIONS STANDARDS



As outlined in the Code of Federal Regulations, 36 CFR Part 61, the Professional Qualifications Standards are used by the National Park Service (NPS) to "define the minimum education and experience required to perform identification, evaluation, registration and treatment activities."

The category of Historic Architecture requires:

The minimum professional qualifications in historic architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.

All MGA team members on this project meet and exceed the Professional Qualifications Standards in Historic Architecture.

Licensed Architects have received specialized training consisting of advanced education and many years of practical experience to earn a license to practice architecture. Architects are empowered by the State of Iowa to design buildings which protect public health, safety, and welfare.

Of the 10 professionals that work together at Martin Gardner Architecture, 5 of them hold professional licenses to practice architecture in the state of Iowa and are members of the American Institute of Architects (AIA).

3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV.

TECHNICAL KNOWLEDGE OF HISTORIC MATERIALS AND REHABILITATION

At the onset of the project, we first meet with the local community contacts and the grant administrators to gauge the number of building owners who have expressed interest in the program, specific grant requirements, meet with the individual building owners to discuss what needs to be done to their facade, requirements of the project program, and the outcomes envisioned for the project. At that point, we perform an assessment of the buildings and discuss with the building owners what can be completed under the project on their building and the associated costs. We talk through what the improvements involve and explain how the improvements are achieved. Building owners have lots of questions about historic preservation and normally even more about the restrictions and requirements of the grant program.

STEWARDSHIP THROUGH DESIGN

We perform our duties with diligence and the utmost care for the people that use and inhabit the places we design and the neighborhoods that those places contribute to. We purposely have remained a small local firm and do not have offices in glass towered-penthouses, but rather place our focus on service and stewardship of Iowa communities. Growing Iowa-strong means focusing on people first, designing quality places to serve those around us, and working with the understanding that our designs help position our clients and communities for vibrant healthy futures for years to come. We understand our work is not isolated to the design and construction of projects but also impacts the greater character of a neighborhood and community and contributes to peoples' quality of life. We consider ourselves Community Architects because we understand that here in Iowa, it takes a village to accomplish great things. The dedication to each other and to one's neighbor is truly a unique quality to this state, and it is something we strive to honor in everything that we do. We volunteer, we mentor, we serve, we live, we work, and we play here. We will bring that passion and dedication to your project on day one and everyday thereafter.

COMMON TALKING POINTS:

Windows

Historic windows are a hot-button in the Historic Preservation world. There are a lot of myths about the cons of old windows. Although it can be costly to restore old windows, the old growth wood is harder and denser. The life expectancy of an old restored window can outlast a new wood window. And, in some cases, the old windows may be beyond repair and need a new window replacement. We can help educate owners on the value of historic wood windows.

Storefronts

Storefront windows are looked at differently than upper storey windows. In all cases, upper storey windows must be wood windows. Storefronts however, can in some cases be aluminum windows. SHPO allows this on a case by case basis. We can talk with building owners about these expectations and work to choose the best system for the job.

Masonry

The bulk of masonry work in facade projects usually comes down to masonry repointing. It is important to test the existing mortar to find out what the integrity of the mortar and repoint the joint with a matching material in composition and color. We can help guide the mortar collection, testing, and testing results process. Once we get the testing report, we tailor the masonry repointing specification to the test results to ensure that the new mortar will match the original in color and composition.

Historic Metals

Metal Cornices and other historic sheet metal objects are difficult to recreate. The design specifications we produce lay out procedures for proper stabilization, replacement, cleaning, and protection.

4 - SIMILAR PROJECT EXPERIENCE

DOWNTOWN FACADE AND HISTORIC PROJECT EXPERIENCE

We have worked closely with the cities, grant administrators, and Main Street programs in four communities to administer the program and to engage the building owners in the project. We have conducted public meetings and one on one meetings with the building owners to help them plan their projects and select the most appropriate portions of their buildings to renovate. We have also worked closely with the State Historic Preservation Office to maintain those projects in compliance with Secretary of the Interior Standards.

The communities of West Union, Elkader, Marion and La Porte City have each approached building recruitment and the easement process in different ways. We will certainly offer our insight into this process after having experienced this numerous ways. We encourage building owners to be engaged in the process as early and thoroughly as possible, so that commitments to the project can be made by them as early as possible. This simplifies the construction bidding process and will lead

to better construction bids and less confusion among contractors during bidding.

A common problem with these programs is building owners who wish to join or leave the program during the process. We encourage a frank and open dialogue with your community lead person, as well as our staff explaining the program early and often. We encourage that building owners make binding commitments as early as possible, and that the local sponsoring agency, in your case the City, require agreements to participate in the project.

In addition to this we have a long and varied list of downtown and main street building projects, other historic building renovations and additions, and experience with grant programs that we have worked with. The list below represents only a small portion of our project related experience. This is only a sample of projects that we think have relevance to your proposed project. We would be happy to provide you with more examples and/or detail about these projects as you may desire.



4 - SIMILAR PROJECT EXPERIENCE

ELKADER DOWNTOWN FACADE REVITALIZATION

A Community Development Block Grant was utilized in the rehabilitation of 21 downtown building facades. This project was fundamental in retaining and attracting business and maintaining the vitality of the community.

REFERENCE

City of Elkader
Jennifer Cowser | City Administrator
207 N Main Street | PO Box 427 | Elkader | Iowa
P: (563) 245-2098



4 - SIMILAR PROJECT EXPERIENCE



BEFORE



AFTER



4 - SIMILAR PROJECT EXPERIENCE

WEST UNION DOWNTOWN FACADE REVITALIZATION

This project includes 18 buildings and was part of a broader community revitalization program through The Green Streets Initiative that included upper story and facades rehabilitation, and a vibrant streetscape meant to spur economic development in a community of roughly 2,500 citizens.

REFERENCE

Iowa Economic Development Authority
Robin Bostrom | Sm. Bus. Spec. (Former Main Street Director)
200 East Grand Avenue | Des Moines | Iowa
P: (515) 725-3053



4 - SIMILAR PROJECT EXPERIENCE



BEFORE



PROPOSED

AFTER



4 - SIMILAR PROJECT EXPERIENCE

LA PORTE CITY DOWNTOWN FACADE REVITALIZATION

This historic building facade rehabilitation involved 14 buildings following the Secretary of Interior Standards for Historic Preservation including masonry repair and mortar repointing, window replacement, storefront renovations, painting, and a variety of cornice and trim detailing.

REFERENCE

City of La Porte City
Jane Whittlesey | City Administrator
202 Main Street | La Porte City | Iowa
P: (319) 342-3396



4 - SIMILAR PROJECT EXPERIENCE

BEFORE



PROPOSED



AFTER



4 - SIMILAR PROJECT EXPERIENCE

MARION DOWNTOWN FACADE REVITALIZATION

Rehabilitation of 13 buildings following the Secretary of Interior Standards for Historic Preservation including masonry repair and mortar repointing, window replacement, storefront renovations, painting, and a variety of cornice and trim detailing.

REFERENCE

Marion Chamber of Commerce
Jill Ackerman | President
1070 7th Avenue | Marion | Iowa
P: (319) 377-6316



4 - SIMILAR PROJECT EXPERIENCE

ANAMOSA DOWNTOWN FACADE REVITALIZATION

This historic building facade rehabilitation project for 10 buildings is currently under construction and follows the Secretary of Interior Standards for Historic Preservation including masonry repair and mortar repointing, window replacement, storefront renovations, etc.

REFERENCE

City of Anamosa
Beth Brincks | City Administrator/Clerk
107 South Ford Street | Anamosa | Iowa
P: (319) 462-6055



4 - SIMILAR PROJECT EXPERIENCE

ALLAMAKEE COUNTY COURTHOUSE MASONRY REPAIR (pictured below)

Waukon, Iowa

Masonry work, complete facade replacement, and ADA accessibility improvements throughout the entire facility.



BANK IOWA STOREFRONT RENOVATIONS ADDITIONS AND REMODEL FACADE AND BUILDING RENOVATIONS AND ADDITIONS

Independence, Iowa.

Renovations and additions to the main branch bank, downtown Independence, Iowa. Projects consisted of the complete renovation of the existing buildings exterior and interior, and the complete remodel of the adjacent buildings exterior and interior to expand bank operations into this facility.

BUCHANAN COUNTY COURTHOUSE- RENOVATIONS (pictured below)

Independence, Iowa

This project involved multiple exterior renovations, masonry re-pointing, window replacements, interior upgrades, interior remodeling, and electrical upgrades.



CANOPY LODGE #290 MASONIC HALL BUILDING ASSESSMENT

Oxford, Iowa

Building assessment for an 1895 masonic hall that was completed in 2018 with ongoing construction/repairs.

CARTER HOUSE MUSEUM ADDITION

Elkader, Iowa

Building Addition.

CENTER POINT DEPOT REHABILITATION

Center Point, Iowa

Roof repairs and interior renovation of the Interurban Depot into a trailhead, local historical museum, and railroad museum. Current project is now under construction for the next phase of the renovation of the building by dealing with crawlspace and building moisture, replacement of the roof, and making other building upgrades not a part of the original project.

CHICKASAW COURTHOUSE- RENOVATION (pictured below)

New Hampton, Iowa

This project addressed upgrades and renovations to the building's emergency egress and renovations to the county jail and county offices.



CLAYTON COUNTY COURTHOUSE STUDIES AND REPAIRS (pictured below)

Elkader, Iowa

Various studies of the existing building and various repairs.

4 - SIMILAR PROJECT EXPERIENCE



ELKADER OPERA HOUSE FACADE AND INTERIOR REHABILITATION (pictured below)

Elkader, Iowa

Rehabilitation of the exterior and interior of the historic Elkader Opera House, originally constructed in 1903.



DECORAH WOOLEN MILL ADAPTIVE REUSE

Decorah, Iowa

Conversion of this old industrial building into apartments.

DYERSVILLE CITY HALL ACCESSIBILITY

Dyersville, Iowa

Addition of renovation and associated renovation of the existing city hall.

DYSART COMMUNITY BUILDING (pictured below)

Dysart, Iowa

Complete renovation of the original building built in 1937.



ELKADER LIBRARY- RENOVATION

Elkader, Iowa

Renovation of the existing building for library use.

FARMERS STATE BANK MARION CITY HALL BUILDING INTERIOR & EXTERIOR RENOVATION (pictured below)

Marion, Iowa

Conversion of the former Marion Post Office which was converted to the Marion City Hall into an office and training center for this bank.



FAYETTE COURTHOUSE- REHABILITATION (pictured below)

West Union, Iowa

This project for the community of West Union, IA involved window replacement in the historic structure, various conditions reports, studies, and recommendations for the treatment and rehabilitation of the buildings interior dome.

4 - SIMILAR PROJECT EXPERIENCE



HOWARD COURTHOUSE MASONRY REPAIR (pictured below)

Cresco, Iowa

Renovations and upgrades focused on restroom upgrades and accessible accommodations, and renovations to law enforcement offices, central booking, and holding cells.



FIRST CHRISTIAN CHURCH BUILDING RENOVATION

Center Point, Iowa

New entrance, elevator, and renovation of a building moved to Center Point in the 1880's. New building utilities, heating and cooling, fellowship hall and classrooms renovations, and exterior renovation of the structure were included.

FIRST PRESBYTERIAN CHURCH HANDICAPPED ACCESS

Bellevue, Iowa

Addition to this building originally constructed in the 1850's to add proper fire exits and a commercial size elevator to a 1960's addition to the building.

FIRST PRESBYTERIAN CHURCH HANDICAPPED ACCESS

Marion, Iowa

This is a two phase project that was recently completed with construction of the second phase. The first phase provided handicapped access to the building from the parking lot and the second phase added a commercial size elevator to this 1880's historic structure.

GIBBS ENGINEERING STOREFRONT RENOVATION

Manchester, Iowa

Renovations to the exterior of the downtown Manchester, Iowa offices.

GUTTENBERG MUNICIPAL BUILDING CONDITIONS REPORT AND REHABILITATION

Guttenberg, Iowa

Conditions Report for a 1939 Art Deco style City Hall including an assessment of the entire building, recommendations for repairs prioritized into phases, construction cost estimates, research of building documents and maintenance records.

KERNDT BUILDING STOREFRONT RENOVATIONS

Lansing, Iowa

Renovations to the exterior of the Kerndt building, downtown Lansing Iowa.

LINN COUNTY ADMINISTRATIVE OFFICE BUILDING WINDOW REPLACEMENT

Cedar Rapids, Iowa

LINN COUNTY COURTHOUSE WINDOW REPLACEMENT

Cedar Rapids, Iowa

LISBON UNITED METHODIST CHURCH ADDITION FELLOWSHIP HALL AND HANDICAPPED ACCESS

Lisbon, Iowa

Addition of fellowship hall and classrooms to an 1880's church. Installation of elevator in the building.

LIVING FAITH METHODIST CHURCH BUILDING ASSESSMENT

McGregor, Iowa

Building assessment for an 1869 church including an assessment by a structural engineer, recommendations for repairs prioritized into phases, and ADA accessibility review.

MAID-RITE BUILDING- STOREFRONT RENOVATION

Marion, Iowa

Repair of exterior brick and structure of this turn of the century building to stabilize the exterior masonry and to make other limited repairs for immediate safety in the late 1980's.

4 - SIMILAR PROJECT EXPERIENCE

MANCHESTER CITY HALL WINDOW REPLACEMENT

Manchester, Iowa

Replacement of all upper story windows to the city hall building with new aluminum clad wood windows including brick moulding and other exterior ornamental trim components.

MANCHESTER COMMUNITY CHILDCARE ADAPTIVE REUSE

Manchester, Iowa

This is a Craftsman or Prairie style structure which was built as a school kindergarten building. Project is currently under construction.

MANCHESTER DOWNTOWN BUILDINGS STOREFRONT RENOVATION

Manchester, Iowa

Studies and renovations for several downtown buildings including but not limited to the City Hall and Chamber.

MARION AVENUE BAPTIST CHURCH REPORT

Washington, Iowa

TAN visit for a Late Gothic Revival style church built in 1868 including an assessment of the entire building, recommendations for repairs prioritized into phases, and recommendations for master planning.

MARION HERITAGE CENTER BUILDING ADAPTIVE REUSE- EXTERIOR REHABILITATION

Marion, Iowa

Conversion of an 1850's church that had been a YMCA and an auto parts store into a museum for the local historical museum group.

MARION SQUARE DEPOT PAVILION- ROOF RECOVERY AND ADAPTIVE REUSE (pictured below)

Marion, Iowa

When the railroad depot faced demolition a citizen's group salvaged the building roof, recovered the original brick and pushed for construction of a pavilion in the adjacent city park.



MONTICELLO CITY BUILDING STOREFRONT REHABILITATION (DESIGN STUDIES REPORT)

Monticello, Iowa

Design studies and report to evaluate the rehabilitation of the City Building that currently houses the city offices and upper level community spaces.

MOTOR MILL REHABILITATION

Consultation and repairs to this historic structure.

MOUNT VERNON UNITED METHODIST CHURCH HANDICAPPED ACCESS AND MASTER PLANNING

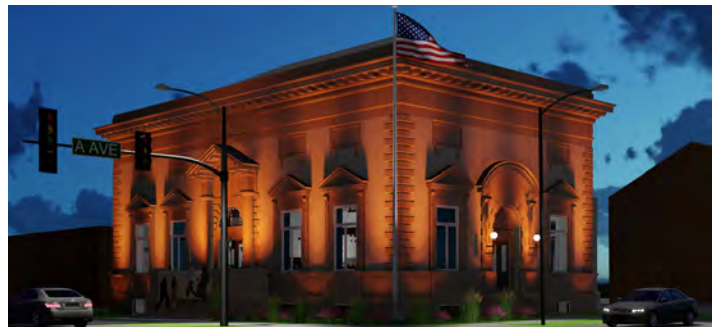
Mount Vernon, Iowa

A 20 year master planning project began our work. First phase of construction provided handicapped access to the 5 different building levels, provided safety upgrades of the exits and fire alarms, new parking, and provided handicapped access to the lower level of the building.

OSKALOOSA HISTORIC POST OFFICE (pictured below)

Oskaloosa, Iowa

Abandoned for over a decade, the historic 1902 post office will soon be rehabilitation into a brew pub/ restaurant. Rehab work includes restoration and reconstruction of historic building features, new HVAC, electrical and fire suppression.



4 - SIMILAR PROJECT EXPERIENCE

ROBIN'S SURPLUS STOREFRONT RENOVATION

Waterloo, Iowa

Renovations to the exterior of the downtown Waterloo, Iowa business.

SACRED HEART CATHOLIC CHURCH HANDICAPPED ACCESS (pictured below)

Monticello, Iowa

This project provided a covered entrance, gathering space, and access elevator for this historic 1914 Catholic Church. The main entrance stairway and front of the building were preserved by adding an addition to the side of the building that minimizes the intrusion of the new addition upon the main structure.



SHUEYVILLE COMMUNITY CENTER

Shueyville, Iowa

When the community school was consolidated into the adjoining school district decades ago, the local school building was turned over to the City.

STRAWBERRY POINT LIBRARY AND COMMUNITY CENTER ADAPTIVE REUSE

Strawberry Point, Iowa

Converted a former school into a combined facility.

SULLIVAN OPERA HOUSE

McGregor, Iowa

Rehabilitation of the historic Sullivan Opera House.

SUMNER DOWNTOWN STREETScape

Sumner, Iowa.

Complete downtown streetscape design services for City of Sumner's downtown revitalization projects.

VICTOR UNITED METHODIST CHURCH ADDITION-MASTER PLANNING AND HANDICAPPED ACCESS

Victor, Iowa

A 20 year study for church growth with the first phase and addition to provide a narthex, elevator, and new entrance to this 1920's era church.

WASHINGTON COUNTY BUILDING ASSESSMENT

Washington, Iowa

WINNESHIEK COUNTY COURTHOUSE REHABILITATION (pictured below)

Decorah, Iowa

Multiple phased project including a Building Evaluation and Master Stabilization and Rehabilitation Plan, subsequent roof replacement, and Tower Restoration for the Beaux-Art Classicism style courthouse built in 1904.



WOODLAWN CEMETERY GATES AND SHELTER REPORT

Washington, Iowa

TAN visit for an Egyptian Revival style shelter and gates including an assessment of the entire structure with recommendations for repairs prioritized into phases.

ZION PRESBYTERIAN CHURCH- HANDICAPPED ACCESS

Coggon, Iowa

New grade level narthex, accessible restroom, and elevator addition to this 1920's church

5 - CLIENT REFERENCES

Jane Whittlesey
City Administrator
City of La Porte City
202 Main Street
La Porte City, IA 50651
(319) 342-3396
lpcclerk@lpctel.net

Jennifer Cowser
City Administrator
City of Elkader
207 N. Main St.
P.O. Box 427
Elkader, IA 52043
Phone: (563)245-2098

Robin Bostrom
Small Business Specialist (Past Main Street West Union Director)
Iowa Economic Development Authority
200 East Grand Ave.
Des Moines, IA 50309
515-725-3053
robin.bostrom@iowa.gov.

Jill Ackerman
President
Marion Chamber of Commerce
1070 7th Ave.
Marion, IA 52302
319-377-6316
jill@marioncc.org

6 - ORGANIZATIONAL CAPACITY & RESUMES

The schedule for the award of the grant will be determined initially by the speed at which you desire to pursue the project and amount of preparations made by you to date. The project schedule will also be determined by the Iowa Economic Development Authority and its schedule of grant awards. We assure you that we will work with you to make the schedule work so that when the award is announced and finalized that we are in a position to work through the process in a timely manner.

When beginning a project, we set out to determine, with client input, the critical timeline factors required of the project from outside entities. These may include grant application deadlines, board meetings, funding deadlines, or a myriad of other required target dates. In addition, we also endeavor to determine the internal time constraints and/or needs of the client and staff. Once all of these factors have been established, project feasibility is ascertained and a project schedule established. Where grant award dates or other factors are not fully known, final scheduling must wait, and flexibility built into the schedule.

With our staff of 10 full-time employees we have sufficient staffing to complete the project. Our entire staff will support Bethany at critical times in the project to complete the work in an accurate and timely manner. Martin Gardner Architecture has successfully provided services on time and on budget to hundreds of clients throughout Iowa for over 35 years.

Our primary resources are our team of architects, designers, and drafts-persons who turn the needs of your building owners and community into a building project that can be priced and constructed by the building contractors. The primary purpose of facade projects is to bundle smaller projects into a larger unit where economies of scale and expertise can reduce costs and maximize quality.

Our staff has significant experience in historical work. We have our business in historic buildings, we work with historic buildings constantly, and we understand historic buildings because of our experience. We have worked with the State Historic Preservation Office, SHPO, and will cooperate with them as we find the best way to preserve your buildings.

We understand the needs of downtown buildings owners who need to stay open during construction, who need to keep their building costs to a minimum, and who want their buildings to remain functional and improve in the course of this project.

Budgets are similarly approached in a direct manner. Our approach to the budget process is to get the project scope identified as quickly as possible and then prepare our own opinion of construction cost, and by resolving any budget conflicts that develop in an open and honest manner. If you have a budget for the project at the beginning of the process other than typical IEDA program limits, it is best for us to know of it so that we can work within its limits.

We take your budget limits very seriously. Once you tell us what you want to spend, we work within that budget by designing the building to your needs. If problems with the budget are identified at that time we work with you to prioritize the project goals, eliminate the non-essential, and double check the accuracy of our numbers. We may suggest alternate solutions to the problems at hand, suggest the use of alternates for the bidding process to allow additions of items if bids come in lower or higher than anticipated, or other methods of adjusting costs.

We generate anticipated building costs through a process very similar to how construction contractors generate their estimates. We build the building from the design you have approved within the budget, creating costs for each component and feature. When we are uncertain about a given cost, we seek to utilize area contractors for additional cost information.

At this time given our current work load and understanding of the project, we feel confident that we can provide the services requested in a timely manner and within budgetary constraints.

6 - ORGANIZATIONAL CAPACITY & RESUMES

PROJECT DESIGN TEAM



BETHANY JORDAN, AIA
PROJECT ARCHITECT AND PROJECT MANAGER



KYLE MARTIN, AIA, LEED AP
PRINCIPAL ARCHITECT

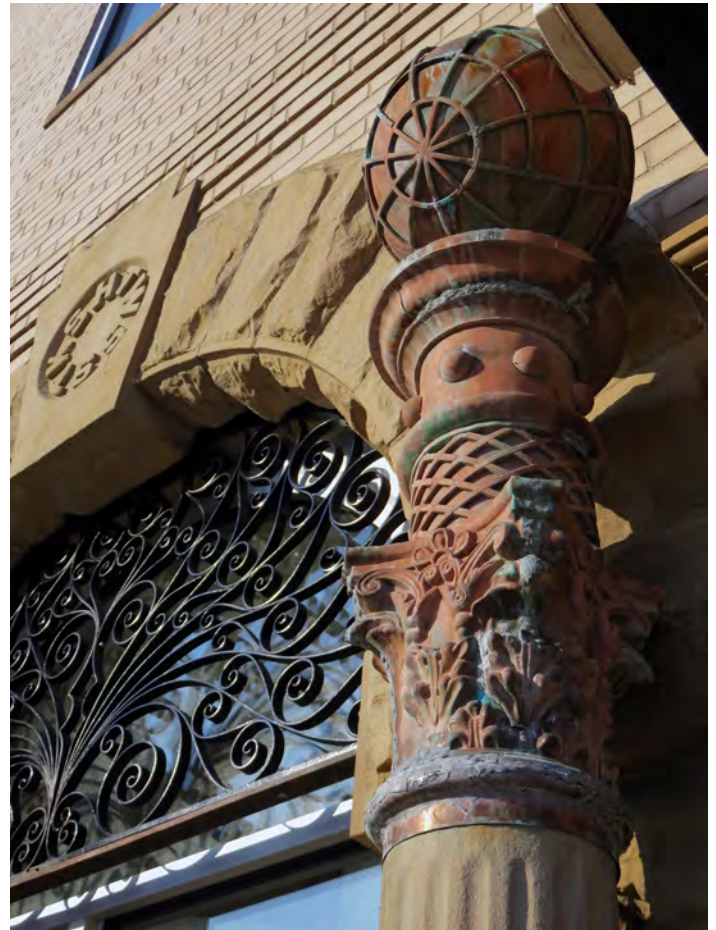
Bethany will lead this project for your community. As the project manager, Bethany will be meeting with your community leaders, building owners, and State IEDA personnel to administer this project.

Bethany is certified in historic preservation, worked previously in the State Historic Preservation Office (SHPO), and has built her career with historic preservation as a cornerstone of her portfolio. As the Past President of Save Cedar Rapids Heritage, a local non-profit focused on raising awareness of the value of historic buildings in our communities, she has an empathy and understanding of the issues of historic preservation. Bethany is originally from Marquette, Iowa, a small town in extreme northeast, so she can relate to the issues of life in our smaller Iowa communities. She is also a Field Services Advisor for SHPO, providing technical assistance to building owners interested in pursuing Historical Resource Development Program (HRDP) Grants.

Bethany will be supported throughout the project by the balance of our staff. Kyle will be her additional eyes upon the building designs, the projects costs, and the program procedures. Kyle will also provide final checking of all documents before their release for bidding.

Beyond Bethany and Kyle shown above MGA has eight other individuals who will provide support at various stages of the project at Bethany's direction and oversight.

Kyle will work closely with Bethany as he has been the lead architect on storefront renovation projects in Marion, and assisted on Elkader, West Union, and La Porte City Facade projects. His recent experience with these projects and the State agencies governing their funding and development will simplify the approval process and assure completion in a timely and effective manner.



6 - ORGANIZATIONAL CAPACITY & RESUMES



BETHANY JORDAN, AIA, NCARB
PROJECT ARCHITECT

Bethany will lead this project and serve as your main point of contact. She is certified in historic preservation and previously worked at the State Historic Preservation Office (SHPO) of Iowa. Bethany currently serves as a Field Services Advisor for SHPO, conducting historic building assessments across the eastern part of the state.

