

WEDNESDAY

-- DECEMBER 27, 2017 --

**REGULAR SESSION – 6:00 P.M.
OF THE ANAMOSA CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
AGENDA**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF ANAMOSA IOWA, WILL MEET AT THE CITY HALL COUNCIL CHAMBERS, ANAMOSA, IOWA, REGULAR SESSION AT 6:00 P.M. ON WENESDAY THE 27th DAY OF DECEMBER, 2017 TO CONSIDER THE MATTERS ENUMERATED IN THE AGENDA BELOW:

- 1.0) ROLL CALL
- 2.0) MOTION TO APPROVE THE MINUTES FROM THE FOLLOWING MEETINGS:
 - 2.1) December 9, 2017 – Special Council Meeting
 - 2.2) December 11, 2017 – Regular Council Meeting
 - 2.3) December 12, 2017 - Special Council Meeting
- 3.0) PUBLIC HEARINGS:
 - 3.1) PUBLIC HEARING ON PROPOSAL TO SELL 101 ½ E. MAIN STREET CHARLOTTE SCHECKEL.
 - A.) MAYOR OPENS PUBLIC HEARING.
 - B.) PROCEEDINGS
 - C.) MOTION TO CLOSE THE PUBLIC HEARING.
- 4.0) PRESENTATION(S): NONE
- 5.0) PROCLAMATIONS: NONE

COUNCIL ACTION ITEMS

- 6.0) COMMUNITY BETTERMENT:
 - 6.1) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION** GRANTING EASEMENT TO MIKE AND CARRIE KLATT TO INSTALL AND MAINTAIN CONCRETE PAD WITHIN WEST LIBERTY STREET RIGHT-OF WAY. **ROLL VOTE.**
 - 6.2) DISCUSSION AND POSSIBLE ACTION APPROVING CONTRACT BETWEEN THE CITY OF ANAMOSA AND CARA BRIGGS FOR THE DESIGN, FABRICATION AND INSTALLATION OF ARTWORK AT THE CORNER OF SOUTH ELM STREET AND EAST MAIN STREET.
 - 6.3) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION** TO PROCEED WITH ACQUIRING TITLE TO ABANDONDED PROPERTY AND SUBSEQUENT SALE OF PROPERTY LOCATED AT 101 ½ E. MAIN STREET. **ROLL VOTE.**

- 6.4) DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF SANDRA ANTONS TO THE ANAMOSA LIBRARY BOARD OF TRUSTEES TO FILL VACANT POSITION.

7.0) **PUBLIC SAFETY:**

- 7.1) MOTION TO APPROVE THE RENEWAL OF BEER AND LIQUOR LICENSES:
A.) NEW CLASS C LIQUOR LICENSE WITH SUNDAY SALES PRIVILEGES FOR EL CERRITO 2 LLC.

8.0) **PUBLIC WORKS: NONE**

9.0) **FINANCE:**

- 9.1) DISCUSSION AND POSSIBLE ACTION ON OFFER OF EMPLOYMENT AND APPROVING EMPLOYMENT AGREEMENT FOR THE CITY ADMINISTRATOR.
- 9.2) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION** HIRING AND SETTING SALARY FOR CITY ADMINISTRATOR FOR FISCAL YEAR ENDING JUNE 30, 2018. **ROLL VOTE.**
- 9.3) DISCUSSION AND POSSIBLE ACTION ON APPROVING THE RE-APPOINTMENT OF ADRIAN KNUTH AS CITY ATTORNEY FOR 2018 AT A FEE OF \$175.00/HOUR.
- 9.4) DISCUSSION AND POSSIBLE ACTION APPROVING THE FIRE DEPARTMENT BUDGET FOR FISCAL YEAR 2018-19 AS RECOMMENDED BY THE FIRE SERVICE BOARD.
- 9.5) DISCUSSION AND POSSIBLE ACTION APPROVING CHANGE ORDER NO. 1 FOR 2ND STREET LIFT STATION IMPROVEMENTS PROJECT TO RICKLEFS EXCAVATING IN THE AMOUNT OF \$ 51,424.98.
- 9.6) DISCUSSION AND POSSIBLE ACTION ON PAY REQUEST NO. 4 FOR THE 2ND STREET LIFT STATION IMPROVEMENTS PROJECT TO RICKLEFS EXCAVATING IN THE AMOUNT OF \$ 471,759.74.
- 9.7) DISCUSSION AND POSSIBLE ACTION APPROVING CHANGE ORDER NO.'S 5 & 6 FOR THE 2017 STP STREET PROJECT TO HORSFIELD CONSTRUCTION, INC. IN RESPECTIVE AMOUNTS OF \$ -2,832.86 AND \$1,778.65.
- 9.8) DISCUSSION AND POSSIBLE ACTION ON PAY REQUEST NO. 4 FOR THE 2017 STP STREET PROJECT TO HORSFIELD CONSTRUCTION, INC. IN THE AMOUNT OF \$70,446.61.
- 9.9) DISCUSSION AND POSSIBLE ACTION ON PAY REQUEST NO. 3 FOR THE WATER TREATMENT PLANT EXPANSION PROJECT TO CALACCI CONSTRUCTION IN THE AMOUNT OF \$124,212.50.
- 9.10) DISCUSSION AND POSSIBLE ACTION ON THE PAYMENT OF BILLS FOR THE MONTH OF DECEMBER, 2017.

10.0) **CITY ADMINISTRATORS REPORT:**

11.0) **MAYOR AND COUNCIL REPORTS:**

- 11.1) COUNCIL REPORTS ON BOARDS AND COMMISSIONS.

12.0) **PUBLIC WITH BUSINESS WITH THE COUNCIL ON ITEMS NOT ON THE AGENDA.**

13.0) ADJOURNMENT.

THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE. THIS WAS DONE BY ADVISING THE NEWS MEDIA WHO HAVE FILED A REQUEST FOR NOTICE AND BY POSTING THE NOTICE ON THE FRONT DOOR IN THE LOBBY AREA IN CITY HALL THAT IS ACCESSIBLE TO THE PUBLIC. THIS WAS ALL PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.



Tammy Coons, Interim City Administrator



City of Anamosa

107 South Ford Street
Anamosa, Iowa 52205
Tammy Coons, City Clerk
(319)462-6055, Ext 302 Fax (319)462-6081
Email: tcoons@mchsi.com

December 22, 2017

TO: Mayor and City Council
FROM: Tammy Coons, City Clerk
RE: 12/27/17 Council Meeting Agenda

Agenda Item

Public Hearings

- 3.1) This is the public hearing that was approved by the Council at the last meeting regarding the acquisition and subsequent sale of this property to Charlotte Scheckel as outlined in the purchase agreement that the Council approved.

Community Betterment

- 6.1) This action is to possibly approve granting the easement to Klatt's for the concrete pad portion of their basketball court that will be in the City ROW. Adrian has prepared the resolution which addresses all the items that the Council had discussed at the previous meeting to protect the City. I have also been in contact with Carrie Klatt and her insurance agent and they are getting the required insurance coverage ready for the meeting.
- 6.2) This item is to approve a contract with Cara Briggs Farmer the artist chosen for the Public Art Project as previously discussed with the Council. Mallory Hanson will be present to update the Council and answer any questions for the Council. I have also given Gregg Carpenter the proposed contract and description and picture of the artwork for his review and information as it will be his department that will be working with the artist to prepare the site and maintain it after the installation.
- 6.3) This is item is the action item in relation to the public hearing held at the beginning of the meeting. Adrian has prepared the enclosed resolution which authorizes him to start the title acquisition process to the abandoned property at 101 ½ E. Main Street and approve the subsequent sale to Charlotte Scheckel per the terms of the previously approved purchase agreement.
- 6.4) This is the action item to appoint a new member to the Anamosa Library Board of Trustees to fill a vacancy that was previously held by Dan Michels. A copy of her request for appointment is enclosed in the packet. The Board is recommending approval of the appointment.

Public Safety

- 7.1) Liquor Licenses:
A.) This is a new liquor license application for El Cerrito 2 LLC a new Mexican restaurant starting up at 300 W. Main Street. All their paperwork is order.

Public Works None

Finance

- 9.1) & 9.2) These are action items to first approve the employment contract, a copy is enclosed for your review. Pat has made the change regarding the reimbursement of any additional costs associated with overages on the

City cell phone relating to any personal calls made. The second item is approve the actual hiring and setting the salary of the employee per the terms of the employment agreement. Pat has also contacted the Mayor and one council member from Gordon Nebraska asking for references on Jacob, both of which were very good reviews as Pat has indicated to you in his email from yesterday.

- 9.3) This is an action item that is presented every year to approve the re-appointment of Adrian Knuth as our City Attorney and his corresponding hourly fee. I feel it is a good idea to get this approved prior to January 1st as that is when the new fees will go into effect. A copy of Adrian's letter is enclosed.
- 9.4) I have enclosed a copy of the spreadsheet prepared by the Fire Service Board for their proposed FY 2018-19 Budget. As previously shared with the Council the Fire Service Board had meet in November to review and approve a proposed budget to forward to the Council approval per the terms of the 28E agreement.
- 9.5) & 9.6) These are action items regarding the 2nd Street Lift Station Project. The first item is to address the change orders to date, which Lindsay has prepared a memo of explanation and summary for you and I have enclosed. The second item is to approve the second pay request to Ricklefs. Lindsay will be present to answer any questions the Council may have.
- 9.7) & 9.8) These are action items regarding the 2017 STP Street Project (Elm Street). The first item is to address two change orders and the second item is approve the fourth pay request for the project. Scott Pottorff will be present to answer question for the Council.
- 9.9) This is to approve the third pay request to Calacci Construction for the Water Treatment Plant Expansion Project.
- 9.10) This to approve the payment of bills for the month of December, 2017.

Mayor and Council – Boards and Commission Reports

General Updates

- 1.) Sidewalk Along the School Property on Walworth Avenue – Gregg Carpenter has brought the poor condition of the School's sidewalk along Walworth Avenue to the attention of Tom Rogers, who is in charge of that for the School. There are at least three areas consisting of about four panels that are in very, very poor condition and create a hazard to the public. One of the panels in one of the areas has been damaged, we believe by Ricklefs during the work on Walworth sewer line. The panels surrounding that panel are also sunk in and in very poor shape, therefore it is pointless at this time to repair one damaged panel in the middle of other bad panels without fixing all of them. I have asked Gregg Carpenter to provide some pictures to illustrate to the Council the condition of the sidewalk. Per the City Ordinance it is the abutting property owner's responsibility to repair the sidewalk. I would like to send a letter to the Anamosa Schools requesting that this sidewalk area be repaired, with the understanding that the City will pay for the cost of repairing the one panel that may have been damaged by Ricklefs. The School has placed barricades on the areas of the bad panels. Also, the majority of the sidewalk going down the hill has dropped at least two inches from the top of the curb line.
- 2.) Retaining Wall at 402/403 Walworth Avenue – When the new larger sewer line was installed on Walworth Avenue as part of the 2nd Street Lift Station Project, the sewer connection to 402/403 Walworth Avenue was found to be located under the retaining wall, which is located in the City ROW and has been there for years. A portion of that retaining wall was removed by Ricklefs to make the connection to the new sewer main, but the question remains on who should pay for the re-build of that retaining wall or if it should be allowed to be rebuilt in the City ROW. Al Strother the owner of the property has requested that the City share in the cost of rebuilding that section of the wall and has offered that his son, Kelby do the work, if the City will pay for his labor. Al stated that it will be a reasonable amount. The concrete blocks are still there, the only other item of cost would be some additional gravel. Al will be providing me a cost quote prior to the meeting.
- 3.) Proposed Rental of Front Office at City Hall on South Side – In talking to resident in Anamosa, she has shared with me that she is looking for a small office area to rent on a monthly basis to provide her space to do sewing services, The other possible locations that she has looked at are quite pricey or too large for her actual needs. She currently does the service out of her home, but is looking for a separate area to accomplish more. She would have no foot traffic at all and would only be working during the open hours of City Hall. The office on the west side of the

Council Chambers could be used for such a service. The citizen has looked at the room and is very interested and would be willing to try this on a temporary basis. I will be glad to look into what a fair a rental price of that type would bring. We can use the template of our rental agreement that we have used for the upstairs rental.

- 4.) Budget 2018-19 – I have enclosed a Budget Calendar for the Council and have initiated budget discussions with each Department head. These will be completed by January 3rd and we will schedule two to three departments for review and discussion at each meeting.

Thank you all and I hope you have a great Christmas holiday!

Also, on a final note, I have not asked Adrian to attend the meeting, as I feel that the agenda items 6.1 and 6.3 are the items that the Council felt needed his direction on, which were talked out at the last meeting and the resulting resolutions have addressed all the concerns that the Council had brought up.

12/09/17 Special Council Meeting

The City Council of the City of Anamosa met in Special Session this December 9, 2017 at the Anamosa Library, 600 E. 1st Street at 8:00 a.m. with Rich Crump, John Machart, Rod Smith, Cody Shaffer and Betty Weimer present. Absent: Bill Feldmann. Mayor Dale Barnes presided. Also present were Tammy Coons, Interim City Administrator/City Clerk; Pat Callahan, Callahan Municipal Consultants; and Kay Smith, Council Member Elect. Guests Present Addressing the Council: None. Mayor Dale Barnes called the meeting to order at 8:00 a.m. Roll call was taken with a quorum present.

Motion by Smith, second by Crump to approve the agenda for 12/9/17 Special Council Meeting. All Ayes. Motion Carried.

Pat Callahan, Callahan Municipal Consultants explained the room assignments and locations for the recess scheduled to start at 8:30 am today. Pat explained that List A & B questions could be used in the "round-about" sessions and that List C & D questions were to be used in the afternoon's closed session of the agenda. He explained the guidelines for interview questions identifying appropriate questions and non-appropriate questions. Pat then reviewed the four parts of the afternoon closed session. He also stated that the background checks all came back good. He reviewed the evaluation forms and ranking process that the Council members would be using.

The Council went into recess at 8:27 a.m. The Council returned from recess at 12:23 p.m.

Pat reviewed the List C questions asking the Council for any deletions or additions to the questions. Question #9 and #14 were removed and added an additional question on how the candidates would keep the community informed.

Pat stated that each candidate had submitted a written request for closed session per Iowa Code Section 21.5 (i) – "To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session."

Motion by Smith, second by Weimer to enter into closed session at 12:35 p.m. Roll Vote. 1 – Absent, Feldmann. All Remaining Ayes. Motion Carried.

Council returned to open session at 6:50 p.m.

Pat stated that as directed by the Council, he will make an offer to the first of the two candidates selected.

Adjournment

Motion by Crump, second by Smith to adjourn at 6:53 p.m. All Ayes. Motion Carried.

Dale Barnes, Mayor

ATTEST:

Tammy Coons, City Clerk

The City Council of the City of Anamosa met in Regular Session this December 11, 2017 in the Council Chambers at City Hall at 6:00 p.m. with Rich Crump, Bill Feldmann, John Machart, Rod Smith, Cody Shaffer and Betty Weimer present. Absent: None. Mayor Dale Barnes presided. Also present were Tammy Coons, Interim City Administrator/City Clerk; Dan Smith, Wastewater Superintendent; Tyler Laing, P&R Director; Gregg Carpenter, Streets Superintendent; Rebecca Vernon, Library Director; Adrian Knuth, City Attorney; and Kay Smith, Council Member Elect. Guests Present Addressing the Council: Carrie Klatt, 303 Gibbs St.; and John Ely, 301 N. Davis St. Mayor Dale Barnes called the meeting to order at 6:00 p.m. Roll call was taken with a quorum present.

Council Minutes

Motion by Smith, second by Shaffer to approve the minutes from the November 20, 2017 Special Council meeting and the November 27, 2017 Regular Council meeting. All Ayes. Motion Carried.

PUBLIC HEARING:

Public Hearing on Proposal to Grant Easement to Mike and Carrie Klatt to Install and Maintain Concrete Pad within West Liberty Street Right-of-Way

Mayor Barnes opens the public hearing at 6:01 p.m. No comments were offered by the public present. Motion by Smith, second by Weimer to close the public hearing at 6:01 p.m. All Ayes. Motion Carried.

COMMUNITY BETTERMENT:

Resolution Granting Easement to Mike and Carrie Klatt to Install and Maintain Concrete Pad within West Liberty Street Right-of-Way

Smith asked Adrian Knuth, City Attorney to refresh his memory and repeat their recent conversation regarding this request. Adrian stated that in any claim of injury or damage caused by the concrete pad in the right-of-way, the City can still be named as a defendant. The City should be named as an additionally insured on the property owner's insurance and this requirement should be listed in the indemnification clause. Adrian states that this can be required to transfer to any future property owner. Discussion followed. Carrie Klatt, 303 Gibbs St. addressed the Council questioning the difference between someone hurting themselves on the ROW as it exists now or with a concrete pad there. Discussion followed. Adrian will prepare a draft resolution to be considered at the next regular City Council meeting.

