

**CITY OF PELLA, IOWA**  
**TENTATIVE CITY COUNCIL MEETING AGENDA**  
**September 1, 2015—7:00 p.m. – Public Safety Complex**  
**Liberty Street Entrance**

**A. CALL TO ORDER BY MAYOR AND ROLL CALL**

**B. MAYOR'S COMMENTS**

1. Announce Policy and Planning Meeting following the regular Council meeting to discuss:
  - a. Department Update—Public Works.
2. Approval of tentative agenda.
3. Proclamation Declaring October 24, 2015 as Pella Opera House Day.
4. Appointment of Karissa Hastings to the Board of Adjustment.
5. Announce Closed Session pursuant to Iowa Code Chapter 21.5 1 (j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.
6. Announce Closed Session pursuant to Iowa Code Chapter 21.5 1 (j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

**\*PUBLIC FORUM (for anyone wishing to address Council regarding agenda items.)**

(Public comments are limited to 3 minutes.)

**C. APPROVAL OF CONSENT AGENDA**

"Consent Agenda" means that all items listed below will be automatically approved with one Roll Call vote approving the "Consent Agenda". Any City Council member may ask to pull an item from the "Consent Agenda" for discussion and a separate vote. The purpose of a "Consent Agenda" is to expedite routine items and allow Council time to discuss more important matters."

1. Approval of Minutes
  - a. Official Council Minutes for August 18, 2015.
2. Report of Committees
  - a. Policy and Planning Minutes for August 18, 2015.
3. Petitions and Communications
  - a. Renewal of Class C Liquor License with Sunday Sales for El Charro.
4. Administration Reports  
None

**D. \*PUBLIC HEARINGS**

(Statutory rule may be waived and ordinance passed without further readings.)

NONE

**E. PETITIONS & COMMUNICATIONS**

- 1.a. Special Event—Pella in Pink.
- 1.b. Resolution No. 5597 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "PELLA IN PINK".
- 2.a. Special Event—MidWestOne-Meal on the Molengracht.
- 2.b. Resolution No. 5598 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "MIDWESTONE-MEAL ON THE MOLENGRACHT".
- 3.a. Special Event—Addendum to the Herfst Feest Special Event—Dueling Guitars Concert.
- 3.b. Resolution No. 5599 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE ADDENDUM TO THE SPECIAL EVENT KNOWN AS "HERFST FEEST (FALL FESTIVAL)".
- 3.c. Approving Liquor License Outdoor Service Extension for Monarchs.

## **F. PLANNING AND ZONING ITEMS**

NONE

## **G. ADMINISTRATION REPORTS**

1. Police-Trick or Treat "Beggar's Night" October 31, 2015 from 6-8 p.m.

## **H. RESOLUTIONS**

1. Resolution 5600 entitled, "RESOLUTION APPROVING THE STREET FINANCE REPORT FOR FISCAL YEAR ENDING JUNE 30, 2015".
2. Resolution 5601 entitled, "RESOLUTION ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS, FORM OF CONTRACT, NOTICE OF HEARING AND LETTING, SETTING DATE FOR PUBLIC HEARING, AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING BID OPENING FOR THE HAZEL STREET RECONSTRUCTION-MAPLE TO ELM 2015".
3. Resolution 5602 entitled, "RESOLUTION ORDERING SPECIFICATIONS, FORM OF CONTRACT, NOTICE TO BIDDERS, SETTING DATE FOR PUBLIC HEARING, AND AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING BID OPENING IN CONNECTION WITH THE 69KV RING BUS IMPROVEMENTS FOR FURNISHING SUBSTATION MATERIALS FOR THE CITY OF PELLA".
4. Resolution 5603 entitled, "RESOLUTION ORDERING SPECIFICATIONS, FORM OF CONTRACT, NOTICE TO BIDDERS, SETTING DATE FOR PUBLIC HEARING, AND AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING THE BID OPENING IN CONNECTION WITH THE 69KV RING BUS IMPROVEMENTS FOR FURNISHING 69 KV SF<sub>6</sub> CIRCUIT BREAKERS FOR THE CITY OF PELLA".
5. Resolution 5604 entitled, "RESOLUTION APPROVING CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE'S AMENDMENT TO CIRTPA 28E AGREEMENT & CHANGES TO THE BYLAWS".

## **I. ORDINANCES**

(Statutory rule may be waived and ordinance passed without further readings.)

1. Ordinance No. 901 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE M1 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND ESTABLISHING A PUD PLANNED UNIT DEVELOPMENT AGREEMENT AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP. (2nd Reading)
2. Ordinance No. 902 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE R3 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP". (2nd Reading)

## **J. CLAIMS**

1. Abstract of bills No. 1942.

## **K. OTHER BUSINESS/\*PUBLIC FORUM (any additional comments from the Public)**

(Public comments are limited to 3 minutes.)

## **L. CLOSED SESSION**

1. Closed Session pursuant to Iowa Code Chapter 21.5 1 (j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.
2. Closed Session pursuant to Iowa Code Chapter 21.5 1 (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

## **M. ADJOURNMENT**

**NOTICE:** Items to be presented to the City Council must be in the hands of the City Clerk no later than 4:00 p.m. on the Monday before the week of the Council meeting. A packet containing the agenda and documentation for each item listed on the agenda is then prepared on Friday and delivered to each Councilmember. The next regular Council meeting is scheduled for September 15, 2015. The deadline for items is September 7, 2015. *The CITY OF PELLA encourages all citizens of Pella to attend Council meetings. Our Council Chambers are handicapped accessible and City Staff are available to give assistance if needed. If you are hearing impaired or vision impaired or a person with Limited English Proficiency and require an interpreter or reader, please contact City Hall by NOON on the Monday prior to Council meetings to arrange for assistance. (641-628-4173). TTY telephone service available for the hearing impaired through Relay Iowa 1-800-735-2942.*



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: B-3

SUBJECT: Proclamation Declaring October 24, 2015 as Pella Opera House Day

DATE: September 1, 2015

**BACKGROUND:** The Pella Opera House is planning to celebrate the 25<sup>th</sup> Anniversary of their renovation and reopening with a gala benefit "Silver Celebration" on Saturday October 24, 2015. Kevin McQuade, Executive Director of the Pella Opera House, has requested a Proclamation declaring the October 24, 2015 as Pella Opera House Day.

**ATTACHMENTS:** Proclamation

**REPORT PREPARED BY:** City Administration

**REPORT REVIEWED BY:** CITY ADMINISTRATOR  
CITY CLERK

**RECOMMENDED ACTION:** Proclaim October 24, 2015 as Pella Opera House Day.

# City Of Pella

Proclamation from the  
Office of the Mayor

## PROCLAMATION DECLARING OCTOBER 24, 2015 AS PELLA OPERA HOUSE DAY

WHEREAS, the Pella Opera House is a non-profit organization known as a premier entertainment destination for Pella and our surrounding communities; and,

WHEREAS, the Pella Opera House was originally built in 1900 as the community's social and cultural center and has gone through numerous changes since that time including a major renovation and reopening in 1990; and,

WHEREAS, the Pella Opera House has offered the community over 550 performances over the past 25 years; and,

WHEREAS, the Pella Opera House has hosted over 100 fundraising events for Pella-based non-profit organizations over the past 25 years; and,

WHEREAS, the Pella Opera House has been recognized by the State of Iowa and by the Nation of the United States of America as worthy of entry in the National Register of Historic Places; and,

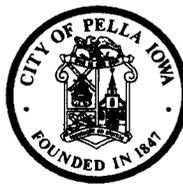
WHEREAS, the Pella Opera House is planning to celebrate the 25<sup>th</sup> Anniversary of their renovation and reopening with a gala benefit "Silver Celebration" on Saturday October 24, 2015.