Bethany will oversee all aspects of the project to help ensure compliance with the *Secretary of the Interiors Standards for the Treatment of Historic Properties*. She has extensive project management and construction experience, having led very complicated and difficult projects.

PROFESSIONAL EXPERIENCE

10 years total

EDUCATION

Iowa State University, Bachelor of Architecture, 2011

ASSOCIATIONS | ACCREDITATIONS

American Institute of Architects (AIA)
National Council of Architectural Registration Boards (NCARB)

CIVIC ACTIVITIES

Construction Code Review Board, City of Marion
Save CR Heritage, Past President
Cedar Rapids Main Street, Board of Directors and Design Committee
Various City Commissions for the City of Cedar Rapids
Iowa Women in Architecture, iaWia

RELEVANT PROJECT EXPERIENCE

- City of Anamosa CDBG Downtown Revitalization Project
- City of Marion CDBG Downtown Revitalization Project
- Winneshiek County Courthouse Master Stabilization and Rehabilitation Plan, Tower Restoration, Roof and Lighting Protection Replacement
- City of Dubuque Downtown Commercial Building Assessments (500+ properties)
- Guttenberg City Hall Conditions Report and Rehabilitation
- Oskaloosa Post Office Rehabilitation
- Living Faith Methodist Church
- 326 Main Street McGregor
- 525 11th Street Marion Building Assessment
- Sullivan Opera House Rehabilitation
- Woodlawn Cemetery Gates and Shelter
- Marion Avenue Baptist Church Canopy Lodge Masonic Hall Building Assessment
- E.R. Barron Building Rehabilitation
- McGregor Pharmacy Tornado Repairs
- Marquette Depot Phase 3 Addition
- Emerson Elementary Conditions Report and Renovations
- John and Josephine Kuba House Rehabilitation



KYLE MARTIN, AIA, LEED AP
PRINCIPAL ARCHITECT

Kyle is a licensed architect in the State of Iowa. He has an extensive project background on a multitude of project types including office, events, community centers, libraries, city halls, maintenance, and storage facilities to name a few. In the past 14 years, Kyle has managed many successful projects with multiple public and private funding streams. A portion of his projects have been funded with Vision Iowa, CAT, USDA-RD, CDBG, and IDOT grants. Kyle has a broad range of experience designing and managing various building types in Iowa. Kyle excels at maximizing collaboration, managing the design process, and facilitating successful project delivery. He maintains clear, structured, and effective communication from start to finish of the project. He enjoys helping people and seeing clients accomplish their goals. Sustainable design practices and principles are one of Kyle's passions. He is a LEED Certified Professional through the United States Green Building Council.

PROFESSIONAL EXPERIENCE

16 years total

EDUCATION

Iowa State University, Bachelor of Architecture, 2006

REGISTRATIONS

Licensed Architect, Iowa and Illinois

ASSOCIATIONS | ACCREDITATIONS

American Institute of Architects (AIA)
Leadership in Energy and Environmental Design (LEED AP)

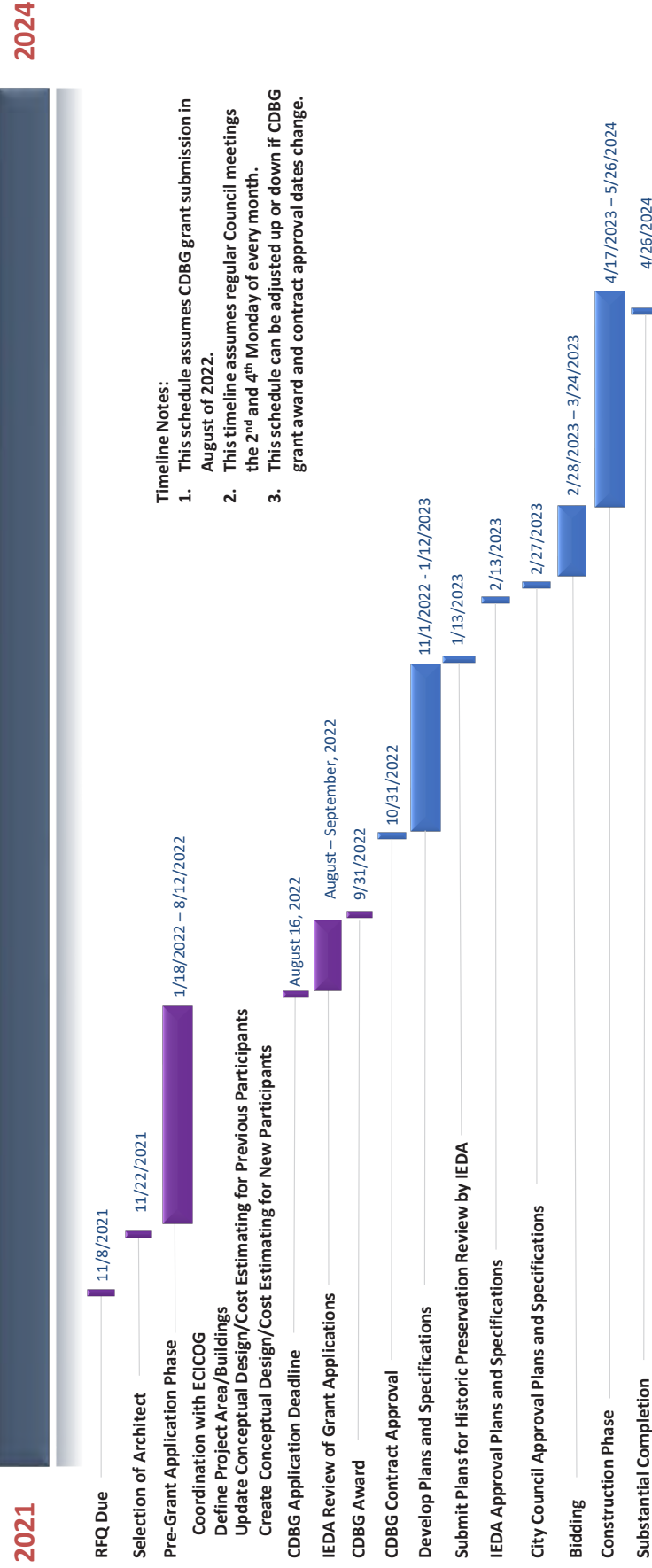
CIVIC ACTIVITIES

Marion Masonic Lodge #6
Numerous City of Marion Boards

RELEVANT PROJECT EXPERIENCE

- City of Anamosa CDBG Downtown Revitalization Project
- Marion CDBG Downtown Revitalization Project
- La Porte City CDBG Downtown Revitalization Project
- West Union CDBG Downtown Revitalization Project
- Elkader CDBG Downtown Revitalization Project
- Grand Lodge of Iowa Renovations and Lighting Replacement
- Emerson Elementary Conditions Report and Renovations
- Sacred Heart Parish Renovation and Addition

City of Anamosa Downtown Façade Revitalizations



8 - INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/29/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 1-800-300-0325 Holmes Murphy & Assoc - CR 201 First Street SE, Suite 700 Cedar Rapids, IA 52401		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS:		FAX (A/C, No):
INSURED Martin Gardner Architecture, P.C. 700 11th Street, #200 Marion, IA 52302		INSURER(S) AFFORDING COVERAGE INSURER A: TRAVELERS PROP CAS CO OF AMER INSURER B: TRAVELERS IND CO OF CT INSURER C: PHOENIX INS CO INSURER D: XL SPECIALTY INS CO INSURER E: INSURER F:		NAIC # 25674 25682 25623 37885

COVERAGES

CERTIFICATE NUMBER: 63666224

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			6803J589047	07/30/21	07/30/22	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA0S153475	07/30/21	07/30/22	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP4H739695	07/30/21	07/30/22	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UB8K013171	07/30/21	07/30/22	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability (Claims-Made Policy)			DPR9981032	07/30/21	07/30/22	Per Claim 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: City of Anamosa Community Development Block Grant (CDBG) Downtown Revitalization Program

CERTIFICATE HOLDER

Anamosa City Hall

 107 S Ford Street

 Anamosa, IA 52205

 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)
 dbeltz
 63666224

The ACORD name and logo are registered marks of ACORD

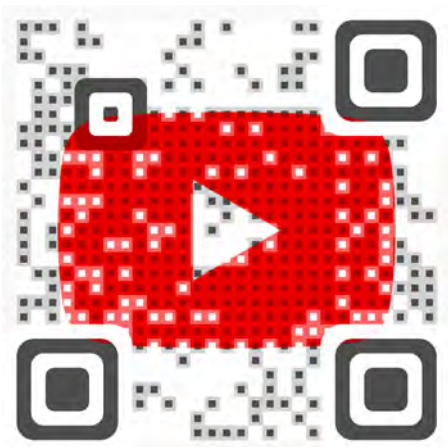
© 1988-2015 ACORD CORPORATION. All rights reserved.



"IF A BUILDING, LANDSCAPE, OR CITY IS NOT BEAUTIFUL IT WILL NOT BE LOVED, IF IT IS NOT LOVED, IT WON'T BE MAINTAINED AND IMPROVED. IN SHORT, IT WON'T BE SUSTAINED."

-DOUGLAS KELBOUGH

Scan the QR codes with the camera on your phone to visit us on the web.



700 11th Street, Suite 200
Marion | Iowa
Phone: (319) 377-7604

102 S Frederick Ave., Suite 1
Oelwein | Iowa
Phone: (563) 933-4712

INVISION



City of Anamosa
CDBG Downtown Revitalization Project

INVISION Enriching lives
through architecture.





CONTENTS

- 00 COVER LETTER 1
- 01 FIRM INFORMATION..... 3-6
- 02 PAST EXPERIENCE AND QUALIFICATIONS 7-24
- 03 PROJECT TEAM 25-28
- 04 PROJECT SCHEDULE/E&O29-31

November 4, 2021

Derek Lumsden
Executive Director
Anamosa City Hall
107 S Ford St
Anamosa, IA 52205

Dear Derek and members of the selection team,

We are pleased to submit our qualifications to provide architectural design services for the building facade improvement for the City of Anamosa. INVISION is excited to work with the City of Anamosa, Jones County Economic Development, as well as your business leaders to utilize this grant opportunity to not only make physical improvements to the facades of your historic downtown, but to also make lasting economic impacts that carry into your future. Our partnership with your team will be highly collaborative; we will work with you to seek out best solutions, sustainable values, and gain consensus amongst your business community. Our qualifications are based on the following factors:

SUCCESSFUL CDBG EXPERIENCE

Since 2013, INVISION has successfully worked through CDBG-Façade Improvement Grant projects and applications. We were by our clients' side for business owner meetings, presentations to the City, development and signing of easements, and coordination with other local government organizations (COG's in these cases.) Our past work has stood the test of time and continues to create vibrancy and cohesiveness in the communities we've served.

CDBG, MAIN STREET, GREEN STREETS AND SHPO EXPERIENCE

INVISION has worked successfully on downtown redevelopment projects in other Iowa communities with similar funding and historic approval processes including Osceola, Nevada, Emmetsburg, Greenfield and State Center. We have partnered successfully with the Community Development Block Grant Program, Iowa Green Streets, Main Street Iowa, and the State Historic Preservation Office (SHPO) on numerous projects. Our historic preservation work has been recognized at the state and national level, and our proven experience will enable us to successfully lead the project to a result the City of Anamosa will be proud of.

ABILITY TO DELIVER

In our partnerships with communities, in our wide variety of historic work, and in our long history of building lasting client relationships, we have shown that we can deliver complex projects on time and on budget. Once approved, our focus and commitment to your project will provide the information you need to make informed decisions. Our level of care, understanding, and desire to make the Anamosa downtown revitalization project a success is what will set us apart from other teams submitting on this project. INVISION's multiple office locations will allow for staff to be readily accessible to meet with your team on site; we are equally prepared to complete much work virtually for your ease, if desired.

INVISION is a client-focused, service-driven design firm, providing our clients with creative solutions that meet their needs and exceed expectations. We look forward to bringing our passion for service and creativity to your project. Thank you for your consideration, and if there are any questions, I can be contacted anytime at 515.865.1301 or kerryw@invisionarch.com. We look forward to hearing from you and to having the opportunity to further discuss our qualifications with your selection committee.

Sincerely,

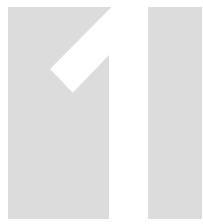


Mark Nevenhoven, AIA
Partner
515.657.4719
markn@invisionarch.com



Kerry Weig, AIA
Principal
515.657.4726
kerryw@invisionarch.com





What sets
us apart is
our client care.

INVISION

INVISION is a planning, architecture and interiors firm based in Iowa, and our work takes us to communities throughout the Midwest. To keep pace with a rapidly changing world, we continue to approach every project with passion and purpose — as we have for over 100 years.

Working in tandem so your ideas can go further.

As a team of more than 60 professionals who are artists, thinkers, innovators and creators — listening to you is at the core of how we bring your vision to life. Above all, we are expert collaborators and we look forward to working with you!

Engaged in our communities to make a difference.

We're people who believe in giving our all to help our communities through volunteering and supporting great causes. Our team is dedicated to finding ways to lift up others. We do this by providing pro bono services, mentoring students, and serving in leadership roles in our communities.

What sets us apart is our client care.

When you work with INVISION, you'll find that the first step in our process is listening to you. We take time to learn what you want and need, so we can design beautiful spaces that function for you now and into the future. Then, as your vision begins to take shape, we'll work together to make sure you're confident in every step of our design and problem-solving process, while keeping within your budget. When it's finished, we think you'll look back and appreciate the innovations we brought to life.



INVISION PARTNERS

Brad Leeper, AIA
Mark Nevenhoven, AIA
Eric Ritland, AIA, EDAC

DES MOINES

303 Watson Powell Jr. Way
Suite 200
Des Moines, IA 50309
515.633.2941

WATERLOO

501 Sycamore Street
Suite 101
Waterloo, IA 50703
319.233.8419

INVISIONARCH.COM



INVISION

Enhancing the ways people live, work, learn and heal.

Our expertise includes new construction, historic preservation, additions and renovations in education, healthcare, commercial, hospitality, workplace, athletic, civic and multi-family housing.

Driving design while respecting the environment.

Environmental stewardship is an important component of our work. Our goal is to provide energy-smart, sustainable solutions for every project to reduce negative impacts on the environment while improving the health and comfort of the people who work, live and play in these spaces.

Standing by to help in ways you might not expect.

As your project progresses, remember that we can offer assistance with related aspects such as medical planning, historic preservation, strategic site and facility planning, move management, zoning assistance, LEED certification, art selection, furniture packages, experiential graphics and so much more. Just ask your managing architect.



Our process is proven.

Below is our three-step method for achieving great results for our clients.



DISCOVERY

First we seek to deeply understand the issues driving your project. We might ask some tough questions but we truly listen and use your honest answers to formulate a solution uniquely tailored to your mission at hand.



STRATEGY

Next, we analyze our findings from the Discovery phase and begin envisioning possibilities. This is where the magic happens – your challenges and goals meet our talent and expertise, and an innovative solution comes to light.



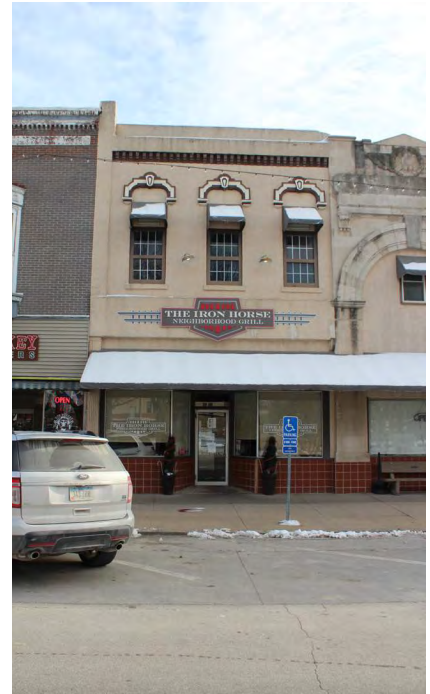
IMPLEMENTATION

Turning our shared vision into reality completes the process. Whether it's a report, masterplan or project under construction, we meticulously monitor schedules and budgets to deliver the results you turned to us to deliver.





Designing spaces
to enhance learning,
living, working,
and healing.



Our design philosophy is fairly straight-forward. Deliver excellence in design while providing a superior level of client-care. You've probably heard this from another design team (or two.) What makes INVISON different? It's hard to put into words, other than to say-we live it and deliver on it.

Our design approach is one that focuses on asking the tough questions first, and continues with challenging you with design solutions that solve your needs, meet your budget, and push your boundaries to achieve more than you thought possible. We enjoy working hand in hand with our client teams and focus on a team project atmosphere where you lead us in establishing what will make your project successful and we lead you in providing design solutions that innovate, inspire, and stand the test of time.

While we can make up all that we want to in words to explain our design philosophy, no-one will state it better than our clients.

"Don't be afraid to put it all out there—all your dreams, all your hopes, every vision you've had for it. Know and trust that INVISON will hear you and take into account all of those things and bring all of that to life. There are always checks and balances, but they hear all those things and are somehow able to bring it to life. Trust in the process. Don't be afraid to dream big, because somehow they're able to make it all happen."

-Michelle Hill, Director, Waukee APEX

UNIQUE DESIGN APPROACH TO HISTORIC BUILDINGS

Historic buildings are different than other projects we work on. They have unique qualities that must be understood when undergoing or proposing renovations. When working on historic buildings, INVISON calls in our internal historic project team with the experience to assess, review, and vet out the right recommendations to present to you. You are getting so many more people on your team than what we list in this proposal to ensure quality, compatibility, and methodology all align with your project goals and CDBG guidelines. Our historic design approach is custom-tailored to each of our clients and projects and may include:

- Existing conditions survey
- Historic photography analysis
- Secretary of the Interior research
- Community analysis
- Historic window survey
- Window survey
- Historic masonry restoration survey
- SHPO Tax Credit program documentation
- Photographic survey
- Dew point analysis
- Energy analysis
- Resource fro professional contractors specialized in historic preservation
- Cost opinions early and throughout work



CLIENT-FOCUS, SERVICE-DRIVEN

No matter the building or project type, we understand that no endeavor will be successful unless our focus remains on our clients. We respect your time and your opinions. We are here to provide professional architectural and design services and recommendations to facilitate your decision-making process. We are poised to lead when we need to lead and to listen-always.

You can expect to be part of the process from day 1. Starting with review of our proposed schedule provided in this proposal, we will look to the City of Anamosa to:

- Share your Hopes and Dreams for your project (Discovery)
- Collaborate on development of project drivers (Discovery)
- Confirm critical path dates for the project schedule
- Facilitate conversations (virtual or in-person) with the community, business and building owners
- Being respectful, but forthright in providing feedback-getting to the right solutions is not always easy work; we rely on a level of trust with our clients to be open and candid on design direction, while being mindful of each other's roles and respecting the insight each provides
- Celebrate successes, evaluate struggles and recognize strengths-every project is an opportunity to grow

IEDA CDBG DOWNTOWN REVITALIZATION

We fully support the IEDA's goal for the downtown revitalization program to "provide economic opportunities for people, especially those of low-and moderate income." Communities thrive when the resources to care for their people are also taken care of, and often nothing could be more at the core of this mission than improving the heart of the community-their downtowns. These buildings are key components in the creation, endurance, and resilience of communities across Iowa. Providing services, amenities, and space to gather and celebrate supports everyone, in every community.

Working with the IEDA makes sustaining the unique cultural attributes of a community possible. Each downtown is unique and each solution through the grant program should reflect this. We are not a company that chases every CDBG project around the state, we are one that seeks the right opportunities where we feel we can really support and create a successful vision through the downtown revitalization program. While our number of CDBG projects is not long, they are meaningful to our teams and to the communities we engaged with. Specific CDBG Downtown Revitalization project communities we have worked with:

- Osceola
- Emmetsburg

GRANT AND PROGRAM EXPERIENCE



As the City of Anamosa embarks on this new opportunity to improve the facades of your downtown area, you want to be secure that you are working with design professionals skilled in the appropriate survey and documentation of your historic buildings, as well as a firm that listens to individual business owner needs and desires as you affect so many different buildings in your community. We are confident INVISION will provide the highest level of service to you.

In addition, we know it is important to the City of Anamosa to be working with professionals experienced with Community Development Block Grants, as well as other funding sources. As our historical experience summary indicates, we have significant experience with many of the grants and programs that could be utilized in conjunction with the Community Development Block Grant and Main Street Iowa programs. Listed below are specific architectural services INVISION has provided on past projects to support these grants and programs:

COMMUNITY DEVELOPMENT BLOCK GRANTS

- Design documentation for grant applications including business owner meetings, presentations to the City, development and signing of easements, and coordination with other local government organizations
- Design documentation for bid letting (future phase of work)
- Administration of construction bid process
- Guidance and documentation of unanticipated discovery while under construction
- Preliminary project cost summary documentation
- Preparation of Department of Cultural Affairs submissions

MAIN STREET IOWA PROGRAMS

- Existing building conditions survey
- Renovation and restoration survey
- Use of funds documentation
- Preliminary project cost summary documentation

HISTORICAL TAX CREDIT PROGRAMS (STATE AND FEDERAL)

- Existing building conditions survey
- Photo documentation
- Tax credit application documentation (Parts 1, 2 and 3)
- Window survey
- Procurement of paint and mortar testing
- Resource for professional contractors specialized in historic preservation
- Versed in the Secretary of the Interior's Standards for the Treatment of Historic Properties and socially responsible, healthy and prosperous environment that improves the quality of life

GREEN STREETS AND HISTORIC REHAB EXPERIENCE



GREEN STREETS CRITERIA

In general terms, sustainability is the concept of meeting present needs while providing for the future. More specifically, sustainable design avoids depletion of energy, water and raw material resources; prevents environmental degradation and creates environments that are healthy, productive and safe. Sustainability influences better design in look, feel and experience. The Iowa Green Streets program creates state-funded projects that are environmentally responsible and serve as role models in their communities, a mission we fully support. INVISION has experience in Green Streets documentation in alignment with their guidelines to achieve sustainability goals in all scales of projects. We supplement the documentation with our experience with LEED® projects to offer both aesthetically and financially sound “green” solutions.

Completed Green Streets Projects:

- Osceola Downtown Facade Improvements
- Emmetsburg Downtown Facade Renovation
- State Center City Hall
- Dussell and Liston/Brimhall Building Renovation
- Wood’s Hospital Building

As members of the United States Green Building Council (USGBC), we subscribe to their mission—“To transform the way buildings and communities are designed, built and operated; enabling an environmentally and socially responsible, healthy and prosperous environment that improves the quality of life.”



SECRETARY OF INTERIOR STANDARDS FOR HISTORIC REHABILITATION

Through INVISION’s work on numerous historic rehabilitation projects, and work with the State and Federal Historical Tax Credit Programs, we have become well versed in the Secretary of the Interior’s Standards for the Treatment of Historic Properties, the National Park Service Technical Bulletins, and other guidelines for the proper treatment of historic structures. We work regularly with the State Historic Preservation Office (SHPO) and attend seminars to further our knowledge base and improve our approach to building preservation and rehabilitation.

Our team is committed to meeting all required standards for your project. Historical Tax Credit Programs (State and Federal):

- Existing building conditions survey
- Photo documentation
- Tax credit application documentation (Parts 1, 2 and 3)
- Window survey
- Procurement of paint and mortar testing
- Resource for professional contractors specialized in historic preservation
- Versed in the Secretary of the Interior’s Standards for the Treatment of
- Historic Properties



BEFORE



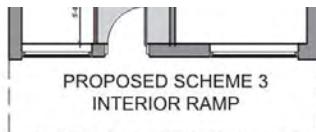
AFTER



BEFORE



AFTER



BEFORE



AFTER

OSCEOLA FAÇADE IMPROVEMENTS

OSCEOLA, IOWA



COMPLETED

2015

COST

\$760,000

REFERENCE

City of Osceola

Ty Wheeler

641.342.2377

This project included facade improvements of fifteen buildings in Osceola, Iowa's historic commercial square through funding provided by a State of Iowa Community Development Block Grant. INVISION met with building owners to discuss needs, concerns, and to set expectations early in the project.

Clear and concise documentation paved the way for a project that was completed on time and on budget. The project coupled significant upgrades coupled with historic restoration to celebrate Osceola's rich commercial history while providing modern amenities for patrons and current building owners.



BEFORE



AFTER



BEFORE



AFTER



BEFORE



AFTER

INVISION

EMMETSBURG DOWNTOWN FAÇADE IMPROVEMENTS

EMMETSBURG, IOWA



INVISION provided architectural services to the city of Emmetsburg for the restoration and redevelopment of storefronts in the downtown business district. The project comprises the historic rehabilitation of 25 building facades for the purpose of sparking investment in the community. Additionally, careful consideration is being paid to the 25 individual building owners, all of whom are working under a single contract.

The Emmetsburg Downtown Facade Improvement is being made possible through the procurement of federal funding. The federal grant program requires participation from local businesses in order for the project to be eligible for funding.

Importance was placed on developing a comprehensive set of bid and construction documents for the building owners. A conscious effort was made to retain the character of each unique storefront, while unifying them to develop a strong sense of community.

COMPLETED

2015

COST

\$852,000

REFERENCE

Deb Hite
Emmetsburg Chamber of
Commerce
712.852.2283



BEFORE



AFTER



BEFORE



AFTER



BEFORE



AFTER



BEFORE



AFTER

INVISION

STATE CENTER DOWNTOWN FAÇADE IMPROVEMENTS

STATE CENTER, IOWA



INVISION became connected with the State Center Development Association in the winter of 2009, when Kerry Weig volunteered to serve on the board and be part of a subcommittee leading the renovation of a mercantile building that was in jeopardy. Through the support of the City, the Main Street Challenge Grant Program, I-Jobs, State Historical Tax Credit Program and volunteer efforts, funding was secured to fully renovate the building, including rebuilding a wall that had separated, removal of two mezzanines, a steel intra-skeleton to support the masonry walls, installation of a new roof, reconstruction of the storefront, and restoration of street side windows and cornice. Following this project, Kerry volunteered to lead similar renovations to the Benson Dry Goods, Jack and Jill Grocery, Dussell and Liston/Brimhall Building and Wood's Hospital.