Bids Received on Purchase of Old Hospital Site

Tammy Coons, Interim City Administrator/City Clerk stated that no bids had been received. She also stated that she contacted all three previously interested parties in follow up and one party stated that they were not interested anymore. One party stated that after a tour of the building, they realized that there will be a bigger expense than originally estimated, but may still be interested if allowed more time for research. The last party stated that they were disappointed that the City had not just offered them the property and that the City had put it out to the public for bid. Discussion followed. Weimer suggested that the Council postpone any action on this item until the new City Administrator is in place and can possibly offer other options. No action was taken.

Ordinance Amending Chapter 55 of the City Code (Animal Protection and Control) to Drop Breed Specific Prohibition

Motion by Shaffer, second by Crump to approve the **Second Reading of Ordinance** Amending Chapter 55 of the City Code (Animal Protection and Control) to Drop Breed Specific Prohibition. Adrian Knuth made the suggestion that the Council not move to waive the third reading of the ordinance at this time to allow him to do more research regarding his previous statement that he would have a difficult time defending this ordinance as it currently is. Discussion followed. Roll Vote. 4 – Nays, Smith, Weimer, Machart and Feldmann. All Remaining Ayes. Motion Failed.

Offer from Charlotte Scheckel to Purchase 101 ½ E. Main Street

Motion by Feldmann, second by Machart to accept offer from Charlotte Scheckel to purchase 101 ½ E. Main Street and authorize the Mayor to sign purchase agreement. All Ayes. Motion Carried.

Resolution Setting Public Hearing on Proposal to Sell 101 ½ E. Main Street to Charlotte Scheckel

Motion by Feldmann, second by Weimer to approve **Resolution 2017-62** Setting public hearing on proposal to sell 101 ½ E. Main Street to Charlotte Scheckel. Roll Vote. All Ayes. Motion Carried.

Cemetery Rules and Procedures for Placement and Removal of Flowers and Items on the Gravesites at Riverside Cemetery

Motion by Smith, second by Feldmann that this item be tabled until the first regular meeting in January, 2018 to gather more information. All Ayes. Motion Carried.

PUBLIC SAFETY:

Beer and Liquor Licenses: None

Renewal of Waste Collections Licenses for 2018

Motion by Shaffer, second by Feldmann to approve the renewal of the waste collection licenses for the following haulers: BFI Waste Services, LLC (DBA Republic Services), Edwards Sanitation, Frazier's Sanitation, Lindou, Inc. (DBA Wapsi Waste), VIP Sanitation and Waste Management. All Ayes. Motion Carried.

PUBLIC WORKS:

HR Green Professional Services Agreement Amendment No. 5 for Additional GIS Services for Storm Sewer

Motion by Feldmann, second by Shaffer to approve HR Green Professional Services Agreement Amendment No. 5 for Additional Services for Storm Sewer. All Ayes. Motion Carried.

FINANCE:

Offer of Employment and Approving Employment Agreement for City Administrator

No action was taken at this time.

Resolution Hiring and Setting Salary for City Administrator for Fiscal Year Ending June 30, 2018

No action was taken at this time.

CITY ADMINISTRATOR'S REPORT:

Tammy asked the Council what day and time the Council members would like to hold a closed session regarding the continued discussions with City Administrator candidates. It was a consensus of the Council to hold a closed session tomorrow, Tuesday, December 12, 2017 at 8:00 p.m.

MAYOR AND COUNCIL:

Crump, Jones County Tourism – reported that the Board had met and set the budget for next year. He also asked that all elected officials try and attend the annual meeting in January. Crump also congratulated Tyler Laing, P&R Director on the success of the recent Tree Walk event.

Smith, P&R Board – reported that recent Jim McDonough concert went well and thanked Tyler for a “good job”. Smith also reported on a recent meeting that he, Machart, Gregg Carpenter and Doug Ricklefs had regarding the drainage issues for residents on Chamber Drive and Council Street. He said they met in that area and did a “walk through” and they determined that most of the water drainage issue

is due to the ground water in the area and not as much a run-off issue. Smith also explained that the houses in the area are at all different levels. He suggested that the homeowners and contractors meet to find solutions to the drainage and run-off issues. Smith stated that all the property owners need to be in agreement with the plan. Machart agreed with Smith's comments and report.

Public with Business with the Council on Items not on the Agenda:

John Ely, 301 N. Davis Street addressed the Council reading a filing made by attorney, Matt Novak stating that the Amy Ford vs. City of Anamosa litigation has been settled, which was filed on November 20, 2017 allowing 60 days for response. John asked the Council for an update. Weimer stated that it is not official until the response is made. John then questioned if Council Member Elect Kay Smith had been sworn in yet. Weimer stated no, as Kay Smith has not voted on any official Council action and has only been involved in the City Administrator Search process as a "committee" member.

Adjournment

Motion by Smith, second by Crump to adjourn at 7:03p.m. All Ayes. Motion Carried.

ATTEST:

Dale Barnes, Mayor

Tammy Coons, City Clerk

12/12/17 Special Council Meeting

The City Council of the City of Anamosa met in Special Session this December 12, 2017 at the Anamosa City Hall Council Chambers at 8:00 p.m. with Rich Crump, Bill Feldmann, John Machart, Rod Smith, Cody Shaffer and Betty Weimer present. Absent: None. Mayor Dale Barnes presided. Also present were Tammy Coons, Interim City Administrator/City Clerk; Pat Callahan, Callahan Municipal Consultants; and Kay Smith, Council Member Elect. Guests Present Addressing the Council: None. Mayor Dale Barnes called the meeting to order at 8:00 a.m. Roll call was taken with a quorum present.

Motion by Crump, second by Shaffer to enter into closed session at 8:02 p.m. Iowa Code Section 21.5 (i) – “To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.” Roll Vote. All Ayes. Motion Carried.

Council returned to open session at 9:40 p.m.

Adjournment

Motion by Crump, second by Shaffer to adjourn at 9:40 p.m. All Ayes. Motion Carried.

ATTEST:

Dale Barnes, Mayor

Tammy Coons, City Clerk

RESOLUTION NO. 2017-__

**RESOLUTION GRANTING EASEMENT TO MIKE AND CARRIE KLATT TO
INSTALL AND MAINTAIN CONCRETE PAD FOR BASKETBALL COURT WITHIN
WEST LIBERTY STREET RIGHT-OF-WAY**

WHEREAS Michael G. Klatt and Carrie J. Klatt, residing at 303 Gibbs Street in the City of Anamosa, Iowa, desire to install a concrete pad within the West Liberty Street right-of-way adjoining their property to afford their children a basketball court, the pad in question being bounded as follows:

Commencing 30 feet East of the Northwest corner of the Klatts' property,
thence North 40 feet, thence East 50 feet, thence South 40 feet, thence
West 50 feet to the point of beginning;

and,

WHEREAS M/M Klatt are willing, at their cost, to remove whatever portions of the concrete pad may be deemed necessary to enable the City and/or public utilities to conduct work within the West Liberty Street right-of-way, to indemnify the City from any and all claims for damages arising in connection with use of or the existence of the concrete pad, and the carry a minimum \$1,000,000.00 liability insurance coverage naming the City as an additional insured; and,

WHEREAS M/M Klatt have also agreed to reimburse the City for all out-of-pocket costs incurred in connection with granting them the requested easement; and,

WHEREAS the proposal to grant M/M Klatt the requested easement came on for public hearing December 11, 2017 as previously scheduled; and,

WHEREAS advance notice of the public hearing held December 11, 2017 was published as required by law; and,

WHEREAS this council believes M/M Klatt should be given the easement requested;

BE IT RESOLVED, THEREFORE, that M/M Klatt, and their successors in interest with respect to the real estate they own at 303 Gibbs Street, which real estate is legally described as follows:

Lots No. 6 and 7, and the North one-half of Lot No. 8, all in Block 13,
Huber's Subdivision to Anamosa, Iowa,

are granted an easement for the construction and maintenance of a 40 foot by 50 foot concrete pad within the West Liberty Street right-of-way for use as a basketball court. Said pad being bounded as follows:

Commencing 30 feet East of the Northwest corner of the Klatts' property, thence North 40 feet, thence East 50 feet, thence South 40 feet, thence West 50 feet to the point of beginning,

on the following conditions:

1. The M/M Klatt, and their successors in interest, remove, at their cost, whatever portions of the concrete pad are deemed necessary to enable the City and/or public utilities to conduct work within the West Liberty Street right-of-way;
2. That M/M Klatt, and their successors in interest, indemnify the City from any and all claims for damages arising in connection with use of or the existence of the concrete pad;
3. That M/M Klatt, and their successors in interest, maintain a minimum \$1,000,000.00 liability insurance coverage for their property naming the City as an additional insured, which insurance coverage shall be reviewed by the City every five (5) years with M/M Klatt, or their successors in interest, procuring whatever liability insurance coverage change is requested by the City within thirty (30) days of review;
4. That M/M Klatt reimburse the City for all out-of-pocket costs incurred by it in connection with granting them the requested easement.

Should M/M Klatt, or their successors in interest, fail to abide by any of the foregoing conditions, following notice and the opportunity to be heard, the easement granted M/M Klatt, and their successors in interest, by this resolution may be rescinded by the City.

PASSED, ADOPTED AND APPROVED THIS 27th day of December, 2017.

Dale Barnes, Mayor

ATTEST: _____
Tammy Coons, City Clerk

Tammy Coons

From: Mallory Hanson <mallory@northeasttiowarcd.org>
Sent: Monday, December 04, 2017 8:29 AM
To: Tammy Coons
Subject: Re: City Council Request for Public Art Project

Tammy,

December 27th sounds great! I will plan on it. 6:00pm correct?

I attached a photo of the proposed piece. Here are some details:

- **Knowns-** The piece will feature a stainless steel 9'x15'6" window structure (10" approximate width). Within the structure, carbon steel recycled materials will be used (ea. recycled bike and auto parts) to create the imagery within the window.
- **Unknowns-** We hope to set the piece upon a limestone base we would like to attach lights to a concrete base (3-4' deep to reduce heave) for an up-lighting effect at night.

Let me know if you have any other questions prior to Dec. 27th.

Thank you so much!
Mallory



On Mon, Dec 4, 2017 at 6:50 AM, Tammy Coons <tcoons@mchsi.com> wrote:

I can place your item on the 2nd meeting in December, which will be Wednesday, Dec. 27th due to the holiday.

I will have Gregg Carpenter review the proposed agreement so he see what the City responsibilities will be prior to the meeting on the 27th. Also can you send me a picture of what the artwork will look like so Gregg can see that along with the agreement?

Thanks.

Tammy Coons

City Clerk

City of Anamosa

**Contract Agreement
Between**

**Cara Briggs Farmer
and
City of Anamosa**

THIS AGREEMENT, is entered into this ____ day of _____, 20____, by and between Cara Briggs Farmer (hereinafter the "Artist") and the City of Anamosa (hereinafter the "Property Owner").

WHEREAS, the Artist was selected to design, fabricate, and install Artwork suitable for the current project in a public space located at the corner of South Elm and Est Main Street in Anamosa, Iowa (hereinafter the "Site"); and

WHEREAS, the Artist and Property Owner wish to undertake the obligations expressed herein;

NOW, THEREFORE, in consideration of the above-stated premises and subject to the conditions hereinafter set forth, the parties agree as follows:

- I. Artist agrees to:
 - a. Provide a design to the Property Owner for review prior to beginning development of the Artwork.
 - b. Perform all services and furnish all supplies and materials for the design, fabrication, and installation of the Artwork at the Site by August 31st 2018.
 - c. Provide a maintenance manual to the Property Owner with a description of all materials and products utilized in the Artwork and the required care and upkeep involved.
- II. Property Owner agrees to:
 - a. Accept design of the Artwork and the installation of the Artwork at the Site.
 - b. Work under the direction of the Artist to ensure preparation of the Site, including all costs associated with Site preparation.
 - c. Ensure the Artwork itself complies with applicable local, state or federal laws, ordinances and/or regulations.
 - d. Take ownership of the Artwork upon completion of the project.

This Agreement, including the exhibits, comprises all of the covenants, promises, agreements, and conditions between the parties. No verbal agreements or conversations between the Parties prior to the execution of this Agreement shall affect or modify any of the terms or obligations.

ARTIST

Name: _____
Print Name and Title

By: _____
Authorized Signature

Date: _____

PROPERTY OWNER

Name: _____
Print Name and Title

By: _____
Authorized Signature

Date: _____

RESOLUTION NO. 2017-__

**RESOLUTION AUTHORIZING ACQUISITION OF TITLE TO ABANDONED
PROPERTY AND SUBSEQUENT SALE OF PROPERTY (101½ E. MAIN STREET)**

WHEREAS Charlotte Scheckel has offered to purchase of the property known locally as 101½ E. Main Street, consisting of the second floor of the building housing Hot Shots tavern and legally described as follows:

That part of the Second Story, 71 feet by 21 feet 6 inches on the West side of brick building on Lots 9 and 10 in E. Booth's Subdivision of Lot 2 in Fisher's Addition to Anamosa, Iowa. Also the right of way over the stairs to said rooms located at North end of said rooms and just East of same. Also, the South 10 feet of said Hall,

on condition the City acquire title to the property as an abandoned building pursuant to Section 657A.10A of the Iowa Code; and,

WHEREAS Ms. Scheckel's offer has been accepted subject to compliance with the provisions of Sections 364.7 of the Iowa Code; and,

WHEREAS the proposal to sell 101½ E. Main Street to Ms. Scheckel came on for public hearing this date as previously scheduled; and,

WHEREAS advance notice of the public hearing held this date was published as required by law; and,

WHEREAS this Council believes it would be in the City's best interests to acquire title to the real estate in question as an abandoned building under Section 657A.10A of the Iowa Code and in turn sell the property to Ms. Scheckel on the terms and conditions of the existing purchase agreement between Ms. Scheckel and the City;

BE IT RESOLVED, THEREFORE, that the City proceed to secure title to the real estate at 101½ E. Main Street as abandoned property pursuant to Section 657A.10A of the Iowa Code and then in turn sell the property to Ms. Scheckel for the sum of \$7,706.00 plus all out-of-pocket costs incurred by the City in connection with acquiring title to the property via Section 657A.10A of the Iowa Code and the out-of-pocket costs incurred by the City in connection with selling and conveying the property to Ms. Scheckel, including the cost of the abstract to be provided Ms. Scheckel by the City pursuant to the terms of their purchase agreement. The total purchase price shall be paid by Ms. Scheckel over the course of 30 months with equal monthly payments commencing the month Ms. Scheckel first collects rent from the property. Payment of the purchase price shall be secured by a mortgage encumbering the property.

PASSED, ADOPTED AND APPROVED THIS 27th day of December, 2017.

Dale Barnes, Mayor

ATTEST: _____
Tammy Coons, City Clerk

NOTICE OF PUBLIC HEARING

A public hearing will be held by the Anamosa City Council in the council room of City Hall at 107 S. Ford Street, Anamosa, Iowa, on the 27th day of December, 2017 at 6 o' clock P. M. on the proposal to acquire title to premises known locally as 101½ E. Main Street (2nd floor of the building housing Hot Shots tavern) as an abandoned building under Section 657A.10A of the Iowa Code and in turn sell the property to Charlotte Scheckel for the sum of \$7,706.00 plus all out-of-pocket costs incurred by the City in connection with acquiring title to the property via Section 657A.10A of the Iowa Code and the out-of-pocket costs incurred by the City in connection with selling and conveying the property to Ms. Scheckel, which purchase price is to be paid over the course of 30 months, without interest, with the monthly payments commencing the first month Ms. Scheckel collects rent from the property. At that time and place the public will be heard with regard to the proposal.

Tammy Coons, City Clerk

To fill Dan
Michaels' vacant
position on
Board of Trustees

Feb 2000

CITY OF ANAMOSA

BOARD/COMMISSION CONSIDERATION REQUEST

BOARD/COMMISSION
NAME:

The Library Board of Trustees

NAME:

Sandra (Sandy) Antons

ADDRESS:

733 Dakota St., Anamosa, IA

PHONE NUMBER:

319 442 4957 H
319 480 6673 C

BRIEF BIOGRAPHY (Please give us some background information about yourself including employment, areas of interest, why this committee is of interest to you, how long you have lived in Anamosa, etc.)

I am recently retired from Anamosa CSD after 17 years as a teacher librarian. My primary assignment was in the elementary building. I did serve all the buildings in the district for two years. Prior to my teaching in Anamosa I was a Title I reading teacher in the Midland District. I work part time for Weight Watchers as a receptionist and leader sub.

My career has been to support a community of readers and I would like to continue that support by serving on this committee.