NOW THEREFORE, I, James Mueller, Mayor of the City of Pella, proclaim October 24, 2015 as Pella Opera House Day.

Dated this 1st day of September 2015.

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Mayor James Mueller





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THE  
**CITY of PELLA**

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**STAFF MEMO TO COUNCIL**

ITEM NO: B-4

SUBJECT: Appointment of Karissa Hastings to the Board of Adjustment

DATE: September 1, 2015

**BACKGROUND:**

Karissa Hastings is interested in serving on the Board of Adjustment to fill the former position of the late Larry Lautenbach. She previously has served as president of Pella Kiwanis and works for Vermeer Corporation as Product Information Specialist, Environmental. Karissa has lived in Pella all of her life and currently resides with her family at 600 Countryside Lane.

The term Karissa is filling would expire on January 1, 2017.

ATTACHMENTS: None

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve the Appointment.

**CITY OF PELLA, IOWA  
CITY COUNCIL  
OFFICIAL MINUTES  
CITY OF PELLA, IOWA  
August 18, 2015**

**A. CALL TO ORDER BY MAYOR AND ROLL CALL**

The City Council of the City of Pella, Iowa, met in regular session at the Public Safety Complex meeting room at 7:00 p.m., Mayor James Mueller presiding. Members present were: Mark De Jong, Dave Vander Horst, Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, and Larry Peterson. Absent: None. Acting City Administrator Corey Goodenow, City Attorney Bob Stuyvesant, and City Clerk Ronda Brown were present. Eight staff members and nine members of the general public signed the register.

**B. MAYOR'S COMMENTS**

1. Announce Policy and Planning Meeting following the regular Council meeting to discuss:
  - a. Department Update—City Hall.
2. Approval of tentative agenda. Councilmember Vander Beek moved to approve the tentative agenda, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, De Jong, Vander Horst.
3. Appointment of Phil Groenendyk to the Community Development Committee. Councilmember Schiebout moved to approve the consent agenda, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, De Jong, Vander Horst. NAYS: None. Motion carried.

SUBJECT: Appointment of Phil Groenendyk to the Community Development Committee

DATE: August 18, 2015

**BACKGROUND:**

Phil Groenendyk is interested in serving on the Community Development Committee to fill a vacant position that was formerly Ginny Moore's who moved inside the City limits. This is one of two Marion County 28E positions. Phil is retired from the Marion County Road Department and has experience serving on committees in both the Pella and Knoxville area and also business owner experience in both communities. He resides at 996 198<sup>th</sup> Place.

The Marion County Board of Supervisors approved Phil's appointment at their August 11, 2015 meeting. His term would expire on August 1, 2018.

ATTACHMENTS: None

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve the Appointment.

**\*PUBLIC FORUM (for anyone wishing to address Council regarding agenda items.)**

NONE

**C. APPROVAL OF CONSENT AGENDA**

Councilmember Vander Horst moved to approve the consent agenda, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Vander Horst, Vander Beek, Van Stryland, Schiebout, Peterson, De Jong. NAYS: None. Motion carried. The following items were approved:

1. Approval of Minutes
  - a. Official Council Minutes for August 4, 2015.
2. Report of Committees
  - a. Policy and Planning Minutes for August 4, 2015.

Policy and Planning Minutes

August 4, 2015

PRESENT: Mayor Jim Mueller, Mark De Jong, Dan L. Vander Beek, Bruce Schiebout, Larry Peterson

ABSENT: Dave Vander Horst and Harold Van Stryland

OTHERS: City Staff and Visitors

The Policy and Planning meeting began at 7:36 p.m. The only item on the agenda was a Community Services Department update. Below are highlights:

- The water line in the Molengracht canal had been fixed.
- Habitat for Humanity of Marion County in partnership with the City of Pella, the Pella Lions Club, and the Pella Boy Scouts received a grant for renovating Br Circle. A new play system has been ordered and volunteers will help build a new retaining wall. The target date for completion is Fall 2015.
- The triathlon was cancelled due to low registration.
- Football and summer art programs have seen an increase in participation over last year. Soccer is slightly down.

The meeting adjourned at 7:45 p.m.

Respectfully Submitted,  
Mary Pommer, Acting City Clerk

## b. Planning and Zoning Minutes for June 22, 2015.

Planning and Zoning Commission  
Regular Meeting  
June 22, 2015

- 1) The meeting was called to order at 7:00 p.m.
- 2) Roll Call.  
Present: Craig Agan, Nelson Bogaard, Cathy Hausteine, Bob Smith, Mike Vander Molen, Gary Van Vark, Ervin Van Wyk, Ann Visser, Teri Vos.  
Absent: Jim Danks, David Landon.  
Others Present: Vern Cochran (MRES), Greg Ebeling, George Wesselhoft.
- 3) Approval of Minutes. The minutes of the June 8, 2015 special meeting were approved as submitted.
- 4) Public Hearing on Rezoning Application by Missouri River Energy Services to Rezone the Property Generally Located Southwest of the Corner of 198<sup>th</sup> Place and 216<sup>th</sup> Place (Legal Description: Lot Four (4) of Lot Three (3) of Lot "D" of the West Half of Section Twenty (20), Township Seventy-six (76) North, Range Eighteen (18) West of the 5<sup>th</sup> P.M., according to survey recorded in Book 97, page 266, Land Deed Record, Marion County, Iowa) from A1 Agricultural Zoning District to M1 Limited/Light Industrial Zoning District.  
No written or oral comments were received.
- 5) Rezoning Application by Missouri River Energy Services. Missouri River Energy Services submitted a rezoning application for the property located southwest of the corner of 198<sup>th</sup> Place and 216<sup>th</sup> Place which consists of 3.44 acres. This property is located in the Marion County Extraterritorial Zoning Jurisdiction. The current zoning is A1 Agricultural. The property is also located in the FP Flood Plain Overlay District. The proposed zoning is M1 Limited/Light Industrial. The proposed use includes a proposed metal storage building, approximately 60 by 100 feet in size constructed to facilitate the long term storage of various fixtures, jigs and large spare parts to assist with the operation of the Red Rock Hydroelectric Plant. The site in question was chosen to minimize the need to expose the public to oversize loads being hauled through other areas as only a small portion of 216<sup>th</sup> Place from 198<sup>th</sup> to the site of the Red Rock Hydroelectric Plant would be affected. Rezoning petition: Of the 7 property owners within 300 feet of the proposed rezoning, three are governmental entities (U.S. Army Corps of Engineers, Marion County and City of Pella). Of the remaining four property owners two have signed the rezoning petition. The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Preserve which includes areas that should be preserved as natural green space and are primarily defined by the floodplains. Therefore the proposal to rezone the property to M1 Limited/Light Industrial is not consistent with the Comprehensive Plan. In addition, there is no nearby industrial zoning (either M1 or M2). The nearest M1 zoning is the Roose Manufacturing area on Idaho Drive. Therefore, spot zoning could be an issue in consideration of this request and whether a precedent would be set for additional M1 rezoning in the area. Bob Smith asked for clarification as to the location in question. George Wesselhoft explained the location on 198<sup>th</sup> Place and mentioned nearby properties including the Corps of Engineers property to the west. Mr. Smith asked if this is being done so the parts storage can be close by but not in the facility. Vern Cochran responded that they do not have room in the hydroelectric facility to accommodate the various fixtures and jigs. He explained further that once the facility is installed the jigs and fixtures would be on hand for any future maintenance procedures. There was further discussion about the proposed rezoning.  
Bob Smith asked staff to explain the primary and alternate recommendations.  
Mr. Wesselhoft explained that the primary recommendation is to deny based on inconsistency with the Comprehensive Plan while the alternate recommendation is to approve with direction to amend the Plan. Mr. Wesselhoft added that if approval is considered the Commission could make a recommendation to Council that as part of their rezoning ordinance the specific use is limited to the proposed indoor warehouse.  
Bob Smith asked when the Comprehensive Plan process was undertaken in relation to the hydroelectric project planning.  
Mr. Wesselhoft responded that the Plan was completed in 2014.  
Mr. Cochran added that this particular piece of the whole project came around the first part of 2015.  
There was further discussion, including options for approving the rezoning.  
Ervin Van Wyk made a motion to recommend approval with condition that use be limited to indoor storage only and without amending the Comprehensive Plan. Ann Visser seconded the motion. Upon vote, Van Wyk, Visser, Agan, Bogaard, Smith, Van Vark and Vos voted yes, Vander Molen voted no, Hausteine abstained. Motion carried 7 to 1 with 1 abstention.
- 6) Site Plan for Pella Community School District. The Pella Community School District is proposing for the high school a bus lane and parking lot northeast of the intersection of East 8<sup>th</sup> Street and University Street. As part of this project, existing parking in University Street right of way in the vicinity would be removed. Total new hard surfacing would be 20,745 square feet.  
Bob Smith stated he assumes this gives the school much needed parking.  
Greg Ebeling responded that the parking is awash as there is on street parking on University Street that would get removed and visitor parking would be as part of the lane. They are anticipating that the lane will be a bus lane with the parent drop off still on the east side of the school. This will be buses only before and after school but will also provide parent drop off during the school day. There is new parking created with the Career Academy, staff will park on that side of the school now; this will be more visitor parking and just to get the off street parking cleaned up.  
There was further discussion about the site plan.  
Mike Vander Molen made a motion to approve the site plan. Nelson Bogaard seconded the motion. Upon vote, all voted yes. Motion carried 9 to 0.
- 7) Other Business. George Wesselhoft mentioned that the next meeting is the regular meeting scheduled for July 27.
- 8) The meeting was adjourned at 7:26 p.m.