INVISION was also selected to renovate the City Hall, where modernization was needed to meet current building code standards and improve public accessibility. Through a Main Street Iowa Challenge Grant and city funding, the project included the addition of an elevator tower and relocation of offices, the American Legion and city council chambers. The underutilized community room was renovated to provide needed meeting and gathering space. New window units replicated the original configurations, overhead doors were replaced with a storefront system and new, accessible entry doors were installed.

COMPLETED

2012

COST

\$750,000

REFERENCE

Jim Eckhardt
State Center Development Association
641.691.0398



WARREN CULTURAL CENTER

GREENFIELD, IOWA



COMPLETED

2012

SQUARE FOOTAGE

31,000

COST

\$4,539,000

REFERENCE

E.E Warren Opera House Association

2013 LOCAL MASONRY INSTITUTE OF IOWA MERIT

2013 NATIONAL TRUST FOR HISTORIC PRESERVATION

2013 NATIONAL BRICK INDUSTRY ASSOCIATION: BEST IN CLASS FOR RENOVATION/RESTORATION

2013 MAIN STREET IOWA BEST TOTAL REHABILITATION OVER 5,000 SF



The Warren Opera House and Hetherington Blocks, which together form a discrete unit on the east side of Greenfield's courthouse square, stand as well-preserved examples of Iowa's commercial architecture from the late 19th century. The interior arrangement of the opera house block, featuring entertainment, commercial and residential space, was a characteristic typical of the state's small-town opera houses.

To meet the requirements of available grant funding, INVISION was asked to complete construction documents for this historic rehabilitation project under a very aggressive timeline. The project restored three buildings at a budgeted construction cost of \$4.5 million following the Secretary of Interior's Standards for Historic Preservation. The rehabilitated facility provides an adaptable, multi-use home for arts and cultural activities, accessible to all.



DILLEY BUILDING

DES MOINES, IOWA



In search for new office space in Downtown Des Moines, Beal Derkenne Construction and Christensen Development sought to bring together their appreciation for the area's architectural heritage as well as their trend towards clean and modern design. After they purchased the former Dilley Manufacturing building in the East Village area, the two companies partnered with INVISION to renovate the existing industrial building into new commercial and restaurant tenant spaces. Priority was given to the existing structure and materials, reusing as many found items as possible. Marble from the existing lobby was repurposed in the new reception desks, salvaged timbers were converted into new stair treads, and steel from the manufacturing space floor was adapted into guardrail for the exterior egress stair. New insertions into the spaces for restrooms, offices, and conference room were executed in glass and a modern palette, providing contrast to the existing building materials.

COMPLETED

2015

SQUARE FOOTAGE

35,000

COST

\$3,200,000

REFERENCE

Jake Christensen
Christensen Development
515.689.3000



CITY OF COLFAX CITY HALL RENOVATION

COLFAX, IOWA



In 2019, INVISION began work with the City of Colfax on the rehabilitation of an existing turn-of-the-century armory building into the new Colfax City Hall. The City had outgrown its existing leased space, and desired to relocate to a vacant building they had acquired. The big question for the design team was-how are we going to make something special from the existing property? Several design options were considered for the new city hall, and ultimately landed in the union of celebrating the buildings historic features while introducing modern aesthetics and amenities to serve the community's needs.

The renovation included

- City offices
- Record storage
- Public reception area
- Accessible restrooms
- Training/fitness space
- Council chambers
-

The project exposed and celebrated historic architectural features such as the wood truss system, making modern insertions for rooms and office spaces below. With the team's planning efforts to organize and maximize space within the existing shell, the resulting project became a warm and welcoming public amenity that will grow with City needs over time. On the exterior, the design embraced the public street with an entry plaza and revitalized an alley-way into a public pocket garden.

COMPLETED

2021

SQUARE FOOTAGE

7,300

COST

\$1,200,000

REFERENCE

Wade Wagoner

515.674.4096





The most amazing
thing you'll build with
us is a relationship.

Mark Nevenhoven AIA

PARTNER IN CHARGE



EDUCATION

Bachelor of Architecture
Iowa State University

REGISTRATIONS

Licensed Architect IA, MI, UT

Mark is responsible for evaluating projects and developing project teams that meet our clients' needs. Mark participates on both the macro and micro levels of each project, from overall master planning and programming to schematic design and detailing. His 27 years of architectural experience and eight years of construction experience make him an exceptional resource to every project team.

RELEVANT PROJECT EXPERIENCE

City of Osceola Downtown Facade Improvements
Osceola, IA

Emmetsburg Downtown Facade Renovation Emmetsburg, IA

Warren Cultural Center Greenfield, IA

AP Lofts Des Moines, IA

Clemens Housing Des Moines, IA

Dilley Building Des Moines, IA

Courtyard by Marriott Waterloo, IA

Hilton Hotel Fort Des Moines Renovation Des Moines, IA

Hyatt Place Saint Paul Downtown St. Paul, MN

Kirkwood Commons Des Moines, IA

Polk County Administration Building Des Moines, IA

**The University of Iowa: Art Building -
Phase Two - Renovation and Landscaping** Iowa City, IA

Villisca Armory Villisca, IA

West Bend Museum West Bend, IA

Whiteline Lofts Des Moines, IA

Kerry Weig AIA, LEED AP BD+C

MANAGING ARCHITECT



EDUCATION

Bachelor of Architecture
Iowa State University

REGISTRATIONS

Licensed Architect IA
LEED AP BD+C

Kerry's design and construction experience make her one of our most well rounded team members. Her extensive work on a variety of project types and scales has shown her to be a focused and dedicated leader capable of managing large teams and complex program elements. Her responsiveness and communication allows her to approach every aspect of a project with the owner's best interests in mind.

RELEVANT PROJECT EXPERIENCE

City of Osceola Downtown Facade Improvements
Osceola, IA

City of State Center City Hall Renovation
State Center, IA

Dussell and Liston/Brimhall Building Rehabilitation*
State Center, IA

Clemens Building Des Moines, IA

Woods Hospital Building*
State Center, IA

Courtyard by Marriott Waterloo, IA

Iowa State University Ames, IA

- Great Hall Rehabilitation*
- Hilton Coliseum Renovation*
- Memorial Union Great Hall Restoration*
- Memorial Union Renovation*
- Memorial Union Stone Stair Renovation
- Pearson Hall Renovation*
- Memorial Union 4-6 Renovation

Upper Gatherings
Nevada, IA

*Previous Firm Experience

Danielle McCoy IIDA

INTERIOR DESIGNER



EDUCATION

Bachelor of Fine Arts
Hamilton College of Design

REGISTRATIONS

Registered Interior Designer IA

Danielle brings a diverse background to projects having experience in a variety of market segments. She thrives in creating trusting and collaborative relationships with both her clients and project teams that lead to unique project solutions. Her attention to detail and experience makes her a valuable asset to any project team.

RELEVANT PROJECT EXPERIENCE

City of Cedar Rapids Cedar Rapids, IA
• Health and Human Services Campus*

City of Broomfield Broomfield, CO
• Health and Human Services Campus*

Colorado University Aurora, CO
• Depression Center*

Midwest Utility Company Various Locations, IA
• Davenport Central Campus Renovation
• Corporate Office Facility Renovation

Drake University Des Moines, IA
• Hubbell Dining Hall

City of Grimes Grimes, IA
• New Public Library

Oelwein Community School District Oelwein, IA
• Wings Park Elementary Renovation

Iowa City Schools Coralville/Iowa City, IA*
• Norman Borlaug Elementary School

*Previous Firm Experience

WHY THIS TEAM

At INVSION, we like to pick our project team for success. For the City Anamosa Downtown Revitalization Program project, this was not different. While you will encounter additional staff to round out our team at key points in the project, we offer you three key staff to lead you through the grant development process. They were chosen for these reasons:

MARK

Mark has many historic projects completed and is a significant resource for best practices, historic preservation guidelines, and a practical approach to these projects. He will contribute to the day to day development of the grant application and project as a project resource, quality control mentor, and design advocate. He will also push the team to make sustainable choices for your community.

KERRY

Kerry also brings a wealth of historic project and grant writing experience to the table. As Main Street Iowa board member for the City of Nevada, and past member in State Center, Iowa, she has a solid understanding of the balance between design, business owner needs and economic vitality. Her team-building skills will be used to help facilitate local conversations with your team, business/building owners and the City of Anamosa to implement your project goals and desires.

DANIELLE

An interior designer? You bet! Danielle's keen design sense and ability to select color options on a range of project types makes her skills the perfect fit for the conceptual work needed to continue to add vibrancy to your facades. Her energetic pursuit of project success will be refreshing for your team and business/building owners.

As the project progresses to subsequent phases, additional staff will be added as needed/required to complete the work.

OPERA
HOUSE



4! Let's design
something great.
Together.

We make process a priority.

PROJECT APPROACH/SCHEDULE

As we begin to look at your project schedule, we recommend the following key milestones. A detailed work plan and project schedule will be made available to the City upon award and completion of contracts. Note that 2020 has given us opportunity to hone our virtual meeting skills. All proposed meetings are able to be conducted in person or virtually.

NOVEMBER 2021

Project Awarded
Contracts

KICK OFF MEETING

With City of Anamosa and Jones County Economic Development

Agenda
Hopes and Fears exercise
Goal setting
Establish project drivers
Project and scope overview

Duration
2 hours

DECEMBER 2021

BUILDING OWNER MEETING 1

Project overview
Hopes and Fears
Goal setting
Schedule review
Review CDBG requirements and process

Duration
30 min-1 hour each

DECEMBER 2021

Building assessment
Preliminary concept development

EXISTING CONDITIONS SURVEY

By INVISION and any required sub-consultants
Masonry
Windows
Architectural features

Duration
1-2 days all exterior work-INVISION will coordinate with the City and/or JCED if any interior review required

JANUARY 2022

CITY UPDATE

Overview of progress
Review results of existing conditions survey
Grant application updates
Identify milestones, potential concerns, and how to resolve

Duration
30 min-1 hour

IEDA UPDATE

Overview of progress
Identify any questions for IEDA

Duration
Email or phone conference-TBD

JANUARY 2022

Develop rough cost estimates
Further concept development and review

BUILDING OWNER MEETING 2

Reflect on Hopes and Fears
Review proposed plans
Identify any deferred maintenance items that may be outside of the project scope (non-inclusive, general considerations only)
Schedule review

Duration
30 min-1 hour each

FEBRUARY 2022

CITY UPDATE

Overview of progress
Review refined concepts
Grant application updates
Identify milestones, potential concerns, and how to resolve

Duration
30 min-1 hour

APRIL 2022

Final cost estimates
INVISION QA/QC
Concept refinement and review

BUILDING OWNER MEETING 3
Reflect on Hopes and Fears
Review proposed plans for final comments
Schedule review

Duration
30 min-1 hour each

CITY UPDATE

Overview of progress
Review final concepts
Grant application updates
Identify milestones, potential concerns, and how to resolve

Duration
30 min-1 hour

MAY-JUNE 2022

Final application materials reviewed and submitted

CITY UPDATE
Grant application review

Duration
30 min-1 hour

OPTIONAL-COMMUNITY UPDATE
Grant application review

Duration
30 min-1 hour

After award of the Grant, INVISION is ready to immediately begin work on implementation of these design strategies. A complete work plan and design schedule will be provided to the City upon award of those services, anticipated fall 2021.

ORGANIZATIONAL CAPACITY

INVISION is poised to commence work immediately upon execution of a contract for design services. The outlined schedule represents one approach to achieve project success-we welcome your input and will review and revise with you during our kick-off meeting.

After grant approval, INVISION is also ready to commence on full building documentation, bidding, and construction administration services. As noted, our team will grow during these phases to accommodate the volume of work to be completed at the anticipated schedule.

ERRORS AND OMISSIONS

INVISION is a fully insured company. Our professional liability insurance covers negligent acts, errors and omissions in the performance of professional services with policy limits of not less than « two million » (\$ «2,000,000 ») per claim and «four million » (\$ « 4,000,000 ») in the aggregate.



Forge, Inc. f.k.a. Eagle View Land Development, Inc.
PO Box 106, Anamosa, IA 52205-0106
319-462-4435
Info@Forgelowa.com

To: City of Anamosa

Please be advised that Lot 2 of Chamber Drive Business Park (Parcel 0901351016) was sold to BSMM Investments 2 LLC on March 16th, 2020, and as such we are requesting the necessary amendments/transfers of the Development Agreement from Eagle View Land Development, Inc. to BSMM Investments 2 LLC.

Bryce Ricklefs

DIRECTOR



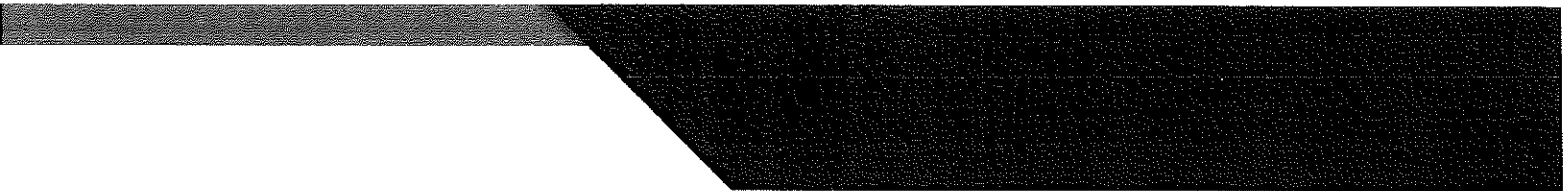
Forge, Inc. f.k.a. Eagle View Land Development, Inc.
PO Box 106, Anamosa, IA 52205-0106
319-462-4435
Info@Forgelowa.com

To: City of Anamosa

Please be advised that Lot 3 of Chamber Drive Business Park (Parcel 0901351017) was sold to Nova Holdings LLC on September 25th, 2020, and as such we are requesting the necessary amendments/transfers of the Development Agreement from Eagle View Land Development, Inc. to Nova Holdings LLC.

Bryce Ricklefs

DIRECTOR



Nova Holdings LLC
PO Box 106, Anamosa, IA 52205-0106
319-462-4435

To: City of Anamosa

Please be advised that Lot 3 of Chamber Drive Business Park (Parcel 0901351017) was sold to Doug & Nancy Ricklefs on November 2nd, 2021, and as such we are requesting the necessary amendments/transfers of the Development Agreement from Nova Holdings LLC to Doug & Nancy Ricklefs.

Bryce Ricklefs

DIRECTOR



RESOLUTION 2021-

Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year for Eagle View Land Development, Inc. (Nova Holdings LLC) Lot 2

WHEREAS, the City of Anamosa, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Anamosa Corridor Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payment in the amount of \$7,463.73 (the “Annual Payment”) which shall come due in the fiscal year beginning July 1, 2022 with respect to the City’s TIF Rebate Obligation to **Eagle View Land Development, Inc. (Nova Holdings LLC)** dated September 23, 2019; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2021;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Anamosa, Iowa, as follows:

Section 1. The City Council hereby obligates \$7,463.73 for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2022.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City’s December 1, 2021 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City’s budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Councilmember _____ introduced the foregoing **Resolution No. 2021-** and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the result of the vote.

COUNCILMEMBER		AYES	NAYS	ABSENT
CRUMP				
SMITH				
MACHART				
ZUMBACH				
STOUT				
CAPRON				

Passed and approved November 22, 2021.

Rod Smith, Mayor

Attest:

Beth Brincks, City Clerk

RESOLUTION 2021-

Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year for Eagle View Land Development, Inc. (Nova Holdings LLC) Lot 3

WHEREAS, the City of Anamosa, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Anamosa Corridor Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payment in the amount of \$14,796.20 (the “Annual Payment”) which shall come due in the fiscal year beginning July 1, 2022 with respect to the City’s TIF Rebate Obligation to **Eagle View Land Development, Inc. (Nova Holdings LLC)** dated September 23, 2019; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2021;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Anamosa, Iowa, as follows:

Section 1. The City Council hereby obligates \$14,796.20 for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2022.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City’s December 1, 2021 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City’s budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Councilmember _____ introduced the foregoing **Resolution No. 2021-** and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the result of the vote.

COUNCILMEMBER		AYES	NAYS	ABSENT
CRUMP				
SMITH				
MACHART				
ZUMBACH				
STOUT				
CAPRON				

Passed and approved November 22, 2021.

Rod Smith, Mayor

Attest:

Beth Brincks, City Clerk

DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Anamosa, Iowa (the "City") and By Design, LLC (the "Company") as of the ____ day of _____, 20__ (the "Commencement Date").

WHEREAS, the City has established the Anamosa Corridor Urban Renewal Area (the "Urban Renewal Area") and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Company owns certain real property which is situated in the City, lies within the Urban Renewal Area and is more specifically described on Exhibit A hereto (the "Property"); and

WHEREAS, the Company has undertaken the renovation and expansion of the existing facilities on the Property (the "Project") for leasing to Metal Design Systems, Inc. ("MDSI") for use in the manufacturing business operations of MDSI; and

WHEREAS, the Company has requested that the City provide financial assistance to the Company in the form of incremental property tax payments to be used by the Company in paying the costs of constructing and maintaining the Project on the Property; and

WHEREAS, the base valuation of the Property for purposes of calculating Incremental Property Tax Revenues (as herein defined) under this Agreement and Section 403.19 of the Code of Iowa shall be the assessed taxable valuation of the Property as of January 1, 2021 (the "Base Valuation"); and

WHEREAS, Chapter 403 of the Code of Iowa authorizes cities to establish urban renewal areas and to undertake economic development and blight alleviation projects; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Company's Covenants

1. Project Construction and Operation. The Company agrees to construct the Project on the Property. Furthermore, the Company agrees to invest not less than \$_____ into capital improvements for the Project, including construction work and other furnishings. The Company has submitted a detailed site plan (the "Site Plan") for the development of the Project to the City which was approved on _____, 20__ and is set forth on Exhibit B hereto. The Company agrees to construct the Project in accordance with the Site Plan and to substantially complete such construction by no later than _____, 20__.

The Company agrees to maintain ownership of the Property and the completed Project thereon during the Term (as hereinafter defined) of this Agreement. Further, The Company agrees to enter into a lease (the “Lease”) for the completed Project with MDSI, with a term in effect as of the completion date of the Project and continuing through the Term of this Agreement. The Company further agrees to ensure that the completed Project is used in the Business Operations of MDIS throughout the Term of this Agreement (the “Business Operations Requirement”).

The Company further agrees to maintain, preserve, and keep the Property, including but not limited to the Commercial Project, useful and in good repair and working order, ordinary wear and tear excepted, and from time to time will make all necessary repairs, replacements, renewals, and additions. Further, the Company agrees to maintain compliance with local zoning, land use, building and safety codes and regulations.

2. Ownership of Property; Use of Commercial Project; Company’s Annual Report. The Company agrees to submit an annual report (the “Annual Report”) to the satisfaction of the City by no later than each October 15th during the Term commencing October 15, 2022, demonstrating that (i) the Lease with MDSI with respect to the completed Project is in effect; (ii) the Business Operations Requirement is being met; and (iii) the Company owns the Property, including the Project. The Company agrees to provide such supporting documentation as may be requested by the City as an accompaniment to the Annual Report.

3. Property Taxes. The Company agrees to make or ensure timely payment of all property taxes as they come due with respect to the Property with the completed Project thereon throughout the Term and to submit a receipt or cancelled check in evidence of each such payment.

4. Property Tax Payment Certification. For purposes of this Agreement “Annual Percentage” shall mean the annual percentage in effect from time to time as set forth in the following table:

<u>Fiscal Year of City</u>	<u>Annual Percentage</u>
First Payment Year	75%
Second Payment Year	85%
Third Payment Year	95%
Fourth through Seventh Payment Years	100%
Eighth Payment Year	95%
Ninth Payment Year	90%
Tenth Payment Year	85%
Eleventh Payment Year	80%
Twelfth Payment Year	75%
Thirteenth Payment Year	70%

Furthermore, the Company agrees to certify to the City by no later than October 15th of each year during the Term, commencing on October 15, 2023, an amount (the “Company’s Estimate”) equal to the estimated Incremental Property Tax Revenues (as hereinafter defined)

anticipated to be paid in the fiscal year immediately following such certification with respect to the taxable valuation of the Property factored by the Annual Percentage. In submitting each such Company's estimate, the Company will complete and submit the worksheet attached hereto as Exhibit C. The City reserves the right to review and request revisions to each such Company's Estimate to ensure the accuracy of the figures submitted.

For purposes of this Agreement, Incremental Property Tax Revenues are calculated by: (1) determining the consolidated property tax levy (city, county, school, etc.) then in effect with respect to taxation of the Property; (2) subtracting (a) the debt service levies of all taxing jurisdictions, (b) the school district instructional support and physical plant and equipment levies and (c) any other levies which may be exempted from such calculation by action of the Iowa General Assembly; (3) multiplying the resulting modified consolidated levy rate times any incremental growth in the taxable valuation of the Property, as shown on the property tax rolls of Jones County, above and beyond the Base Valuation; and (4) deducting any property tax credits which shall be available with respect to the Property.

Upon request, the City staff shall provide reasonable assistance to the Company in completing the worksheet required under this Section A.4.

5. Legal and Administrative Costs. The Company hereby agrees to pay for the legal fees and administrative costs incurred by the City in connection with the drafting, negotiation and authorization of this Agreement, including the prerequisite amendment to the urban renewal plan, up to an amount not in excess of \$8,000. The Company agrees to remit payment to the City within 30-days of the submission of reasonable documentation by the City to the Company evidencing such costs.

6. Default Provisions.

a. Events of Default. The following shall be "Events of Default" under this Agreement, and the term "Event of Default" shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:

- (i) Failure by the Company to complete construction of the Project pursuant to the terms and conditions of this Agreement.
- (ii) Failure by the Company to maintain the Lease and to ensure compliance with the Business Operations Requirement pursuant to the terms and conditions of this Agreement.
- (iii) Failure by the Company to fully and timely remit payment of property taxes when due and owing.
- (iv) Failure by the Company to comply with Sections A.2, A.4 and A.5 of this Agreement.
- (v) Failure by the Company to observe or perform any material covenant on its part, to be observed hereunder.

b. Notice and Remedies. Whenever any event of default described in this Agreement occurs, the City shall provide written notice to the Company describing the cause of the default and the steps that must be taken by the Company in order to cure the default. The Company shall

have thirty (30) days after receipt of the notice to cure the default or to provide assurances satisfactory to City that the default will be cured as soon as reasonably possible. If the Company fails to cure the default or provide assurances, the City shall then have the right to:

- (i) Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.
- (ii) Withhold the Payments provided for under Section B.1 below.

B. City's Obligations

1. Payments. In recognition of the Company's obligations set out above, the City agrees to make thirteen (13) annual economic development tax increment payments (the "Payments" and individually each a "Payment") to the Company during the Term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa, provided however that the aggregate, total amount of the Payments shall not exceed \$1,780,000 (the "Maximum Payment Total"), and all Payments under this Agreement shall be subject to annual appropriation by the City Council, as provided hereunder.

The Payments shall not constitute general obligations of the City, but shall be made solely and only from Incremental Property Tax Revenues received by the City from the Jones County Treasurer attributable to the taxable valuation of the Property.

Each Payment shall not exceed an amount which represents the amount of Incremental Property Tax Revenues available to the City with respect to the Property during the twelve (12) months immediately preceding each Payment date factored by the Annual Percentage.

It is anticipated that new incremental property valuation relative to the Project will go on the property tax rolls as of January 1, 2022. Accordingly, Payments will be made on June 1 of each fiscal year, beginning June 1, 2024, and continuing through and including June 1, 2036, or until such earlier date upon which total Payments equal to the Maximum Payment Total have been made.

2. Annual Appropriation. Each Payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the Term of this Agreement, commencing in the 2022 calendar year, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payment due in the following fiscal year, an amount (the "Appropriated Amount") of Incremental Property Tax Revenues to be collected in the following fiscal year equal to or less than the most recently submitted Company's Estimate.

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, then the City will be under no obligation to fund the Payment scheduled to become due in the following fiscal year, and the Company will have no rights whatsoever to compel the City to make such Payment or to seek damages relative thereto or to compel the funding of such Payment in future fiscal years. A determination by the City Council to not obligate funds for any particular fiscal year's Payment shall not render this Agreement null and void, and the Company shall make the next succeeding submission of the Company's Estimate as called for in Section A.4 above, provided however that no Payment shall be made after June 1, 2036.

3. **Payment Amounts.** Each Payment shall be in an amount equal to the corresponding Appropriated Amount (for example, for the Payment due on June 1, 2024, the amount of such Payment would be determined by the Appropriated Amount determined for certification by December 1, 2022), provided, however, that no Payment shall exceed the amount of Incremental Property Tax Revenues received by the City from the Jones County Treasurer attributable to the taxable valuation of the Property with the Project thereon factored by the Annual Percentage.

4. **Certification of Payment Obligation.** In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, as set forth in Section B.2 above, then the City Clerk will certify by December 1 of each such year to the Jones County Auditor an amount equal to the most recently obligated Appropriated Amount.

C. **Administrative Provisions**

1. **Amendment and Assignment.** Neither party shall have the right to cause this Agreement to be amended, assigned, assumed, sold or otherwise transferred without the prior written consent of the other party. However, the City hereby gives its permission that the Company's rights to receive the Payments hereunder may be assigned by the Company to a private lender, as security on a credit facility taken with respect to the Project, without further action on the part of the City.

2. **Successors.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. **Term.** The term (the "Term") of this Agreement shall commence on the Commencement Date and end on June 1, 2036 or on such earlier date upon which the aggregate sum of Payments made to the Company equals the Maximum Payment Total.