Our first home in Anamosa was purchased in December 1993 and we moved to Anamosa in January of 1994.

Applicant License Application ()

Name of Applicant: <u>El cerrito 2 LLC</u>		
Name of Business (DBA): <u>El cerrito</u>		
Address of Premises: <u>300 w main st</u>		
City <u>Anamosa</u>	County: <u>Jones</u>	Zip: <u>52205</u>
Business <u>(641) 750-7575</u>		
Mailing <u>300 w main st</u>		
City <u>Anamosa</u>	State <u>IA</u>	Zip: <u>52205</u>

Contact Person

Name <u>Armando</u>	
Phone: <u>(641) 750-7575</u>	Email <u>Liboriohernandezsanchez@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 09/01/2017

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Armando Hernandez

First Name: Armando

Last Name: Hernandez

City: Tama

State: Iowa

Zip: 52339

Position: Owner

% of Ownership: 100.00%

U.S. Citizen: No

Insurance Company Information

Insurance Company: <u>Le Mars Insurance Company</u>	
Policy Effective Date: <u>09/01/2017</u>	Policy Expiration <u>08/31/2018</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

CITY OF ANAMOSA, IOWA

EXHIBIT A

December 18, 2017

Jacob Sheridan
208 East 10th Street
Gordon, Nebraska 69343

Re: Offer of Employment – City Administrator Position

Dear Mr. Sheridan:

The purpose of this letter is to confirm an offer of employment to you as the City Administrator for the City of Anamosa, Iowa, subject to the confirmation and approval of the City Council. This letter will summarize our discussions regarding the City's offer and the terms and conditions, which are as follows:

1. The starting annual salary for the position shall be \$82,000. After six months of employment and a favorable performance evaluation, your annual salary shall be increased to \$85,000.
2. Your starting date for employment shall be February 28, 2017, unless a mutually acceptable date is selected.
3. The City shall make available to you 10 days or 80 hours of vacation time at the start of your employment, which shall be used on dates that are mutually agreed upon by the City Council and you.
4. The City will grant you three years credit for your previous city experience on the City's vacation plan.
5. The City shall make available to you 5 days or 40 hours of sick leave time at the start of your employment.
6. You shall accrue additional sick leave time at the same rate as other City employees.
7. You shall be entitled to a monthly auto allowance of \$250. for the use of your personal vehicle for city business within a 40 mile radius of the Anamosa City Hall. If you need to travel for city business beyond a 40 mile radius of City Hall, the City shall reimburse you for mileage at the standard Internal Revenue Service (IRS) rate at that time.
8. After three (3) months of employment, the Mayor and City Council shall review and evaluate your performance as City Administrator and shall provide you with a written statement thereof. The second performance evaluation shall be completed after six (6) months of employment. The third performance evaluation shall be

completed on or before March, 2019. Thereafter, performance evaluations shall be completed by the Mayor and City Council on an annual basis in May or June of each year.

9. You shall be entitled to the same benefit plan for health, dental, vision, and life insurance that is provided to the other employees of the City of Anamosa.
10. The City of Anamosa shall pay your registration fees and travel expenses to attend the following conferences:
 - Iowa League of Cities Annual Conference, Annual Budget Workshop, and Small Cities Workshop.
 - International City/County Management Association (ICMA) Annual Conference or some other professional related conference per Council discretion.
 - Iowa Municipal Management Institute – IPA Conference
 - Iowa City/County Management Association annual conference.
11. The City shall pay your annual membership dues for the International City/County Management Association (ICMA) and the Iowa City/County Management Association. As a member of the ICMA, you shall abide by the ICMA Code of Ethics.
12. The City of Anamosa shall pay the actual cost of moving your household items from Gordon, Nebraska to Anamosa, Iowa. The relocation allowance shall be subject to a maximum of \$5,000 and you shall provide actual receipts of your expenses to the City for review.

Should you leave your employment as City Administrator voluntarily on or before the date that is two years from the start of your employment with the City, such relocation expenses shall be repaid to the City per the following schedule:

- Within the first year : 100%
- Within the second year: 50%

13. The City shall make the required contributions to the Iowa Public Employees retirement System (IPERS) on your behalf. You shall be required to make your personal contribution to IPERS, as required by State law. If you decided to withdraw from IPERS, the City shall make contributions to the ICMA Retirement Corporation on your behalf in amounts that would be equivalent to the City's required portion for the Iowa Public Employees Retirement System (IPERS).
14. It is agreed and understood that this offer of employment is subject to a fingerprint criminal background check at a time and place that is mutually agreeable to you and the Anamosa Police Department. In the event that this criminal background check reveals that you have a criminal record, the City reserves the right to withdraw this offer of employment.

15. The City's health insurance coverage will start on the 1st day of the month following a full 60 days of employment. If employment starts on February 28th, the health insurance coverage will start on May 1st.
16. The City will reimburse you for the cost of obtaining medical health insurance coverage for either a COBRA policy or a "gap insurance policy" for the period of time from your start of employment to the time that the City's medical health insurance plan goes into effect.
17. The City's dental and vision insurance coverage will start on the 1st day of the month following a full 90 days of employment. If employment starts on February 28th, then the vision and dental coverage will start on June 1st.
18. If you are terminated without cause and in accordance with the provisions in your employment agreement, it is agreed that the City will continue to provide health insurance coverage to you and your family with the same terms, conditions, and employee contributions during your time of employment for a period of 6 months from the date of termination. If you become eligible for health insurance from another employer, the City's severance payment for health insurance shall terminate.
19. Should the City terminate your employment without cause, you shall receive 6 months' severance pay, as stated in the employment agreement.
20. If you shall resign your position as city administrator, you shall provide a 45 day written notice to the City Council of your decision to resign.
21. The City shall provide to you a laptop computer for City use that you can also use to access your personal emails.
22. The City shall provide to you a City issued cell phone for City business that you may use for your personal use as well.
23. It is agreed and understood that you shall obtain and maintain a place of residency within the boundaries of the City of Anamosa during your term of employment with the City of Anamosa.
24. This offer of employment is subject to the confirmation and approval of the Anamosa City Council, which will be listed on the City Council agenda for the meeting scheduled for December 27, 2017.

If you are willing to accept this offer of employment subject to the terms and conditions outlined in this letter, please indicate your acceptance by signing at the bottom of this letter.

City of Anamosa, Iowa

Dale Barnes
Dale Barnes, Mayor- City of Anamosa, Iowa

12-18-17
Date

Acceptance

I hereby accept this offer of employment from the City of Anamosa, subject to the terms and conditions outlined in this letter.

Jacob Sheridan, Employee

Date

Anamosa Employment Agreement for City Administrator
City of Anamosa and Jacob Sheridan

THIS AGREEMENT, made and entered into this _____ day of December, 2017 by and between the City of Anamosa, State of Iowa, a municipal corporation hereinafter called "Employer", as party part of the first part, and Jacob Sheridan as party of the second part, both of whom understand as follows:

WITNESSETH:

WHEREAS, Employer desires to employ the services of said Jacob Sheridan as City Administrator of the City of Anamosa as provided by Chapter of the Anamosa City code; and

WHEREAS, it is the desire of the governing board, hereinafter called "Council", to provide certain benefits, to establish certain conditions of employment, and to set working conditions of said Employee; and

WHEREAS, Employee desires to accept employment as City Administrator of said City; and

WHEREAS, the parties acknowledge that Employee is or will become member of the International City/Council Management Association (ICMA) and that Employee is subject to ICMA Code of Ethics;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1: Duties

Employer hereby agrees to employ said Jacob Sheridan as City Administrator of said Employer to perform the functions and duties specified in said Chapter 21 of the Anamosa City Code and to perform other legally permissible and proper duties and functions as the Council shall from time to time assign.

Section 2: Term

- A. Employee agrees to remain in the exclusive employ of the Employer from the start of employment, and neither accept other employment nor to become employed by any other employer until said termination date, unless said termination date is affected as hereinafter provided.
- B. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the Council to terminate the services of Employee at any time, subject only to provisions set forth in Section 4, paragraphs A and B, of this agreement.

- C. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from his position with Employer, subject only to the provision set forth in Section 5 of this agreement.

Section 3: Suspension

Employer has the option to suspend Employee with or without full pay and benefits at time during the term of the agreement for a period not to exceed 30 days, but only if

- (1) a majority of the Council and Employee agree, or
- (2) after a public hearing, a majority of the Council votes to suspend Employee provided, however, that Employee shall have been given written notice setting forth any charges at least 10 days prior to such hearing by the Council Members bringing such charges. The public hearing shall be conducted per the Iowa Code Chapter 21 Regulations.

Section 4: Termination and Severance Pay

- A. In the event Employee is terminated without just cause by the Council before expiration of the aforesaid term of employment and during such time that Employee is willing and able to perform his duties under this agreement, then in that event Employer agrees to pay Employee a lump sum cash payment equal to 6 month's aggregate salary and benefits. Employee shall also be compensated for all earned vacation, holidays, sick leave (maximum of 30 days) and other accrued benefits to date. In the event Employee is terminated herein for just cause, the City shall have no obligation to pay Employee the 6 month severance package.
- B. In the event Employee is determined to be disabled and unable to perform administrative duties as per Section 6 of this agreement, Employer shall pay Employee a prorated amount of the 6 months of severance pay. The amount will be accrued at 20% per year of city service to a maximum accrual at the beginning of the fifth year of employment. (After the fifth year of employment, 100% of the severance pay shall be paid upon the Employee's separation from employment due to disability as defined and determined in conjunction with Section 6 of this agreement.)
- C. In the event Employer at any time during the term of the agreement reduces the salary or other financial benefits of Employee in a greater percentage than an applicable across-the-board reduction for all employees of Employer, or in the event Employer refuses, following written notice, to comply with any other provision benefiting Employee herein, or the Employee resigns following a suggestion, whether formal or informal, by a majority of the Council that he resign, then, in that event, Employee may treat Employer's action to be the equivalent of a termination without just cause and entitles Employee upon leaving employment of the City to the 6 months severance package upon leaving employment.

- D. Except as stated in this paragraph, the City Council may not terminate the services of Employee within six months following a regular municipal election, unless fewer than two new council members are elected and unless Employee is convicted of a crime other than a simple misdemeanor, unless the simple misdemeanor involves dishonesty or moral turpitude.
- E. In the event that the City Administrator fails to perform his duties, responsibilities and obligations as set forth herein and as reflected in the job description as from time-to-time amended, City Administrator shall be advised of his deficiencies in writing by the City Council, setting forth therein the matters, responsibilities and duties which City Administrator has failed to perform. In the event the Administrator shall fail to correct his deficiencies as set forth in the notice within a reasonable period after receipt of notice, the Council may terminate this agreement for just cause, by an affirmative vote of a majority of the Council. Effective upon such a vote, payment of the accrued salary and benefits of the City pursuant to this agreement, without other severance benefits, shall be the final obligation of the City to Employee. In the event the City Administrator disputes the allegations with respect to his failure in the performance of his duties of office, the Administrator may request, within 10 days of receipt of notice, a hearing before the Council, which the Council shall grant wherein the City Administrator may present to the Council any evidence or documentation that he feels pertinent to the matters set forth in the Council's notice. Thereafter the Council shall vote whether or not to reconsider the City Administrator's dismissal. If the prior decision to terminate is upheld, then the accrued salary and benefits payable to City Administrator shall be the final obligation of the City to the City Administrator. If the Council reverses their prior decision, the City Administrator shall be reinstated.

Section 5: Resignation

If Employee voluntarily resigns his position with Employer, then Employee shall give the Employer 45 days notice in advance, unless the parties agree otherwise. Employee shall not utilize more than 5 days of accrued leave during this notice period. If the Employee voluntarily resigns his position, the remaining 45 days of his employment shall be at the consideration of the Council.

Section 6: Disability

If Employee is permanently disabled or is otherwise unable to perform his duties with reasonable accommodation because of sickness, accident, injury, mental or emotional incapacity or health for a period of twelve successive weeks beyond any accrued sick leave, an impartial board of three members agreed upon by the Employee and the City will be utilized to determine if an Employee is unable to discharge his duties due to any type of disability or inability to perform up to normal standards of city management. Employee or his representative and Employer shall appoint one board member each. The two members shall then agree upon a third member for fulfillment of this section. If Employee is determined unable to perform his duties, Employer shall have the option to terminate this agreement, subject to the severance pay requirements of

Section 4, paragraph A. In the event that the impartial board does not or can not make a determination of disability within 30 days of the beginning of its deliberation process, the City Council shall have the right to make the final disability determination.

Section 7: Salary

Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$82,000 payable in installments at the same time as other management employees of the Employer are paid. Upon completion of 6 months of satisfactory service, and a satisfactory performance evaluation, Employer agrees to increase the annual base salary to \$85,000. In addition, Employer agrees to increase said base salary and/or benefits of Employee in such amounts and to such extent as the Council may determine that is desirable to do so on the basis of an annual salary review of said Employee, as outlined within this agreement.

Section 8: Performance Evaluation

- A. The Council shall review and evaluate the performance of the Employee at least once annually in May or June of each year. Said review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee. Said criteria may be added to or deleted from as the Council may from time to time determine in consultation with Employee. Further, the Council shall provide the Employee with a summary written statement of its findings and provide an adequate opportunity for the Employee to discuss his evaluation with the Council.
- B. Annually, the Council and Employee shall define such goals and performance objectives that they determine necessary for the proper operation of the City and in the attainment of the Council's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and their annual operating and capital budgets and appropriations provided. Evaluations shall relate to the achievement of mutually defined goals and objectives.
- C. In effecting the provisions of this Section, the Council and employee mutually agree to abide by the provisions of applicable law.
- D. The City Administrator, Council and Mayor will bring any perceived problems or inadequacies to the attention of the other and will exercise a good faith effort to mutually resolve such perceived problems or inadequacies.

Section 9: Outside Activities

Employee shall not engage in teaching, consulting, or other non-Employer-connected business without the prior approval of the Council.

Section 10: Residential Requirement/Moving/Relocation Expenses

Employee shall be paid for the expenses of packing and moving Employee, Employee's family, and Employee's personal property from Gordon, Nebraska to Anamosa with reimbursement being made to the Employee with the receipt of invoices in an amount up to \$5,000. Employee, within ninety days of this agreement, shall reside within the municipal boundaries, unless interim arrangements have been approved by the City Council. Employee shall continue to reside within the corporate limits during the term of employment unless specifically changed by the City Council within future employment agreements. If the Employee voluntarily terminates employment with Employer within one year of the effective date of this agreement, the Employee shall reimburse the Employer 100% of the lump sum moving expense paid to the Employee. If the Employee voluntarily terminates employment with Employer within two years of the effective date of this agreement, the Employee shall reimburse the Employer 50% of the lump sum moving expense paid to the Employee.

Section 11: Automobile and Cell Phone

Employer shall provide Administrator a monthly vehicle allowance of \$250.00 for use of his private vehicle. Additional mileage reimbursement will be paid for travel beyond a mileage radius of Anamosa of 40 miles or more, at the annually approved reimbursement rate set by the City Council. This reimbursement is subject to Council approval. The Administrator shall not have the use of a city vehicle.

The Employer shall provide the Employee a City issued cell phone for City business that the Employee may use for personal use as well. If the Employee's personal use of the City issued cell phone should result in additional fees, charges, or roaming charges in excess of the usual and customary costs, then the Employee shall reimburse the Employer for these additional costs.

Section 12: Vacation, Sick, and Military Leave

- A. As an inducement to Employee to become City Administrator at signature hereof, Employee shall be credited with 10 days of vacation leave and 5 days of sick leave. Thereafter, Employee shall accrue, and have credited to his personal account, vacation time and sick leave at the same rate as other general employees of Employer with 3 years of City Service. If Employee desires vacation leave in excess of 10 calendar days the prior approval by the City Council shall be required.
- B. The Employee shall accrue sick leave time at the same rate as other City employees and shall be entitled to same rights and privileges regarding sick leave time as other City employees.

- C. Employee shall be entitled to military reserve leave time pursuant to state law and Anamosa policy.
- D. Employer shall provide one day of administrative leave on annual basis. This leave is on a “use it or lose it” basis. In other words, if the leave is not used within the specified calendar year, the Employee is not entitled to accrue the leave or receive cash for it.
- E. The parties recognize and agree that the Employee must devote substantial time to the exercise of the duties and responsibilities as city administrator. The Employee shall attempt to maintain regular hours, however in consideration of the time that the Employee must expend in performing the duties and responsibilities of the position during nonbusiness hours, then he shall be allowed to take compensatory time as he shall deem appropriate. The Employer may at any time request a record of the Employee’s work time and use of compensatory time in order to ensure that it is not being abused.