Respectfully submitted,  
George Wesselhoft  
Planning and Zoning Director

## c. Library Minutes for July 14, 2015.

PELLA PUBLIC LIBRARY  
Board of Trustees Meeting  
July 14, 2015

- I. Call To Order: President, Mary Barnes called the meeting to order at 4:05 P.M. Board members present were Jane Koogler, Rebecca Manifold, John Evenhouse, Kenny Nedder, Praveen Mohan, and Library Director, Wendy Street. Alli Bogaard was excused.
- II. Recognition of Visitors and Visitor Comments: There were no visitors or guests present.
- III. Approval of Agenda: There were no changes to the agenda. The agenda was approved.
- IV. Disposition of Minutes: Board members received the June minutes prior to the meeting. Rebecca moved to approve the minutes as presented and

John seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the July list of bills prior to the meeting. After some general discussion and questions regarding the monthly bills, Jane moved to approve the bills and Praveen seconded the motion. The bills were unanimously approved.

VI. Unfinished Business: There was no unfinished business.

VII. New Business:

- a. **Election of officers:** Mary read the proposed slate of officers, President - Rebecca Manifold; Vice President - Praveen Mohan; Secretary - Alli Bogaard. Kenny made a motion to approve the officers as presented. John seconded the motion. The board unanimously approved the slate of officers for the coming year.
- b. **Library hours study:** This topic is part of the Library's long range plan. The Board discussed several options for changing library hours. The topic was tabled until a patron survey is completed in the spring of 2016.
- c. **FY 14/15 annual statistics:** The Board discussed this report. We were happy with the numbers shown as compared to prior years. It was noted that Hoopla usage is not included in these numbers since the State Library does not approve the use of Hoopla statistics in circulation reports.
- d. **Progress on Plan for Service:** Prior to the meeting Board members were able to review the Library's Plan for Service. A number of the goals have been completed ahead of schedule. Wendy noted the Library staff regularly reviews the Plan.

VIII. President's Report and Announcements: The president did not have a report.

IX. Director's Report

- a. **Integrated Library system:** Central College's Geisler Library did sign a contract with OCLC in June and will be migrating to the OCLC Worldshare Management System this year. They are shooting for a May implementation. Wendy and Chris will continue to research systems available in the marketplace before bringing a proposal to the Board.
- b. **Hoopla:** Pella Library users continue to want to use Hoopla. During June, patrons were frustrated because they kept running into the "daily lending limit." We have to maintain the daily lending limit in order to keep to our budget. In an effort to allow more patrons to use Hoopla, Wendy lowered the number of Hoopla transactions per patron from 25 to 10 and then to 5 per month. 82 new users signed up to use Hoopla in June. As of July 14, 2015, we now have 266 total users. This high amount of usage is a good problem to have. This service will continue to be monitored to help determine if dollars for this service need to be adjusted upward for the next budget year.
- c. **Changes to WILBOR:** WILBOR and NEIBORS will merge in July. The new name will be BRIDGES. Our cost will remain the same. The launch is expected to be July 20 and there should be no gap in service. We will receive new marketing materials to help publicize the change.
- d. **Donations and grants:**
  - \$500 from Pella Lions for Large Print books
  - \$868 from the Pella Moms Club for the quiet room
  - \$9,800 from Marion County Community Foundation for a digital touch table. The table has been ordered. The area where the table is to be placed has been cleared and ready to accept this new coffee table sized touch pad. Only 10 grants of this size were awarded in Marion County.
- e. **Summer Reading program:** We handed out almost 1,200 reading logs this summer. As of July 7, we have awarded 1,191 prizes. These numbers are very similar to last year's statistics.
- f. **Technical issues:** Our conversion to Mediacom internet has not been without problems. Because of network communication issues, wireless printing did not work with the Mediacom connection. The wireless network router failed at the end of June. Rather than replace this router, Chris switched our wireless traffic back to the Lisco connection. Right now, everything is working, but we are not using the Mediacom connection. Once the new firewall is in place, we should be able to move everything back to the faster Mediacom connection. Our wireless counter also did not function in June, so we do not have a count for our statistics.
- g. **Building & Grounds**
  - Wendy ordered a new memorial bench for the butterfly garden in June. The bench will be in memory of Keith Aldrich.
  - The sanitary sewer backed up into the public restrooms in June. Rozendaal cleaned and televised the pipes and discovered a break, which was repaired on June 26. The \$200 bill on this month's list is for the sewer clean out and televising. I expect another bill of approximately \$500 for repairs to the pipe.
- h. **Staff activities:**
  - **Youth Services:** Summer Reading Program is going well. On June 11, we hosted a magician and had 80 people in attendance. Our new program "Theater Thursdays" is very popular. We had 30-50 people attend each of the three movie showings in June.
  - **Assistant Director:** This month, Chris worked on collecting more information about ILS vendors, and participated in demonstrations of the products. He also continued to monitor customer service at the desk, as the summer rush of patrons has been in full effect.
  - **Director:** Wendy filed the Direct State Aid report, the Open Access report and the Access Plus report. She continued researching library systems, compared magazine renewal rates, and began work on the state's annual statistical report.
- i. **Upcoming events**
  - July 9, 16, and 23 at 12:00 p.m.: Theater Thursdays
  - July 10 from 10:00 to 11:30 a.m.: Open LEGO Play.
  - July 16 at 9:30 & 10:30 a.m.: IPTV's Dan Wardell will present story time at the Joan Kuyper Farver Auditorium in the Community Center Building.
  - July 24 and 25: Friends of the Library book sale
  - July 24 at 2:30 p.m.: Bubbleologist at the Joan Kuyper Farver Auditorium in the Community Center Building.
  - July 30 at noon: The Brown Bag Book Club will discuss *All the Light We Cannot See* by Anthony Doerr in the Library Meeting room.
  - Story time is offered every Saturday at 10:30 a.m. Saturday story time is suggested for ages 3 and up with parents. Weekly story time, tot time and lap sit will start the week of July 6.