4. **Choice of Law.** This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Company have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF ANAMOSA, IOWA

By: _____
Mayor

Attest:

City Clerk

BY DESIGN, LLC

By: _____

Its: _____

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

That part of the N $\frac{1}{2}$ NW $\frac{1}{4}$ of Section 12, Township 84 North, Range 4 West of the 5th P.M., in the City of Anamosa, Iowa, described as follows: Commencing at the Northwest corner of said Section 12; thence East 157.35 feet along the North line of said N $\frac{1}{2}$ NW $\frac{1}{4}$ to a point of intersection with the East right-of-way line of U.S. Highway No. 151; thence South 1°42' West, 794.20 feet along the East right-of-way line of said U.S. Highway No. 151 to a point; thence South 27°11' East 189.20 feet to a point of intersection with the Northerly right of way line of U.S. Highway No. 64; thence Easterly 360 feet along the Northerly right of way line of said U.S. Highway No. 64 to a point; thence North 21°20' East 417.4 feet to point of beginning of tract herein described; thence South 68°40' East 598.71 feet to a point; thence South 70°12' East 243.00 feet to a point; thence South 88°27'30" East 390.00 feet to a point of intersection with the West line of the E $\frac{1}{4}$ NW $\frac{1}{4}$ of said Section 12; thence North 1°32'30" East 826.33 feet along the West line of the E $\frac{1}{4}$ NW $\frac{1}{4}$ of said Section 12 to a point; thence North 88°18' West 1182.59 feet to a point; thence South 1°42' West 550.74 feet to the point of beginning, subject to easements, covenants, conditions and restrictions of record.

EXHIBIT B
SITE PLAN

EXHIBIT C
COMPANY'S ESTIMATE WORKSHEET

- (1) Date of Preparation: October ____, 20__.
- (2) Assessed Valuation of Property as of January 1, 20__:
\$_____.
- (3) Base Taxable Valuation of Property:
\$_____.
- (4) Incremental Taxable Valuation of Property (2 minus 3):
\$_____ (the "TIF Value").
- (5) Current City fiscal year consolidated property tax levy rate for purposes of calculating Incremental Property Tax Revenues (the "Adjusted Levy Rate"):
\$_____ per thousand of value.
- (6) The TIF Value (4) factored by the Adjusted Levy Rate (5).
\$_____ x \$_____/1000 = \$_____ (the "TIF Estimate")
- (7) TIF Estimate (\$_____ x Annual Percentage* (____%) = Company's Estimate (\$_____).

<u>Fiscal Year of City</u>	<u>Annual Percentage</u>
First Payment Year	75%
Second Payment Year	85%
Third Payment Year	95%
Fourth through Seventh Payment Years	100%
Eighth Payment Year	95%
Ninth Payment Year	90%
Tenth Payment Year	85%
Eleventh Payment Year	80%
Twelfth Payment Year	75%
Thirteenth Payment Year	70%

RESOLUTION NO. 2021-

Resolution Setting a Date of Meeting at which it is Proposed to Approve a Certain Development Agreement with By Design, LLC, Including Annual Appropriation Tax Increment Payments

WHEREAS, the City of Anamosa, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Anamosa Corridor Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal of and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City proposes to enter into a certain development agreement (the “Development Agreement”) with By Design, LLC (the “Company”) in connection with the renovation and expansion of certain existing facilities in the Urban Renewal Area for leasing to Metal Design Systems, Inc. (“MDSI”) for use in the manufacturing business operations of MDSI; and

WHEREAS, the Development Agreement would provide financial incentives to the Company in the form of annual appropriation incremental property tax payments in an aggregate amount not to exceed \$1,780,000 under the authority of Section 403.9(1) of the Code of Iowa; and

WHEREAS, it is necessary to set a date for a public hearing on the Development Agreement, pursuant to Section 403.9 of the Code of Iowa;

NOW THEREFORE, IT IS RESOLVED by the City Council of the City of Anamosa, Iowa, as follows:

Section 1. This City Council shall meet on December 13, 2021, at 6 o’clock p.m., at the Anamosa Library and Learning Center, in the City, at which time and place proceedings will be instituted and action taken to approve the Development Agreement and to authorize the annual appropriation incremental property tax payments.

Section 2. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than four days and not more than twenty days before the date of said meeting in a legal newspaper of general circulation in the City. Said notice shall be in substantially the following form:

NOTICE OF MEETING FOR APPROVAL OF DEVELOPMENT AGREEMENT WITH BY
DESIGN, LLC AND AUTHORIZATION OF ANNUAL APPROPRIATION TAX
INCREMENT PAYMENTS

The City Council of the City of Anamosa, Iowa, will meet at the Anamosa Library and Learning Center in Anamosa, on December 13, 2021, at 6 o'clock p.m., at which time and place proceedings will be instituted and action taken to approve a Development Agreement (the "Agreement") between the City and By Design, LLC (the "Company") in connection with the renovation and expansion of certain existing facilities in the Anamosa Corridor Urban Renewal Area for leasing to Metal Design Systems, Inc. ("MDSI") for use in the manufacturing business operations of MDSI. The Agreement will provide for certain financial incentives in the form of incremental property tax payments to the Company in a total amount not exceeding \$1,780,000 as authorized by Section 403.9 of the Code of Iowa.

The commitment to make incremental property tax payments to the Company under the Agreement will not be a general obligation of the City, but will be payable solely and only from incremental property tax revenues generated within the Anamosa Corridor Urban Renewal Area. Some or all of the payments under the Agreement may be made subject to annual appropriation by the City Council.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the City Council may, at the meeting or at an adjournment thereof, take additional action to approve the Agreement or may abandon the proposal.

This notice is given by order of the City Council of Anamosa, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Beth Brincks
City Clerk

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Councilmember _____ introduced the foregoing **Resolution No. 2021-** and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the result of the vote.


COUNCILMEMBER	AYES	NAYS	ABSENT	ABSTAIN
CRUMP				
SMITH				
MACHART				
ZUMBACH				
STOUT				
CAPRON				

Passed and approved November 22, 2021.

Rod Smith, Mayor

Attest:

Beth Brincks, City Clerk



JONES COUNTY, IOWA

Precincts for 2022

Anamosa, IA

Date: 11/17/2021

This map does not represent a survey. No liability is assumed for the accuracy of the data delineated herein, either expressed or implied by Jones County or its employees. This map is compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.


This map was produced from data maintained in the Jones County Geographic Information System. For further information regarding maps, data sources or the availability of GIS products and services, please contact Jones County GIS at: (319) 462-5303.


N


SCALE


1:22,867


LEGEND

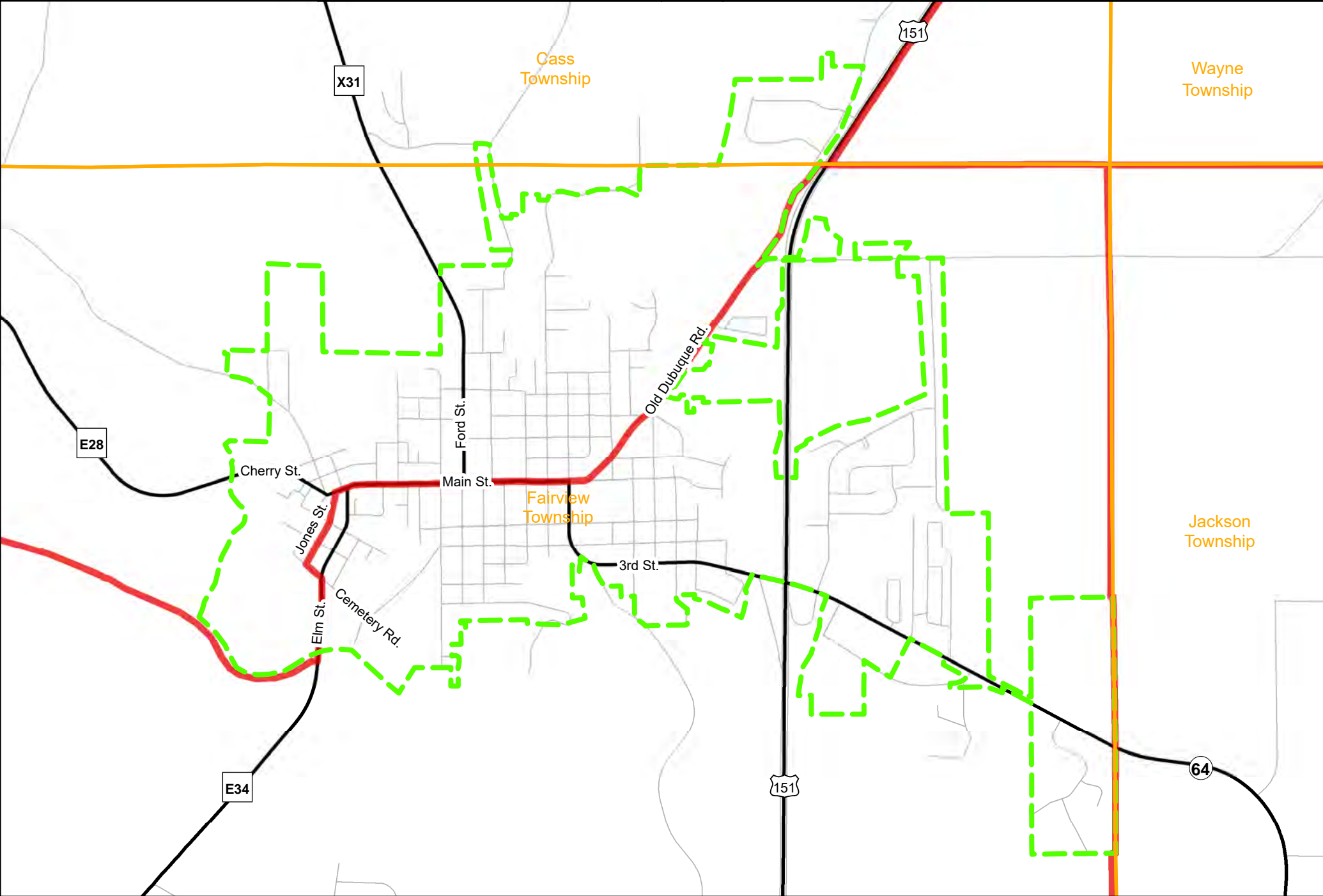
Precinct Lines

Census Corp Limits

Townships

Major Road

Roads



RESOLUTION 2021-

RESOLUTION SETTING DATE FOR PUBLIC HEARING TO APPROVE THE NEW PRECINCT MAPS FOLLOWING THE 2020 CENSUS

WHEREAS, The City Council is required by Code to re-establish precinct boundaries after a Census, and

WHEREAS, The 2020 census numbers are final, the City of Anamosa will follow the County Auditor's proposed new precinct maps that would meet the requirements of the Code, and

WHEREAS, The proposed maps are required to be sent to the County Auditor for the opportunity to review the proposed plans and provide written comment. The proposed maps were sent to the City by the County Auditor for City approval on Wednesday November 17, 2021 for the November 22, 2021 meeting, and

WHEREAS, The public is entitled to offer input on the proposed new precincts, and to that end a Public Hearing will be held at the City Council meeting to be held on Monday December 13, 2021, and

BE IT RESOLVED, THEREFORE, that the Council approves setting a public hearing for public comment on the new precinct maps as proposed by the Jones County Auditor's Office, Jones County Iowa., on the 13th day of December, 2021 at Six o'clock P.M. at the Anamosa Library and Learning Center.

Councilmember _____ introduced **Resolution No. 2021-** and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the result of the vote.

Council Member	AYE	NAY	ABSENT
CRUMP			
SMITH			
MACHART			
CAPRON			
STOUT			
ZUMBACH			

Passed and approved November 22, 2021.

Rod Smith, Mayor

Attest:

Beth Brincks, City Clerk

	Proposed FY 2023 Budget
Stipend	\$27,000.00
Workman's Comp. Insurance	\$50,000.00
Contracted	
Treasurer Salary	\$100.00
Liability Insurance	\$7,700.00
Structural Insurance	\$5,000.00
Vehicle Insurance	\$15,000.00
Equipment Insurance	\$2,400.00
Umbrella Insurance	\$3,200.00
E&O Liability Insurance	\$2,000.00
Physicals & Medical Expenses	\$1,000.00
Work Comp Deductible	\$1,000.00
Communications Contract	\$8,200.00
Equipment Maintenance	\$6,000.00
Vehicle Maintenance	\$10,500.00
Grounds & Building Maintenance	\$6,500.00
Telephone	\$1,700.00
Electric	\$5,500.00
Gas	\$3,700.00
Training & Registration	\$1,500.00
Travel	\$1,000.00
Training Expenses	\$1,000.00
Lodging	\$1,000.00
Miscellaneous	\$4,000.00
Fuel Expenses	\$4,000.00
Equipment Reserve	\$45,000.00

Total Expenditures \$214,000.00

RESOLUTION NO. 2021-

***RESOLUTION SETTING THE DATE FOR THE PUBLIC HEARING FOR
AMENDING THE CURRENT CITY BUDGET FOR FISCAL YEAR 2022***

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ANAMOSA, IOWA, that the City of Anamosa City Council does hereby set the date of December 13, 2021 and the time of 6:00 p.m. for the public hearing on amending the Fiscal Year 2022 Budget. The hearing shall be held at the Anamosa Library and Learning Center, 600 E First St, Anamosa, IA 52205.

Councilmember _____ introduced the foregoing Resolution No. 2021- and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the vote;

COUNCILMEMBER	AYES	NAYS	ABSENT	ABSTAIN
Crump, Rich				
Smith, Kay				
Machart, John				
Zumbach, Alan				
Stout, Jeff				
Capron, Galen				

PASSED AND APPROVED this 22nd day of November, 2021.

Rod Smith, Mayor

ATTEST:

Beth Brincks, City Clerk

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

ANAMOSA

Fiscal Year July 1, 2021 - June 30, 2022

The City of ANAMOSA will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2022

Meeting Date/Time: 12/13/2021 06:00 PM

Contact: Beth Brincks

Phone: (319) 462-6055 ext: 304

Meeting Location: Anamosa Library and Learning Center
600 E 1st Street
Anamosa, IA 52205

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.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	2,091,526	0	2,091,526
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	2,091,526	0	2,091,526
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	418,420	0	418,420
Other City Taxes	6	682,819	0	682,819
Licenses & Permits	7	164,100	0	164,100
Use of Money & Property	8	25,900	0	25,900
Intergovernmental	9	849,968	452,572	1,302,540
Charges for Service	10	3,019,300	0	3,019,300
Special Assessments	11	0	0	0
Miscellaneous	12	266,331	87,000	353,331
Other Financing Sources	13	9,378,000	0	9,378,000
Transfers In	14	3,218,499	-1,166,852	2,051,647
Total Revenues & Other Sources	15	20,114,863	-627,280	19,487,583
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	1,223,715	15,000	1,238,715
Public Works	17	1,355,078	100,700	1,455,778
Health and Social Services	18	0	0	0
Culture and Recreation	19	1,089,300	655,000	1,744,300
Community and Economic Development	20	12,807	20,000	32,807
General Government	21	671,303	156,000	827,303
Debt Service	22	548,008	0	548,008
Capital Projects	23	10,738,000	-5,792,428	4,945,572
Total Government Activities Expenditures	24	15,638,211	-4,845,728	10,792,483
Business Type/Enterprise	25	3,170,749	6,518,400	9,689,149
Total Gov Activities & Business Expenditures	26	18,808,960	1,672,672	20,481,632
Transfers Out	27	3,218,499	-1,166,852	2,051,647
Total Expenditures/Transfers Out	28	22,027,459	505,820	22,533,279
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-1,912,596	-1,133,100	-3,045,696
Beginning Fund Balance July 1, 2021	30	11,103,140	0	11,103,140
Ending Fund Balance June 30, 2022	31	9,190,544	-1,133,100	8,057,444

Explanation of Changes: Revenue additions: Continued insurance reimbursement from the Derecho. Catalyst Grant remaining proceeds. American Rescue Plan funds received. Expenditures: Public Safety addition was for firearms inventory. Public Works additional for storm water system repairs/replacements, share of excavator purchase and GIS location equipment. Culture and Recreation increases due to a Cemetery maintenance overlay project, Derecho insurance repairs that were not completed in the last fiscal year, and tennis court resurfacing that was not able to be completed as scheduled in the previous fiscal year. Community and Economic Development LMI housing down payment assistance delayed to this fiscal year. General Government addition for wayfinding signage, enterprise software running parallel and data extractions, 2nd floor renovations, and derecho repairs. Capital projects moving water and wastewater projects to enterprise, Catalyst Grant payment to property owner, ARP project for water and storm, Stallion Creek project engineering phase. Enterprise added projects from cap improve, share of excavator and GIS pole, meter upgrade program. Transfers delete trans to cap improvement, trans water and wastewater management fee to general.

Budget Summary by Program-2022, Amendment 1
Dated: November 2021

Department	Budget 21-22	amend budget	Budget 21-22	Spent	Balance	Type	budget
	As adopted	1	Amended				line
Public Safety							
General-Police	955,440.00	15,000.00	970,440.00		970,440.00	Gen	1
LOST - Police	13,500.00		13,500.00		13,500.00	Sp Rev	1
Fire	148,008.00		148,008.00		148,008.00	Gen	5
General-Animal Control	1,400.00		1,400.00		1,400.00	Gen	9
Emergency Services Admin	105,367.00		105,367.00		105,367.00	Gen	10
Total	1,223,715.00	15,000.00	1,238,715.00	0.00	1,238,715.00		
Public Works							
General - Streets 01.70.3	\$ 491,028.00		491,028.00		491,028.00	Gen	12
LOST storm sewer	20,000.00	64,700.00	84,700.00		84,700.00	Sp Rev	21
Road Use (separate snow)	398,550.00	36,000.00	434,550.00		434,550.00	Sp Rev	12
Snow Removal	45,000.00		45,000.00		45,000.00	Sp Rev	16
LOST Streetlights	90,000.00		90,000.00		90,000.00	Sp Rev	14
LOST Traffic Safety 09.00.1.1200	7,000.00		7,000.00		7,000.00	Sp Rev	15
Garbage	58,500.00		58,500.00		58,500.00	Gen	20
LOST Street Improvements	252,000.00		252,000.00		252,000.00	Sp Rev	21
Totals	1,362,078.00	100,700.00	1,462,778.00	0.00	1,462,778.00		
Health and Social Services							
Totals			0.00	0.00			
Culture and Recreation							
Library	281,835.00		281,835.00		281,835.00	Gen	31
LOST - Library	30,000.00		30,000.00		30,000.00	Sp Rev	31
Park and Rec Admin	169,913.00		169,913.00		169,913.00	Gen	33
LOST - Park and Rec Admin	0.00					Sp Rev	33
Parks Maint & Development	53,324.00	240,000.00	293,324.00		293,324.00	Gen	33
LOST - Parks	75,000.00		75,000.00		75,000.00	Sp Rev	33
Rec Programs	34,120.00		34,120.00		34,120.00	Gen	34
General-Cemetery	30,327.00	15,000.00	45,327.00		45,327.00	Gen	35
LOST Cemetery	8,000.00		8,000.00		8,000.00	Sp Rev	35
Lawrence Community Center	161,580.00	400,000.00	561,580.00		561,580.00	Gen	36
LOST - LCC	65,000.00		65,000.00		65,000.00	Sp Rev	36
General-Aquatic Center (other)	150,201.00		150,201.00		150,201.00	Gen	37
LOST - Aquatic Center	30,000.00		30,000.00		30,000.00	Sp Rev	37
Totals	1,089,300.00	655,000.00	1,744,300.00	0.00	1,744,300.00		
Community and Economic Development							
TIF-Rebates	12,807.00		12,807.00		12,807.00	TIF Sp Rev	44
LMI Housing	0.00	20,000.00	20,000.00		20,000.00	TIF Sp Rev	44
Totals	12,807.00	20,000.00	32,807.00	0.00	32,807.00		
General Government							
Mayor & City Council	107,823.00	44,000.00	151,823.00		151,823.00	Gen	46
City Admin	153,849.00		153,849.00		153,849.00	Gen	46
LOST-Mayor CC City Admin	12,500.00		12,500.00		12,500.00	Sp Rev	46
Support Admin	298,127.00	20,000.00	318,127.00		318,127.00	Gen	47
LOST - Support Admin	22,000.00	20,000.00	42,000.00		42,000.00	Sp Rev	47
Attorney	42,500.00		42,500.00		42,500.00	Gen	49
City Hall/Gen Bldg Operating	13,100.00	68,000.00	81,100.00		81,100.00	Gen	50
LOST - City Hall	3,000.00	4,000.00	7,000.00		7,000.00	Sp Rev	50
Senior Center	3,300.00		3,300.00		3,300.00	Gen	50
Insurance Admin (Tort)	12,604.00		12,604.00		12,604.00	Gen	51
Election Admin	2,500.00		2,500.00		2,500.00	Gen	48
Totals	671,303.00	156,000.00	827,303.00	0.00	827,303.00		
Debt Service							

Debt Service	548,008.00		548,008.00		548,008.00	Debt	54
Totals	548,008.00	0.00	548,008.00	0.00	548,008.00		
Capital Projects							
Street projects	2,223,000.00		2,223,000.00		2,223,000.00	Cap Imp	55
Water project	3,000,000.00	-3,000,000.00	0.00		0.00	Cap Imp	55
Sewer Project Construction	3,365,000.00	-3,365,000.00	0.00		0.00	Cap Imp	55
Downtown projects	750,000.00	40,000.00	790,000.00		790,000.00	Cap Imp	55
Fire Station expansion	700,000.00		700,000.00		700,000.00	Cap Imp	55
Police Station project	700,000.00		700,000.00		700,000.00	Cap Imp	55
ARP Booth, Ford, 1st Water and Storm Se	0.00	412,572.00	412,572.00		412,572.00	Cap Imp	55
Stallion Creek	0.00	120,000.00	120,000.00		120,000.00	Cap Imp	55
Totals	10,738,000.00	-5,792,428.00	4,945,572.00	0.00	4,945,572.00		
Business Type/Enterprises							
Water Operating	855,381.00	40,700.00	896,081.00		896,081.00	Enterprise	59
Customer Deposit Refunds	200.00		200.00		200.00	Enterprise	59
Water Capital Improvements	517,000.00	3,000,000.00	3,517,000.00		3,517,000.00	Enterprise	71
Sewer Operating	1,132,847.00	112,700.00	1,245,547.00		1,245,547.00	Enterprise	60
Sewer Capital Improvements	305,000.00	3,365,000.00	3,670,000.00		3,670,000.00	Enterprise	71
Water Debt	234,840.00		234,840.00		234,840.00	Enterprise	70
Sewer Debt	125,481.00		125,481.00		125,481.00	Enterprise	70
Totals	3,170,749.00	6,518,400.00	9,689,149.00	0.00	9,689,149.00		
Transfers Out							
FS Equip to Debt	27,466.00		27,466.00		27,466.00	Gen	75
RUT to Gen Salaries	256,000.00		256,000.00		256,000.00	Sp Rev	75
65% LOST to FS Equip	25,877.00		25,877.00		25,877.00	Sp Rev	75
UR Corridor to Debt Srvs	17,686.00		17,686.00		17,686.00	Sp TIF Rev	76
UR Hwy 151 to Debt Srvs	127,847.00		127,847.00		127,847.00	Sp TIF Rev	76
UR MR to Debt Srvs	41,238.00		41,238.00		41,238.00	Sp TIF Rev	76
UR HWY 64 to Debt Srvs	50,990.00		50,990.00		50,990.00	Sp TIF Rev	76
Special Assess to Debt Srvs	43,427.00		43,427.00		43,427.00	Sp Rev	75
Employee Benefit to General	518,671.00		518,671.00		518,671.00	Sp Rev	75
Emergency Levy to General	36,940.00		36,940.00		36,940.00	Sp Rev	75
Wastewater to Capital Projects	1,365,000.00	-1,365,000.00	0.00		0.00	ENT	75
Wastewater Management Fee to Gen		99,074.00				ENT	75
Water Management Fee to Gen		99,074.00				ENT	75
Totals	2,511,142.00	-1,166,852.00	1,344,290.00	0.00	1,344,290.00		
Intrafund transfer							
FS Operation to Equip	14,185.00		14,185.00		14,185.00	Gen	75
General-Fire	73,669.00		73,669.00		73,669.00	Gen	75
General-FS Equip	0.00		0.00		0.00	Gen	75
General-LCC	20,000.00		20,000.00		20,000.00	Gen	75
General-Library	239,182.00		239,182.00		239,182.00	Gen	75
Water to Water Sinking	234,840.00		234,840.00		234,840.00	Ent	75
Wastewater to Wastewater Sinking	125,481.00		125,481.00		125,481.00	Ent	75
Totals	707,357.00	0.00	707,357.00	0.00	707,357.00		
Grand Total	22,034,459.00	505,820.00	22,540,279.00	0.00	22,540,279.00		

FY23 Budget Timeline

December 27th – Department Budget Requests Due

December 28th thru January 3rd – Review and Edit Budget

January 3rd – Special City Council Meeting with Review of Wastewater and Water Budgets, Street Department, Park and Rec Departments

January 10th – Regular Council Meeting with Review of Police, Mayor, City Council, Administration and Library Budgets

January 17th – Special Meeting to Review the Budget/Levy

January 24th – Regular Council Meeting – Set Public Hearing date for max levy

January 27th – Notice of Public Hearing #1 Due to Journal Eureka

February 3rd – Notice of Public Hearing #1 Published in Journal Eureka

February 14th – Regular Council Meeting with Public Hearing #1 and Resolution to Approve Maximum Dollar Amount. (*Adopted Resolution must be placed on website, social media, and submitted to County Auditor*)

February 24th – Notice of Public Hearing #2 Due to Journal Eureka

February 28th – Regular City Council Meeting – Set Public Hearing for Budget

March 3rd – Notice of Public Hearing #2 Published in Journal Eureka

March 14th – Regular City Council Meeting with Public Hearing #2 and Resolution to Approve Budget

March 22nd – Regular Council Meeting (no budget items)

March 31st – Budget Forms Due

<p style="text-align: center;">STATE OF IOWA</p> <p style="text-align: center;">2021</p> <p style="text-align: center;">FINANCIAL REPORT</p> <p style="text-align: center;">FISCAL YEAR ENDED</p> <p style="text-align: center;">JUNE 30, 2021</p> <p style="text-align: center;">CITY OF ANAMOSA, IOWA</p> <p style="text-align: center;">DUE: December 1, 2021</p>	
	16205300100000
	CITY OF ANAMOSA
	107 S Ford Street
	ANAMOSA IA 52205-1841
	POPULATION: 5450