Section 13: Health and Life Insurance

- A. Employer agrees to enroll employee and dependents into the City’s medical insurance plan effective May 1, 2018. Employer agrees to enroll the Employee and dependents into the City’s dental and vision insurance plans effective June 1, 2018. These effective dates are based upon an employment starting date of February 28, 2018 or sooner. The City shall pay 90% of cost for Employee and dependents medical insurance premium.
- B. The Employer shall reimburse the Employee for the cost of obtaining medical health insurance for the Employee and his dependents for either a COBRA policy or a “gap insurance policy” for the period of time from the Employee’s start of employment to the date that the City’s medical health insurance plan would go into effect.
- C. Employee agrees, if requested by the City Council, to complete once per calendar year a physical examination by a qualified physician selected by the Employer, the cost of which shall be paid by Employer.

Section 14: Retirement

The Employer shall make the required contributions to the Iowa Public Employees Retirement System (IPERS) on the Employee’s behalf. The Employee shall be required to make the employee contributions to IPERS, as required by State law.

If the Employee should elect to withdraw from IPERS, the Employer agrees to execute all necessary agreements provided by the ICMA Retirement Corporation (ICMA-RC) for Employer’s participation in said ICMA-RC retirement plan and Employer agrees to pay an amount equal to the amount that the Employer would have been required to pay IPERS as the

Employer's share of IPERS into the ICMA-RC on the Employee's behalf, in equal proportionate amounts each pay period, and to transfer ownership to succeeding employers upon the Employee's resignation or termination. The parties shall fully disclose to each other the financial impact of any amendment to the terms of Employee's retirement benefit. Employee solely shall determine his amount of contributions on an annual basis to the ICMA-RC.

Section 15: Dues and Subscriptions

Employer agrees to budget for and to pay for the professional dues and subscriptions of the Employee necessary for his full participation in the ICMA and the Iowa City/County Management Association that are necessary and desirable for his continued professional participation, growth, and advancement, and for the good of the Employer. All dues and subscriptions for other national, regional, state, and local city administrator organizations to be paid by the Employer shall have prior approval of the City Council.

Section 16: Professional Development

- A. Employer hereby agrees to budget for and to pay for travel and 100% of subsistence expenses of Employee for professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for the Employer, including but not limited to membership in and attendance at the annual conferences of the Iowa League of Cities, the Iowa City/County Management Association, and the ICMA. Expenses for other national, regional, state, and local governmental groups and committees thereof which Employee serves as member shall be paid if prior approval has been granted by the City Council.
- B. Employer also agrees to pay for travel and 100% of subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for his professional development and for the good of the Employer, as annually approved in the budget or with specific approval of the City Council.

Section 17: Indemnification

In addition to that required under state and local law, Employer shall defend, save harmless, and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Administrator. Employer will pay the amount of any settlement or judgment rendered thereon. This paragraph shall not apply to intentional, reckless, or criminal acts of the Employee.

Section 18: Bonding

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance. If Employee is not bondable this agreement is null and void or will be considered cause for termination.

Section 19: Other Terms and Conditions of Employment

- A. The Council, in consultation with the Administrator, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the Anamosa charter or any other law.
- B. All provisions of the Anamosa City Code, and regulations and rules of the Employer relating to vacations and sick leave, retirement and pension system contributions, holidays, and other benefits and working conditions as they now exist or hereafter may be amended, shall also apply to Employee as they would to other employees of Employer.
- C. With the exception of the benefits credited in Section 13 of this agreement, Employee shall be entitled to receive the same vacation and sick leave benefits as are accorded department heads, including provisions governing accrual and payment thereof on termination of employment, unless otherwise stated within this agreement.
- D. There is attached to this agreement Exhibit A, which is the City's Offer of Employment dated, December 13, 2017, which covers some incidental items that may not be specifically covered in this agreement. In the event of any conflicts between this agreement and the letter outlining the offer of employment, this agreement shall prevail and take precedence.

Section 20: No Reduction of Benefits

Employer shall not any time during the term of this agreement reduce the salary, compensation or other financial benefits of Employee, except to the degree of such a reduction across-the-board for employees of the Employer.

Section 21: Representation of Employer

Employer represents that it has the legal authority to enter into and be bound by the terms of this agreement.

Section 22: Severability

If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

Section 23: Notices

Notices required pursuant to this agreement may be personally served by any two of the following manners – ordinary mail, fax, e-mail, or in person. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 24: General Provisions

- A. The text herein shall constitute the entire agreement between parties.
- B. This Agreement shall not be changed unless the change is reduced to writing and signed by both parties.
- C. Law of Iowa to apply and actions for enforcement of contract to be brought in Iowa.
- D. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.
- E. This agreement shall become effective commencing December 28 2017.
- F. The starting date of employment shall be on or before February 28, 2018, unless a mutually agreed upon date is selected.

IN WITNESS WHEREOF, the City of Anamosa has caused this agreement to be signed and executed in its behalf by its Mayor, and duly attested by its City Clerk, and the Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

City of Anamosa, Iowa

Dale Barnes, Mayor

Jacob Sheridan, Employee

ATTEST:

Tammy Coons, City Clerk

(Seal)

RESOLUTION NO. 2017-__

***RESOLUTION APPROVING THE HIRING AND SETTING SALARY OF THE CITY
ADMINISTRATOR FOR F.Y. ENDING JUNE 30, 2018***

WHEREAS, the previous City Administrator retired on October 6, 2017; and

WHEREAS, the Anamosa City Council hired Callahan Municipal Consultants to advertise, accept and review applications, give input and make recommendations to the City Council as requested for interviewing potential candidates; and

WHEREAS, the City Council initially chose seven candidates to hold a skype interview with and then chose four of those candidates for a final, in-person interview.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ANAMOSA, IOWA, that the following personnel be hired and the corresponding salary be paid for Fiscal Year ending June 30, 2018.

Position	Employee Name	Annual Salary
CITY ADMINISTRATOR	JACOB SHERIDAN	\$82,000.00/YR

PASSED AND APPROVED this 27th of December, 2017.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 2017-__** by affixing below my official signature as Mayor of the City of Anamosa, Iowa, this 27th day of December, 2017.

Dale Barnes, Mayor

ATTEST:

Tammy Coons, City Clerk

RECORD OF COUNCIL PROCEEDINGS

The Council of the City of Anamosa, Iowa, met in Regular Session in the Meeting Room at the Anamosa Library, Anamosa, Iowa at 6:00 P.M. on the 27th day of December, 2017, with Mayor Barnes presiding and the following Councilmembers present: Crump, Feldmann, Machart, Smith, Shaffer and Weimer

Absent: None.

Councilmember _____ introduced the foregoing **Resolution No. 2017-__** and moved for its adoption. Councilmember _____ seconded the motion to adopt. The roll was called and the following indicates the result of the vote.

	Voting Aye	Voting Nay	Absent
Crump			
Feldmann			
Machart			
Smith			
Shaffer			
Weimer			

The Mayor Dale Barnes declared **Resolution No. 2017-__** had passed.

CLERK'S CERTIFICATION

I, Tammy Coons, the duly appointed and acting City Clerk of the City of Anamosa, Iowa, do hereby certify that the foregoing **Resolution No. 2017-__** is a true and exact copy of said Resolution. That said Resolution was duly adopted by the Council for the City of Anamosa, Iowa, at a meeting thereof as stated in the foregoing Record of Council Proceedings.

WITNESS my official signature and the seal of the City of Anamosa, Iowa, on the 27th day of December, 2017.

Tammy Coons, City Clerk

(SEAL)

**Adrian T. Knuth
KNUTH LAW OFFICE
320 W. Main St.
P.O. Box 458
Anamosa, Iowa 52205**

*Tel. (319)462-4378
Fax (319)462-4379*

*Mailing Address:
P.O. Box 458
Anamosa, Iowa 52205*

December 6, 2017

Ms. Tammy Coons
City Clerk
City of Anamosa
107 S. Ford Street
Anamosa, Iowa 52205

RE: 2018 Attorney Fees

Dear Tammy:

I currently charge the City of Anamosa \$165.00 per hour for legal services rendered on its behalf. Assuming I am reappointed to serve as City Attorney for 2018 I request the Council consider increasing my fees to \$175.00 per hour. I currently charge my private clientele \$200.00 to \$225.00 per hour depending on the nature of the work.

If you or any of your councilmembers should have any questions or concerns with my request for a fee increase please advise.

Sincerely,



Adrian T. Knuth

ATK/lbd

FY 2018-19 FIRE DEPT. BUDGET

Proposed

	Approved FY 2019 Budget
Stipend	\$18,000.00
Workman's Comp. Insurance	\$44,060.00
Contracted	
Liability Insurance	\$6,460.00
Structural Insurance	\$2,550.00
Vehicle Insurance	\$8,540.00
Equipment Insurance	\$850.00
Umbrella Insurance	\$1,400.00
E&O Liability Insurance	\$560.00
Physicals & Medical Expenses	\$540.00
Work Comp Deductible	\$1,000.00
Communications Contract	\$4,200.00
Membership & Subscriptions	
Equipment Maintenance	\$4,500.00
Vehicle Maintenance	\$4,000.00
Grounds & Building Maintenance	\$2,000.00
Telephone	\$1,100.00
Electric	\$4,000.00
Gas	\$2,000.00
Training & Registration	\$1,500.00
Travel	\$800.00
Training Expenses	\$500.00
Lodging	\$1,000.00
Treasurer Salary	\$100.00
Materials & Supplies	
Miscellaneous	\$4,000.00
Vehicle Expenses	
Fuel Expenses	\$3,000.00
Vehicle Parts Expenses	\$500.00
Equipment Maintenance	
Building & Grounds Maintenance	\$500.00
Equipment Reserve	\$40,000.00

Total Expenditures

\$157,660.00

Memorandum

To: City of Anamosa

Date: December 20, 2017

From: Lindsay Beaman, P.E.

RE: 2nd St. Lift Station Improvements Phase 1 – Change Order 1 Summary

The scheduled project completion for this project was November 17, 2017. As of December 20, 2017 this project is not substantially completed, but there have been some formal extension requests by Ricklefs Excavating that are further detailed below.

Request for Change 2-4: These requests for change are for labor and material costs associated with locating and tapping of the water main in south of the 2nd St. Lift Station for the new fire hydrant that was included in this project. The design locates had the water main in a different location from where it was finally discovered. This required Ricklefs Excavating to conduct extensive exploratory excavation to locate the water main, including digging around the park and ultimately excavating 2nd Street. Once found, it was determined by the Anamosa Water Department that this main could not be shut down for hydrant installation and instead required a live tap. Ricklefs Excavating has requested \$11,495.40 and 4 working days as it related to this additional work. We are recommending approval of these request for changes and are included in Change Order #1.

Request for Change 5-7 & 9: These requests are related to the additional sanitary sewer replacement along Walworth Ave. from the intersection of Garnavillo St. and 2nd Street towards the wastewater treatment plant. Previously, we had advised the City Council of the additional quantities of materials and labor that were estimated to complete this work. As work has progressed, Ricklefs has discovered shallow bedrock conditions that prohibited the use of trenchless pipe-bursting methods. Therefore, we have received requests for some additional money to accommodate the open cut installation of this main, including bypass pumping, additional televising to located a sanitary sewer service and retaining wall removal (but not replacement). These requests have also included additional working days for this portion of the project. Ricklefs Excavating has requested \$10,215.63 and 22 working days as it related to the additional work. We are recommending approval of these request for changes and are included in Change Order #1.

Request for Change 8: This request is for removal and replacement of existing soils with macadam stone at the lift station under the new structures. During the excavation of the lift station, it was determined that the existing soils were not suitable to be used as backfill material under and around the new manhole structures and under the new building. Ricklefs Excavating has requested \$29,714.95 and 5 working days as it related to this additional work. We are recommending approval of these requests for changes and are included in Change Order #1.

Summary: With respect to schedule, if granted the requested extension of 31 working days, this would push the project completion deadline to January 4th. (Note that when counting “working days” weekends and holidays are not included).

CHANGE ORDER NO.

1

OWNER: City of Anamosa

107 South Ford StreetAnamosa, IA 52205PROJECT: 2nd St. Lift Station and Sanitary Sewer Collection
System Improvements Project - Phase 1S&A Job No.: 116.0518.08

TO: Ricklefs Excavating

12536 Buffalo RdAnamosa, IA 52205

You are directed to make the following changes in this contract:

Item	Description	Quantity	Unit	Unit Price	Total
		Added / (Deducted)			
1	RFC #2: Additional costs associated with water main repair due to inaccurate water main locates within the lift station site	1	LS	\$4,516.05	\$4,516.05
2	RFC #3: Additional costs for expository digging for water main in the park south of 2nd St.	1	LS	\$3,753.60	\$3,753.60
3	RFC #4: Additional costs associated with live tapping the water main for the new hydrant since water main could not be shut down	1	LS	\$3,225.75	\$3,225.75
4	RFC #5: Additional working days to upsize the sanitary sewer main down Walworth Ave.	1	LS	\$0.00	\$0.00
5	RFC #6: Additional costs associated with switching from bring the sanitary sewer line down Walworth Ave. to open cut installation	1	LS	\$7,331.25	\$7,331.25
6	RFC #7: Additional costs associated with removing retaining wall and installing service tap in gravity sewer line down Walworth Ave.	1	LS	\$1,548.36	\$1,548.36
7	RFC #8: Additional costs associated with removing poor soils at the lift station and replacing them with Macadam Base Stone.	1	LS	\$29,714.95	\$29,714.95
8	RFC #9: Additional costs associated with televising the existing sewer main along Walworth Ave. to locate all sewer services	1	LS	\$1,335.02	\$1,335.02
This change will result in a net increase in the cost of the project of					<u>\$51,424.98</u>
This change will result in a net change to the project of				<u>31</u>	Working Days

Original Contract Amount:

\$1,834,420.00

Authorized Changes by Previous Change Order:

\$0.00

Total Contract Amount Including Change Order #1

\$1,885,844.98

The change described herein is understood, and the terms of settlement are hereby agreed to:

By Engineer - Snyder & Associates, Inc.

Date _____

By Contractor - Ricklefs Excavating

Date _____

By Owner - City of Anamosa

Date _____

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 2
Date: 11/15/2017

Regarding:

Cost associated with inaccurate locates of the watermain at the lift station site. This will add 1.5 days to the contract.

To:

Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:

Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:

Bud Maynard

Phone:

(319) 462-4435

E-mail:

bud@ricklefsexcavating.com

Recipients:

Lindsey Beaman

Phone:

(319) 362-9394

E-mail:

lbeaman@snyder-associates.com

Requested Change:	U/M	Qty	UnitPrice	Change to Contract
Crew Labor	LS	1.0000000	3500.000000	3500.00
fittings/consumables	LS	1.0000000	350.000000	350.00
Ricklefs P&O	LS	1.0000000	577.500000	577.50
Increase bond	LS	1.0000000	88.550000	88.55

RFC Total

\$ 4516.05

Please respond by: 11/17/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 3
Date: 11/15/2017

Regarding:

Exploratory Digging to find Water main south of second street in the park, This will add 1.5 days to the contract

To:
Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:
Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Lindsey Beaman	(319) 362-9394	lbeaman@snyder-associates.com

Requested Change:	U/M	Qty	Unit Price	Change to Contract
Crew labor/equipment	LS	1.0000000	2500.000000	2500.00
additional seeding and grading	LS	1.0000000	700.000000	700.00
Ricklefs P&O	LS	1.0000000	480.000000	480.00
Increase Bond	LS	1.0000000	73.600000	73.60

RFC Total	\$ 3753.60
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Please respond by: 11/15/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 4
Date: 11/15/2017

Regarding:

The water main was unable to be shut down so we had to insatl a live tap on the line and extend the hydrant across the street. This will add 1 day to the project

To:

Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:

Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Lindsey Beaman	(319) 362-9394	lbeaman@snyder-associates.com

Requested Change:	U/M	Qty	UnitPrice	Change to Contract
Live tap and extra materials	LS	1.0000000	750.000000	750.00
LAhor equipment	LS	1.0000000	2000.000000	2000.00
Ricklefs P&O	LS	1.0000000	412.500000	412.50
Increase bond	LS	1.0000000	63.250000	63.25

RFC Total	\$ 3225.75
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Please respond by: 11/17/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 5
Date: 11/15/2017

Regarding:

The new sewer line proposed along walworth was found to be undersized for the new main This RFCis to request additional time for televising, procurement of materials, installation of the main and additional pavement time and cure time. request 15 days be added to the contract

To:

Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:

Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Lindsey Beaman	(319) 362-9394	lbeaman@snyder-associates.com

Requested Change:	U/M	Qty	Unit Price	Change to Contract
Additional working days for upsizing the sewer	DAY	15.0000000	0.000000	0.00

RFC Total	\$ 0.00
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Please respond by: 11/15/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 6
Date: 11/15/2017

Regarding:

The proposed line along walworth was agreed to be directionaly drilled, upon potholing for existing line it was determined that the line was installed on top of the bed rock. this has caused us to reorder material and change to open digging This will add 4 days to the project.