X. Committee reports:

- a. **Policy Committee:** Revised Circulation Policy. The Board was presented a copy of the proposed revision of the Circulation Policy before the meeting. One change was made on page 2. Rebecca moved to approve the revised policy. Praveen seconded the motion. The Board unanimously approved the revision. The revised policy will be posted on the Library's website and Central College has been notified of the policy change.

XI. Adjournment: President Mary Barnes adjourned the meeting at 5:30 P.M. The next regularly scheduled Board Meeting is scheduled for August 11, 2015.

### 3. Petitions and Communications

#### a. Renewal of Class C Liquor License with Outdoor Service and Sunday Sales for Jo's Octagon.

SUBJECT: Class C Liquor License Renewal for Jo's Octagon

DATE: August 18, 2015

BACKGROUND: Jo's Octagon, located at 703 E Oskaloosa, has applied for a renewal of their Class C Liquor License with Outdoor Service and Sunday Sales for the newly named Jo's Octagon. The application was completed with the state online and is pending dram shop insurance. The term of the new license is twelve months and would expire August 31, 2016.

Staff is recommending approval pending receipt of dram shop insurance.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve license pending receipt of dram shop insurance.

### 4. Administration Reports

None

## **D. \*PUBLIC HEARINGS**

(Statutory rule may be waived and ordinance passed without further readings.)

1. a. Public Hearing on Rezoning Application by Russ Van Wyk to Rezone Property from M2 Heavy Industrial District to M1 Limited/Light Industrial District with Planned Unit Development Agreement. No written or oral comments were received. Councilmember Peterson moved to close the public hearing, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Peterson, Vander Beek, Van Stryland, Schiebout, De Jong, Vander Horst. NAYS: None. Motion carried.

SUBJECT: Rezoning Application by Russ Van Wyk to Rezone Property from M2 Heavy Industrial District to M1 Limited/Light Industrial District with Planned Unit Development Agreement

DATE: August 18, 2015

BACKGROUND:

Russ Van Wyk is requesting to rezone a 6,600 square foot parcel located at 324 South Street from M2 Heavy Industrial to M1 Limited/Light Industrial. The proposed rezoning is to accommodate a 1,925 square foot storage building. It is important to note, the minimum lot size for M1 Limited Light Industrial is 7,000 square. Therefore, a Planned Unit Development (PUD) Agreement is being proposed since this lot is only 6,600 square feet which is below the minimum standards for M1 zoning districts. Listed below is a summary of the key components of the proposed PUD agreement:

1) The building size shall be limited to 2,000 square feet or less on one story

2) The allowable use for the property shall be limited to indoor storage only

3) Type C landscaping per 165.31 shall be provided along South Street and to the property's west side which abuts residential property.

The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Single Family Residential. Therefore, proposed rezoning is not consistent with the Comprehensive Plan. However, it is important to consider, the property is currently zoned M2 Heavy Industrial, which is a less restrictive zoning use type than what is currently being proposed through the PUD agreement.

The Planning and Zoning Commission at their July 27, 2015 meeting approved the rezoning (8 to 0) with direction to amend the Comprehensive Plan subject to the PUD development agreement encompassing the three criteria for building size, use and landscaping.

ATTACHMENTS: Ordinance, PUD Agreement, Zoning Map

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve Ordinance.

1. b. Ordinance No. 901 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE M1 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND ESTABLISHING A PUD PLANNED UNIT DEVELOPMENT AGREEMENT AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP. Councilmember Van Stryland moved to place Ordinance No. 901 on its first reading, seconded by Councilmember Vander Horst. On roll call the vote was: AYES: Van Stryland, Vander Horst, Vander Beek, Schiebout, Peterson, De Jong. NAYS: None. Motion carried.

2. a. Public Hearing on Rezoning Application by Alan & Karla Morrison to Rezone Property from R1C Neo-traditional Single Family Residential District to R3 Multi-Family Residential District. No written or oral comments were received. Councilmember Vander Beek moved to close the public hearing, seconded by Councilmember De Jong. On roll call the vote was: AYES: Vander Beek, De Jong, Vander Horst, Van Stryland, Schiebout, Peterson. NAYS: None. Motion carried.

SUBJECT: Rezoning Application by Alan & Karla Morrison to Rezone Property from R1C Neo-traditional Single Family Residential District to R3 Multi Family Residential District.

DATE: August 18, 2015

BACKGROUND:

Alan & Karla Morrison are requesting to rezone two parcels located at 507 & 509 Jefferson Street from R1C Neotraditional Single Family Residential District to R3 Multiple-Family Residential District. The combined square footage of the two parcels is approximately 23,450 and the proposed use is for the construction of a new duplex.

The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Medical & Assisted Living. The proposed rezoning is not consistent with the Plan. However, in 2012, the City Council rezoned 515 Jefferson Street from R1C to R3 for construction of a duplex. In addition, the applicant is requesting the R3 designation because of adjacent R3 zoning which abuts the property. There is no immediately adjacent R2 zoning.

The Planning and Zoning Commission at their July 27, 2015 meeting approved the rezoning (8 to 0) with direction to amend the Comprehensive Plan subject to use restriction that the use be limited to single or two-family residential. This restriction is included in the proposed rezoning ordinance.

ATTACHMENTS: Ordinance, Zoning Map  
REPORT PREPARED BY: Planning and Zoning Director  
REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK  
RECOMMENDATION: Approve Ordinance.

2. b. Ordinance No. 902 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE R3 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP". Councilmember Schiebout moved to place Ordinance No. 902 on its first reading, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, De Jong, Vander Horst. NAYS: None. Motion carried.

## **E. PETITIONS & COMMUNICATIONS**

1.a. Special Event—Central College Move-In & Move-Out. Councilmember Schiebout moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, Peterson, De Jong, Vander Horst, Vander Beek. NAYS: None. Motion carried.

SUBJECT: Special Event Permit Request for "Central College Move-In & Move-Out"

DATE: August 18, 2015

BACKGROUND: Central College is requesting a special event permit for "Central College Move-In & Move-Out" to close one lane (east side) of the 300 block of Broadway between University and Peace while students move in/out of the residence halls. The one-way traffic request, north to south traffic only, is to minimize congestion.

The time and dates are listed below:

|                   |           |
|-------------------|-----------|
| August 22, 2015   | 7 am-1 pm |
| August 24, 2015   | 8 am-5 pm |
| October 14, 2015  | 8 am-5 pm |
| November 25, 2015 | 8 am-5 pm |
| December 18, 2015 | 8 am-5 pm |
| January 17, 2016  | 8 am-5 pm |
| March 4, 2016     | 8 am-5 pm |
| May 12, 2016      | 8 am-5 pm |
| May 13, 2016      | 8 am-5 pm |

As a part of this request, a resolution is included that would permit the closing of one lane (east side) of the 300 block of Broadway between University and Peace during the above dates and times.

The required fee and insurance certificate have been received. All pertinent City Departments have reviewed this application, and approval is recommended.

ATTACHMENTS: Resolution, Application with Department Head Comments, Map  
REPORT PREPARED BY: City Administration  
REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve special event permit and resolution.

1.b. Resolution No. 5592 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "CENTRAL COLLEGE MOVE-IN & MOVE-OUT". Councilmember Vander Beek moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, De Jong, Vander Horst. NAYS: None. Motion carried.