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	2,014,146		2,014,146	1,974,112
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	2,014,146		2,014,146	1,974,112
Delinquent Property Taxes	2,829		2,829	0
TIF Revenues	326,860		326,860	329,788
Other City Taxes	703,135	0	703,135	603,264
Licenses and Permits	154,699	0	154,699	170,600
Use of Money and Property	85,201	9,461	94,662	50,100
Intergovernmental	1,269,309	0	1,269,309	1,604,556
Charges for Fees and Service	67,571	2,777,155	2,844,726	3,012,800
Special Assessments	0	0	0	0
Miscellaneous	1,018,001	66,793	1,084,794	1,091,922
Other Financing Sources	2,493,336	14,808	2,508,144	6,757,500
Transfers In	1,672,944	358,941	2,031,885	1,879,487
Total Revenues and Other Sources	9,808,031	3,227,158	13,035,189	17,474,129
Expenditures and Other Financing Uses				
Public Safety	1,181,450		1,181,450	1,284,386
Public Works	1,210,443		1,210,443	1,262,115
Health and Social Services	0		0	0
Culture and Recreation	1,125,747		1,125,747	1,875,021
Community and Economic Development	12,847		12,847	39,272
General Government	738,737		738,737	661,809
Debt Service	380,127		380,127	382,252
Capital Projects	157,338		157,338	2,250,000
Total Governmental Activities Expenditures	4,806,689	0	4,806,689	7,754,855
BUSINESS TYPE ACTIVITIES		2,380,080	2,380,080	7,974,383
Total All Expenditures	4,806,689	2,380,080	7,186,769	15,729,238
Other Financing Uses	0	0	0	0
Transfers Out	1,496,542	535,343	2,031,885	1,879,487
Total All Expenditures/and Other Financing Uses	6,303,231	2,915,423	9,218,654	17,608,725
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	3,504,800	311,735	3,816,535	-134,596
Beginning Fund Balance July 1, 2020	6,382,381	4,819,355	11,201,736	9,339,866
Ending Fund Balance June 30, 2021	9,887,181	5,131,090	15,018,271	9,205,270

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2021	Amount	Indebtedness at June 30, 2021	Amount
General Obligation Debt	5,675,201	Other Long-Term Debt	7,817
Revenue Debt	0	Short-Term Debt	5,675,201
TIF Revenue Debt	0		
		General Obligation Debt Limit	12,880,616

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

		Publication
Signature of Preparer		Phone Number
Printed name of Preparer		
		Date Signed
Signature of Mayor or other City official (Name and Title)		

PLEASE PUBLISH THIS PAGE ONLY

REVENUE P2

CITY OF ANAMOSA
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2021
NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section A - Taxes	1									1
Taxes levied on property	2	1,371,146	568,415	74,585			2,014,146		2,014,146	2
Less: Uncollected Property Taxes - Levy Year	3	0					0		0	3
Net Current Property Taxes	4	1,371,146	568,415	74,585	0	0	2,014,146		2,014,146	4
Delinquent Property Taxes	5	2,352		477			2,829		2,829	5
Total Property Tax	6	1,373,498	568,415	75,062	0	0	2,016,975		2,016,975	6
TIF Revenues	7		326,860				326,860		326,860	7
Other City Taxes										
Utility Tax Replacement Excise Taxes	8	27,970	14,103	1,750			43,823		43,823	8
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9						0		0	9
Parimutuel Wager Tax	10						0		0	10
Gaming Wager Tax	11						0		0	11
Mobile Home Tax	12	9,263		584			9,847		9,847	12
Hotel / Motel Tax	13	71,673					71,673		71,673	13
Other Local Option Taxes	14		577,792				577,792		577,792	14
Total Other City Taxes	15	108,906	591,895	2,334	0	0	703,135	0	703,135	15
Section B - Licenses and Permits	16	154,699					154,699		154,699	16
Section C - Use of Money and Property	17									17
Interest	18	9,840	17,907	200			27,947	9,461	37,408	18
Rents and Royalties	19	57,254					57,254		57,254	19
Other Miscellaneous Use of Money and Property	20						0		0	20
	21						0		0	21
Total Use of Money and Property	22	67,094	17,907	200	0	0	85,201	9,461	94,662	22
Section D - Intergovernmental	24									24
Federal Grants and Reimbursements	26									26
Federal Grants	27	147,261					147,261		147,261	27
Community Development Block Grants	28						0		0	28
Housing and Urban Development	29						0		0	29
Public Assistance Grants	30						0		0	30
Payment in Lieu of Taxes	31						0		0	31
	32						0		0	32
Total Federal Grants and Reimbursements	33	147,261	0	0	0	0	147,261	0	147,261	33

NON-GAAP/CASH BASIS

REVENUE P4

CITY OF
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,
NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section E - Charges for Fees and Service - Continued										
Transit	81									81
Cable TV	82						0		0	82
Internet	83						0		0	83
Telephone	84						0		0	84
Housing Authority	85						0		0	85
Storm Water	86						0		0	86
Other:	87						0		0	87
Nursing Home	88									88
Police Service Fees	89						0		0	89
Prisoner Care	90						0		0	90
Fire Service Charges	91						0		0	91
Ambulance Charges	92						0		0	92
Sidewalk Street Repair Charges	93						0		0	93
Housing and Urban Renewal Charges	94						0		0	94
River Port and Terminal Fees	95						0		0	95
Public Scales	96						0		0	96
Cemetery Charges	97					2,100	0		0	97
Library Charges	98						2,100		2,100	98
Park, Recreation, and Cultural Charges	99	1,523					1,523		1,523	99
Animal Control Charges	100	63,948					63,948		63,948	100
	101						0		0	101
	102						0		0	102
	103						0		0	103
Total Charges for Service	104	65,471	0	0	0	2,100	67,571	2,777,155	2,844,726	104
Section F - Special Assessments	106						0		0	106
Section G - Miscellaneous	107									107
Contributions	108	12,569					12,569		12,569	108
Deposits and Sales/Fuel Tax Refunds	109						0	5,950	5,950	109
Sale of Property and Merchandise	110						0		0	110
Fines	111	6,604					6,604		6,604	111
Internal Service Charges	112						0		0	112
	113						0		0	113
Sales Tax	114	912					912		912	114
Miscellaneous Revenue	115	668,619			119,418		788,037	50,607	838,644	115
Miscellaneous Refunds	116	204,590					204,590	10,236	214,826	116
Consessions	117	5,289					5,289		5,289	117
	118						0		0	118
	119						0		0	119
Total Miscellaneous	120	898,583	0	0	119,418	0	1,018,001	66,793	1,084,794	120

REVENUE P5

**CITY OF
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,
NON-GAAP/CASH BASIS**

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental through (f) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121 3,089,708	2,024,434	326,860	79,231	119,418	2,100	5,641,751	2,853,409	8,495,160	121
Section H - Other Financing Sources	123									123
Proceeds of capital asset sales	124 17,317						17,317		17,317	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125				2,476,019		2,476,019	14,808	2,490,827	125
Proceeds of anticipatory warrants or other short-term debt	126						0		0	126
Regular transfers in and interfund loans	127 1,368,252			69,450			1,437,702	358,941	1,796,643	127
Internal TIF loans and transfers in	128			235,242			235,242		235,242	128
	129						0		0	129
	130						0		0	130
Total Other Financing Sources	131 1,385,569	0	0	304,692	2,476,019	0	4,166,280	373,749	4,540,029	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132 4,475,277	2,024,434	326,860	383,923	2,595,437	2,100	9,808,031	3,227,158	13,035,189	132
Beginning Fund Balance July 1, 2020	134 3,278,011	2,734,489	250,478	90,976	-66,876	95,303	6,382,381	4,819,355	11,201,736	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136 7,753,288	4,758,923	577,338	474,899	2,528,561	97,403	16,190,412	8,046,513	24,236,925	136

EXPENDITURES P6
CITY OF ANAMOSA
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2021
NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental through (f) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i)	Line
Section A - Public Safety	1										1
Police Department/Crime Prevention	2	869,437				16,623		886,060		886,060	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	136,840				95,816		232,656		232,656	6
Ambulance	7							0		0	7
Building Inspections	8							0		0	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	910						910		910	10
Other Public Safety	11							0		0	11
Emergency Services Admin	12	46,130						46,130		46,130	12
Derecho Expenses	13	15,694						15,694		15,694	13
Total Public Safety	14	1,069,011	0		0	112,439	0	1,181,450		1,181,450	14
Section B - Public Works	15										15
Roads, Bridges, Sidewalks	16	386,154	409,725			198,445		994,324		994,324	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18		66,828					66,828		66,828	18
Traffic Control Safety	19		1,315					1,315		1,315	19
Snow Removal	20		40,664					40,664		40,664	20
Highway Engineering	21							0		0	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	107,312						107,312		107,312	24
Other Public Works	25							0		0	25
	26							0		0	26
	27							0		0	27
Total Public Works	28	493,466	518,532		0	198,445	0	1,210,443		1,210,443	28
Section C - Health and Social Services	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
Total Health and Social Services	39	0	0		0	0	0	0		0	39
Section D - Culture and Recreation	40										40
Library Services	41	263,737	27,115					290,852		290,852	41
Museum, Band, Theater	42							0		0	42
Parks	43	314,577	42,000					356,577		356,577	43
Recreation	44	89,462	81,810					171,272		171,272	44
Cemetery	45	39,245						39,245		39,245	45
Community Center, Zoo, Marina, and Auditorium	46	227,920	36,800					264,720		264,720	46
Other Culture and Recreation	47							0		0	47
Senior Center	48	3,081						3,081		3,081	48
	49							0		0	49
Total Culture and Recreation	50	938,022	187,725		0	0	0	1,125,747		1,125,747	50

EXPENDITURES P7
CITY OF
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued
NON-GAAP/CASH BASIS

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

EXPENDITURES P8

CITY OF
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section I - Business Type Activities	87										87
Water - Current Operation	88								821,699	821,699	88
Capital Outlay	89								44,400	44,400	89
Debt Service	90								214,575	214,575	90
Sewer and Sewage Disposal - Current Operation	91								730,389	730,389	91
Capital Outlay	92								444,377	444,377	92
Debt Service	93								124,640	124,640	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage - Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120									0	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
	127									0	127
	128									0	128
Total Business Type Activities	129								2,380,080	2,380,080	129

EXPENDITURES p9
CITY OF ANAMOSA
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2021 -- Continued
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (a) through (f) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	3,178,872	766,621	12,847	380,127	468,222	0	4,806,689	2,380,080	7,186,769	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	417,921	842,578			801		1,261,300	535,343	1,796,643	132
Internal TIF loans/repayments and transfers out	133			235,242				235,242		235,242	133
	134							0		0	134
Total Other Financing Uses	135	417,921	842,578	235,242	0	801	0	1,496,542	535,343	2,031,885	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	3,596,793	1,609,199	248,089	380,127	469,023	0	6,303,231	2,915,423	9,218,654	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140						97,403	97,403		97,403	140
Restricted	141		3,149,724	329,249	94,772	2,059,538		5,633,283		5,633,283	141
Committed	142							0		0	142
Assigned	143	206,909						206,909		206,909	143
Unassigned	144	3,949,586						3,949,586		3,949,586	144
Total Governmental	145	4,156,495	3,149,724	329,249	94,772	2,059,538	97,403	9,887,181		9,887,181	145
Proprietary	146								5,131,090	5,131,090	146
Total Ending Fund Balance June 30,	147	4,156,495	3,149,724	329,249	94,772	2,059,538	97,403	9,887,181	5,131,090	15,018,271	147
Total Requirements (Sum of lines 136 and 147)	148	7,753,288	4,758,923	577,338	474,899	2,528,561	97,403	16,190,412	8,046,513	24,236,925	148

OTHER P10

Part III Intergovernmental Expenditures Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.

Purpose	Amount paid to other local governments	Purpose	Amount paid to State
Correction		Highways	
Health		All other	
Highways			
Transit Subsidies			
Libraries			
Police protection	19,340		
Sewerage			
Sanitation			
All other	4,200		

Part IV

Wages & Salaries Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID			Amount
Total Salaries and Wages Paid			1,639,187

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

A. Long-Term Debt

Debt During the Fiscal Year		Debt Outstanding JUNE 30, 2021						
Purpose	Line	Debt Outstanding JULY 1, 2020	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other
Water Utility	1.	2,217,579	730,104	168,682	2,779,001			5,737
Sewer Utility	2.	832,000		108,000	724,000			2,080
Electric Utility	3.							
Gas Utility	4.							
Transit-Bus	5.							
Industrial Revenue	6.							
Mortgage Revenue	7.							
TIF Revenue	8.							
Other Purposes / Miscellaneous	9.							
GO	10.	781,400	1,750,000	359,200	2,172,200			
Parking	11.							
Airport	12.							
Stormwater	13.							
Section 108	14.							
Total Long-Term		3,830,979	2,480,104	635,882	5,675,201	0	0	7,817
Total Long-Term								72,060

B. Short-Term Debt Amount

Outstanding as of July 1, 2020

Outstanding as of JUNE 30, 2021

DEBT LIMITATION FOR GENERAL OBLIGATIONS

Part VI Actual valuation -- January 1, 2019

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2021

Type of asset	Amount			
	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other Funds (d)
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	45,795			14,972,476
	Total (e)			
	15,018,271			

If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds P1: Ending fund balance, column C PLUS the amounts in the shaded Note area.

REMARKS

-

**CONTRACT FOR COMMUNITY DEVELOPMENT
BLOCK GRANT SERVICES**

Contract Title: **Contract for Community Development Block Grant Services (the
“Contract”)**

Contractor: **East Central Iowa Council of Governments**
(payments to) 700 16th Street NE, Suite 301
Cedar Rapids, IA 52402

Contract Number: **21-HSG-003, the “CDBG Contract”**

Local Government: **City of Anamosa, Iowa**

Contract Amount: **Actual cost, not-to-exceed \$75.00 per hour**
Grant administrative services (IEDA contract-General): \$20,000
Technical Services: (IEDA contract, including lead-hazard activity): \$27,500

Effective Date: **November 5, 2021**

Expiration Date: **October 31, 2023**

Pursuant to the CDBG Contract, Local Government shall obtain the written consent of Iowa Economic Development Authority (“IEDA”) prior to directly or indirectly assigning its rights and responsibilities under the CDBG Contract. By executing this Contract, Local Government represents that it is in compliance with CDBG Contract obligations. The Contractor agrees to perform all services set forth in the attached Special Conditions, for the consideration stated herein. The rights and obligations of the parties to this Contract (collectively, the “Parties”; individually, a “Party”) shall be subject to and governed by the Special Conditions and the General Conditions. Any work performed by the Contractor beyond this Contract's scope will conform to fees shown in Appendix “A”. The Parties agree that the Contractor's performance of this Contract is for the sole benefit of the Local Government and not for the benefit of any third parties, including any and all subrecipients of CDBG Contract funding. This Contract does not confer any rights to or benefits on any third parties, including any and all subrecipients of CDBG Contract funding.

To the extent of any inconsistency between the Special Conditions or the General Conditions, and any specifications or other conditions which are made a part of this Contract, by reference or otherwise, the Special Conditions and the General Conditions shall control. To the extent of any inconsistency between the Special Conditions and the General Conditions, the Special Conditions shall control.

IN WITNESS THEREOF, the Parties hereto have executed this Contract on the day and year last specified below.

Local Government:

Contractor:

Rod Smith, Mayor
City of Anamosa

Karen Kurt, Executive Director
East Central Iowa Council of Governments

Date

Date

SPECIAL CONDITIONS

Article 1.1.0 Identification of Parties

This Contract is entered into by and between the East Central Iowa Council of Governments (hereafter referred to as “Contractor”) and **Anamosa**, Iowa (hereafter referred to as the “Local Government”).

Article 1.2.0 Statement of Purpose

WHEREAS, the Local Government has been awarded the CDBG Contract, to assist with implementation of a **Housing** project (the “Project”), under the Housing and Community Development Act 1974, as amended, and

WHEREAS, the Contractor has the necessary ability to develop and carry out a planning and administrative program for the CDBG Contract,

THEREFORE, the Parties hereto do agree as follows:

Article 1.3.0 Area Covered

The Contractor shall perform all the work and services required under this Contract in connection with and respecting the jurisdiction and authority of the Local Government.

Article 1.4.0 Statement of Work and Services

The Parties agree that the Contractor’s performance of this Contract is for the sole benefit of the Local Government and not for the benefit of any third parties, including any and all subrecipients of CDBG Contract funding. This Contract does not confer any rights to or benefits on any third parties, including any and all subrecipients of CDBG Contract funding. The Contractor shall perform in a satisfactory and proper manner, as determined by the following work and services, as appropriate:

- 1.4.1 Provision of technical assistance in the financial management and auditing standards of the Project.
- 1.4.2 Administration, oversight and coordination of Project documentation, records and reports in accordance with CDBG record keeping.
- 1.4.3 Provide technical assistance with regard to labor and equal opportunity standards.
- 1.4.4 Provisions of technical assistance and advice as necessary to complete the environmental review requirements of NEPA regulations.
- 1.4.5 Conduct pre-construction conferences and provide technical assistance in regard to affirmative housing and equal opportunity standards.
- 1.4.6 Conduct periodic inspections during the construction phase, including required inspections for progress payments.
- 1.4.7 Development of necessary planning documents to comply with state and federal regulations.

Article 1.5.0 Reports and Products

The Contractor shall prepare and submit the following reports and products to the Local Government, with copies as required:

- 1.5.1 Environmental Review Record.
- 1.5.2 Records as necessary for project completion.
- 1.5.3 Code of Conduct, Procurement Policy and other reports and policies.
- 1.5.4 Status of and Request for Payment forms,

Article 1.6.0 Designation of Officials

- 1.6.1 Contractor: The Executive Director of the Contractor is the Contractor authorized to negotiate and execute any changes in the terms, conditions or amounts specified in this Contract.
- 1.6.2 Local Government: The Chief Elected Official of the Local Government is the official authorized to execute any changes in the terms, conditions or amounts specified in this Contract and is designated to negotiate on behalf of the Local Government any changes to this Contract.

Article 1.7.0 Time of Performance

The services of the Contractor are to commence on the "Effective Date" shown on Page 1 of this document, and shall be undertaken in such sequence as to assure their expeditious completion. All of the services required hereunder shall be completed on or before the "Expiration Date" shown on Page 1 of this document. Allowable costs incurred against the Project prior to formal grant award by the IEDA shall be allowed only in the event the grant is awarded.

Article 1.8.0 Additional Special Conditions

- 1.8.1 Local Government Obligations: The Local Government shall provide in support of this Contract the amount shown on Page 1 of this document. This amount shall be provided in the form of cash.
- 1.8.2 Audit Requirements: The Local Government shall ensure that an audit is performed in accordance with the Single Audit Act Amendment of 1996 and OMB Circular A-133, as applicable, IEDA's administrative rules for the CDBG program (261 Iowa Administrative Code Chapter 23), and the Iowa CDBG Management Guide. The records and books of the Contractor shall be made available to the Local Government for this purpose.
- 1.8.3 General Obligations: The Contractor shall carry out the program objectives listed in the Statement of Work and Services in a lawful, satisfactory and proper manner and in accordance with such circulars, policies, procedures and requirements as may from time to time be prescribed by the State of Iowa and the Local Government.

Article 1.9.0 Conditions of Payment

- 1.9.1 Maximum Payments: It is expressly understood and agreed that the maximum amounts to be paid to the Contractor by the Local Government for any item of work or service shall be the amount not exceeding the Contract Amount shown Page 1 of this Contract unless modified by written amendment of this Contract as provided in Section 2.1.0.
- 1.9.2 Requisition for Payment: All payments to the Contractor shall be subject to the receipt by the Local Government of requisition for payment. Payments shall be made monthly. A complete accounting of all Contract costs shall occur no later than one (1) calendar month after the expiration of this Contract.
- 1.9.3 Receipt of Federal/State Funds: All payments hereunder shall be subject to the receipt of Federal/State grant funds by the Local Government. The termination, reduction or delay of Federal/State grant funds to the Local Government shall, at the option of the Local Government, be reflected in a corresponding modification to the conditions of this Contract.
- 1.9.4 Chargeable Expenses: Chargeable expenses for project time incurred by salaried personnel of Contractor will not exceed **\$75.00** per hour. Chargeable expenses will also include reimbursement at cost for any professional services that may be necessary to be incurred for project implementation and/or administration by an agent of the Contractor.

Article 1.10.0 Project Budget

The General Administration budget for the administration of the CDBG Contract shall be the same as the amount shown on Page 1 of this document.

GENERAL CONDITIONS - HUD CDBG PROGRAM

Article 2.1.0 Amendment of this Document

The Local Government or the Contractor may, during the duration of this Contract, deem it necessary to make alterations to the provisions of this Contract. Any changes to the Special and/or General Conditions of this Contract, made by mutual agreement and in writing, shall be incorporated into this Contract. The provisions of the amendment shall be in effect as of the date of the amendment unless otherwise specified within the amendment.

Article 2.2.0 Release of Data and Findings

Any and all reports, information, data findings, etc., given to, prepared, or assembled by the Contractor under this contract shall not be made available to any individual or organization by the Contractor prior to the completion of this Contract in its entirety, without advance written approval of such prior release by the Local Government. Unless otherwise stated in the Special Conditions of this Contract, the Contractor may release reports, information, etc., upon completion of the contract without written approval by the Local Government. This Section applies to such release mechanisms as scholarly journals, professional conferences and seminars, and news media as well as the interim products of this Contract.

Article 2.3.0 Access and Maintenance of Records

- 2.3.1 The Contractor must maintain all required records for five years after final payments are made and all other pending matters are closed.

- 2.3.2 At any time during normal business hours and as frequently as is deemed necessary, the Contractor shall make available to the IEDA, the State Auditor, the General Accounting Office and the Department of Housing and Urban Development, for their examination, all of its records pertaining to all matters covered by this Contract and permit these agencies to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment and all other matters covered by this Contract.

Article 2.4.0 Allowable Costs

- 2.4.1 Allowable costs are specified under the approved budget presented in the Special Conditions of this Contract. Allowable costs are subject to audit under the principles defined in Attachment "A" of OMB Circular A-87 where all or any part of Contract funds are obtained from the federal government.
- 2.4.2 Indirect cost rates shall be determined according to the principles defined in the Attachment "A" OMB Circular A-87.
- 2.4.3 Expenditures which exceed budget line-item amounts will not be disallowed for payment solely because of minor deviations from the budgeted amount provided that the deviation does not exceed ten percent (10%) of the budgeted line-item amount. However, a deviation of any amount which results in total costs exceeding the total Contract amount shall be disallowed unless otherwise provided for through amendment of this Contract. Expenditures generating deviations shall be compatible with the Contract statement of work and services and of such nature as to quality as an allowable cost.

Article 2.5.0 Suspension and Termination of Contract

- 2.5.1 Suspension: If the Contractor fails to comply with the Special Conditions and/or the general terms and conditions of this Contract, the Local Government may, after written notice to the Contractor, suspend the Contract and withhold further payments or prohibit the Contractor from incurring additional obligations of contract funds, pending corrective action by the Contractor or a decision to terminate in accordance with provisions 2.5.2 or 2.5.3 hereof. The Local Government may determine to allow such necessary and proper costs which the Contractor could not reasonably avoid during the period of suspension provided such costs meet the provisions of the IEDA regulations.
- 2.5.2 Notice of Default and Termination of Contract. Each Party shall issue a written notice of breach or default of this Contract to the alleged breaching Party, setting forth the specific details of the alleged breach or default and providing therein a fifteen (15) day period in which alleged breaching Party shall have an opportunity to cure, provided that cure is possible and feasible. If, after opportunity to cure, the breach or default remains, the Party issuing the breach notice shall have the right, in addition to any other rights and remedies available to it, to terminate this Contract.
- 2.5.3 Termination for Convenience: The Local Government or Contractor may terminate the Contract in whole, or in part, when both Parties agree that the continuation of the Project would not produce beneficial results commensurate with the future expenditure of funds. The Parties shall agree upon the termination conditions, including the effective date and, in the case of partial

termination, the portion to be terminated. The Contractor shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The Local Government shall allow full credit to the Contractor for the Local Government share of the non-cancelable obligations, properly incurred by the Contractor prior to termination.

- 2.5.4 Rights in Incomplete Products: In the event the Contract is terminated, all finished or unfinished documents, data, reports, or other material prepared by the Contractor under this Contract shall, at the option of the Local Government, become the Local Government's property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Article 2.6.0 Equal Employment Opportunity

- 2.6.1 The Contractor shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, as Amended (42 U.S.C. 5309) which states that the Contractor agrees that no person shall be excluded from participation (including employment), denied program benefits or subjected to discrimination on the basis of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship, or sexual orientation under any program or activity funded in whole or in part under Title I of this Act. (Further requirements are specified in 24 CFR 570.601).

In addition, the Contractor will comply with the Age Discrimination Act of 1975, as amended (42 U.S.C. 1601 et seq.) which states that the Contractor agrees that no person shall be excluded from participation, denied program benefits, or subjected to discrimination on the basis of age, or as required in Section 504 of the Rehabilitation Act of 1973, as amended, be discriminated against on the basis of disability; and notice of these provisions shall be posted in conspicuous places setting forth provisions of this nondiscrimination clause.

- 2.6.2 The Contractor provides that no person shall be discriminated against in housing and related facilities provided with federal assistance, or discriminated against in lending practices on the basis of race, color, religion, sex, national origin, age, or disability as stated in Executive Order 11063.

2.6.3 Civil Rights

The Contractor must comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964 (P.L. 88-352).
States that no person may be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, or national origin.
- Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended.
- Iowa Civil Rights Act of 1965.
Mirrors the Federal Civil Rights Act.

- Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42-U.S.C 5309).
Provides that no person shall be excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, national origin, sex, age, or handicap under any program or activity funded in part or in whole under Title I of the Act.
- The Age Discrimination Act of 1975, as amended (42 U.S.C 1601 et seq.)
Provides that no person on the basis of age, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving Federal financial assistance.
- Section 504 of the Rehabilitation Act of 1973, as amended (P.L 93-112, 29 U.S.C. 794)
Provides that no otherwise qualified individual shall solely by reason of his/her handicap be excluded from participation in, be denied benefits of, or be discriminated against under any program or activity receiving Federal financial assistance.
- Americans with Disabilities Act (P.L. 101-336, 42 U.S.C. 12101-12213)
Provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.
- Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).
The purpose of section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with the existing Federal, State and local laws and regulations, be directed to low-and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.
- Federal Executive Order 11246, as amended by Executive Order 11357.
Provides that no one be discriminated in employment.
- Federal Executive Order 11063, as amended by Executive Order 12259.

2.6.4 “During the performance of this contract, the Contractor agrees as follows:

- (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or

recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

(3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under Section 202 of the Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the Contractor's non-compliance with the nondiscrimination clause of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such

direction by the contracting agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.”

Article 2.7.0 Interest of Local Government, Contractor, Officials, & Others

- 2.7.1 Local Government: No officer, member, or employees of the Local Government and no members of its governing body, and no other public official of the locality who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Contract which affect his personal interest or the interest of any corporation, partnership, or association in which he/she is directly or indirectly interested or have any personal or pecuniary interest, direct or indirect in this Contract, or the proceeds thereof.
- 2.7.2 Contractor: The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract. The Contractor further covenants that in the performance of this Contract no person having any such interest shall be employed.
- 2.7.3 Officials: No members of or delegate to the Congress of the United States of America, and no Resident Commissioner, shall be admitted to any share or part hereof, or to any benefit to arise herefrom.
- 2.7.4 Political Activity: No portion of program funds shall be used for any partisan political activity or to further the election or defeat of any candidate for public office.

Article 2.8.0 Assignment of Interest

Neither this Contract or any interest therein nor claim shall be assigned or transferred by any Party to any third parties.

Article 2.9.0 Personnel

- 2.9.1 Selection: The Contractor represents that he/she has, or will secure, all personnel required in performing the work and services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the Local Government.
- 2.9.2 Qualification: All of the work and services required hereunder will be performed by the Contractor or under his/her supervision and all personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services.
- 2.9.3 Change of Key Personnel: If for any reason substitution for a specified individual becomes necessary, the Contractor shall provide immediate written notification of such to the Local Government. Any replacement shall be subject to the approval of the Local Government.

Article 2.10.0 Subcontractors

The Contractor reserves the right to subcontract for the completion of the work or services specified under Articles 1.4.0-1.5.0 upon notification of, and approval by, the Local Government.

Article 2.11.0 Contract Coverage

This Contract contains the entire agreement between the Parties and any statements, inducements or promises not contained herein shall not be binding upon said Parties. This Contract shall inure to the benefit of, and be binding upon the successors in office of the respective Parties.

If any part of this Contract or any part of any provision hereof shall be adjudicated to be invalid or unenforceable, then the remaining parts of any provision not specifically so adjudicated to be invalid or unenforceable shall be executed without reference to the part so adjudicated.

Article 2.12.0 Liability

Contractor agrees to pay the costs, including damages, attorneys' fees and/or other expenses, of any litigation incurred by the Local Government arising from the failure of the Contractor to comply with the terms, rules and regulations in this Contract or resulting from negligent acts or omissions of the Contractor. Furthermore, the Contractor shall indemnify and save harmless the Local Government from suits, actions or claims of any character brought for or on account of any injuries or damages received by any person or property resulting from the negligent acts or omissions of the Contractor or any person working under it, carrying out the terms of this Contract.

The Local Government agrees to pay the costs, including damages, attorneys' fees and/or other expenses, of any litigation incurred by the Contractor arising from the failure of the Local Government to comply with the terms, rules and regulations in this Contract or resulting from negligent acts or omissions of the Local Government. Furthermore, the Local Government shall indemnify and save harmless the Contractor from suits, actions or claims of any character brought for or on account of any injuries or damages received by any person or property resulting from the negligent acts or omissions of the Local Government or any person working under it, carrying out the terms of this Contract.

Article 2.13.0 Certification Regarding Government-Wide Restriction on Lobbying

The Local Government certifies, to the best of its knowledge and belief, that:

- i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a Member of congress in connection with this Federal contract, grant, loan, or cooperative agreement,

the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.

iii. The Recipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure."

Article 2.14.0 Lead-Safe Housing Regulations, 24 CFR Part 35 et. al.

Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Properties and Housing Receiving Federal Assistance, Final Rule

The Contractor must provide information as necessary and as requested by the Iowa Economic Development Authority for the purpose of fulfilling all reporting requirements related to the CDBG Program.

APPENDIX A

Statement of Work and Services for Lead Reduction Administrative Services

The Contractor shall perform in a satisfactory and proper manner, as determined by the Scope of Services the following work and services:

- 1.1.1 Conduct an initial inspection/ risk assessment of dwellings (all structures and property) selected for assistance under this project with the express purpose of evaluating the necessary measures that must be undertaken to said dwelling to allow it to conform to the project standards for lead hazard reduction.
- 1.1.2 Develop a work write-up based on the initial inspection that reflects the measures necessary to bring each dwelling up to project standards. The work write-up will be able to be used as a bid document.
- 1.1.3 Develop a cost estimate based on the required measures for each dwelling.
- 1.1.4 Conduct external inspection and clearance testing of structures and property to determine that lead hazard reduction measures have been successfully completed.
- 1.1.5 Conduct interior clearance (dust) testing to ensure that lead hazard reduction measures have been performed satisfactorily.
- 1.1.6 As needed when clearance testing fails, conduct re-testing and inspection for clearance of lead hazard reduction.
- 1.1.7 Conduct periodic inspections during the construction phase to ensure that contractor(s) are implementing Lead Safe Work Practices.
- 1.1.8 Administration, oversight, and coordination of project documentation for lead hazard reduction.
- 1.1.9 Delivery of homeowner services and benefit administration in the relocation and education components of the project pertaining to lead hazard reduction.

APPENDIX B

FEEES FOR SERVICES RENDERED BEYOND THE SCOPE OF THIS CONTRACT

Should services beyond the scope of this Contract be provided to the Local Government by the Contractor, such fees shall be set on a not to exceed basis, under separate contract, and be billable at a rate of **\$75.00** per hour.

APPENDIX C

Section 3 clause

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

RESOLUTION NO. 2021-

RESOLUTION APPROVING THE HIRING AND SETTING SALARY FOR THE POSITION OF PARK AND RECREATION INTERN AND PART-TIME EMPLOYEE FOR FISCAL YEAR ENDING JUNE 30, 2022

WHEREAS, the City Council regularly approves the hiring of new staff; and

WHEREAS, the vacancy of the Parks and Recreation Intern positions has elevated the need for this staff; and

WHEREAS, the employees below are currently working in Seasonal Part-time positions and are now being recommended by the Director of Parks and Recreation to fill these positions; and

WHEREAS, such recommendation is now forwarded onto the City Council for their review and consideration.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ANAMOSA, IOWA, that the following hire be approved with an effective date of November 22, 2021:

Position	Employee Name	Hourly Wage
Parks and Recreation Intern	Wesley Minnaert	\$12.00
Parks and Recreation Part-Time	Drew Pate	\$9.53

Councilmember _____ introduced **Resolution No. 2021-** and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the result of the vote.

Council Member	AYE	NAY	ABSENT
CRUMP			
SMITH			
MACHART			
CAPRON			
STOUT			
ZUMBACH			

PASSED AND APPROVED this 22nd day of November, 2021

Rod Smith, Mayor

ATTEST:

Beth Brincks, City Clerk



▶ 8710 Earhart Lane SW
Cedar Rapids, IA 52404
Main 319.841.4000 + **Fax** 713.965.0044
▶ HRGREEN.COM

November 17, 2021

Steve Agnitsch
Utilities Superintendent
City of Anamosa
107 S. Ford Street
Anamosa, IA 52205

Re: Jordan Well No. 6 – Bid Package 1: Well Drilling
Contractor's Pay Request No. 1

Dear Steve,

Enclosed are three copies of Pay Request No. 1 from Gingerich Well & Pump Service, LLC for the above-referenced project. This payment application is for work completed through the end of October 2021 and includes the initial site clearing, tree removal, and grading.

The total request for Pay Request No. 1 is \$137,750.00. This payment application represents approximately 10% of the total contract value, not including retainage, and corresponds to approximately 13% of the total project schedule until Final Completion in August 2022. We have reviewed and recommend full partial payment of Payment Application No. 1 as submitted by Gingerich. Please execute the pay application and distribute copies to all parties.

Sincerely,

HR GREEN, INC.

A handwritten signature in blue ink that reads 'Josh Scanlon'.

Josh Scanlon, P.E.
Project Manager

J:\2019\190261\Construction\Payment\BP1\PR01\ltr-20211117-Gingerich_Pay_Request_1.docx



Contractor's Application for Payment No. #1

To (Owner):	CITY OF ANAMOSA	From (Contractor):	Gingerich Well & Pump Service	Via (Engineer):	HR GREEN - JOS-USA SCALLON
Project:	JORDAN WELL #6-BID PKG #1 - WELL DRILLING	Contract:	JORDAN WELL #6-BID PKG #1 - WELL DRILLING	Engineer's Project No.:	190281
Owner's Contract No.:		Contractor's Project No.:			

Application For Payment Change Order Summary

Approved Change Orders		1. ORIGINAL CONTRACT PRICE	\$ 1,442,700.00
Number	Additions	2. Net change by Change Orders	\$
		3. Current Contract Price (Line 1 & 2)	\$ 1,442,700.00
		4. TOTAL COMPLETED AND STORED TO DATE	\$ 145,000.00
		5. RETAINAGE:	
		a. 5% X \$145,000.00 Work Completed	\$ 7,250.00
		b. X Stored Material	\$
		c. Total Retainage (Line 5.a + Line 5.b)	\$ 7,250.00
		6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	\$ 137,750.00
		7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$
		8. AMOUNT DUE THIS APPLICATION	\$ 137,750.00
		9. BALANCE TO FINISH, PLUS RETAINAGE	\$
		(Column 6 total on Progress Estimates + Line 5.c above)	\$ 2104,550.00
		NET CHANGE BY	
		CHANGE ORDERS	
		TOTAL \$	

Contractor's Certification

The undersigned Contractor certifies, to the best of his knowledge, the following:

(1) All previous progress payments received from Owner are in accordance with the Contract.

(2) Title to all Work, materials and equipment incorporated in said Work, as otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances) and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor's Signature	Date
	29-Oct-21

Payment of:	\$ 137,750.00
(Line 6 or other - attach explanation of the other amount)	
Is recommended by:	1/17/2021
(Engineer)	(Date)
Payment of:	\$
(Line 6 or other - attach explanation of the other amount)	
Is approved by:	(Date)
(Owner)	(Date)
Funding or Financing Entity (if applicable)	(Date)

Date	Invoice
10/29/2021	27822

Mailing Address:
City of Anamosa 107 S Ford St Anamosa, IA 52205

Site Address:
City of Anamosa Well #6 1XXX Williams St Anamosa, IA 52205

Phone	Due Date	Sales Rep
319-462-3473	11/28/2021	Klint

Quantity	Description	Price	Amount
0	Pay App #1	\$0.00	\$0.00
1	Clearing, Grubbing and Grading	\$145,000.00	\$145,000.00
Thank you!		Sales Tax	\$0.00
		Total	\$145,000.00

Balance due in 10 days. All past due accounts are subject to a late payment fee of 1.5% per month.



City of Anamosa, IA

Expense Approval Report

By Vendor Name

Payment Dates 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 004233 - 941 TAX EFT PAYMENT					
941 TAX EFT PAYMENT	INV0000307	11/12/2021	MEDICARE TAX	001-000-2206	1,777.44
941 TAX EFT PAYMENT	INV0000308	11/12/2021	SOCIAL SECURITY TAX	001-000-2202	7,600.24
941 TAX EFT PAYMENT	INV0000309	11/12/2021	FEDERAL TAX	001-000-2200	4,744.44
Vendor 004233 - 941 TAX EFT PAYMENT Total:					14,122.12
Vendor: 000277 - ALLIANT ENERGY					
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	001-110-6371	277.30
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	001-111-6371	35.08
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	001-650-6371	626.95
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	015-150-6371	298.03
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	041-410-6371	974.39
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	043-430-6371	457.40
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	044-440-6371	71.40
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	046-460-6371	1,628.30
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	110-211-6371	231.99
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	110-211-6371	5,911.81
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	600-810-6371	7,495.89
ALLIANT ENERGY	102721	11/08/2021	ELECTRIC	610-815-6371	9,425.27
Vendor 000277 - ALLIANT ENERGY Total:					27,433.81
Vendor: 006141 - AMAZON CAPITAL SERVICES					
AMAZON CAPITAL SERVICES	052221	11/08/2021	SHIPPING	600-810-6553	5.99
AMAZON CAPITAL SERVICES	1VDM-MDHW-RLT4	11/22/2021	PHONE CASE, SCREEN PROTEC...	600-810-6504	11.00
AMAZON CAPITAL SERVICES	1VDM-MDHW-RLT4	11/22/2021	PHONE CASE, SCREEN PROTEC...	600-810-6553	22.85
AMAZON CAPITAL SERVICES	112-9804776-0759436	11/22/2021	STAPLE REMOVERS	001-622-6535	8.26
AMAZON CAPITAL SERVICES	1DVQ-CFHH-XVJM	11/08/2021	FAX PAPER/GLOVES/TOWELS	001-110-6530	216.85
AMAZON CAPITAL SERVICES	16V4-FK3W-JCV4	11/08/2021	CALENDARS/PRINTER INK	610-815-6530	351.59
AMAZON CAPITAL SERVICES	1YKM-1Q46-NGNJ	11/22/2021	CAMERA FOR SKIDLOADER	110-211-6470	176.24
AMAZON CAPITAL SERVICES	1YKM-1Q46-NGNJ	11/22/2021	CAMERA FOR SKIDLOADER	610-815-6474	176.24
Vendor 006141 - AMAZON CAPITAL SERVICES Total:					969.02
Vendor: 005770 - AMAZON					
AMAZON	946483338696	11/15/2021	DVDS	041-410-6501	29.99
AMAZON	433793658447	11/15/2021	BEAD SUPPLIES FOR TEENS	041-410-6501	137.48
AMAZON	433793658447	11/15/2021	BEAD SUPPLIES FOR TEENS	041-410-6537	14.12
AMAZON	636755743365	10/25/2021	BEAD SUPPLIES FOR TEENS	041-410-6537	6.99
Vendor 005770 - AMAZON Total:					188.58
Vendor: 000172 - AMERICAN RED CROSS					
AMERICAN RED CROSS	22385730	11/22/2021	LIFEGUARD CERTIFICATION	044-440-6490	160.00
Vendor 000172 - AMERICAN RED CROSS Total:					160.00
Vendor: 005491 - APPARATUS TESTING SERVICES					
APPARATUS TESTING SERVICES	379	11/08/2021	ANNUAL FIRE PUMP CERTIFICAT..	015-150-6474	870.00
Vendor 005491 - APPARATUS TESTING SERVICES Total:					870.00
Vendor: 006226 - ARW CONSTRUCTION CO. LLC					
ARW CONSTRUCTION CO. LLC	2287	11/08/2021	ROOF REPAIRS	046-460-6475	36,800.00
ARW CONSTRUCTION CO. LLC	2287	11/08/2021	ROOF REPAIRS	110-211-6475	3,140.00
ARW CONSTRUCTION CO. LLC	2287	11/08/2021	ROOF REPAIRS	110-211-6475	20,750.00
Vendor 006226 - ARW CONSTRUCTION CO. LLC Total:					60,690.00
Vendor: 000006 - AT&T					
AT&T	101921	11/08/2021	MTHLY CELL PHONE	001-110-6373	457.83
AT&T	101921	11/08/2021	MTHLY CELL PHONE	001-110-6373	49.87
AT&T	101921	11/08/2021	MTHLY CELL PHONE	041-410-6373	49.87
AT&T	101921	11/08/2021	MTHLY CELL PHONE	043-430-6373	49.87
AT&T	101921	11/08/2021	MTHLY CELL PHONE	110-211-6373	72.01

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AT&T	101921	11/08/2021	MTHLY CELL PHONE	600-810-6373	108.63
AT&T	101921	11/08/2021	MTHLY CELL PHONE	610-815-6373	104.61
Vendor 000006 - AT&T Total:					892.69
Vendor: 000047 - ATLANTIC COCA-COLA					
ATLANTIC COCA-COLA	2939108	11/08/2021	POP FOR RESALE	046-460-6546	185.22
ATLANTIC COCA-COLA	2985959	11/22/2021	POP FOR RESALE	046-460-6546	121.08
Vendor 000047 - ATLANTIC COCA-COLA Total:					306.30
Vendor: 000185 - AUTOMOTIVE SERVICES					
AUTOMOTIVE SERVICES	070579	11/22/2021	TIRES & DISPOSAL	110-211-6470	840.00
Vendor 000185 - AUTOMOTIVE SERVICES Total:					840.00
Vendor: 006048 - AVENU					
AVENU	INVB-030306	11/22/2021	HOSTING SOFTWARE/HARDWA...	001-622-6490	1,463.20
AVENU	INVB-030306	11/22/2021	HOSTING SOFTWARE/HARDWA...	122-622-6722	2,189.39
Vendor 006048 - AVENU Total:					3,652.59
Vendor: 000188 - BAKER & TAYLOR					
BAKER & TAYLOR	2036247287	10/05/2021	BOOKS	041-410-6501	34.11
BAKER & TAYLOR	CM0000020	10/11/2021	BOOKS	041-410-6501	-4.19
BAKER & TAYLOR	2036274736	10/19/2021	BOOKS	041-410-6501	63.68
BAKER & TAYLOR	2036286863	10/21/2021	BOOKS	041-410-6501	666.22
Vendor 000188 - BAKER & TAYLOR Total:					759.82
Vendor: 005731 - BANOWETZ LUMBER COMPANY INC					
BANOWETZ LUMBER COMPANY...	23196	11/22/2021	LUMBER	610-815-6540	38.86
BANOWETZ LUMBER COMPANY...	23242	11/22/2021	STAIRS SUPPLIES	610-815-6540	75.25
BANOWETZ LUMBER COMPANY...	23380	11/22/2021	EXPANSION CONCRETE	110-211-6543	15.00
BANOWETZ LUMBER COMPANY...	23403	11/22/2021	LUMBER	110-211-6475	40.88
Vendor 005731 - BANOWETZ LUMBER COMPANY INC Total:					169.99
Vendor: 000189 - BARD CONCRETE					
BARD CONCRETE	487781	11/08/2021	CONCRETE BLOCKS	110-211-6530	160.00
BARD CONCRETE	487782	11/08/2021	CONCRETE ST PATS PARK	122-430-6799	2,519.00
BARD CONCRETE	488767	11/22/2021	ST PATS PARKING AREA	122-430-6799	2,404.51
BARD CONCRETE	491365	11/22/2021	CONCRETE	110-211-6543	1,852.50
Vendor 000189 - BARD CONCRETE Total:					6,936.01
Vendor: 000191 - BARRON MOTOR SUPPLY					
BARRON MOTOR SUPPLY	273227	11/08/2021	FUEL PREP	110-211-6553	8.31
BARRON MOTOR SUPPLY	273328	11/08/2021	BATTERY	110-211-6470	99.68
BARRON MOTOR SUPPLY	273571	11/22/2021	TRAILER CONNECTOR	110-211-6470	8.15
BARRON MOTOR SUPPLY	273603	11/22/2021	CONCRETE SAW BELTS	110-211-6470	27.64
Vendor 000191 - BARRON MOTOR SUPPLY Total:					143.78
Vendor: 005272 - BLACK HILLS ENERGY					
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	001-110-6370	153.85
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	001-650-6370	35.00
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	015-150-6370	92.89
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	044-440-6370	38.99
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	046-460-6370	300.51
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	110-211-6370	60.95
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	600-810-6370	35.00
BLACK HILLS ENERGY	110421	11/22/2021	MONTHLY GAS SERVICE	610-815-6370	813.71
Vendor 005272 - BLACK HILLS ENERGY Total:					1,530.90
Vendor: 004362 - BOOMERANG					
BOOMERANG	1	11/08/2021	FIRE STATION	341-150-6555	54,150.00
Vendor 004362 - BOOMERANG Total:					54,150.00
Vendor: 006168 - BRINCKS/BETH					
BRINCKS/BETH	102121	11/08/2021	IMFOA FALL CONFERENCE	001-612-6446	178.08
Vendor 006168 - BRINCKS/BETH Total:					178.08

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 004421 - BROWN SUPPLY CO., INC.					
BROWN SUPPLY CO., INC.	115678	11/08/2021	PLOW EDGES	600-810-6455	650.00
Vendor 004421 - BROWN SUPPLY CO., INC. Total:					650.00
Vendor: 000051 - BSN SPORTS					
BSN SPORTS	913862597	11/08/2021	FOOTBALLS	043-430-6531	83.40
Vendor 000051 - BSN SPORTS Total:					83.40
Vendor: 005402 - BUNTING/DON					
BUNTING/DON	INV0000311	11/22/2021	REIMBURSE SUPPLIES FOR CITY ...	043-430-6532	233.74
Vendor 005402 - BUNTING/DON Total:					233.74
Vendor: 004209 - C.J. COOPER & ASSOCIATES, INC.					
C.J. COOPER & ASSOCIATES, INC.	181014	11/08/2021	RANDOM SCREEN	110-211-6411	35.00
Vendor 004209 - C.J. COOPER & ASSOCIATES, INC. Total:					35.00
Vendor: 005403 - CARQUEST					
CARQUEST	362870	11/08/2021	XMT/ACET	110-211-6553	94.55
CARQUEST	362874	11/08/2021	OXY/ACET TANKS	610-815-6472	719.06
Vendor 005403 - CARQUEST Total:					813.61
Vendor: 005269 - CARROLL DISTRIBUTING & CONSTR					
CARROLL DISTRIBUTING & CON...	MA060945	11/22/2021	ST PATS PARKING AREA	122-430-6799	625.00
CARROLL DISTRIBUTING & CON...	MA061930	11/22/2021	REBAR X31/FORD ST	110-211-6543	126.50
Vendor 005269 - CARROLL DISTRIBUTING & CONSTR Total:					751.50
Vendor: 003283 - CENTRAL IOWA DISTRIBUTING					
CENTRAL IOWA DISTRIBUTING	217381	11/08/2021	SOAP DISPENSERS	046-460-6508	6.84
CENTRAL IOWA DISTRIBUTING	217762	11/08/2021	LD BLK	110-211-6475	85.00
CENTRAL IOWA DISTRIBUTING	218380	11/22/2021	SUPPLIES	046-460-6541	91.00
Vendor 003283 - CENTRAL IOWA DISTRIBUTING Total:					182.84
Vendor: 000395 - CENTURYLINK					
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	001-110-6373	124.71
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	001-622-6373	272.31
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	015-150-6373	57.82
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	041-410-6373	162.88
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	043-430-6373	73.32
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	600-810-6373	62.73
CENTURYLINK	102521	11/22/2021	MONTHLY PHONE	610-815-6373	231.67
Vendor 000395 - CENTURYLINK Total:					985.44
Vendor: 004883 - CHEM RIGHT LABORATORIES INC					
CHEM RIGHT LABORATORIES INC	23564	11/08/2021	ECOLI TESTING	610-815-6479	20.00
CHEM RIGHT LABORATORIES INC	23597	11/08/2021	ECOLI TESTING	610-815-6479	20.00
Vendor 004883 - CHEM RIGHT LABORATORIES INC Total:					40.00
Vendor: 000808 - CHEMSEARCH					
CHEMSEARCH	7565427	11/22/2021	ECOSTORM PROGRAM	610-815-6501	150.00
Vendor 000808 - CHEMSEARCH Total:					150.00
Vendor: 000008 - CITY OF ANAMOSA					
CITY OF ANAMOSA	INV0000301	11/12/2021	FLEX - MEDICAL	001-000-2204	30.00
Vendor 000008 - CITY OF ANAMOSA Total:					30.00
Vendor: 006400 - CLARK EQUIPMENT CO					
CLARK EQUIPMENT CO	2509673	11/08/2021	EXCAVATOR	110-211-6722	35,976.94
CLARK EQUIPMENT CO	2509673	11/08/2021	EXCAVATOR	600-810-6722	35,976.95
CLARK EQUIPMENT CO	2509673	11/08/2021	EXCAVATOR	610-815-6722	35,976.95
Vendor 006400 - CLARK EQUIPMENT CO Total:					107,930.84
Vendor: 005715 - CR LC SOLID WASTE AGENCY					
CR LC SOLID WASTE AGENCY	02-01931875	11/08/2021	DEBRIS DISPOSAL	610-815-6722	50.19
CR LC SOLID WASTE AGENCY	3193	11/08/2021	CHEMICAL/PAINT DISPOSAL	610-815-6553	246.00
Vendor 005715 - CR LC SOLID WASTE AGENCY Total:					296.19
Vendor: 006401 - DANS TIRES AND MORE					
DANS TIRES AND MORE	5484	11/08/2021	TIRE	110-211-6470	353.13
DANS TIRES AND MORE	5509	11/22/2021	ENDLOADER TIRES	110-211-6470	396.02