To:

Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:

Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Lindsey Beaman	(319) 362-9394	lbeaman@snyder-associates.com

Requested Change:	U/M	Qty	Unit Price	Change to Contract
Remobilization of Equipment to set up for open cutting	LS	1.0000000	1750.000000	1750.00
install bypass pumping and maintain for open cut installation	LS	1.0000000	2500.000000	2500.00
prep for pipe burst under the house drive and landscape	LS	1.0000000	2000.000000	2000.00
Ricklefs P&O	LS	1.0000000	937.500000	937.50
Increase bond	LS	1.0000000	143.750000	143.75

RFC Total	\$ 7331.25
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Please respond by: 11/17/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 7
Date: 11/15/2017

Regarding:

there is a service line to the proposed new sewer that runs thru a retaining wall. Following is the costs associated with removing and reinstalling the wall. This will add 3 days onto the contract

To:
Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

2

Job Site:
Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By: Bud Maynard	Phone: (319) 462-4435	E-mail: bud@ricklefsexcavating.com
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Recipients: Lindsey Beaman	Phone: (319) 362-9394	E-mail: lbeaman@snyder-associates.com
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Requested Change:	U/M	Qty	Unit Price	Change to Contract
Remove and reinstall retaining wall	LS	1.0000000	4000.000000	1320.00 4000.00
Ricklefs P&O	LS	1.0000000	600.000000	198.00 600.00
Increase bond	LS	1.0000000	92.000000	30.36 92.00

Revised costs provided by Bud via email on 12/11/2017

	1548.36
RFC Total	\$ 4692.00

Please respond by: 11/17/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

Request for Change

12536 Buffalo Road
Anamosa, IA 52205

RFC Number: 8
Date: 12/11/2017

Regarding:

The existing lift station site was constructed of loosely compacted fill as discussed at the pre-con it was agreed to use mac base as backfill material in lieu of the poor soils. Following is the costs associated with that change and includes removal and disposal of poor soils and importing and installation of Mac Base. This will add 5 days to the contract time.

To:
Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:
Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Lindsey Beaman	(319) 362-9394	lbeaman@snyder-associates.com

Requested Change:	U/M	Qty	Unit Price	Change to Contract
Site Stabilizationj with Mac Base	TON	1688.83000 00	15.000000	25332.45
Ricklefs P&O	LS	1.0000000	3799.860000	3799.86
Increase Bond	LS	1.0000000	582.640000	582.64

RFC Total	\$ 29714.95
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Please respond by: 12/15/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates

RICKLEFS EXCAVATING, LTD

12536 Buffalo Road
Anamosa, IA 52205

Request for Change

RFC Number: 9
Date: 12/11/2017

Regarding:

Following is the cost associated with televising teh Sewewr main along walworth to locate existing services along that line. This will add 1 day to the contract

To:

Snyder & Associates
5005 Bowling Street Sw
Cedar Rapids, IA 52404

Job Site:

Anamosa 2nd St. Lift Station
107S. Ford Street
Anamosa, IA 52205

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Lindsey Beaman	(319) 362-9394	lbeaman@snyder-associates.com

Requested Change:	Change to Contract
RotoRooter Televis main along walworth	\$ 1211.25
Ricklefs P&O	\$ 121.12
Increase bond	\$ 2.65

RFC Total	\$ 1335.02
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Please respond by: 12/15/2017

Bud Maynard
Ricklefs Excavating, Ltd

Lindsey Beaman
Snyder & Associates



Memorandum

To: City of Anamosa **Date:** December 20, 2017

From: Lindsay Beaman, P.E.

CC:

RE: Recommended Approval of Pay Application No. 4 – 2nd St. Lift Station and Sewer System Improvements – Phase 1

Snyder & Associates recommends approval of Pay Application No. 4 for work completed on the 2nd St. Lift Station and Sewer System Improvements – Phase 1 in the amount of **\$471,759.74**.

This pay estimate includes purchased materials, equipment, and work completed during the time period from November 16, 2017 through December 13, 2017, less 5% retainage. This work includes installation of sanitary gravity sewer main and manholes down Walworth Ave, placement of new concrete pavement and sidewalk at the intersection of 2nd Street and Garnavillo Street and in front of the lift station, miscellaneous mechanical work, painting of walls and pipe at the lift station, setting precast walls of the operations building, and installation of electrical equipment at the lift station. Black Hills Energy and Alliant Energy installed new gas and electrical services to the lift station building.

Attached: Pay Application No. 4

APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER:

City of Anamosa
407 S Ford St
Anamosa, IA 52205

PROJECT:

Anamosa 2nd Street
Lift Station

APPLICATION NO: 4

PERIOD TO: 12/13/2017

PROJECT NOS:

FROM CONTRACTOR:

Ricklefs Excavating, Ltd
12536 Buffalo Road
Anamosa, Iowa 52205

VIA ENGINEER:

Snyder and Associates
Attn: Lindsay Bearman
5005 Bowling St SW
Cedar Rapids, IA 52404

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

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.

1. ORIGINAL CONTRACT SUM \$1,834,420.00

2. Net change by Change Orders \$

3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,834,420.00

4. TOTAL COMPLETED & STORED TO DATE \$ 1,641,139.20

5. RETAINAGE:

a. 5% of Work Completed
(Columns D + E on Continuation Sheet) \$ 82,056.96

b. 5 % of Stored Material
(Column F on Continuation Sheet) \$

Total Retainage (Line 5a + 5b)
(Total in Column I on Continuation Sheet) \$ 82,056.96

6. TOTAL EARNED LESS RETAINAGE
(Line 4 less Line 5 Total) \$ 1,559,082.24

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 1,087,322.50
(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$ 471,759.74

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 275,337.76
(Line 3 less Line 6)

CONTRACTOR: RICKLEFS EXCAVATING, LTD.

By:  AS ADMIN

Date: 12/20/17

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's 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 \$ 471,759.74

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

ENGINEER: Snyder and Associates

By: 

Date: 12/20/2017

OWNER'S APPROVAL: City of Anamosa

By: _____

Date: _____

AIA Type Document
Application and Certification for Payment

Pg 2 of 4

TO (OWNER): City of Anamosa 107 S. Ford Street Anamosa, IA 52205		PROJECT: Anamosa 2nd St. Lift Station 107 S. Ford Street Anamosa, IA 52205		APPLICATION NO: 4	DISTRIBUTION TO: - OWNER - ARCHITECT - CONTRACTOR	
FROM (CONTRACTOR): RICKLEFS EXCAVATING, LTD 12536 Buffalo Road Anamosa, IA 52205		VIA (ARCHITECT):		PERIOD TO: 12/13/2017	ARCHITECT'S PROJECT NO:	

CONTRACT FOR:										CONTRACT DATE:		
ITEM	DESCRIPTION	PLAN QTY	UNIT PRICE	SCHEDULED VALUE	PREVIOUSLY COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	STORED MATERIAL	COMPLETED AND STORED	%	BALANCE
01100-01	Mobilization	1.000	15,000.0000	15,000.00	.334	5,010.00	.250	3,750.00	0.00	8,760.00	58.40	6,240.00
02000-02	Strip and Re-Spread Top Soil	484.000	5.0000	2,420.00	242.000	1,210.00	.000	0.00	0.00	1,210.00	50.00	1,210.00
01110-01	Trench Compaction Testing	1.000	100.0000	100.00	.000	0.00	.000	0.00	0.00	0.00	.00	100.00
02300-01	Sanitary Sewer Gravity Main, Trenched, 16"	153.000	65.0000	9,945.00	153.000	9,945.00	.000	0.00	0.00	9,945.00	100.00	.00
02300-01	Sanitary Sewer Gravity Main, Trenched, 18"	457.000	80.0000	36,560.00	457.000	36,560.00	.000	0.00	0.00	36,560.00	100.00	.00
02300-01	Sanitary Sewer Gravity Main, Trenchless, 12"	268.000	95.0000	25,460.00	268.000	25,460.00	.000	0.00	0.00	25,460.00	100.00	.00
02300-01	Sanitary Sewer Gravity Main w/ Casing Pipe, Trenched Or Trenchless, 12"	105.000	75.0000	7,875.00	105.000	7,875.00	.000	0.00	0.00	7,875.00	100.00	.00
02300-30	Sanitary Sewer Force Main, Trenched 8"	30.000	50.0000	1,500.00	30.000	1,500.00	.000	0.00	0.00	1,500.00	100.00	.00
02300-30	Sanitary Sewer Force Main, Trenched, 12"	35.000	70.0000	2,450.00	35.000	2,450.00	560.000	39,200.00	0.00	41,650.00	700.00	-39,200.00
02300-30	Sanitary Sewer Force Main, Trenchless, 12"	1,910.000	95.0000	181,450.00	1,910.000	181,450.00	440.000	41,800.00	0.00	223,250.00	123.04	-41,800.00
02300-30	Sanitary Sewer Force Main Abandonment, Fill and Plug, Flowable Mortar, 6"	14.500	100.0000	1,450.00	.000	0.00	.000	0.00	0.00	0.00	.00	1,450.00
02300-12	Building Sanitary Sewer Service Reconnection	4.000	800.0000	3,200.00	6.000	4,800.00	.000	0.00	0.00	4,800.00	150.00	-1,600.00
00001-01	Fire Hydrant Assembly	1.000	4,590.0000	4,590.00	1.000	4,590.00	.000	0.00	0.00	4,590.00	100.00	.00
02300-20	Sanitary Sewer Manholes, 48"	5.000	5,000.0000	25,000.00	5.000	25,000.00	3.000	15,000.00	0.00	40,000.00	160.00	-15,000.00
02300-20	Sanitary Sewer Manholes, 72"	2.000	10,500.0000	21,000.00	2.000	21,000.00	.000	0.00	0.00	21,000.00	100.00	.00
02300-20	Sanitary Sewer Manhole, 84" w/ drop connection	1.000	15,200.0000	15,200.00	1.000	15,200.00	.000	0.00	0.00	15,200.00	100.00	.00
02400-50	Storm Sewer Intake Remove and Replace	1.000	1,500.0000	1,500.00	.000	0.00	1.000	1,500.00	0.00	1,500.00	100.00	.00

AIA Type Document
Application and Certification for Payment

Pg 3 of 4

TO (OWNER): City of Anamosa 107 S. Ford Street Anamosa, IA 52205		PROJECT: Anamosa 2nd St. Lift Station 107 S. Ford Street Anamosa, IA 52205		APPLICATION NO: 4 PERIOD TO: 12/13/2017		DISTRIBUTION TO: - OWNER - ARCHITECT - CONTRACTOR	
FROM (CONTRACTOR): RICKLEFS EXCAVATING, LTD 12536 Buffalo Road Anamosa, IA 52205		VIA (ARCHITECT):		ARCHITECT'S PROJECT NO:			

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	PLAN QTY	UNIT PRICE	SCHEDULED VALUE	PREVIOUSLY COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	STORED MATERIAL	COMPLETED AND STORED	%	BALANCE
01400-42	Removal of Sanitary Manhole	8.000	250.0000	2,000.00	8.000	2,000.00	1.000	250.00	0.00	2,250.00	112.50	-250.00
02700-70	PCC Sidewalk	75.000	40.0000	3,000.00	19.050	762.00	11.000	440.00	0.00	1,202.00	40.07	1,798.00
02700-30	PCC Full Depth Patch	543.000	40.0000	21,720.00	105.950	4,238.00	466.230	18,649.20	0.00	22,887.20	105.37	-1,167.20
02900-10	Seeding, Fertilizing, and Mulching for Hydraulic Seeding	.600	5,000.0000	3,000.00	.300	1,500.00	.000	0.00	0.00	1,500.00	50.00	1,500.00
00001-01	Electrical	1.000	250,000.0000	250,000.00	.000	0.00	.600	150,000.00	0.00	150,000.00	60.00	100,000.00
00001-01	Lift Station, Complete	1.000	200,000.0000	1,200,000.00	.600	720,000.00	.250	300,000.00	0.00	1,020,000.00	85.00	180,000.00
00001-01	Lift Station, Complete, DA Bunch	.000	12,850.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Jim Giese	.000	13,980.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Kelley Dewatering	.000	25,750.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Kraus Plumb	.000	46,300.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Life Time Fence	.000	17,900.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, LL Pelling	.000	20,800.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Mark Pesek Masonry	.000	7,185.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Mid-States Con.	.000	103,500.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Mft Vernon Const.	.000	2,160.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00
00001-01	Lift Station, Complete, Raynor Door	.000	15,297.0000	0.00	.000	0.00	.000	0.00	0.00	0.00	.00	.00

AIA Type Document
Application and Certification for Payment

Pg 4 of 4

TO (OWNER): City of Anamosa 107 S. Ford Street Anamosa, IA 52205	PROJECT: Anamosa 2nd St. Lift Station 107 S. Ford Street Anamosa, IA 52205	APPLICATION NO: 4 PERIOD TO: 12/13/2017	DISTRIBUTION TO: - OWNER - ARCHITECT - CONTRACTOR
FROM (CONTRACTOR): RICKLEFS EXCAVATING, LTD 12536 Buffalo Road Anamosa, IA 52205	VIA (ARCHITECT):	ARCHITECT'S PROJECT NO:	

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	PLAN QTY	UNIT PRICE	SCHEDULED VALUE	PREVIOUSLY COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	STORED MATERIAL	COMPLETED AND STORED	%	BALANCE
00001-01	Lift Station, Complete, Blechler Electric	.000	239,391.0000	0.00	.000	0.00	.000	0.00	0.00	0.00		.00
REPORT TOTALS				\$1,834,420.00		\$1,070,550.00		\$570,589.20		\$1,641,139.20		
									\$.00			\$193,280.80

CHANGE ORDER
For Local Public Agency Projects

No.: 5

Non-Substantial: ☒

Substantial: ☐

Administering Office
Concurrence Date

Accounting ID No. (5-digit number): 34300

Project Number: STP-U-0165(605)--70-53

Kind of Work: PCC Pavement- Grade/Rep+

Local Public Agency: City of Anamosa

Contractor: Horsfield Construction, Inc. & Subsidiary

Date Prepared: December 4, 2017

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- 8003 Add an item for "Payment Adjustment- Incentive for PCC Pavement Thickness". (Participating)
8998 Add an item for "Price Adjustment- Liquidated Damages". (Non-Participating)

B - Reason for change:

- 8003 The cores taken of the PCC Pavement indicate that it is eligible for a thickness incentive.
8998 The Contractor exceeded the number of working days allowed by the contract.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- 8003 Agreed Unit Price
8998 Specified Rate per Day

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

- 8003 Standard Specification 2301.05.
8998 Per Page 1B of the contract.

E - Contract time adjustment: ☒ No Working Days added ☐ Working Days added: _____ ☐ Unknown at this time
Justification for selection:

F - Items included in contract:

Participating		Line Number	Item Description	For deductions enter as "-x.xx"		Amount .xx
Federal-aid	State-aid			Unit Price .xx	Quantity .xxx	
				Add Row	Delete Row	TOTAL

G - Items not included in contract:

Participating		Change Number	Item Description	For deductions enter as "-x.xx"		Amount .xx
Federal-aid	State-aid			Unit Price .xx	Quantity .xxx	
X		8003	2301-7000110 PCC Pavement Thickness Incentiv	\$7,167.14	1.000	\$7,167.14
		8998	6200-1108010 Liquidated Damages	-\$1,000.00	10.000	-\$10,000.00
				Add Row	Delete Row	TOTAL
						-\$2,832.86

H. Signatures

Agreed:

Contractor _____ Date _____

Recommended:

Project Engineer _____ Date _____

Approved:

Person in Responsible Charge _____ Date _____ Other (optional) _____ Title _____ Date _____

Contracting Authority (optional) _____ Date _____ Other (optional) _____ Title _____ Date _____

Iowa DOT Administering Office _____ Date _____

Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence:

Federal Highway Division Administration _____ Date _____
(if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

Date distributed: _____

Initials: _____

CHANGE ORDER
For Local Public Agency Projects

No.: 6

Non-Substantial: ☒

Substantial: ☐

Administering Office
Concurrence Date

Accounting ID No. (5-digit number): 34300

Project Number: STP-U-0165(605)--70-53

Kind of Work: PCC Pavement- Grade/Repair

Local Public Agency: City of Anamosa

Contractor: Horsfield Construction, Inc. & Subsidiary

Date Prepared: December 14, 2017

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- 0340 Increase quantity for Item "Removal of Sidewalk". (Participating)
- 0350 Increase quantity for Item "Sidewalk, PCC, 4"". (Participating)
- 0370 Decrease quantity for Item "PCC Driveway, 6"". (Participating)
- 0380 Decrease quantity for Item "Removal of Paved Driveway". (Participating)

B - Reason for change:

0340, 0350, 0370, 0380 Items are to paid at contract quantity per specifications. Actual quantity of work on items overran or underran contract quantity.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

0340, 0350, 0370, 0380 Contract unit prices

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

0340, 0350, 0370, 0380 Contract unit prices

E - Contract time adjustment:

☒ No Working Days added

☐ Working Days added: _____ ☐ Unknown at this time

Justification for selection:

F - Items included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
X		0340	Removal of Sidewalk	\$15.00	62.530	\$937.95
X		0350	Sidewalk, PCC, 4"	\$40.00	77.200	\$3,088.00
X		0370	PCC Driveway, 6"	\$40.00	-11.700	-\$468.00
X		0380	Removal of Paved Driveway	\$10.00	-177.930	-\$1,779.30
				Add Row	Delete Row	TOTAL
						\$1,778.65

G - Items not included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Change Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
				Add Row	Delete Row	TOTAL

H. Signatures

Agreed: _____ Date _____
 Contractor

Recommended: _____ Date _____
 Project Engineer

Approved: _____ Date _____ Other (optional) _____ Title _____ Date _____
 Person in Responsible Charge

_____ Date _____ Other (optional) _____ Title _____ Date _____
 Contracting Authority (optional)

_____ Date _____
 Iowa DOT Administering Office

Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence: _____ Date _____
 Federal Highway Division Administration
 (if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

Date distributed: _____ Initials: _____

CONSTRUCTION PROGRESS PAYMENT

Project Description Elm Street Reconstruction

PN: STP-U-0165(605)--70-53

Contract Date 8-May-17

Contractor: Horsfield Construction, Inc.