2.a. Special Event—Central College Homecoming. Councilmember Vander Beek moved to approve, seconded by Councilmember De Jong. On roll call the vote was: AYES: Vander Beek, De Jong, Vander Horst, Van Stryland, Schiebout, Peterson. NAYS: None. Motion carried.

SUBJECT: Special Event Permit Request for Central College Homecoming

DATE: August 18, 2015

BACKGROUND: Central College has requested a Special Event Permit from 4:00 p.m. to 10:00 p.m. on Friday, October 9, 2015 for Homecoming activities. They anticipate a crowd of 300-400 for the coronation and pep rally.

As a part of this request, a resolution is included that approves the closing of the 300 block of Broadway between University and Peace during the time of the event.

All pertinent City Departments have reviewed this application and comments are attached. The appropriate fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Resolution, Application, Map, Department Comments  
REPORT PREPARED BY: Receptionist  
REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK  
RECOMMENDED ACTION: Approve special event and resolution.

2.b. Resolution No. 5593 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "CENTRAL COLLEGE HOMECOMING". Councilmember Vander Beek moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, De Jong, Vander Horst. NAYS: None. Motion carried.

3.a. Special Event—JUMP Heroes 5K Run/Walk. Councilmember De Jong moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: De Jong, Schiebout, Peterson, Vander Horst, Vander Beek, Van Stryland. NAYS: None. Motion carried.

SUBJECT: Special Event Permit Request for "JUMP Heroes 5K Run/Walk"

DATE: August 18, 2015

BACKGROUND: George Clark is requesting a special event permit for September 19, 2015 from 8:00-10:30 a.m. for "JUMP Heroes 5K Run/Walk". The event is a benefit race for Journey Up Mentoring of Pella (JUMP), a local non-profit organization that matches adult mentors with children in kindergarten through 8<sup>th</sup> grade. Their mission has been to provide successful mentoring relationships for youth to launch them towards better citizenship. They anticipate approximately 100 runners/walkers. The event starts on Independence Street in front of the Kuyper Athletics Complex and ends at the Schipper Stadium. As a part of this request, a resolution is included that would permit the closing of several streets from 8:00 a.m to 10:30 a.m. on Saturday, September 19, 2015 as listed below:

Independence Street from W 5<sup>th</sup> Street to Broadway Street  
W 2<sup>nd</sup> Street from Independence Street to Liberty Street  
Liberty Street from W 2<sup>nd</sup> Street to Broadway Street  
Broadway Street from Liberty Street to South Street  
Oskaloosa Street from Broadway Street to W 1<sup>st</sup> Street  
W 1<sup>st</sup> Street from Oskaloosa Street to Pella Corporation  
South Street from W 1<sup>st</sup> Street to Broadway Street

It should be noted, part of this event will take place on private property owned by Pella Corporation and Central College, and signatures have been obtained from their representatives.

The required fee and insurance certificate have been received. All pertinent City Departments have reviewed this application, and approval is recommended.

ATTACHMENTS: Resolution, Application with Department Head Comments, Map

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve special event permit and resolution.

3.b. Resolution No. 5594 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "JUMP HEROES 5K RUN/WALK". Councilmember Schiebout moved to approve, seconded by Councilmember De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Vander Horst, Vander Beek, Van Stryland, Peterson. NAYS: None. Motion carried.

## **F. PLANNING AND ZONING ITEMS**

NONE

## **G. ADMINISTRATION REPORTS**

NONE

## **H. RESOLUTIONS**

1. Resolution 5595 entitled, "RESOLUTION APPROVING ENGINEERING SERVICES AGREEMENT WITH GARDEN & ASSOCIATES FOR THE PELLA SPORTS PARK/VERMEER MULTI-PURPOSE TRAIL EXTENSION". Councilmember Vander Horst moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Horst, Van Stryland, Schiebout, Peterson, De Jong, Vander Beek. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Engineering Services Agreement with Garden & Associates for the Pella Sports Park/Vermeer Multi-Purpose Trail Extension

DATE: August 18, 2015

BACKGROUND: This resolution approves an engineering contract with Garden & Associates in the amount of \$94,800 for the construction of the Pella Sports Park/Vermeer Multi-Purpose Trail Extension.

This project includes a 10 foot wide hard surfaced trail which would extend east from Madison Elementary School on University Street to the Pella Sports Park and then run north from the Pella Sports Park to Vermeer Corporation.

The estimated cost of the proposed trail is approximately \$711,000.

The estimated breakdown of engineering fees based on hourly rates and not to exceed amounts is as follows:

|  |               |
|--|---------------|
| Preliminary & Final Design                         | \$ 39,900     |
| Construction Administration, Observation & Staking | <u>54,900</u> |

Total Engineering Services

\$ 94,800

It should be noted that \$12,700 of the proposed contract is for the preliminary design fee for the University Street Extension and right-of-way acquisition plats. Garden & Associates have worked with the City on many projects in the past, such as the North Main, University, Hazel, Broadway, Washington and Jefferson projects. They have been very competitive in price, are professional in all aspects of their product delivery, and continue to give us excellent service.

If Council approves this contract, the projected timeline is as follows:

|                   |  |
|-------------------|--|
| November 15, 2015 | Completion of topographic survey                 |
| December 15, 2015 | Completion of preliminary design                 |
| January 15, 2016  | Complete legal description and acquisition plats |
| February 29, 2016 | Complete final design                            |

This timeline would allow for bidding the project in March and allow for construction during the construction season of 2016.

ATTACHMENTS: Resolution, Map, Engineering Agreement

REPORT PREPARED BY: Public Works

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve resolution.

**2. Resolution 5596 entitled, "RESOLUTION ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS, FORM OF CONTRACT, NOTICE OF HEARING AND LETTING, SETTING DATE FOR PUBLIC HEARING, AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING BID OPENING FOR THE TRUMAN ROAD/CLARK STREET SEWER LINING PROJECT 2015".** Councilmember De Jong moved to approve, seconded by Councilmember Peterson. On roll call the vote was: **AYES:** De Jong, Peterson, Vander Horst, Vander Beek, Van Stryland, Schiebout. **NAYS:** None. Motion carried.

SUBJECT: Resolution Ordering the Preparation of Plans and Specifications, Form of Contract, Notice of Hearing and Letting, Setting Date for Public Hearing, Authorizing the Taking of Bids and Authorizing Bid Opening for the Truman Road/Clark Street Sewer Lining Project 2015

DATE: August 18, 2015

BACKGROUND: This resolution sets the date for the public hearing on September 15<sup>th</sup>, 2015 and authorizes staff to seek bids for the Truman Road/Clark Street Sewer Lining Project 2015.

As background, the sanitary sewer line for the project extends from near Two Rivers Coop north of Truman Road then south and west to Clark Street and to near Hwy 163. This trunk sewer handles flow from a major portion of the east side of the City. The sewer was constructed in 1981. It was constructed of RCP (reinforced concrete pipe) and early in the life of the sewer, the City experienced higher levels of hydrogen sulfide which has seriously deteriorated the interior of the pipe over time. Also included in this contract is an 8" sanitary sewer repair on Park Lane from W 3<sup>rd</sup> Street running 345 lineal feet to the east. This section of 8" was found to be severely cracked in multiple pipes during our televising & cleaning project, and we believe this lining will prevent us from digging up the entire street.

The total project provides for the lining of approximately 3,880 lineal feet of 18" and 21" sanitary sewer on Truman Road/Clark Street and 345 lineal feet of 8" sanitary sewer on Park Lane with PHE resin impregnated cured in place pipe (CIPP). Recent engineers estimate prepared by Garden & Associates reflect total project costs at \$ 279,575.00.