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DANS TIRES AND MORE	5559	11/22/2021	LOADER TIRE REPAIR	110-211-6470	383.50
Vendor 006401 - DANS TIRES AND MORE Total:					1,132.65
Vendor: 000042 - DELTA DENTAL PLAN OF IOWA					
DELTA DENTAL PLAN OF IOWA	INV0000300	11/12/2021	DELTA DENTAL INSURANCE	001-000-2205	936.64
Vendor 000042 - DELTA DENTAL PLAN OF IOWA Total:					936.64
Vendor: 000229 - DEMCO					
DEMCO	7027465	10/20/2021	LABELS, COVERS	041-410-6531	161.23
Vendor 000229 - DEMCO Total:					161.23
Vendor: 005985 - DRJ GROUP LLC					
DRJ GROUP LLC	212537	11/08/2021	FIRE EXTINGUISHER MAINT	001-110-6471	125.30
Vendor 005985 - DRJ GROUP LLC Total:					125.30
Vendor: 005692 - DUTCH CREEK TURF CARE					
DUTCH CREEK TURF CARE	INV0000312	11/22/2021	WEED CONTROL LCC & WAPSIA...	043-430-6310	275.00
Vendor 005692 - DUTCH CREEK TURF CARE Total:					275.00
Vendor: 005910 - E&J GEOTHERMAL INC					
E&J GEOTHERMAL INC	27389	10/21/2021	REPLACEMENT VALVE, AIR QUA...	041-410-6475	3,224.00
E&J GEOTHERMAL INC	27421	10/25/2021	GEO HP ROOM, AIR SCRUBBER	041-410-6475	13,954.23
Vendor 005910 - E&J GEOTHERMAL INC Total:					17,178.23
Vendor: 003826 - ECICOG					
ECICOG	9459	11/22/2021	CDBG GRANT ADMIN	331-601-6455	900.00
Vendor 003826 - ECICOG Total:					900.00
Vendor: 004585 - EDWARDS SANITATION					
EDWARDS SANITATION	83426	11/01/2021	TRASH SERVICE	041-410-6475	35.50
Vendor 004585 - EDWARDS SANITATION Total:					35.50
Vendor: 004526 - ELAN-CARDMEMBER SERVICE					
ELAN-CARDMEMBER SERVICE	499788	11/08/2021	WW CLASS - YOUNG	610-815-6445	495.00
Vendor 004526 - ELAN-CARDMEMBER SERVICE Total:					495.00
Vendor: 005941 - FBI-LEEDA					
FBI-LEEDA	200060736	11/17/2021	INTERNAL AFFAIRS TRAINING	001-110-6445	695.00
Vendor 005941 - FBI-LEEDA Total:					695.00
Vendor: 006246 - FRAZIER/SPENCER					
FRAZIER/SPENCER	110121	11/08/2021	MTHLY PHONE REIMBURSEME...	110-211-6373	20.00
Vendor 006246 - FRAZIER/SPENCER Total:					20.00
Vendor: 006209 - FREY, HAUF, & CURRENT, PLC					
FREY, HAUF, & CURRENT, PLC	18699	11/22/2021	845.96	610-815-6555	845.96
Vendor 006209 - FREY, HAUF, & CURRENT, PLC Total:					845.96
Vendor: 000206 - GAZETTE COMMUNICATIONS, INC.					
GAZETTE COMMUNICATIONS, I...	512740	10/19/2021	YEARLY SUBSCRIPTION	122-410-6725	457.60
Vendor 000206 - GAZETTE COMMUNICATIONS, INC. Total:					457.60
Vendor: 000703 - HACH COMPANY					
HACH COMPANY	12684987	11/22/2021	B OD SUPPLIES	610-815-6501	135.49
HACH COMPANY	12693354	11/08/2021	TEST KIT	610-815-6501	166.59
HACH COMPANY	12708735	11/08/2021	DO PROBE FLASK	610-815-6472	134.16
Vendor 000703 - HACH COMPANY Total:					436.24
Vendor: 006402 - HALL/KATIE					
HALL/KATIE	119413969	11/08/2021	LIFEGUARD CERTIFICATION	044-440-6490	200.00
Vendor 006402 - HALL/KATIE Total:					200.00
Vendor: 004397 - HAOA - KIRKWOOD COMM. COLLEGE					
HAOA - KIRKWOOD COMM. CO...	34891-1	11/08/2021	CONTINUING EDUCATION	015-150-6445	260.00
Vendor 004397 - HAOA - KIRKWOOD COMM. COLLEGE Total:					260.00
Vendor: 006182 - HENRY/TROY					
HENRY/TROY	115341	11/08/2021	GRAVE OPENINGS	001-450-6491	500.00
Vendor 006182 - HENRY/TROY Total:					500.00

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 000230 - HOLIDAY INN AIRPORT DES MOINES					
HOLIDAY INN AIRPORT DES MO...	94637	11/08/2021	LODGING - IMFOA	001-622-6445	224.00
Vendor 000230 - HOLIDAY INN AIRPORT DES MOINES Total:					224.00
Vendor: 003615 - HOME DECORATING CENTER					
HOME DECORATING CENTER	107035	11/08/2021	KEYS AND SUPPLIES	044-440-6540	19.05
HOME DECORATING CENTER	107035	11/08/2021	KEYS AND SUPPLIES	046-460-6475	8.87
Vendor 003615 - HOME DECORATING CENTER Total:					27.92
Vendor: 000712 - HOTSYS CLEANING SYSTEMS					
HOTSYS CLEANING SYSTEMS	0203675-IN	11/22/2021	SERVICE HOTSYS POWER WASHER	110-211-6470	198.73
Vendor 000712 - HOTSYS CLEANING SYSTEMS Total:					198.73
Vendor: 005979 - HOUSBY HEAVY EQUIPMENT					
HOUSBY HEAVY EQUIPMENT	P53442	11/08/2021	HYDRAULIC FLUID/VCS	110-211-6474	209.74
HOUSBY HEAVY EQUIPMENT	P53443	11/08/2021	HOSE	110-211-6474	134.66
HOUSBY HEAVY EQUIPMENT	P53487	11/08/2021	BATTERIES	110-211-6474	440.82
HOUSBY HEAVY EQUIPMENT	P53487	11/08/2021	BOLT ON EDGE WHEEL LOADER	610-815-6470	538.43
HOUSBY HEAVY EQUIPMENT	P53569	11/22/2021	LOADER BUCKET EDGE	610-815-6470	578.59
Vendor 005979 - HOUSBY HEAVY EQUIPMENT Total:					1,902.24
Vendor: 004946 - HOWARD R GREEN					
HOWARD R GREEN	146020	11/08/2021	WELL #6	600-810-6407	7,016.96
HOWARD R GREEN	146118	11/22/2021	GIS WATER	600-810-6407	790.00
HOWARD R GREEN	147541	11/08/2021	SYCAMORE ST PROJECT	610-815-6407	13,675.15
HOWARD R GREEN	147750	11/08/2021	WELL #6	600-810-6407	12,000.04
HOWARD R GREEN	147751	11/08/2021	S BOOTH WATER MAIN & STO...	311-811-6407	5,500.01
HOWARD R GREEN	147752	11/08/2021	WELL #7	600-810-6407	3,000.01
HOWARD R GREEN	147785	11/08/2021	SLUDGE PLAN	610-815-6407	6,000.00
HOWARD R GREEN	148163	11/22/2021	WWTP RISK & RESILIENCE	600-810-6407	523.75
HOWARD R GREEN	148168	11/22/2021	ASP PRETREATMENT AGREEME...	610-815-6407	3,826.75
Vendor 004946 - HOWARD R GREEN Total:					52,332.67
Vendor: 004675 - HUPP ELECTRIC MOTORS					
HUPP ELECTRIC MOTORS	302421	11/08/2021	GRIT PUMP MOTOR	610-815-6470	1,094.00
Vendor 004675 - HUPP ELECTRIC MOTORS Total:					1,094.00
Vendor: 004707 - HYDRITE CHEMICAL CO					
HYDRITE CHEMICAL CO	23597	11/08/2021	ECOLI TESTING	610-815-6479	20.00
Vendor 004707 - HYDRITE CHEMICAL CO Total:					20.00
Vendor: 005184 - INFRASTRUCTURE TECHNOLOGY SOLU					
INFRASTRUCTURE TECHNOLOGY..	26587	11/08/2021	ONLINE BACKUP SERVICES	001-110-6490	144.00
Vendor 005184 - INFRASTRUCTURE TECHNOLOGY SOLU Total:					144.00
Vendor: 000313 - IOWA LEAGUE OF CITIES					
IOWA LEAGUE OF CITIES	102921	11/08/2021	BUDGET WORKSHOP	001-612-6445	50.00
IOWA LEAGUE OF CITIES	102921	11/08/2021	BUDGET WORKSHOP	001-622-6445	50.00
Vendor 000313 - IOWA LEAGUE OF CITIES Total:					100.00
Vendor: 003211 - IOWA ONE CALL					
IOWA ONE CALL	235746	11/08/2021	LOCATES	600-810-2901	78.05
IOWA ONE CALL	235746	11/08/2021	LOCATES	610-815-2901	78.05
Vendor 003211 - IOWA ONE CALL Total:					156.10
Vendor: 000028 - IOWA PARK & RECREATION					
IOWA PARK & RECREATION	3635	11/22/2021	AQUATIC WORKSHOP	043-430-6230	165.00
Vendor 000028 - IOWA PARK & RECREATION Total:					165.00
Vendor: 000075 - IOWA PRISON INDUSTRIES					
IOWA PRISON INDUSTRIES	030564	11/08/2021	SIGNS	110-210-6512	308.80
IOWA PRISON INDUSTRIES	370338	11/22/2021	UNIFORMS	110-211-6181	389.90
Vendor 000075 - IOWA PRISON INDUSTRIES Total:					698.70
Vendor: 004833 - IOWA RURAL WATER ASSOCIATION					
IOWA RURAL WATER ASSOCIAT...	102921	11/22/2021	IRWA ANNUAL MEMBERSHIP	600-810-6445	375.00
Vendor 004833 - IOWA RURAL WATER ASSOCIATION Total:					375.00

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 000281 - IPERS COLLECTIONS					
IPERS COLLECTIONS	INV0000302	11/12/2021	IPERS	001-000-2203	6,625.43
IPERS COLLECTIONS	INV0000305	11/12/2021	IPERS	001-000-2203	2,885.42
Vendor 000281 - IPERS COLLECTIONS Total:					9,510.85
Vendor: 000285 - J&R SUPPLY					
J&R SUPPLY	2110537-IN	11/22/2021	UNIFORMS	110-211-6181	64.00
J&R SUPPLY	2110537-IN	11/22/2021	UNIFORMS	600-810-6181	424.00
J&R SUPPLY	2110537-IN	11/22/2021	UNIFORMS	610-815-6181	248.00
J&R SUPPLY	2110780-IN	11/22/2021	2" PUMP	600-810-6504	371.00
Vendor 000285 - J&R SUPPLY Total:					1,107.00
Vendor: 006187 - JODI'S UPHOLSTERY					
JODI'S UPHOLSTERY	102121	11/08/2021	REUPHOLSTER WEIGHT ROOM ...	046-460-6470	240.00
Vendor 006187 - JODI'S UPHOLSTERY Total:					240.00
Vendor: 000387 - JOHN DEERE FINANCIAL					
JOHN DEERE FINANCIAL	4052150	11/08/2021	BATTERY	043-430-6550	112.17
JOHN DEERE FINANCIAL	4052150	11/08/2021	BATTERY	046-460-6540	15.48
JOHN DEERE FINANCIAL	CM0000018	11/08/2021	RETURN BATTERY CORE	043-430-6550	-15.00
JOHN DEERE FINANCIAL	4054521	11/08/2021	DISC FLAP	110-211-6553	19.16
JOHN DEERE FINANCIAL	4054754	11/08/2021	CUTTING WHEELS/CORD REEL	610-815-6559	96.86
JOHN DEERE FINANCIAL	4054808	11/08/2021	ELECTRICAL BOX	001-650-6540	2.57
JOHN DEERE FINANCIAL	4055101	11/08/2021	BULK MIDWEST	110-211-6553	1.82
JOHN DEERE FINANCIAL	4847769	11/08/2021	BOOTS	610-815-6510	149.99
JOHN DEERE FINANCIAL	4057118	11/08/2021	LAG SCREWS/PAINT	610-815-6540	13.06
JOHN DEERE FINANCIAL	4057461	11/08/2021	DRAIN PAN	110-211-6553	11.98
JOHN DEERE FINANCIAL	P18151	11/08/2021	OIL/PREDATOR 2BLAD	110-211-6470	131.76
JOHN DEERE FINANCIAL	4057813	11/08/2021	BOLTS/NUTS/WASHER	600-810-6540	1.79
JOHN DEERE FINANCIAL	4059801	11/08/2021	WELDING SUPPLIES	610-815-6559	154.74
JOHN DEERE FINANCIAL	4060518	11/22/2021	PAINT	610-815-6472	59.91
JOHN DEERE FINANCIAL	4061754	11/22/2021	LINKS	043-430-6532	16.74
JOHN DEERE FINANCIAL	4063080	11/22/2021	UNIFORM	110-211-6181	64.99
JOHN DEERE FINANCIAL	4063088	11/22/2021	HANDLE/PLUG	110-211-6470	11.48
JOHN DEERE FINANCIAL	4064449	11/22/2021	STRAPS/DEICER	610-815-6470	34.94
Vendor 000387 - JOHN DEERE FINANCIAL Total:					884.44
Vendor: 003105 - JONES COUNTY ECONOMIC DEVELOP-					
JONES COUNTY ECONOMIC DE...	100121	11/08/2021	FY22 2ND QTR CONTRIBUTION	001-610-6479	3,750.00
Vendor 003105 - JONES COUNTY ECONOMIC DEVELOP- Total:					3,750.00
Vendor: 000245 - JONES COUNTY ENGINEER					
JONES COUNTY ENGINEER	110521	11/22/2021	FUEL	001-110-6551	1,255.19
JONES COUNTY ENGINEER	110521	11/22/2021	FUEL	015-150-6551	185.54
JONES COUNTY ENGINEER	110521	11/22/2021	FUEL	110-211-6551	797.50
JONES COUNTY ENGINEER	110521	11/22/2021	FUEL	600-810-6551	292.03
JONES COUNTY ENGINEER	110521	11/22/2021	FUEL	610-815-6551	366.05
Vendor 000245 - JONES COUNTY ENGINEER Total:					2,896.31
Vendor: 004353 - JONES COUNTY JETS					
JONES COUNTY JETS	110121	11/08/2021	FY 22 ALLOCATION	001-610-6479	1,500.00
Vendor 004353 - JONES COUNTY JETS Total:					1,500.00
Vendor: 005983 - JONES COUNTY SAFE & HEALTHY					
JONES COUNTY SAFE & HEALTHY	110121	11/01/2021	FY 22 CONTRIBUTION	001-610-6479	3,000.00
Vendor 005983 - JONES COUNTY SAFE & HEALTHY Total:					3,000.00
Vendor: 000296 - JONES COUNTY SOLID WASTE MGMT					
JONES COUNTY SOLID WASTE ...	13361	11/22/2021	TIRES/APPLIANCE	001-290-6460	320.45
JONES COUNTY SOLID WASTE ...	13536	11/22/2021	2ND QTR FY 22 ASSESSMENT	001-290-6460	5,736.70
Vendor 000296 - JONES COUNTY SOLID WASTE MGMT Total:					6,057.15
Vendor: 005678 - KIESLER'S POLICE SUPPLY					
KIESLER'S POLICE SUPPLY	IN175535	11/08/2021	AMMO	001-110-6530	134.70
Vendor 005678 - KIESLER'S POLICE SUPPLY Total:					134.70

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 005364 - KONICA MINOLTA BUSINESS SOLUTI					
KONICA MINOLTA BUSINESS SO...	276009948	11/08/2021	COPY METER	001-110-6470	31.02
Vendor 005364 - KONICA MINOLTA BUSINESS SOLUTI Total:					31.02
Vendor: 005945 - KONICA PREMIER FINANCE					
KONICA PREMIER FINANCE	74171382	11/08/2021	MTHLY COPIER LEASE	001-110-6470	75.85
Vendor 005945 - KONICA PREMIER FINANCE Total:					75.85
Vendor: 005286 - KRAY/JEFF					
KRAY/JEFF	110121	11/08/2021	MTHLY PHONE REIMBURSEME...	110-211-6373	20.00
Vendor 005286 - KRAY/JEFF Total:					20.00
Vendor: 006042 - LEAF					
LEAF	12481297	11/22/2021	COPIER LEASE	043-430-6475	42.00
LEAF	12516825	11/08/2021	MONTHLY COPIER LEASE	041-410-6471	96.00
Vendor 006042 - LEAF Total:					138.00
Vendor: 005195 - LIBRARY STORE INC					
LIBRARY STORE INC	522844	10/20/2021	EARBUDS	041-410-6531	83.58
Vendor 005195 - LIBRARY STORE INC Total:					83.58
Vendor: 004483 - LODE/ERIC					
LODE/ERIC	110121	11/08/2021	MTHLY PHONE REIMBURSEME...	110-211-6373	20.00
Vendor 004483 - LODE/ERIC Total:					20.00
Vendor: 006123 - LYNCH DALLAS, P.C.					
LYNCH DALLAS, P.C.	191983	11/22/2021	HUMAN RESOURCES	001-640-6455	1,194.00
Vendor 006123 - LYNCH DALLAS, P.C. Total:					1,194.00
Vendor: 005346 - MAQUOKETA VALLEY ELECTRIC COOP					
MAQUOKETA VALLEY ELECTRIC ...	110821	11/22/2021	INDUSTRIAL PARK LIGHTS	122-210-6372	55.57
MAQUOKETA VALLEY ELECTRIC ...	111521	11/22/2021	INTERNET WATER PLANT	600-810-6535	139.85
Vendor 005346 - MAQUOKETA VALLEY ELECTRIC COOP Total:					195.42
Vendor: 000336 - MARION IRON COMPANY					
MARION IRON COMPANY	M265890	11/22/2021	STEEL FOR TRAILER RACK	110-211-6553	291.00
MARION IRON COMPANY	M265890	11/22/2021	STEEL FOR TRAILER RACK	600-810-6722	291.00
MARION IRON COMPANY	M265890	11/22/2021	STEEL FOR TRAILER RACK	610-815-6722	293.47
Vendor 000336 - MARION IRON COMPANY Total:					875.47
Vendor: 005908 - MATHESON TRI-GAS INC					
MATHESON TRI-GAS INC	51863323	11/08/2021	TANK RENTAL	610-815-6501	55.75
MATHESON TRI-GAS INC	24385845	11/08/2021	TANK RENTAL	610-815-6501	14.46
MATHESON TRI-GAS INC	51876521	11/08/2021	TANK RENTAL	610-815-6501	31.66
Vendor 005908 - MATHESON TRI-GAS INC Total:					101.87
Vendor: 005161 - MCALEER					
MCALEER	110121	11/08/2021	WATER COOLER	001-110-6530	53.00
MCALEER	110121-93559	11/08/2021	WATER COOLER	610-815-6535	17.00
Vendor 005161 - MCALEER Total:					70.00
Vendor: 004769 - MEDIACOM					
MEDIACOM	101221	11/08/2021	INTERNET SERVICE	001-622-6454	304.90
MEDIACOM	102021	11/08/2021	INTERNET	001-110-6480	148.98
MEDIACOM	102421	11/08/2021	INTERNET SERVICE	043-430-6373	84.49
MEDIACOM	110721	11/22/2021	INTERNET FIRE DEPT	015-150-6373	83.02
Vendor 004769 - MEDIACOM Total:					621.39
Vendor: 003146 - MENARDS					
MENARDS	78168	11/08/2021	CITY HALL REPAIRS	001-650-6540	56.56
MENARDS	78170	11/08/2021	STEEL RACKING	110-211-6530	327.80
MENARDS	78433	11/08/2021	OSB	110-211-6530	60.90
MENARDS	CM0000017	11/08/2021	RETURN	110-211-6530	-59.88
MENARDS	79512	11/22/2021	FURNACE FILTERS/AIR PURIFIER	043-430-6490	147.67
MENARDS	79512	11/22/2021	FURNACE FILTERS/AIR PURIFIER	043-430-6535	79.99
MENARDS	79512	11/22/2021	FURNACE FILTERS/AIR PURIFIER	046-460-6475	167.85
Vendor 003146 - MENARDS Total:					780.89

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 005982 - MIDWEST TAPE					
MIDWEST TAPE	501207367	10/31/2021	DIGITAL MATERIALS	122-410-6725	104.30
Vendor 005982 - MIDWEST TAPE Total:					104.30
Vendor: 002225 - MINGER MOWING & LANDSCAPE, INC					
MINGER MOWING & LANDSCAPE...	18466	10/13/2021	WEED CONTROL	041-410-6475	73.50
Vendor 002225 - MINGER MOWING & LANDSCAPE, INC Total:					73.50
Vendor: 003491 - MUNICIPAL SUPPLY, INC.					
MUNICIPAL SUPPLY, INC.	0816069-IN	11/08/2021	SMART POINT	610-815-6504	11,664.00
Vendor 003491 - MUNICIPAL SUPPLY, INC. Total:					11,664.00
Vendor: 005623 - OFFICE EXPRESS					
OFFICE EXPRESS	195055-0	11/15/2021	THERMAL ROLLS, CLEANER	041-410-6535	59.99
OFFICE EXPRESS	195055-0	11/15/2021	THERMAL ROLLS, CLEANER	041-410-6540	53.94
Vendor 005623 - OFFICE EXPRESS Total:					113.93
Vendor: 005239 - ORIGIN DESIGN CO.					
ORIGIN DESIGN CO.	76295	11/08/2021	STALLION CREEK WATERWAY	361-511-6490	3,250.00
ORIGIN DESIGN CO.	76407	11/08/2021	STALLION CREEK WATERWAY I...	361-511-6490	1,686.00
Vendor 005239 - ORIGIN DESIGN CO. Total:					4,936.00
Vendor: 006067 - PATE/MARCIE					
PATE/MARCIE	2074410	11/22/2021	LIFEGUARD CERTIFICATION	044-440-6490	90.00
Vendor 006067 - PATE/MARCIE Total:					90.00
Vendor: 000357 - PETTY CASH					
PETTY CASH	111521	11/15/2021	POSTAGE / PIZZA	041-410-6508	23.42
PETTY CASH	111521	11/15/2021	POSTAGE / PIZZA	041-410-6537	21.38
Vendor 000357 - PETTY CASH Total:					44.80
Vendor: 006408 - POPULAR SUBSCRIPTION SERVICE					
POPULAR SUBSCRIPTION SERVI...	SW-05957	11/15/2021	MAGAZINE SUBSCRIPTION	122-410-6725	1,114.80
POPULAR SUBSCRIPTION SERVI...	CM0000021	11/15/2021	CREDIT	122-410-6725	-29.16
Vendor 006408 - POPULAR SUBSCRIPTION SERVICE Total:					1,085.64
Vendor: 005070 - PUSH PEDAL PULL					
PUSH PEDAL PULL	320796	11/08/2021	EQUIP REPAIRS	046-460-6521	52.27
PUSH PEDAL PULL	321656	11/22/2021	CABLE MACHINE REPAIR	046-460-6521	153.50
Vendor 005070 - PUSH PEDAL PULL Total:					205.77
Vendor: 005835 - QC ANALYTICAL SERVICES LLC					
QC ANALYTICAL SERVICES LLC	2107003	11/08/2021	TESTING	610-815-6479	1,642.28
QC ANALYTICAL SERVICES LLC	2111056	11/22/2021	MONTHLY TESTING	610-815-6479	1,642.28
QC ANALYTICAL SERVICES LLC	2111057	11/22/2021	METALS, SODIUM, NITRATE TEST	600-810-6470	79.00
QC ANALYTICAL SERVICES LLC	2111058	11/22/2021	WATER TESTS	600-810-6470	228.57
QC ANALYTICAL SERVICES LLC	2111059	11/22/2021	WATER TESTS	600-810-6470	228.57
QC ANALYTICAL SERVICES LLC	2111114	11/22/2021	NITRATE TEST	600-810-6470	23.00
Vendor 005835 - QC ANALYTICAL SERVICES LLC Total:					3,843.70
Vendor: 005741 - RECREATIONAL MOTOR SPORTS					
RECREATIONAL MOTOR SPORTS	55983	11/08/2021	SHIPPING SAMPLES	610-815-6431	180.38
RECREATIONAL MOTOR SPORTS	56063	11/08/2021	SHIPPING SAMPLES	600-810-6431	56.82
Vendor 005741 - RECREATIONAL MOTOR SPORTS Total:					237.20
Vendor: 000364 - RED'S SALES & SERVICE					
RED'S SALES & SERVICE	49457	11/22/2021	VEHICLE MAINT	015-150-6474	980.38
RED'S SALES & SERVICE	49458	11/22/2021	VEHICLE MAINT	015-150-6474	223.69
RED'S SALES & SERVICE	49459	11/22/2021	VEHICLE MAINT	015-150-6474	1,401.26
Vendor 000364 - RED'S SALES & SERVICE Total:					2,605.33
Vendor: 004846 - SADLER POWER TRAIN					
SADLER POWER TRAIN	0110311703	11/08/2021	RAM HOLLOW CENTER	110-211-6553	702.29
SADLER POWER TRAIN	0110309963	11/22/2021	RAIN CAP FOR SWEEPER	110-211-6470	21.47
SADLER POWER TRAIN	0310157542	11/22/2021	LED WORK LIGHT	110-211-6553	87.30
Vendor 004846 - SADLER POWER TRAIN Total:					811.06