Owner: City of Anamosa

Address: 505 East Main Street P.O. Bix 305

Attn:

City, St., Zip: Epworth, Iowa 52045

Address: 107 South Ford Street

Phone: 563-876-3335

City, St., Zip: Anamosa, IA 52205

Fax: 563-876-3487

Phone: 319-462-6055

Fax: 319-462-6081

Estimate #

<input type="checkbox"/>	4
<input checked="" type="checkbox"/>	x
<input type="checkbox"/>	

Partial Payment

Final Payment

FOR PERIOD:

FROM: 10/16/17

TO: 10/28/17

Owner PN

Federal PN

State PN

Base Contract Price \$699,282.41

Materials on Hand \$ -

Change # 1 \$0.00

Change # 2 \$21,725.16

Change # 3 \$1,000.00

Change # 4 \$2,836.08

Change #

Change #

Construction Completed \$710,262.10

Total Earned \$710,262.10

Less Retainage \$21,307.86

Less Previous Payment \$618,507.63

Total Contract \$724,843.65

Amount Due This Est \$70,446.61

% Complete 98.0%

Requested by:

Cody Lawler

Title:

Project Manager

Date:

12/15/17

Approved by:

Title:

Date:

Recommended by:

Scott Pottorff

Title:

Project Engineer

Date:

12/20/17

Attested by:

Title:

Date:

MMS Consultants, Inc.

1917 South Gilbert Street, Iowa City, IA 52240

i:\proj\forms\payreqst.xls

Elm Street Reconstruction Project

Pay Estimate No.: 4

Payable to: Horsfield Construction, Inc.

Date: December 15, 2017

Week Ending: October 27, 2017

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
0010	Clearing and Grubbing	Unit	87	\$50.00	\$4,350.00	-	\$ -	87.00	\$ 4,350.00
0020	Excavation, Class 13, Waste * **	CY	1375.72	\$10.00	\$13,757.20	72.72	\$ 727.20	1,375.72	\$ 13,757.20
0030	Topsoil, Furnish and Place	CY	480	\$22.00	\$10,560.00	-	\$ -	-	\$ -
0040	Compaction, with Moisture and Density Control	CY	1165	\$3.50	\$4,077.50	1,165.00	\$ 4,077.50	1,165.00	\$ 4,077.50
0050	Modified Subbase **	CY	1465.72	\$29.00	\$42,215.88	72.72	\$ 2,108.86	1,465.72	\$ 42,215.88
0060	Granular Shoulders, Type A	Tons	150	\$25.00	\$3,750.00	140.60	\$ 3,515.00	140.60	\$ 3,515.00
0070	Shoulder Finishing, Earth	Sia	28.6	\$315.00	\$9,009.00	4.60	\$ 1,449.00	28.60	\$ 9,009.00
0080	Bridge Approach, BR-203	SY	284	\$140.00	\$39,760.00	-	\$ -	284.00	\$ 39,760.00
0090	Standard/Slip Form PCC Pavement, Class C, Class 3i, 8"	SY	6079.3	\$39.30	\$238,916.49	1,041.30	\$ 40,923.09	6,079.30	\$ 238,916.49
0100	HMA ST Base, 1/2"	Ton	70	\$125.00	\$8,750.00	17.31	\$ 2,163.75	77.41	\$ 9,676.25
0120	HMA ST Surface, 1/2", No Friction	Ton	35	\$125.00	\$4,375.00	15.24	\$ 1,905.00	40.24	\$ 5,030.00
0130	Asphalt Binder, PG 68-28S	Ton	6	\$340.00	\$2,040.00	1.87	\$ 669.80	7.02	\$ 2,386.80
0140	Surfacing, Driveway, Class A Crushed Stone	Ton	25	\$25.00	\$625.00	43.79	\$ 1,094.75	43.79	\$ 1,094.75
0150	Removal of Concrete	SY	285	\$15.00	\$4,275.00	-	\$ -	285.00	\$ 4,275.00
0160	Manhole, Storm Sewer, SW-402, 48"x48"	Each	1	\$3,000.00	\$3,000.00	-	\$ -	1.00	\$ 3,000.00
0170	Intake, SW-505	Each	1	\$3,500.00	\$3,500.00	-	\$ -	1.00	\$ 3,500.00
0180	Intake, SW-507	Each	1	\$2,800.00	\$2,800.00	(0.50)	\$ (1,400.00)	-	\$ -
0190	Intake, SW-509	Each	1	\$2,400.00	\$2,400.00	-	\$ -	1.00	\$ 2,400.00
0200	Intake, SW-512, 24"	Each	1	\$1,400.00	\$1,400.00	-	\$ -	1.00	\$ 1,400.00
0210	Intake, SW-541	Each	3	\$3,000.00	\$9,000.00	1.00	\$ 3,000.00	4.00	\$ 12,000.00
0220	Intake, SW-542 Extension Unit	Each	5	\$1,500.00	\$7,500.00	-	\$ -	5.00	\$ 7,500.00
0230	Intake, SW-545	Each	5	\$3,500.00	\$17,500.00	-	\$ -	5.00	\$ 17,500.00
0240	Manhole Adjustment, Minor	Each	4	\$1,000.00	\$4,000.00	2.00	\$ 2,000.00	4.00	\$ 4,000.00
0250	Subdrain, Standard, Perforated, 4"	LF	1651	\$7.00	\$11,557.00	-	\$ -	1,651.00	\$ 11,557.00
0260	Subdrain, Outlet, DR-303	Each	2	\$750.00	\$1,500.00	-	\$ -	2.00	\$ 1,500.00
0270	Storm Sewer, Trenched, RCP 2000D (CL III), 12"	LF	6	\$150.00	\$900.00	-	\$ -	6.00	\$ 900.00
0280	Storm Sewer, Trenched, RCP 2000D (CL III), 15"	LF	103	\$53.00	\$5,459.00	84.00	\$ 4,452.00	187.00	\$ 9,811.00
0290	Storm Sewer, Trenched, RCP 2000D (CL III), 18"	LF	92	\$63.00	\$5,796.00	-	\$ -	92.00	\$ 5,796.00
0300	Storm Sewer, Trenched, RCP 2000D (CL III), 24"	LF	270	\$59.00	\$15,930.00	-	\$ -	270.00	\$ 15,930.00
0310	Storm Sewer, Trenched, RCP 2000D (CL III), 24"	LF	784	\$65.00	\$50,960.00	-	\$ -	837.00	\$ 54,405.00
0320	Removal of Storm Sewer Less than 36"	LF	45	\$10.00	\$450.00	123.00	\$ 1,230.00	168.00	\$ 1,680.00
0330	Removal of Pavement *	SY	6328.9	\$9.70	\$61,390.33	-	\$ -	6,328.90	\$ 61,390.33
0340	Removal of Intakes and Utility Accesses	Each	3	\$370.00	\$1,110.00	-	\$ -	3.00	\$ 1,110.00
0350	Removal of Sidewalk	SY	89.1	\$15.00	\$1,336.50	62.53	\$ 937.95	151.63	\$ 2,274.45
0360	Sidewalk, PCC Concrete, 4"	SY	134.6	\$40.00	\$5,384.00	-	\$ -	211.80	\$ 8,472.00
0370	Detachable Warnings	SF	58	\$30.00	\$1,740.00	-	\$ -	60.00	\$ 1,800.00
0380	PCD Driveway, 6"	SY	1416	\$40.00	\$56,640.00	82.00	\$ 3,280.00	1,404.30	\$ 56,172.00
0390	Removal of Paved Driveway	SY	1359.4	\$10.00	\$13,594.00	(177.93)	\$ (1,779.30)	1,181.47	\$ 11,814.70
0400	Safety Closure	Each	11	\$200.00	\$2,200.00	-	\$ -	11.00	\$ 2,200.00
0410	Painted Pavement Markings, Waterborne or Solvent	Sia	6.49	\$175.00	\$1,135.75	11.57	\$ 2,024.75	11.57	\$ 2,024.75
0410	Traffic Control	LS	1	\$9,000.00	\$9,000.00	-	\$ -	1.00	\$ 9,000.00

Item No.	Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
0420	2528-8445113	Flags							
0430	2533-4880005	Mobilization	25	\$450.00	\$11,250.00	-	\$ -	-	\$ -
0440	2601-2634150	Mulching, Wood Cellulose Fiber	1	\$20,000.00	\$20,000.00	-	\$ -	1.00	\$ 20,000.00
0450	2601-2638044	Seeding and Fertilizing (Urban)	1.00	\$1,500.00	\$1,500.00	(0.22)	\$ (330.00)	0.53	\$ 795.00
0460	2602-0000309	Perimeter Sediment Control Device, gr	1.00	\$2,200.00	\$2,200.00	(0.22)	\$ (484.00)	0.53	\$ 1,166.00
0470	2602-0000350	Removal of Perimeter Sediment Control Device	1500	\$2.50	\$3,750.00	-	\$ -	-	\$ -
		LF	1500	\$1.00	\$1,500.00	-	\$ -	-	\$ -
	TOTAL CONTRACT				\$ 723,843.65		\$ 71,625.37		\$ 709,262.10
8002	2301-6911722	PCC Pavement Samples	1.000	\$1,000.00	\$1,000.00	1.00	\$ 1,000.00	1.00	\$ 1,000.00
	TOTAL CHANGE C.O. #3				\$ 1,000.00		\$ 1,000.00		\$ 1,000.00
	TOTAL CONTRACT WITH CHANGE ORDERS				\$ 724,843.65		\$ 72,625.37		\$ 710,262.10

* Bid Items Changed with Change Order #2
 ** Bid Items Changed with Change Order #4

Pay Estimate #1
 Pay Estimate #2
 Pay Estimate #3

\$ 186,173.56
 \$ 324,942.53
 \$ 107,391.54

Retainage 3% \$ 21,307.86
 Total Value of Completed Work Less Retainage \$ 688,954.24

Previous Payments \$ 618,507.63
 Current Payment Due \$ 70,446.61



HRGreen

10710 East 1st St SW | Cedar Rapids, IA 52404

Main 319.841.4000 • Fax 319.841.4012

HRGREEN.COM

December 20, 2017

Tammy Coons
City of Anamosa
107 South Ford Street
Anamosa, Iowa 52205

Dear Tammy,

Three (3) signed copies of the Contractor's Application for Payment No. 3 for the Water Treatment Expansion Project were delivered to City Hall on December 14th. Payment Application No. 3 reflects work completed through December 7, 2017 which consists of the footing rebar, masonry materials which are on-site, selective site demolition, general conditions, and site piping. We have reviewed the payment application and recommend full partial payment in the amount of \$124,212.50 to Calacci Construction Co., Inc. After the City has approved this payment application, please distribute one original copy to me and one original copy to John Adam with Calacci Construction when the payment is made.

If you have any questions regarding this payment application, please feel free to contact me at (319) 841-4379.

Sincerely,

HR GREEN, INC.

A handwritten signature in cursive script, reading "Gerald J. Phipps".

Jerry Phipps, PE

Project Manager

Cc: Heath Picken, HR Green

Application and Certificate For Payment

To: City of Anamosa
107 S. Ford St.
Anamosa, IA 52205

Project: Water Treatment Plant Expansion
City of Anamosa, IA

Application No.: 3 Distribution To:

Application Date: 7-Dec-17
Period To: 7-Dec-17
Project #: 17-020
Contract Date: 9/14/2017
Contract For: General Construction

Owner	4
Architect	1
Contractor	1
Other	

From: Calacel Construction Co., Inc.
P.O. Box 1808
Iowa City, IA 52244-1808

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
A continuation sheet is attached.

1. ORIGINAL CONTRACT SUM
2. Net Change by Change Orders
3. CONTRACT SUM TO DATE
4. TOTAL COMPLETED AND STORED TO DATE
5. RETAINAGE

\$ 1,889,000.00
\$ -
\$ 1,889,000.00
\$ 308,250.00

- a. 5% of Completed Work
- b. 5% of Stored Material

Total Retainage

\$ 15,482.50
\$ -
\$ 15,482.50
\$ 283,787.50
\$ 169,575.00
\$ 124,212.50
\$ 1,605,212.50

6. TOTAL EARNED LESS RETAINAGE
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
8. CURRENT PAYMENT DUE
9. BALANCE TO FINISH INCLUDING RETAINAGE

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
TOTAL CHANGES APPROVED IN PREVIOUS MONTHS BY OWNER	0	0
TOTAL APPROVED THIS MONTH	0	0
TOTALS	0	0
NET CHANGES BY CHANGE ORDER	0	0

ARCHITECT'S CERTIFICATION FOR PAYMENT

In accordance with the Contract Documents and based on the observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, limitations 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 the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

124,212.50

ARCHITECT:

This certificate is not negotiable. The Amount Certified is payable only to the Contractor named herein and issuance, payment and acceptance of payments are without prejudice to any rights of the Owner or Contractor under the this Contract.

Wale Barnes 11/27/17
Approved by the City of Anamosa Date:

BY:

Cedric Plummer

DATE:

12-14-17

My Commission Expires



ALICIA L. MAIN
Commission Number 7828
My Commission Expires 12/31/17

Notary Public: Alicia L. Main My Commission Expires

Date: 07-Dec-17

By: John J. Adam Project Manager

Contractor: Calacel Construction Co., Inc.

State of: Iowa

County of: Johnson

Subscribed and sworn before me this 7th day of December 2017

John J. Adam, Project Manager personally appeared before me, the undersigned notary public and provided satisfactory evidence or identification to be the person who signed this document in my presence and swore or affirmed that to me that the contents of this document are true and accurate to the best of his/her knowledge and belief.