Critical dates have been identified as:

|         |                                    |
|---------|------------------------------------|
| 9/08/15 | Bid Letting                        |
| 9/15/15 | Receive Bids and Award of Contract |
| 9/28/15 | Notice to Proceed Issued           |
| 7/01/16 | Deadline for Completion of Repairs |

The Truman Road/Clark Street portion is budgeted in the Wastewater CIP for \$261,750 and now estimated at 266,513.12 and the Park Lane lining repair will be paid for out of the Wastewater Operation line item now estimated at \$13,061.88. Contract documents are on file in the Clerk's office.

ATTACHMENTS: Resolution; Map

REPORT PREPARED BY: Public Works Department

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Accept resolution.

## **I. ORDINANCES**

(Statutory rule may be waived and ordinance passed without further readings.)

**1. Ordinance No. 900 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE M1 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP".** Councilmember Schiebout moved to place Ordinance No. 900 on its third and final reading, seconded by Councilmember Van Stryland. On roll call the vote was: **AYES:** Schiebout, Van Stryland, Peterson, De Jong, Vander Horst, Vander Beek. **NAYS:** None. Motion carried. Councilmember Schiebout moved that Ordinance No. 900 be adopted, seconded by Councilmember Vander Horst. On roll call the vote was: **AYES:** Schiebout, Vander Horst, Vander Beek, Van Stryland, Peterson, De Jong. **NAYS:** None. Mayor Mueller declared the motion carried and the ordinance duly passed and adopted.

SUBJECT: Rezoning Application by Missouri River Energy Services to Rezone Property from A1 Agricultural District to M1 Limited/Light Industrial District

DATE: August 18, 2015 (3rd Reading)

BACKGROUND:

Missouri River Energy Services (MRES) is requesting to rezone a 3.44 acre parcel located at the southwest corner of 198<sup>th</sup> Place and 216<sup>th</sup> Place. This property is located in the Marion County Extraterritorial Zoning Jurisdiction. The current zoning is A1 Agricultural. The proposed zoning is M1 Limited/Light Industrial.

The proposed use includes a proposed metal storage building, approximately 60 by 100 feet in size constructed to facilitate the long term storage of various fixtures, jigs and large spare parts to assist with the operation of the Red Rock Hydroelectric Plant. The site in question was chosen due to its proximity to the Red Rock Hydroelectric construction site. In addition, MRES believes the impact to the existing road system will likely be lessened if the storage facility is located in close proximity to the construction site.

The Comprehensive Plan--Future Land Use Map targets the area proposed to be rezoned for Preserve which includes areas that should be preserved as natural green space and are primarily defined by the floodplains. Therefore, the proposal to rezone the property to M1 Limited/Light Industrial is not consistent with the Comprehensive Plan. It should also be noted, the proposed rezoning parcel is located in the Flood Plain Overlay District. Therefore, if the rezoning would be approved, prior to development, the necessary flood plain permitting would be required in addition to a site plan. This would include meeting 165.15 Flood Plain Overlay District requirements along with any other governmental approvals (IDNR, for example) as applicable.

The Planning and Zoning Commission approved a conditional rezoning (7 to 1 with 1 abstention) at their June 22, 2015 meeting. The condition or limitation is that the permitted land use for the property be limited to indoor storage only. It is important to note, this condition is included in the proposed ordinance.

ATTACHMENTS: Ordinance, Zoning Map  
REPORT PREPARED BY: Planning and Zoning Director  
REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve ordinance per Planning and Zoning Commission recommendation.

## **J. CLAIMS**

1. Abstract of bills No. 1941. Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, De Jong, Vander Horst. NAYS: None. Motion carried.

## **K. OTHER BUSINESS/\*PUBLIC FORUM (any additional comments from the Public)**

Comments were received and addressed.

## **L. CLOSED SESSION**

NONE

## **M. ADJOURNMENT**

There being no further business claiming their attention, Councilmember Vander Horst moved to adjourn, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Vander Horst, Vander Beek, Van Stryland, Schiebout, Peterson, De Jong. NAYS: None. Motion carried. Meeting adjourned at 7:45 p.m.

Policy and Planning Minutes  
August 18, 2015

PRESENT: Mayor Jim Mueller, Dave Vander Horst, Mark De Jong, Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, Larry Peterson

ABSENT: None

OTHERS: City Staff and Visitors

The Policy and Planning meeting began at 7:46 p.m. The only item on the agenda was a City Hall update. Finance Director Corey Goodenow gave a brief financial overview as of June 30, 2015, the City's year end. Below are highlights:

- The biggest changes in "Cash & Investments" were in the debt service and the local option sales tax fund & project funds, mainly due to the Sports Park and the Indoor Pool projects.
- The City's water utility revenues showed a slight decrease from 6-30-14 to 6-30-15 due to a cooler and wetter fall.
- The City's modification factor for Worker's Comp has been decreasing since 2012. Since the mod factor ties to the rates, the premiums since 2012 have shown a decrease from \$154,888 in 2012 to \$70,548 for 2016.

The meeting adjourned at 7:50 p.m.

Respectfully Submitted,  
Ronda Brown, City Clerk



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: C-3-a

SUBJECT: Class C Liquor License with Sunday Sales for El Charro

DATE: September 1, 2015

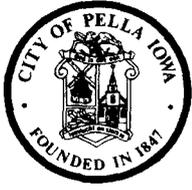
BACKGROUND: El Charro, located at 514 Main Street, has applied for a renewal of their Class C Liquor License with Sunday Sales. The term of the new license is twelve months and would expire October 7, 2016. The application was completed with the State online, and approval is recommended.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve renewal.



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: E-1a & 1b

SUBJECT: Special Event Permit Request for "Pella in Pink"

DATE: September 1, 2015

**BACKGROUND:** The Young Professionals of Pella have requested a special event permit for the "Pella in Pink" Run/Walk scheduled for Saturday, October 17, 2015, set-up/take down time from 6:00-11:00 a.m. For the past several years, "Pella in Pink" has been a fund raiser for breast cancer programs at Pella Regional. It is estimated that several hundred people are expected to attend. The race is scheduled to begin at West Market Park at 8:00 a.m.

Along with this request is a resolution to close Liberty Street from W 2<sup>nd</sup> Street to W 3<sup>rd</sup> Street on October 17, 2015 from 7:30- 8:30 a.m. and also to use six barricades from 8-9 a.m. which will block W 1<sup>st</sup> Street from the alley south of Washington Street to Franklin Street; W 2<sup>nd</sup> Street from the alley south of Washington Street to Franklin Street; W 3<sup>rd</sup> Street from Washington Street to Peace Street; W 4<sup>th</sup> Street from the alley south of Washington Street to Franklin Street; and Independence Street from the alley west of Broadway to W 1st. The insurance certificate and fee have been received. All pertinent City Departments have reviewed this application, and approval is recommended.

**ATTACHMENTS:** Resolution, Application, Department Comments, Map

**REPORT PREPARED BY:** City Administration

**REPORT REVIEWED BY:** CITY ADMINISTRATOR  
CITY CLERK

**RECOMMENDED ACTION:** Approve special event and resolution.

RESOLUTION NO. 5597

RESOLUTION TEMPORARILY CLOSING  
PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS  
“PELLA IN PINK”

WHEREAS, Iowa Code Section 364.12 (2) states that “a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions”; and

WHEREAS, Iowa Code Section 364.12 (2)(a) states that "Public ways and grounds may be temporarily closed by resolution"; and

WHEREAS, the Young Professionals of Pella have requested the following:

Close Liberty Street from W 2<sup>nd</sup> Street to W 3<sup>rd</sup> Street on October 17, 2015 from 7:30- 8:30 a.m. and also use six barricades from 8-9 a.m. which will block W 1<sup>st</sup> Street from the alley south of Washington Street to Franklin Street; W 2<sup>nd</sup> Street from the alley south of Washington Street to Franklin Street; W 3<sup>rd</sup> Street from Washington Street to Peace Street; W 4<sup>th</sup> Street from the alley south of Washington Street to Franklin Street; and Independence Street from the alley west of Broadway to W 1st.