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 005043 - SCHIMBERG CO.					
SCHIMBERG CO.	8111658-00	11/22/2021	MANHOLE RISERS	610-815-6472	886.33
Vendor 005043 - SCHIMBERG CO. Total:					886.33
Vendor: 006173 - SCHMITZ JANITORIAL SUPPLY					
SCHMITZ JANITORIAL SUPPLY	7698-1	11/08/2021	GRIP/SHOVEL	110-211-6553	81.00
SCHMITZ JANITORIAL SUPPLY	7988	11/08/2021	DISPOSABLE GLOVES	610-815-6530	250.00
SCHMITZ JANITORIAL SUPPLY	7995	11/22/2021	SHOP TOWELS	110-211-6553	82.00
Vendor 006173 - SCHMITZ JANITORIAL SUPPLY Total:					413.00
Vendor: 005575 - SELECT SERVICE PORTABLE RESTRO					
SELECT SERVICE PORTABLE RES...	6082	11/08/2021	PORTA POT BALLFIELD	043-430-6531	180.00
SELECT SERVICE PORTABLE RES...	006138	11/22/2021	BALLFIELD PORTA POTTY	043-430-6531	180.00
Vendor 005575 - SELECT SERVICE PORTABLE RESTRO Total:					360.00
Vendor: 000426 - SHADA/TIM					
SHADA/TIM	110121	11/08/2021	MTHLY PHONE REIMBURSEME...	610-815-6373	20.00
SHADA/TIM	178137	11/08/2021	SHIRTS	610-815-6181	94.94
Vendor 000426 - SHADA/TIM Total:					114.94
Vendor: 006163 - SHIVE-HATTERY					
SHIVE-HATTERY	4207090-6	11/22/2021	FIRE STATION DESIGN	341-150-6490	4,996.00
Vendor 006163 - SHIVE-HATTERY Total:					4,996.00
Vendor: 001036 - SNYDER & ASSOCIATES INC.					
SNYDER & ASSOCIATES INC.	119.1164.08-10	11/08/2021	WWTP FLOW EQUI BASINB	610-815-6788	3,400.00
Vendor 001036 - SNYDER & ASSOCIATES INC. Total:					3,400.00
Vendor: 000694 - STOREY KENWORTHY					
STOREY KENWORTHY	PINV942276	11/08/2021	COPY PAPER	001-622-6535	252.16
Vendor 000694 - STOREY KENWORTHY Total:					252.16
Vendor: 005711 - STROTHER LANDSCAPING & LAWN CAR					
STROTHER LANDSCAPING & LA...	101621	11/22/2021	WEED CONTROL	043-430-6310	65.00
Vendor 005711 - STROTHER LANDSCAPING & LAWN CAR Total:					65.00
Vendor: 000536 - SUPERIOR APPLIANCE					
SUPERIOR APPLIANCE	112829	11/22/2021	DISHWASHER	610-815-6470	737.23
Vendor 000536 - SUPERIOR APPLIANCE Total:					737.23
Vendor: 000740 - TAPKEN'S CONVENIENCE PLUS					
TAPKEN'S CONVENIENCE PLUS	4029	11/08/2021	FUEL	110-211-6551	635.26
Vendor 000740 - TAPKEN'S CONVENIENCE PLUS Total:					635.26
Vendor: 006176 - THE HARTFORD					
THE HARTFORD	INV0000297	11/12/2021	AD&D	001-000-2208	52.20
THE HARTFORD	INV0000303	11/12/2021	LIFE INSURANCE	001-000-2208	300.15
THE HARTFORD	INV0000304	11/12/2021	LTD	001-000-2208	298.16
Vendor 006176 - THE HARTFORD Total:					650.51
Vendor: 004654 - TRANSWORLD NETWORK, CORP					
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	001-110-6373	6.82
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	001-622-6373	56.02
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	015-150-6373	1.93
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	043-430-6373	4.43
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	044-440-6373	1.23
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	110-211-6373	2.46
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	600-810-6373	2.46
TRANSWORLD NETWORK, CORP	15187226-8598	11/22/2021	LONG DISTANCE	610-815-6373	1.23
Vendor 004654 - TRANSWORLD NETWORK, CORP Total:					76.58
Vendor: 000393 - TREASURER STATE OF IOWA					
TREASURER STATE OF IOWA	INV0000310	11/12/2021	STATE TAX	001-000-2201	2,255.72
TREASURER STATE OF IOWA	111521	11/22/2021	SALES TAX/WET TAX	600-810-6491	4,842.54
TREASURER STATE OF IOWA	111521	11/22/2021	SALES TAX/WET TAX	610-815-6491	904.58
TREASURER STATE OF IOWA	111521	11/22/2021	SALES TAX/WET TAX	610-815-6493	150.76
Vendor 000393 - TREASURER STATE OF IOWA Total:					8,153.60

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 006236 - TRICON GENERAL CONSTRUCTION					
TRICON GENERAL CONSTRUCTI...	5	11/22/2021	DOWNTOWN FACADE	331-600-6555	226,075.03
Vendor 006236 - TRICON GENERAL CONSTRUCTION Total:					226,075.03
Vendor: 006403 - TYLER BUSINESS FORMS					
TYLER BUSINESS FORMS	64089	11/08/2021	UTILITY BILL FORMS	600-810-6531	336.38
TYLER BUSINESS FORMS	64089	11/08/2021	UTILITY BILL FORMS	610-815-6531	336.37
Vendor 006403 - TYLER BUSINESS FORMS Total:					672.75
Vendor: 006195 - TYLER TECHNOLOGIES, INC					
TYLER TECHNOLOGIES, INC	025-354000	11/08/2021	INCODE FINANCIALS	001-622-6490	446.25
TYLER TECHNOLOGIES, INC	025-355218	11/08/2021	INCODE FINANCIALS/UB	001-622-6490	2,152.50
TYLER TECHNOLOGIES, INC	025-355218	11/08/2021	INCODE FINANCIALS/UB	600-810-6490	2,152.50
TYLER TECHNOLOGIES, INC	025-355218	11/08/2021	INCODE FINANCIALS/UB	610-815-6489	2,152.50
TYLER TECHNOLOGIES, INC	025-355647	11/08/2021	INCODE FINANCIALS/UB	001-622-6490	2,467.50
TYLER TECHNOLOGIES, INC	025-355647	11/08/2021	INCODE FINANCIALS/UB	600-810-6490	157.50
TYLER TECHNOLOGIES, INC	025-355647	11/08/2021	INCODE FINANCIALS/UB	610-815-6489	157.50
TYLER TECHNOLOGIES, INC	025-355906	11/22/2021	UTILITY BILLING	600-810-6490	26.25
TYLER TECHNOLOGIES, INC	025-355906	11/22/2021	UTILITY BILLING	610-815-6489	26.25
TYLER TECHNOLOGIES, INC	025-357245	11/22/2021	UTILITY BILLING	600-810-6490	630.00
TYLER TECHNOLOGIES, INC	025-357245	11/22/2021	UTILITY BILLING	610-815-6489	630.00
Vendor 006195 - TYLER TECHNOLOGIES, INC Total:					10,998.75
Vendor: 004002 - U.S. CELLULAR					
U.S. CELLULAR	0470271320	11/08/2021	MTHLY CELL PHONE	001-110-6480	172.96
U.S. CELLULAR	0470271320	11/08/2021	MTHLY CELL PHONE	600-810-6373	32.23
U.S. CELLULAR	0470271320	11/08/2021	MTHLY CELL PHONE	610-815-6373	49.69
Vendor 004002 - U.S. CELLULAR Total:					254.88
Vendor: 000359 - US POSTMASTER					
US POSTMASTER	111621	11/16/2021	UB BILLS POSTAGE	600-810-6508	406.80
US POSTMASTER	111621	11/16/2021	UB BILLS POSTAGE	610-815-6508	406.80
Vendor 000359 - US POSTMASTER Total:					813.60
Vendor: 004565 - USA BLUE BOOK					
USA BLUE BOOK	755498	11/08/2021	WATER TEST KITS	600-810-6501	84.37
USA BLUE BOOK	761444	11/08/2021	WINCH CABLE, TEST TUBE RACK	610-815-6540	438.51
USA BLUE BOOK	776613	11/22/2021	TESTING JARS	610-815-6540	48.59
Vendor 004565 - USA BLUE BOOK Total:					571.47
Vendor: 006410 - VARGAS/RENEE					
VARGAS/RENEE	110821	11/22/2021	REFUND ROOM RENTAL	046-460-6497	70.00
Vendor 006410 - VARGAS/RENEE Total:					70.00
Vendor: 005703 - VISA					
VISA	45037	11/15/2021	MARRIOTT HOTEL	041-410-6447	369.74
VISA	1001808773	11/15/2021	YEARBOOK	122-410-6725	51.25
VISA	3263827	11/15/2021	MALWARE PROTECTION	041-410-6480	88.00
VISA	7362000	11/15/2021	LATE FEE	041-410-6553	44.42
Vendor 005703 - VISA Total:					553.41
Vendor: 000220 - VSP Insurance Co					
VSP Insurance Co	INV0000306	11/12/2021	VSP INSURANCE	001-000-2205	307.56
Vendor 000220 - VSP Insurance Co Total:					307.56
Vendor: 000398 - WALMART COMMUNITY CARD					
WALMART COMMUNITY CARD	26522068	11/08/2021	SUPPLIES	043-430-6531	30.40
WALMART COMMUNITY CARD	26522068	11/08/2021	SUPPLIES	043-430-6535	7.72
WALMART COMMUNITY CARD	26522068	11/08/2021	SUPPLIES	046-460-6541	75.19
WALMART COMMUNITY CARD	31904196	11/08/2021	SUPPLIES	001-111-6535	85.40
WALMART COMMUNITY CARD	7205	11/15/2021	SNACKS TEEN PRGRAM	041-410-6537	83.82
WALMART COMMUNITY CARD	7206	11/15/2021	SOAP	041-410-6540	6.94
WALMART COMMUNITY CARD	28055807	11/08/2021	ROUTER CABLE/ETHERNET CORD	610-815-6536	137.53
WALMART COMMUNITY CARD	4073	11/15/2021	SNACKS FOR KIDS PROGRAM	041-410-6537	15.41
WALMART COMMUNITY CARD	84792627	11/22/2021	SUPPLIES	043-430-6532	31.72
WALMART COMMUNITY CARD	84792627	11/22/2021	SUPPLIES	046-460-6475	42.88

Expense Approval Report

Payment Dates: 11/9/2021 - 11/23/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WALMART COMMUNITY CARD	84792627	11/22/2021	SUPPLIES	046-460-6541	74.36
WALMART COMMUNITY CARD	77404288	11/22/2021	TRASH BAGS	001-650-6540	28.46
WALMART COMMUNITY CARD	4716	11/15/2021	LABELS/ WIPES	041-410-6535	13.61
WALMART COMMUNITY CARD	81620021	11/22/2021	SUPPLIES	043-430-6531	18.34
WALMART COMMUNITY CARD	81620021	11/22/2021	SUPPLIES	043-430-6535	12.88
WALMART COMMUNITY CARD	81620021	11/22/2021	SUPPLIES	046-460-6541	62.06
Vendor 000398 - WALMART COMMUNITY CARD Total:					726.72
Vendor: 004582 - WAPSI WASTE SERICE, INC.					
WAPSI WASTE SERICE, INC.	3766	11/22/2021	TRASH PICKUP	001-650-6474	347.00
WAPSI WASTE SERICE, INC.	3766	11/22/2021	TRASH PICKUP	015-150-6475	45.00
WAPSI WASTE SERICE, INC.	3766	11/22/2021	TRASH PICKUP	610-815-6523	45.00
Vendor 004582 - WAPSI WASTE SERICE, INC. Total:					437.00
Vendor: 004987 - WATER SOLUTIONS UNLIMITED					
WATER SOLUTIONS UNLIMITED	157156	11/08/2021	CHEMTRAC	600-810-6504	4,595.00
WATER SOLUTIONS UNLIMITED	46684	11/22/2021	CHLORINE/ HMO	600-810-6501	4,083.66
Vendor 004987 - WATER SOLUTIONS UNLIMITED Total:					8,678.66
Vendor: 003989 - WEBER STONE COMPANY					
WEBER STONE COMPANY	CM0000019	11/08/2021	DUPLICATE TICKETS	110-211-6543	-191.59
WEBER STONE COMPANY	0192789-IN	11/08/2021	ROCK	600-810-6472	795.43
Vendor 003989 - WEBER STONE COMPANY Total:					603.84
Vendor: 005057 - WELLMARK BLUE CROSS BLUE SHIEL					
WELLMARK BLUE CROSS BLUE ...	INV0000298	11/12/2021	ALLIANCE HEALTH INSURANCE	001-000-2205	18,366.87
WELLMARK BLUE CROSS BLUE ...	INV0000299	11/12/2021	BLUE ADVANTAGE HEALTH INS...	001-000-2205	2,063.34
Vendor 005057 - WELLMARK BLUE CROSS BLUE SHIEL Total:					20,430.21
Vendor: 000002 - WELTER STORAGE EQUIPMENT CO.					
WELTER STORAGE EQUIPMENT ...	M137551	11/08/2021	FILING CABINETS	610-815-6505	290.00
Vendor 000002 - WELTER STORAGE EQUIPMENT CO. Total:					290.00
Vendor: 005652 - WENDL/STEVE					
WENDL/STEVE	00001	11/15/2021	TECH/COMPUTER MAINTENAN...	041-410-6480	180.00
Vendor 005652 - WENDL/STEVE Total:					180.00
Vendor: 006201 - WINCAN, LLC					
WINCAN, LLC	6041	11/08/2021	ANNUAL INFINITY SUPPORT PL...	610-815-6490	1,748.00
Vendor 006201 - WINCAN, LLC Total:					1,748.00
Vendor: 005299 - WOODWARD COMMUNITY MEDIA					
WOODWARD COMMUNITY ME...	102147098	11/22/2021	LEGALS	001-622-6414	363.90
Vendor 005299 - WOODWARD COMMUNITY MEDIA Total:					363.90
Vendor: 006047 - ZIPPY'S SALT BARN					
ZIPPY'S SALT BARN	205821	11/22/2021	SNOW BOX FOR SKID LOADER	110-211-6504	4,620.00
Vendor 006047 - ZIPPY'S SALT BARN Total:					4,620.00
Grand Total:					726,508.52

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	77,874.09	66,508.22
015 - FIRE SERVICE	4,499.56	1,428.03
041 - LIBRARY FUND	20,724.25	20,561.37
043 - PARKS & RECREATION	2,336.28	990.45
044 - AQUA COURT	580.67	290.45
046 - LAWRENCE COMMUNITY CENTER FUND	40,095.41	39,012.17
110 - ROAD USE TAX	80,351.15	69,792.94
122 - LOCAL OPTION TAX 65%	9,492.26	4,217.79
311 - WATER PROJECTS	5,500.01	5,500.01
331 - DOWNTOWN PROJECTS/PROGRAMS	226,975.03	0.00
341 - FIRE STATION ADDITION	59,146.00	54,150.00
361 - CAPITAL PROJECTS	4,936.00	4,936.00
600 - WATER FUND	88,433.60	79,793.88
610 - WASTEWATER FUND	105,564.21	93,672.41
Grand Total:	726,508.52	440,853.72

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-000-2200	FIT HOLDING	4,744.44	4,744.44
001-000-2201	SIT HOLDING	2,255.72	2,255.72
001-000-2202	FICA HOLDING	7,600.24	7,600.24
001-000-2203	IPERS HOLDING	9,510.85	9,510.85
001-000-2204	PEDC HOLDING	30.00	30.00
001-000-2205	HEALTH & CANCER INS. H...	21,674.41	21,674.41
001-000-2206	MEDICARE HOLDING	1,777.44	1,777.44
001-000-2208	LIFE HOLDING	650.51	650.51
001-110-6370	UTILITIES, GAS	153.85	0.00
001-110-6371	UTILITIES, ELECTRIC	277.30	277.30
001-110-6373	UTILITIES, TELEPHONE	639.23	507.70
001-110-6445	TRAINING AND REGISTRAT..	695.00	695.00
001-110-6470	EQUIPMENT MAINT CON...	106.87	106.87
001-110-6471	MAINTENANCE, EQUIPM...	125.30	125.30
001-110-6480	COMPUTER INTERNET SVS	321.94	321.94
001-110-6490	SOFTWARE MAINT CONT...	144.00	144.00
001-110-6530	SUPPLIES, OPERATIONS	404.55	404.55
001-110-6551	VEHICLE FUEL EXPENSES	1,255.19	0.00
001-111-6371	UTILITIES, ELECTRIC (SIRE...	35.08	35.08
001-111-6535	SUPPLIES, OFFICE	85.40	85.40
001-290-6460	LANDFILL ASSESSMENT	6,057.15	0.00
001-450-6491	GRAVE SERVICING	500.00	500.00
001-610-6479	CONTRIBUTIONS TO OUTS...	8,250.00	8,250.00
001-612-6445	TRAINING, REGISTRATION	50.00	50.00
001-612-6446	TRAVEL EXPENSES	178.08	178.08
001-622-6373	UTILITIES, TELEPHONE	328.33	0.00
001-622-6414	PUBLIC NOTICES	363.90	0.00
001-622-6445	TRAINING, REGISTRATION	274.00	274.00
001-622-6454	MAINT. CONTRACT PAGE...	304.90	304.90
001-622-6490	MAINT. CONTRACT SOFT...	6,529.45	5,066.25
001-622-6535	SUPPLIES/NONCAP EQUIP...	260.42	252.16
001-640-6455	CONTRACTS, GEN. CITY A...	1,194.00	0.00
001-650-6370	UTILITIES, GAS	35.00	0.00
001-650-6371	UTILITIES, ELECTRIC	626.95	626.95
001-650-6474	MAINTENANCE, BLDGS &...	347.00	0.00
001-650-6540	SUPPLIES, BLDGS. & GRO...	87.59	59.13
015-150-6370	UTILITIES, GAS	92.89	0.00
015-150-6371	UTILITIES, ELECTRIC	298.03	298.03
015-150-6373	UTILITIES, TELEPHONE	142.77	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
015-150-6445	TRAINING AND REGISTRAT..	260.00	260.00
015-150-6474	MAINTENANCE, VEHICLE	3,475.33	870.00
015-150-6475	MAINTENANCE, GROUND...	45.00	0.00
015-150-6551	VEHICLE FUEL EXPENSES	185.54	0.00
041-410-6371	UTILITIES, ELECTRIC	974.39	974.39
041-410-6373	UTILITIES, TELEPHONE	212.75	49.87
041-410-6447	TRAINING EXPENSES	369.74	369.74
041-410-6471	MAINTENANCE, COPIER	96.00	96.00
041-410-6475	MAINTENANCE, BLDGS &...	17,287.23	17,287.23
041-410-6480	MAINT. CONTRACT COM...	268.00	268.00
041-410-6501	BOOKS AND PERIODICALS	927.29	927.29
041-410-6508	SUPPLIES, POSTAGE	23.42	23.42
041-410-6531	SUPPLIES, LIBRARY	244.81	244.81
041-410-6535	SUPPLIES, OFFICE	73.60	73.60
041-410-6537	SUPPLIES, CHILDRENS PR...	141.72	141.72
041-410-6540	SUPPLIES, BLDGS. & GRO...	60.88	60.88
041-410-6553	MISCELLANEOUS EXPENS...	44.42	44.42
043-430-6230	TRAINING, REGISTRATION	165.00	0.00
043-430-6310	CONTRACT, MAINTENAN...	340.00	0.00
043-430-6371	UTILITIES, ELECTRIC	457.40	457.40
043-430-6373	UTILITIES, TELEPHONE	212.11	134.36
043-430-6475	MAINTENANCE, BLDGS &...	42.00	0.00
043-430-6490	EVENT EXPENSES	147.67	0.00
043-430-6531	SUPPLIES, REC. PROGRAM	492.14	293.80
043-430-6532	SUPPLIES, PARK MAINT...	282.20	0.00
043-430-6535	SUPPLIES, OFFICE	100.59	7.72
043-430-6550	VEHICLE EXPENSES	97.17	97.17
044-440-6370	UTILITIES, GAS	38.99	0.00
044-440-6371	UTILITIES, ELECTRIC	71.40	71.40
044-440-6373	UTILITIES, TELEPHONE	1.23	0.00
044-440-6490	PROFESSIONAL SERVICES	450.00	200.00
044-440-6540	SUPPLIES, BLDGS. & GRO...	19.05	19.05
046-460-6370	UTILITIES, GAS	300.51	0.00
046-460-6371	UTILITIES, ELECTRIC	1,628.30	1,628.30
046-460-6470	MAINTENANCE, EQUIPM...	240.00	240.00
046-460-6475	MAINTENANCE, BLDGS &...	37,019.60	36,808.87
046-460-6497	REFUND	70.00	0.00
046-460-6508	SUPPLIES, POSTAGE	6.84	6.84
046-460-6521	EQUIPMENT, RECREATIO...	205.77	52.27
046-460-6540	SUPPLIES, BLDGS. & GRO...	15.48	15.48
046-460-6541	SUPPLIES, JANITORIAL MA...	302.61	75.19
046-460-6546	MERCHANDISE FOR RESA...	306.30	185.22
110-210-6512	TRAFFIC SIGNS AND MAT...	308.80	308.80
110-211-6181	ALLOWANCE, UNIFORM	518.89	0.00
110-211-6370	UTILITIES, GAS	60.95	0.00
110-211-6371	UTILITIES, ELECTRIC	6,143.80	6,143.80
110-211-6373	UTILITIES, TELEPHONE	134.47	132.01
110-211-6411	PROFESSIONAL SERVICES, ...	35.00	35.00
110-211-6470	MAINTENANCE, EQUIPM...	2,647.80	584.57
110-211-6474	MAINTENANCE, VEHICLE	785.22	785.22
110-211-6475	MAINTENANCE, BLDGS &...	24,015.88	23,975.00
110-211-6504	EQUIPMENT, SMALL	4,620.00	0.00
110-211-6530	SUPPLIES, OPERATIONS	488.82	488.82
110-211-6543	SUPPLIES, STREET MAINT...	1,802.41	-191.59
110-211-6551	VEHICLE FUEL EXPENSES	1,432.76	635.26
110-211-6553	MISCELLANEOUS SUPPLIES	1,379.41	919.11
110-211-6722	EQUIPMENT, OPERATIONS	35,976.94	35,976.94
122-210-6372	ELECTRIC UTILITIES, ST LI...	55.57	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
122-410-6725	EQUIPMENT	1,698.79	1,698.79
122-430-6799	RECREATIONAL IMPROV...	5,548.51	2,519.00
122-622-6722	EQUIPMENT, OPERATIONS	2,189.39	0.00
311-811-6407	PROF. SERVICES, ENGINE...	5,500.01	5,500.01
331-600-6555	CONSTRUCTION	226,075.03	0.00
331-601-6455	GENERAL CONTRACTS	900.00	0.00
341-150-6490	PROFESSIONAL SERVICES	4,996.00	0.00
341-150-6555	CONSTRUCTION	54,150.00	54,150.00
361-511-6490	PROFESSIONAL SERVICES	4,936.00	4,936.00
600-810-2901	ACCOUNTS PAYABLE	78.05	78.05
600-810-6181	ALLOWANCE, UNIFORM	424.00	0.00
600-810-6370	UTILITIES, GAS	35.00	0.00
600-810-6371	UTILITIES, ELECTRIC	7,495.89	7,495.89
600-810-6373	UTILITIES, TELEPHONE	206.05	140.86
600-810-6407	PROF. SERVICES, ENGINE...	23,330.76	22,017.01
600-810-6431	SHIPPING	56.82	56.82
600-810-6445	TRAINING, REGISTRATION	375.00	0.00
600-810-6455	MAINTENANCE, EQUIPM...	650.00	650.00
600-810-6470	PROF. SERVICES - TESTING	559.14	0.00
600-810-6472	MAINTENANCE, SYSTEM	795.43	795.43
600-810-6490	MAINT. CONTRACT SOFT...	2,966.25	2,310.00
600-810-6491	SALES TAXES PAID	4,842.54	4,842.54
600-810-6501	CHEMICALS	4,168.03	84.37
600-810-6504	EQUIPMENT, SMALL	4,977.00	4,595.00
600-810-6508	SUPPLIES, POSTAGE	406.80	406.80
600-810-6531	SUPPLIES, BILLING	336.38	336.38
600-810-6535	SUPPLIES, OFFICE	139.85	0.00
600-810-6540	SUPPLIES, BLDGS. & GRO...	1.79	1.79
600-810-6551	FUEL EXPENSE	292.03	0.00
600-810-6553	MISCELLANEOUS EXPENS...	28.84	5.99
600-810-6722	EQUIPMENT, OPERATIONS	36,267.95	35,976.95
610-815-2901	ACCOUNTS PAYABLE	78.05	78.05
610-815-6181	ALLOWANCE, UNIFORM	342.94	94.94
610-815-6370	UTILITIES, GAS	813.71	0.00
610-815-6371	UTILITIES, ELECTRIC	9,425.27	9,425.27
610-815-6373	UTILITIES, TELEPHONE	407.20	174.30
610-815-6407	PROF. SERVICES, ENGINE...	23,501.90	19,675.15
610-815-6431	SHIPPING	180.38	180.38
610-815-6445	TRAINING, REGISTRATION	495.00	495.00
610-815-6470	MAINTENANCE, EQUIPM...	2,983.19	1,632.43
610-815-6472	MAINTENANCE, SYSTEM	1,799.46	853.22
610-815-6474	MAINTENANCE, VEHICLE	176.24	0.00
610-815-6479	PROF. SERVICES - TESTING	3,344.56	1,702.28
610-815-6489	PROFESSIONAL SERVICES	2,966.25	2,310.00
610-815-6490	MAINT. CONTRACT SOFT...	1,748.00	1,748.00
610-815-6491	SALES TAXES PAID	904.58	904.58
610-815-6493	LOCAL OPTION SALES TAX...	150.76	150.76
610-815-6501	CHEMICALS	553.95	268.46
610-815-6504	EQUIPMENT, SMALL	11,664.00	11,664.00
610-815-6505	EQUIPMENT, OFFICE	290.00	290.00
610-815-6508	SUPPLIES, POSTAGE	406.80	406.80
610-815-6510	SAFETY EQUIPMENT	149.99	149.99
610-815-6523	EQUIPMENT, BLDG. MAIN...	45.00	0.00
610-815-6530	OPERATIONS SUPPLIES	601.59	601.59
610-815-6531	SUPPLIES, BILLING	336.37	336.37
610-815-6535	SUPPLIES, OFFICE	17.00	17.00
610-815-6536	SUPPLIES, COMPUTER	137.53	137.53
610-815-6540	SUPPLIES, BLDGS. & GRO...	614.27	451.57

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
610-815-6551	FUEL EXPENSE	366.05	0.00
610-815-6553	MISCELLANEOUS EXPENS...	246.00	246.00
610-815-6555	WASTEWATER TREATME...	845.96	0.00
610-815-6559	MAINTENANCE, EQUIPM...	251.60	251.60
610-815-6722	EQUIPMENT, OPERATIONS	36,320.61	36,027.14
610-815-6788	WASTEWATER PLANT IM...	3,400.00	3,400.00
Grand Total:		726,508.52	440,853.72

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	726,508.52	440,853.72
Grand Total:	726,508.52	440,853.72