Calced Construction Co., Inc.		Architect:	HR Green, Inc.	Owner:	City of Alamosa			
Schedules of Values		Project:	Water Treatment Plant Expansion	107 S. Ford St.	Alamosa, IA 52205			
City of Alamosa, IA								
A	B	C	D	E	F	G	H	I
Item	Description of Work	Schedule Value	From Previous Applications	This Period	Materials Previously Billed	Total Completed and Solved to Date	%	Balance to Finish
1	Bond & Insurance	45000	45000	0	0	45000	100	0
2	General Conditions	246000	30000	15000	0	45000	18	201000
3	Excavation	25000	25000	0	0	25000	100	0
4	Section 02 41 13 - Selective Site Demolition	20000	18000	0	0	18000	90	2000
5	Section 03 00 00 - Concrete (Labor)	85000	0	0	0	0	0	85000
6	Section 03 00 00 - Concrete (Material)	75000	0	0	0	0	0	75000
7	Section 04 20 00 - Masonry (Labor)	64000	0	0	0	0	0	64000
8	Section 04 20 00 - Masonry (Material)	60000	0	0	0	0	0	60000
9	Section 05 12 00 - Structural Framing (Labor)	15000	0	0	0	0	0	15000
10	Section 05 12 00 - Structural Framing (Material)	20000	0	0	0	0	0	20000
11	Section 05 21 00 - Steel Joists (Labor)	6000	0	0	0	0	0	6000
12	Section 05 21 00 - Steel Joists (Material)	20000	0	0	0	0	0	20000
13	Section 05 31 00 - Steel Deck (Labor)	2500	0	0	0	0	0	2500
14	Section 05 31 00 - Steel Deck (Material)	5000	0	0	0	0	0	5000
15	Section 05 50 00 - Metal Fabrication (Labor)	3300	0	0	0	0	0	3300
16	Section 05 50 00 - Metal Fabrication (Material)	2300	0	0	0	0	0	2300
17	Section 06 00 00 - Woods & Plastics (Labor)	4500	0	0	0	0	0	4500
18	Section 06 00 00 - Woods & Plastics (Material)	2300	0	0	0	0	0	2300
19	Section 07 21 00 - Building Insulation	2500	0	0	0	0	0	2500
20	Section 07 22 28 - EPDM Roofing	4500	0	0	0	0	0	4500
21	Section 07 84 13 - Flashing	49400	0	0	0	0	0	49400
22	Section 07 91 00 - Prefabricated Joint Beams	300	0	0	0	0	0	300
23	Section 07 92 00 - Joint Sealants	4000	0	0	0	0	0	4000
24	Section 08 11 10 - Hollow Metal Doors (Labor)	5000	0	0	0	0	0	5000
25	Section 08 11 10 - Hollow Metal Doors (Material)	3000	0	0	0	0	0	3000
26	Section 08 36 10 - Sectional Doors	8642	0	0	0	0	0	8642
27	Section 08 63 10 - Vinyl Windows (Labor)	1325	0	0	0	0	0	1325
28	Section 08 63 10 - Vinyl Windows (Material)	1500	0	0	0	0	0	1500
29	Section 08 71 00 - Handways (Labor)	3000	0	0	0	0	0	3000
30	Section 08 71 00 - Handways (Material)	6183	0	0	0	0	0	6183
31	Section 08 80 00 - Glazing	1100	0	0	0	0	0	1100
32	Section 09 22 18 - Gyp Board Assemblies (Labor)	3000	0	0	0	0	0	3000
33	Section 09 22 18 - Gyp Board Assemblies (Material)	700	0	0	0	0	0	700
34	Section 09 61 13 - Acoustical Panel Ceiling (Labor)	1320	0	0	0	0	0	1320
35	Section 09 61 13 - Acoustical Panel Ceiling (Material)	890	0	0	0	0	0	890
36	Section 10 00 00 - Painting	41555	0	0	0	0	0	41555
37	Section 10 00 00 - Stucco (Labor)	600	0	0	0	0	0	600
38	Section 10 00 00 - Stucco (Material)	800	0	0	0	0	0	800
39	Section 12 00 00 - Civil Site Clearwork	8000	0	0	0	0	0	8000
40	Section 22 00 00 - Plumbing (Labor)	100000	0	0	0	0	0	100000
41	Section 22 00 00 - Plumbing (Material)	68000	0	0	0	0	0	68000
42	Section 23 00 00 - HVAC (Material)	20000	0	0	0	0	0	20000
43	Section 23 00 00 - HVAC (Labor)	27300	0	0	0	0	0	27300
44	Section 25 00 00 - Integrated Automation	62750	0	0	0	0	0	62750
45	Section 25 00 00 - Electrical (Labor)	30000	0	0	0	0	0	30000
46	Section 25 00 00 - Electrical (Material)	24857	0	0	0	0	0	24857
47	Section 31 00 10 - Aggregate Piers (Labor)	60000	0	0	0	0	0	60000
48	Section 31 00 10 - Aggregate Piers (Material)	13500	0	0	0	0	0	13500
49	Section 33 00 00 - Utilities (Labor)	38000	0	0	0	0	0	38000
50	Section 33 00 00 - Utilities (Material)	45000	0	0	0	0	0	45000
51	Section 40 31 11 - Gas Distribution Systems (Labor)	2000	0	0	0	0	0	2000
52	Section 40 31 11 - Gas Distribution Systems (Material)	134857	0	0	0	0	0	134857
53	Section 40 33 00 - Liquid Chemical Equipment (Labor)	1500	0	0	0	0	0	1500
54	Section 40 33 00 - Liquid Chemical Equipment (Material)	134857	0	0	0	0	0	134857
55	Section 40 61 27 - Vertical Pressure Piping (Labor)	8500	0	0	0	0	0	8500
56	Section 40 61 27 - Vertical Pressure Piping (Material)	245425	0	0	0	0	0	245425
57	Totals	\$ 1,809,000.00	\$ 178,600.00	\$ 150,750.00	\$ -	\$ 309,350.00	16%	\$ 1,659,750.00
								\$ 15,427.50

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CHECK #	DATE	VENDOR	VENDOR #	DESCRIPTION	AMOUNT	INVOICE #	EXPENDITURE #
60922	12/27/2017	A&K DOOR SERVICE	5705	SERVICE OVERHEAD DOO	150.00		06.00.3.7000.268000
60923	12/27/2017	ACE INDUSTRIES INC	5964	CHAIN FOR CRANE - WW	850.56	802722	52.00.3.5200.360000
60924	12/27/2017	AGVANTAGE FS, INC	5147	FUEL WWTP GENERATOR	232.32		52.00.3.5200.330010
60925	12/27/2017	ALL CLEAR WINDOW CLE	5858	CLEAN WINDOWS	212.50	9862	01.43.2.4043.230052
60926	12/27/2017	ALTORFER MACHINERY C	422	REPAIR GENERATOR -W	2,578.12	000003 WO4C	51.00.3.5100.230053
60927	12/27/2017	AMERICAN MARKETING &	5797	PHONE BOOK ADVERTISI	298.00		01.42.2.4042.210000
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	SEP CLAIMS PAID	61.75	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	ZBA REC VARIANCE	9.04	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	09/25 REG COUNCIL	162.65	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	OCT CLAIMS PAID	68.77	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	10/23 REG COUNCIL MT	181.72	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	PH WTR SRF LOAN	19.08	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	ORD 920	9.80	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	ZBA CASEY'S VARIANCE	9.04	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	10/09 REG COUNCIL MT	155.62	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	ORD 921	13.57	16476	01.00.4.8004.210001
60928	12/27/2017	ANAMOSA PUBLICATIONS	5299	WINTER AD MCDONOUGH	125.00	16504	01.42.2.4042.210000
					816.04	*CHECK TOTAL	
60929	12/27/2017	ANAMOSA STATE PENITE	4787	INMATE LABOR	105.00	3612	01.43.2.4043.230052
60929	12/27/2017	ANAMOSA STATE PENITE	4787	INMATE LABOR	105.00	3621	01.43.2.4043.230052
60929	12/27/2017	ANAMOSA STATE PENITE	4787	INMATE LABOR	35.00	3621	01.14.1.1114.260000
					245.00	*CHECK TOTAL	
60930	12/27/2017	ATLANTIC COCA-COLA	47	PRODUCT	386.64	285555	01.43.2.4043.321000
60931	12/27/2017	AUTOMOTIVE SERVICES	185	RPR TIRE & ALTERNATOR	555.68	58687	01.00.1.1111.265000
60931	12/27/2017	AUTOMOTIVE SERVICES	185	MOUNT SNOW TIRES	80.00	58748	01.00.1.1111.265000
60931	12/27/2017	AUTOMOTIVE SERVICES	185	MOUNT SNOW TIRES	80.00	58751	01.00.1.1111.265000
60931	12/27/2017	AUTOMOTIVE SERVICES	185	MOUNT SNOW TIRES	80.00	58759	01.00.1.1111.265000
60931	12/27/2017	AUTOMOTIVE SERVICES	185	MOUNT SNOW TIRES	80.00	58762	01.00.1.1111.265000
					875.68	*CHECK TOTAL	
60932	12/27/2017	AXON ENTERPRISE INC	5965	TASERS/BATTERIES/HO	2,484.60	51510859	01.00.1.1111.320010
60933	12/27/2017	BANOWETZ LUMBER COMP	5731	LUMBER	6.63	8702	51.00.3.5100.320070
60934	12/27/2017	BARRON MOTOR SUPPLY	191	WIPER BLADES	84.00	232694	06.00.3.7000.330020
60934	12/27/2017	BARRON MOTOR SUPPLY	191	FLOOR DRY OIL SPILL	53.70	233149	06.00.3.7000.320100
60934	12/27/2017	BARRON MOTOR SUPPLY	191	TURN SIGNAL	49.55	233173	51.00.3.5100.320010
60934	12/27/2017	BARRON MOTOR SUPPLY	191	OIL & FILTERS	321.37	233532	06.00.3.7000.260000
60934	12/27/2017	BARRON MOTOR SUPPLY	191	LUBE	18.80	233614	06.00.3.7000.265000
					527.42	*CHECK TOTAL	
60935	12/27/2017	BATTERIES PLUS BULBS	5406	LIGHTS	39.90	126-399737	01.43.2.4043.320070
60936	12/27/2017	BRAY ELECTRIC	973	LIGHTS - GYM	148.16	5565	01.43.2.4043.268000
60936	12/27/2017	BRAY ELECTRIC	973	RPL ELECTRIC EYES TRFC LT	176.00	5569	09.00.1.1200.410000
60936	12/27/2017	BRAY ELECTRIC	973	LOCATE WIRES 2ND ST LS	400.00	5570	52.00.3.5200.260000
					724.16	*CHECK TOTAL	
60937	12/27/2017	CALACCI CONSTRUCTION	5957	3RD PAY REQ WTR T RTMT PLT	124,212.50		71.05.8.9051.520000
60938	12/27/2017	CALLAHAN MUNICIPAL C	5897	CITY ADMIN SEARCH S	5,360.00		01.00.4.8001.380010
60939	12/27/2017	CARPENTER/GREGG	5778	WORK JEANS	49.43		01.70.3.7000.180001
60940	12/27/2017	CASEY'S GENERAL STOR	3169	PIZZA	198.43		01.42.2.4042.320015
60940	12/27/2017	CASEY'S GENERAL STOR	3169	NOV FUEL: P&R 72.72	206.46		01.00.2.4001.330010
					404.89	*CHECK TOTAL	
60941	12/27/2017	CENTRAL IOWA DISTRIB	3283	JANITORIAL SUPP	669.38	158493	01.43.2.4043.320080
60942	12/27/2017	CHEM RIGHT LABORATOR	4883	WATER TESTING	75.00	18303	51.00.3.5100.220070
60943	12/27/2017	CHEMSEARCH	808	DRAIN MAINTENANCE	160.73	2946214	52.00.3.5200.320000
60944	12/27/2017	CLIFTON LARSON ALLEN	5531	FY 17 AUDIT-FINAL B	1,050.00	1675614	01.00.4.8004.220040
60945	12/27/2017	CONDUENT ENTERPRICE	3981	MNTHLY CONTRACT:11/17	3,126.87	1427028	01.00.4.8004.230090
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	118.24	115941	01.00.1.1111.320020
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	248.94	115941	01.00.2.4001.320020
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	80.90	115941	01.31.2.3100.320020
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	56.01	115941	06.00.3.7000.320010
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	37.34	115941	51.00.3.5100.320010
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	37.34	115941	52.00.3.5200.320010
60946	12/27/2017	CREATIVE FORMS & CON	4431	PAYROLL CHECKS	43.57	115941	01.00.4.8004.320020
60946	12/27/2017	CREATIVE FORMS & CON	4431	REMINDER NOTICES	405.37	115979	51.00.3.5100.320011
60946	12/27/2017	CREATIVE FORMS & CON	4431	REMINDER NOTICES	405.38	115979	52.00.3.5200.320011
60946	12/27/2017	CREATIVE FORMS & CON	4431	UB BILLS	787.20	115980	51.00.3.5100.320011
60946	12/27/2017	CREATIVE FORMS & CON	4431	UB BILLS	787.19	115980	52.00.3.5200.320011

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60947	12/27/2017	DONALD R BECK	4379	BURIALS	3,007.48	*CHECK TOTAL	
60948	12/27/2017	DORSEY & WHITNEY LLP	1093	BOUND CNSL GO FIRE	3,300.00	901288	01.57.3.5700.230100
60949	12/27/2017	ECICOG	3826	CDBG GRANT ADMIN WTR	3,000.00	3394788	01.00.4.8220.230000
60950	12/27/2017	FAMILY FOODS	248	FOOD CITY ADMIN SEARCH	744.00	8142	71.05.8.9051.220000
60951	12/27/2017	FAREWAY STORES, INC.	4334	SUPP	69.99		01.00.4.8001.380010
60952	12/27/2017	HACH COMPANY	703	CHEMICALS	344.28		01.43.2.4043.320070
60952	12/27/2017	HACH COMPANY	703	CHEMICALS	151.78	10724279	51.00.3.5100.320000
					60.69	10743240	51.00.3.5100.320000
					212.47	*CHECK TOTAL	
60953	12/27/2017	HEALTH COMMUNICATION	5966	TIPS TRAINER CERT	499.00	370892	01.00.1.1111.280010
60954	12/27/2017	HENDERSON TRUCK EQUI	4989	SPINNER PLATE PLOW TRK	98.50	261665	06.00.3.7000.260000
60955	12/27/2017	HOME DECORATING CENT	3615	PAINT THINNER	13.59	96905	06.00.3.7000.310060
60956	12/27/2017	HORSFIELD CONSTRUCTI	3629	4TH PAY REQ 2017 STREET PRJ	70,446.61		70.09.8.9070.520000
60957	12/27/2017	HOWARD R GREEN	4946	ENG: WTR TRMT PLANT	13,190.50	115392	71.05.8.9051.220020
60957	12/27/2017	HOWARD R GREEN	4946	ENG: GIS SVS	527.50	115463	51.00.3.5100.220020
60957	12/27/2017	HOWARD R GREEN	4946	ENG: GIS SVS	1,600.00	115464	06.00.3.7000.220020
60957	12/27/2017	HOWARD R GREEN	4946	ENG: GIS SVS	850.40	115465	51.00.3.5100.220020
60957	12/27/2017	HOWARD R GREEN	4946	ENG: GIS SVS	2,937.09	115466	51.00.3.5100.220020
					19,105.49	*CHECK TOTAL	
60958	12/27/2017	INFRASTRUCTURE TECHN	5184	EMAIL HOST/ COMP BU	206.00	17131	01.00.1.1111.230090
60958	12/27/2017	INFRASTRUCTURE TECHN	5184	WEBSITE	25.00	17149	01.00.4.8004.230090
					231.00	*CHECK TOTAL	
60959	12/27/2017	IOWA DEPT OF NATURAL	5112	ANNUAL LAB CERT FEE	400.00		51.00.3.5100.220000
60960	12/27/2017	IOWA PRISON INDUSTRI	75	POSTS	795.00	945982	06.00.3.7000.320100
60961	12/27/2017	J&R SUPPLY	285	PARTS	213.00	1711824	51.00.3.5100.260050
60961	12/27/2017	J&R SUPPLY	285	COAT	50.00	1711824	51.00.3.5100.180001
					263.00	*CHECK TOTAL	
60962	12/27/2017	JIM MCDONOUGH PRODUC	5896	CONCERT	8,615.35		01.42.2.4042.220000
60963	12/27/2017	JOHN DEERE FINANCIAL	387	SUPP	160.62		06.00.3.7000.320010
60963	12/27/2017	JOHN DEERE FINANCIAL	387	RUBBER SLIP ONS	29.99		52.00.3.5200.180001
60963	12/27/2017	JOHN DEERE FINANCIAL	387	PUMP/TRANSFER TANK	705.95		52.00.3.5200.310000
60963	12/27/2017	JOHN DEERE FINANCIAL	387	SUPP	44.95		06.00.3.7000.310060
60963	12/27/2017	JOHN DEERE FINANCIAL	387	SUPP	69.98		51.00.3.5100.180001
60963	12/27/2017	JOHN DEERE FINANCIAL	387	TIRES/TOOLS/SUPP	859.84		06.00.3.7000.260000
60963	12/27/2017	JOHN DEERE FINANCIAL	387	PARTS	72.28		52.00.3.5200.320010
60963	12/27/2017	JOHN DEERE FINANCIAL	387	STENCILS	7.99		52.00.3.5200.320020
60963	12/27/2017	JOHN DEERE FINANCIAL	387	SUPP	255.00		51.00.3.5100.320010
60963	12/27/2017	JOHN DEERE FINANCIAL	387	SUPP	6.98		01.43.2.4043.320070
60963	12/27/2017	JOHN DEERE FINANCIAL	387	SUPP	17.49		52.00.3.5200.320070
60963	12/27/2017	JOHN DEERE FINANCIAL	387	POLE SAW	610.70		01.70.3.7000.310000
60963	12/27/2017	JOHN DEERE FINANCIAL	387	MAILBOX & POST	48.98		06.00.3.7000.350000
					2,890.75	*CHECK TOTAL	
60964	12/27/2017	JONES COUNTY ENGINEE	245	NOV FUEL: PD	882.42		01.00.1.1111.330010
60964	12/27/2017	JONES COUNTY ENGINEE	245	NOV FUEL: FD	232.85		01.14.1.1114.330010
60964	12/27/2017	JONES COUNTY ENGINEE	245	NOV: FUEL WWTP	503.45		52.00.3.5200.330010
60964	12/27/2017	JONES COUNTY ENGINEE	245	NOV FUEL: WTR DEPT	142.23		51.00.3.5100.330010
60964	12/27/2017	JONES COUNTY ENGINEE	245	NOV FUEL: ST DEPT	1,009.66		06.00.3.7000.330010
					2,770.61	*CHECK TOTAL	
60965	12/27/2017	JONES COUNTY SOLID W	296	PAINT DISPOSAL CH	5.00	1150047	01.00.4.8410.320070
60966	12/27/2017	KERP'S SERVICE CENTE	5560	MOUNT NEW TIRES	63.00	37783	06.00.3.7000.260000
60967	12/27/2017	KNUTH/ATTY AT LAW AD	165	GEN LEGAL:10/30-11/	5,355.88		01.00.4.8210.230000
60967	12/27/2017	KNUTH/ATTY AT LAW AD	165	PD LEGAL SVS:10/25-	1,873.63		01.00.1.1111.220010
					7,229.51	*CHECK TOTAL	
60968	12/27/2017	KONICA MINOLTA BUSIN	5364	COPIER MAINT CONTRACT	26.23	248595302	01.00.1.1111.230070
60969	12/27/2017	KONICA PREMIER FINAN	5907	COPIER CONTRACT	151.64	31178412	01.00.4.8004.230070
60970	12/27/2017	L.L. PELLING COMPANY	321	PREMIX	586.50	122263	06.00.3.7000.320100
60971	12/27/2017	LODE/ERIC	4483	REIMB: BOOTS	42.23		01.70.3.7000.180001
60972	12/27/2017	LOU'S GLOVES	5842	GLOVES-LAB	151.00	20832	52.00.3.5200.320010
60973	12/27/2017	MCNALLY/TRAVIS	5463	REIMB: LIGHT BULB	4.90		01.00.1.1111.265000
60974	12/27/2017	MEDIACOM	4769	DEC: INTERNET SVS	63.02		01.00.2.4001.270010
60974	12/27/2017	MEDIACOM	4769	DEC: INTERNET SVS	63.02		51.00.3.5100.320020
60974	12/27/2017	MEDIACOM	4769	DEC INTERNET SVS C	109.95		01.00.4.8004.230054
					235.99	*CHECK TOTAL	
60975	12/27/2017	MENARDS	3146	TREE WALK SUPP	178.49	69005	01.00.2.4001.320090
60975	12/27/2017	MENARDS	3146	TREE WALK SUPP	187.80	69068	01.00.2.4001.320090
60975	12/27/2017	MENARDS	3146	TREE WALK SUPP	92.91	69605	01.00.2.4001.320090