NOW THEREFORE, BE IT RESOLVED pursuant to Iowa Code Section 364.12 (2)(a), the City Council of the City of Pella does hereby temporarily close the streets as stated above.

PASSED AND ADOPTED this 1st day of September, 2015.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk



THE  
**CITY of PELLA**

**SPECIAL EVENTS APPLICATION**

Please make sure the application is complete before submitting it to City Hall. This includes the *fee payment* and the *\$1,000,000 insurance certificate*. The application should be submitted at least a month in advance of the event date.

|                             |                          |           |                            |
|-----------------------------|--------------------------|-----------|----------------------------|
| <b>For Office Use Only:</b> |                          |           |                            |
| Date Received: 8/13/15      | Received by: [Signature] | Fee: \$20 | Insurance Certificate: Yes |

Name of Event:  
*Pella in Pink 2 mile run/walk*

|   |  |
|---|--|
| Date of Application: 8/13/2015  | Fee Paid: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No              |
| Attach Insurance Certificate (\$1,000,000 min) naming City of Pella "Also Insured". | Insurance Certificate: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

Describe the Event: (Purpose of event, activities planned, number of anticipated people in attendance, history/origin of event, etc.) (Attach additional page is needed.)

*For the past several years the Pella in Pink 2 mile run/walk has been a fund raiser for breast cancer programs at Pella Regional. The run will begin at West Market Park, will go through the community, then will conclude back at West Market Park with refreshments and activities. Participation is typically several hundred people.*

**PROMOTER AND CONTACT PERSON INFORMATION**

|  |                        |
|--|------------------------|
| Promoter's Name: <i>Young Professionals</i><br><i>Lindsey Van Soelen</i> | Contact Person:        |
| Signature: <i>Lindsey Van Soelen</i>                                     | Signature: <i>SAME</i> |
| Address: 818 Washington St<br>Pella, IA 50219                            | Address:               |
| Phone: 641-628-2626 Cell Phone: 641-780-7851                             | Phone: Cell Phone:     |

**EVENT INFORMATION**

|  |
|--|
| DATE(S) AND TIME(S) OF EVENT: <i>Saturday October 17, 8-9 am</i>   |
| DATE(S) AND TIME(S) OF SET-UP/TAKE DOWN: <i>Saturday, October 17, 6-11 am</i>  |
| LOCATION OF EVENT: Name streets, parks, area, etc and ATTACH map or drawing.<br><i>Route: West Market Park South Shelterhouse; S on Liberty → N on West 4 → E on Franklin → S on West 1st → W on Independence → S on West 4th → W on Peace → N on West 5th → E on Independence → N on West 1st → West on Liberty → Shelterland</i> |

**EVENT INFORMATION (continued)**

**DO STREETS NEED TO BE CLOSED?**  Yes  No If YES, list streets to be closed and indicate on map. Also list number of barricades needed. *See map - 6 places barricaded 8-9 am*

| Street Name    | Distance on Street               | Date/ Time for Street Closings                  | # of Barricades |
|----------------|----------------------------------|---|-----------------|
| <i>Liberty</i> | <i>Between W 3rd &amp; W 3rd</i> | Starting: <i>7:30 am</i> Ending: <i>8:30 am</i> |                 |
|                |                                  | Starting: Ending:                               |                 |

**DO PARKING SPACES NEED TO BE RESERVED?**  Yes  No If spaces need to be roped off or reserved, please indicate below.

| Location | # of Cones |
|----------|------------|
|          |            |

**WILL SIGNAGE BE USED?**  Yes  No If Yes, complete the Special Event Signage Information Sheet.

**WILL POLICE OFFICERS OR RESERVES BE NEEDED?**  Yes  No If Yes, list number needed and for what length of time. You will be billed \$30 per hour per officer.

*3 officers, 8-9 am*

**WILL ADDITIONAL ELECTRICITY BE REQUIRED?**  Yes  No If Yes, complete the Special Event Electrical Information Sheet.

**WILL ANY OTHER CITY SERVICES BE NEEDED?**  Yes  No If Yes, list details.

**COMPLETE LAYOUT OF THE CITY PROPERTY TO BE USED:**  Map  Drawing  
If the map does not accurately show the area, then a drawing should be included. For example, the dimensions of the area to be used or a more detailed description of the area would be helpful. Please be reminded that if you are requesting the use of a park, the parking spaces around that area are not included in the permit, unless specifically requested.

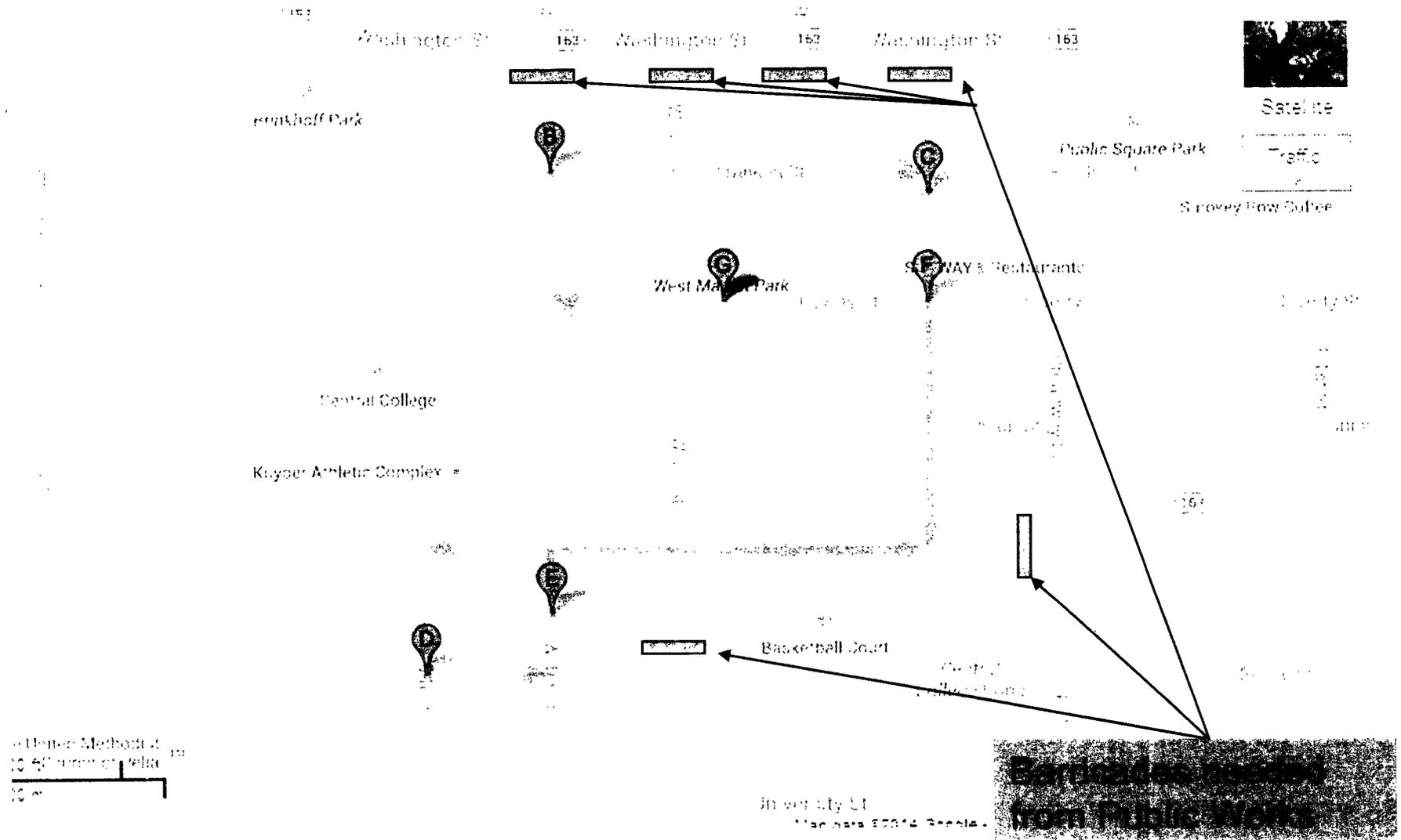
**WILL THERE BE VENDOR BOOTHS?**  Yes  No If Yes, a list of the names of all vendors and a map showing the location and size of the vendor booths needs to be sent to City Hall prior to the date of the event as outlined in Sec 123.04 of the City Code (attached). The time requirement for submittal of this list is dependent upon the length and size of your event. For large events, please supply this information earlier than the one month recommendation.