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60976	12/27/2017	MID-IOWA SOLID WASTE	5030	SWEeper PARTS	459.20	*CHECK TOTAL	
60976	12/27/2017	MID-IOWA SOLID WASTE	5030	FILTERS FOR SWEeper	101.69	45552	06.00.3.7000.260000
					202.03	45626	06.00.3.7000.260000
					303.72	*CHECK TOTAL	
60977	12/27/2017	MMS CONSULTANTS, INC	1004	ENG: 2017 STP PROJE	2,487.53	22431	70.09.8.9070.220020
60978	12/27/2017	MONKEYTOWN	694	OFFICE SUPPLIES	54.51	636771-1	51.00.3.5100.320020
60979	12/27/2017	MUNICIPAL SUPPLY, IN	3491	WATER METERS	1,856.00	679882	51.00.3.5100.310000
60980	12/27/2017	NORLIN/GREG	3478	NOV: QUARRY LEASE	300.00		01.00.3.5400.237100
60981	12/27/2017	PETTY CASH	357	SUPPLIES	32.05		01.43.2.4043.320070
60981	12/27/2017	PETTY CASH	357	SUPPLIES	46.01		01.43.2.4043.320080
					78.06	*CHECK TOTAL	
60982	12/27/2017	QC ANALYTICAL SERVIC	5835	TESTING	1,325.00	1712101	52.00.3.5200.220070
60983	12/27/2017	RED'S SALES & SERVIC	364	BATTERY	156.95	44027	01.00.1.1111.265000
60983	12/27/2017	RED'S SALES & SERVIC	364	RPR SLUDGE TRUCK	1,168.31	44036	52.00.3.5200.265000
60983	12/27/2017	RED'S SALES & SERVIC	364	TOWING FEE	65.00	44132	01.00.1.1111.265000
					1,390.26	*CHECK TOTAL	
60984	12/27/2017	REECE ELECTRIC, INC	5817	RPL BELTS ON DOME	297.37	698	52.00.3.5200.260000
60984	12/27/2017	REECE ELECTRIC, INC	5817	LOCATE UNDERGRD ELEC	215.00	699	51.00.3.5100.260050
60984	12/27/2017	REECE ELECTRIC, INC	5817	RPR DEHUMIDIFIER	150.00	700	51.00.3.5100.260050
60984	12/27/2017	REECE ELECTRIC, INC	5817	RPL BALLASTS & LIGHT	155.32	701	51.00.3.5100.260050
60984	12/27/2017	REECE ELECTRIC, INC	5817	REPLACE FUSE	179.37	702	51.00.3.5100.260050
					997.06	*CHECK TOTAL	
60985	12/27/2017	RICKELS/JAMES	5849	REIMB: PRKG/MEALS	26.95		01.00.1.1111.280020
60986	12/27/2017	RICKLEFS EXCAVATING	4362	4TH PAY REQ 2ND S 47	1,759.74		72.03.8.9052.520000
60986	12/27/2017	RICKLEFS EXCAVATING	4362	2ND ST WTR MAIN A 2	6,907.04	1381	51.00.3.5100.510010
					498,666.78	*CHECK TOTAL	
60987	12/27/2017	SEEHUSEN/MICHAEL	5864	TOOLS	199.99	D1033	06.00.3.7000.260000
60987	12/27/2017	SEEHUSEN/MICHAEL	5864	SCREWDRIVE BIT SET	130.99	D632	06.00.3.7000.260000
					330.98	*CHECK TOTAL	
60988	12/27/2017	SNYDER & ASSOCIATES	1036	ENG: 2ND ST LS IMP 1	1,978.87	116.0518.08.	72.03.8.9052.220020
60989	12/27/2017	STATE INDUSTRIAL PRO	5677	PIT RAIDER	285.98	900276589	52.00.3.5200.320000
60989	12/27/2017	STATE INDUSTRIAL PRO	5677	DEGREASER/DEODORIZER	517.08	900293566	52.00.3.5200.320000
					803.06	*CHECK TOTAL	
60990	12/27/2017	STONE CITY QUARRIES	385	SCALE USE WEIGH TRUCK	10.00	173698	52.00.3.5200.350000
60991	12/27/2017	STRAIT/JAMIE	5682	REIMB: POSTAGE	25.98		01.00.1.1111.320050
60991	12/27/2017	STRAIT/JAMIE	5682	REIMB: POSTAGE	27.28		01.00.1.1111.320050
					53.26	*CHECK TOTAL	
60992	12/27/2017	TAPKEN'S CONVENIENCE	740	NOV: FUEL 21.27 GAL	62.10		52.00.3.5200.330010
60993	12/27/2017	THOMPSON TRUCK & TRA	5700	OIL FILTERS/FUEL FIL	170.91	X101070994X	06.00.3.7000.265000
60994	12/27/2017	UNIFORM DEN, INC	5465	UNIFORM PANTS/SHIRTS	131.45	94791	01.00.1.1111.180001
60994	12/27/2017	UNIFORM DEN, INC	5465	UNIFORMS	229.88	94791-1	01.00.1.1111.180001
60994	12/27/2017	UNIFORM DEN, INC	5465	UNIFORMS	121.85	94805	01.00.1.1111.180001
60994	12/27/2017	UNIFORM DEN, INC	5465	UNIFORM SHIRTS	106.02	94839	01.00.1.1111.180001
					589.20	*CHECK TOTAL	
60995	12/27/2017	US POSTMASTER	359	ANNUAL BULK MAILING	112.50		51.00.3.5100.320050
60995	12/27/2017	US POSTMASTER	359	ANNUAL BULK MAILING	112.50		52.00.3.5200.320050
					225.00	*CHECK TOTAL	
60996	12/27/2017	UTILITY EQUIPMENT CO	396	CLAMPS/VALVE BOXES	216.89	30049686	51.00.3.5100.320010
60996	12/27/2017	UTILITY EQUIPMENT CO	396	NEW LOCATER	5,328.70	30049731	51.00.3.5100.310000
					5,545.59	*CHECK TOTAL	
60997	12/27/2017	WALMART COMMUNITY BR	398	C ADMIN SEARCH SUPP	23.58		01.00.4.8001.380010
60997	12/27/2017	WALMART COMMUNITY BR	398	SUPP	909.41		01.43.2.4043.320070
60997	12/27/2017	WALMART COMMUNITY BR	398	OFC SUPP	103.59		01.00.4.8004.320020
60997	12/27/2017	WALMART COMMUNITY BR	398	SUPP	73.13		01.00.4.8004.320010
60997	12/27/2017	WALMART COMMUNITY BR	398	SUPP	348.77		01.43.2.4043.320080
60997	12/27/2017	WALMART COMMUNITY BR	398	SUPP	110.42		01.00.2.4001.320020
					1,568.90	*CHECK TOTAL	
60998	12/27/2017	WAPSI WASTE SERICE,	4582	NOV: WASTE PU	320.00	1738	01.00.3.5400.237000
60998	12/27/2017	WAPSI WASTE SERICE,	4582	NOV: WASTE PU	40.00	1738	01.14.1.1114.268000
60998	12/27/2017	WAPSI WASTE SERICE,	4582	NOV: WASTE PU	40.00	1738	52.00.3.5200.220000
					400.00	*CHECK TOTAL	
60999	12/27/2017	WATER SOLUTIONS UNLI	4987	PHOSPHATE	1,386.05	43015	51.00.3.5100.260050
61000	12/27/2017	WAYNE HALL CHRYSLER	144	TRANS FLUSH/OIL CHANGE	289.95	96755	51.00.3.5100.265000
				TOTAL	802,198.43		

**CITY OF ANAMOSA
PROPOSED CITY BUDGET CALENDAR
FY 2018-19**

<u>ACTION / MEETING</u>	<u>DATE</u>
1. Budget Request Forms distributed to Dept. Heads	December 14
2. City Dept. Heads submit budget request forms to C.A.	December 29
3. City Administrator and City Clerk meet with Dept. Heads to review requests and revenue projections	Dec 27 – Jan 3
4. Regular City Council Meeting – Review of Budgets	January 8
5. Budget Work Session – Review of Budgets	January 15
6. Regular City Council Meeting – Review of Budgets	January 22
7. Budget Work Session – Review of Budgets	January 29
8. Budget Work Session – Review of Budgets	February 5
9. Regular City Council Meeting – Final Review of Budget	February 12
10. Budget Work Session – Final Review of Budget(if needed)	February 19
10. Public Hearing Notice for Budget to newspaper	February 23
11. Public Hearing Notice for Budget is published	March 1
12. Regular City Council Meeting – Budget Public Hearing	March 12
13. City Clerk files FY 2018-19 Budget by	March 15

Note: Once the Public Hearing is held on the budget, the Council may decrease the budgeted expenditures, but not increase the budgeted expenditures.

NOVEMBER 2017 LIBRARIAN'S REPORT

FRIENDS OF THE LIBRARY

The Friends of the Library meet on the 2nd Tuesday of the month at 10 AM at the library. They discussed approving a budget in January and assisting the library with upcoming activities in December. They will not meet in December, resuming meetings in January.

PROGRAMS & SERVICES

CHILDREN

We had a blast at all our Halloween-themed events!

December Programs:

- **Santa Clause** is at the Library on Wednesday, December 20 at 6 PM. Papa Balloon will also be giving out balloons and stations will be set up for families to take photos.

ADULTS

The Abraham Lincoln program was very well attended. He was very knowledgeable and entertaining!

Regular Programs Continue

Movers & Shakers: Wednesdays from 10:30-11:30 AM.

Early Out Wednesdays: 1st & 3rd Wednesdays from 1:30-4:00 PM.

Daycare/School Outreach

Tech Tuesday: Tuesdays 2:30 PM

BOARD OF TRUSTEES

The budget committee continues to meet to discuss the FY18-19 budget draft, including building maintenance issues and upcoming projects. Review of the library's policies continues. The 'how library finances work' review presentations have been completed.

SERVICE HIGHLIGHT

A new online resource offered by the library is **Gale Resources**. It offers online access to many newspapers and magazines for all ages. Full-text is available for many articles. One of the coolest features is the ability to save copies of articles in your own Google Drive account. Some topics include:

- | | |
|--|---------------------------|
| • Agriculture | • Popular Magazines |
| • Business (including business insights) | • Insurance & Liability |
| • Economics | • Military Affairs |
| • Criminal Justice | • Religion and Philosophy |
| • Fine Arts & Music | • Small Business |
| • Gardening, Landscaping, and Horticulture | • U.S. History |
| • Health and Wellness | • Vocations & Careers |
| | • World History |

STATISTICAL REPORT

The intent of the report is to provide objective data of the library with which to evaluate the library's basic services. It is provided quarterly to the Library Board of Trustees and monthly to the City Council and the Jones County Board of Supervisors.

November 2017 Librarian's Report

Prepared by Library Director

	2016		2017	
	November	Year to Date	November	Year to Date
CHECKOUTS				
Books	1,613	9,723	1,622	8,859
Other Materials	1,178	6,126	1,110	5,571
BRIDGES (Digital Materials)	303	1,519	366	1,921
Computers	532	2,507	506	2,694
TOTAL	3,626	19,875	3,604	19,045

% OF CHECKOUTS BY RURAL PATRONS*	29.66%	30.48%	27.59%	28.74%
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NUMBER OF VISITORS	6,375	26,916	4,729	24,241
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NEW REGISTRATIONS	26	155	25	163
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MATERIALS				
Donations	30	257	96	570
Purchased	148	413	89	399
Removed	299	1,426	375	3,040

PROGRAMS				
Number of Programs	14	83	16	83
Number of Attendees	312	2492	310	3,069

MEETING ROOM USE	16	49	12	38
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*Does not include BRIDGES checkouts.



MEETING MINUTES

To: Attendees
From: Jerry Phipps, P.E.
Subject: City of Anamosa Water
Treatment Plant Expansion –
Construction Progress
Meeting
**Meeting
Date:** December 14, 2017
**Issue
Date:** December 14, 2017

In Attendance: Jim Henson and Dave Carson with the City of Anamosa; John Adam and Chris Mundt with Calacci Construction; Andrew Marsh, Jeff Liska, and Jerry Phipps with HR Green

A summary of the construction progress meeting follows; if this differs from your understanding of the meeting discussion please contact Jerry Phipps at 319-841-4379. **Action items are in bold type.**

1. John distributed an updated construction schedule. Although progress is a few weeks behind the schedule submitted at the pre-construction meeting, Calacci has refined their schedule and is still planning on being done on time.
2. John provided signed copies of pay application #3. Jerry signed and delivered to Tammy at City Hall following the meeting.
3. The filters are the critical path item. Delivery is 20 weeks after approval. The original submittal was marked as "revise and resubmit." The resubmittal was uploaded to Submittal Exchange prior to the meeting (morning of December 14th). **HR Green to review ASAP.**
4. Jim will be out for survey for 4-8 weeks starting on December 21st.
5. HR Green returned the CAR for the footing change and has asked that **Calacci take another look at the credit.**
6. **Calacci will be submitting another CAR to change the sump support angle** from aluminum to stainless steel per a submittal review comment. The steel is not ordered yet. HR Green will review and verify if this change is needed.
7. **Calacci will be submitting an RFI for requesting drilling and epoxy of dowels for masonry.**
8. **Calacci will be submitting an RFI for a sleeve for the 1" service line.**
9. Rebar for the footing will be completed December 14th with concrete for the footing on December 15th.
10. Concrete breaks will be completed by Team Services at 7, 14, and 28 days. John noted that the concrete mix is specified as 4,000 psi but they will be using 4,500 psi concrete.
11. The bricks are on-site and the color is acceptable to the Owner.
12. **Calacci to maintain access for chemical and chlorine deliveries.**
13. Calacci and the chlorine vendors are still working through the changes, and a credit for changing manufacturers is not known at this time.



14. The specifications section 01 1000 includes a construction sequence that states that the new filters are to be operational prior to starting work on the existing filters. This includes controls and Jetco programming for the new filters, so this will need to be considered in Calacci's schedule.
15. Calacci will not be working on Christmas day but will be working the rest of that week.
16. Next meeting TBD. **HR Green to schedule.**