**WILL ANY PART OF THE EVENT BE HELD ON PRIVATE PROPERTY?**  Yes  No If Yes, list the address of the property and have the property owner sign below giving their consent for use of their property for this special event.

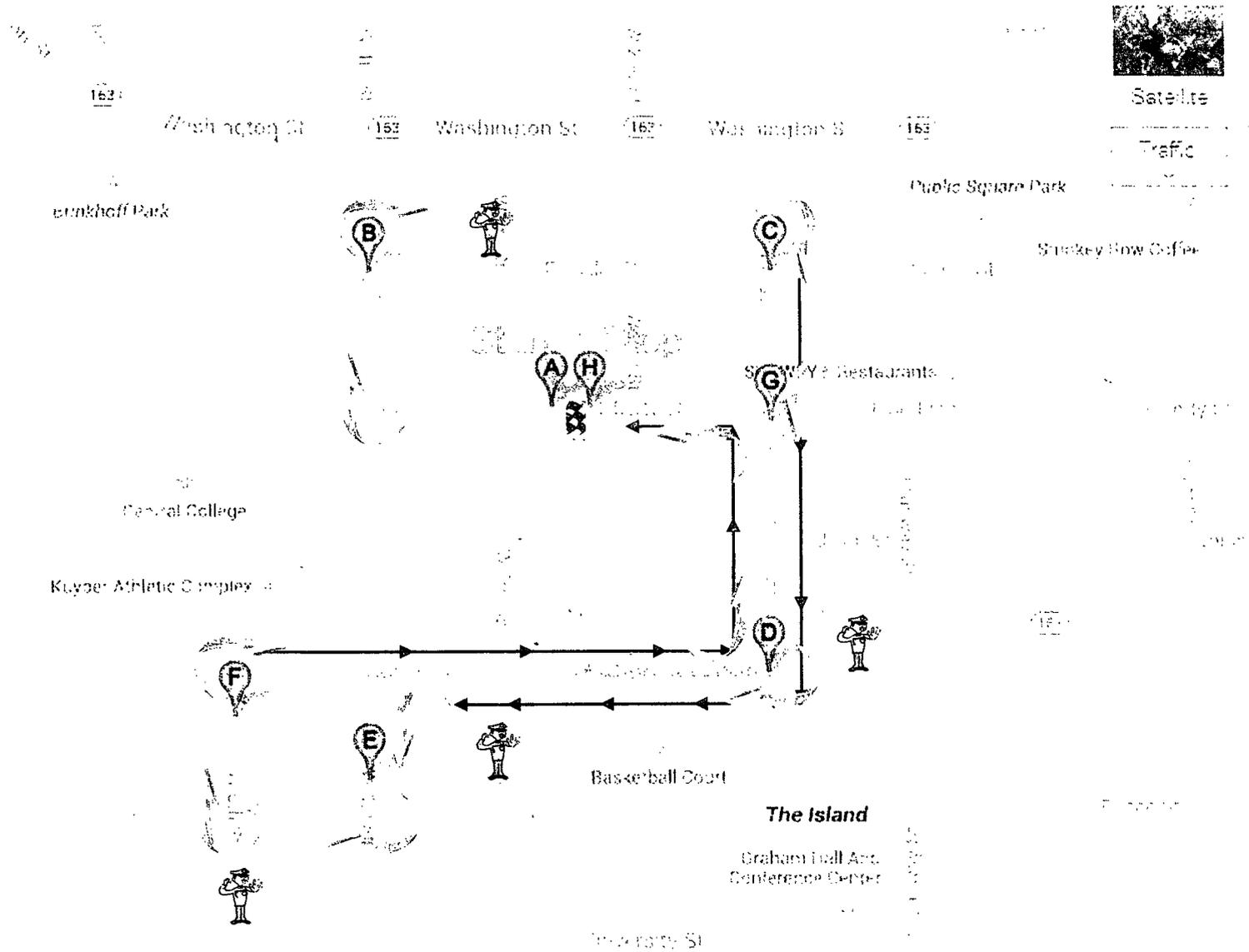
| Property Owner | Address | Signature of Property Owner |
|----------------|---------|-----------------------------|
|                |         |                             |

# Pella in Pink 2015 – 2 mile run/walk – October 17 – 8 am

## Route



# Pella in Pink 2015 – Volunteer map – October 17 – 8:00 am





## CITY OF PELLA SPECIAL EVENTS DEPARTMENT REVIEW

|                               |   |
|-------------------------------|---|
| <b>Event</b>                  | Pella in Pink 2 Mile Run/Walk                   |
| <b>Event Date</b>             | August 24, 2015                                 |
| <b>City Staff Name</b>        | Ronda Brown                                     |
| <b>Event Date</b>             | October 17, 2015                                |
| <b>If questions, contact:</b> | Lyndsey Van Soelen 641-628-2626 or 641-780-7837 |

Recommend approval. RAB

Event coordinator to contact Doug Rigger @ 230-0084 prior to event to coordinate cones/barricades. DR DB

Recommend approval. GW

Recommend approval. DM

Event Coordinator should contact Community Services to rent the shelter house. No other services from CS/Parks requested.  
Recommend approval. JV



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

---

ITEM NO. E-2a & 2b

SUBJECT: Special Event Permit for MidWestOne--Meal on the Molengracht

DATE: September 1, 2015

BACKGROUND: MidWestOne has requested a special event permit for “Meal on the Molengracht”. The event is scheduled for Thursday, October 1, 2015 from 5-7 pm with setup starting on September 30, 2015 at 12:00 pm and take down until October 2, 2015 at 11:00 am. They will be serving grilled hamburgers and hot dogs in front of their location on the south side of the Molengracht as a way of saying “thank you” to their customers.

It should be noted, the special event includes a signage request for two banners to be hung on the canal railing. As a part of this request, a resolution is included that would permit the closing of the south side of the Molengracht plaza area from Main Street to the bridge from noon on September 30<sup>th</sup> to 11:00 am on October 2<sup>nd</sup>.

The insurance certificate has been received and fees have been paid. All pertinent City Departments have reviewed this application, and approval is recommended.

ATTACHMENTS: Application, Department Head Comments, Map

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve permit and resolution.

RESOLUTION NO. 5598

RESOLUTION TEMPORARILY CLOSING  
PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS  
“MIDWESTONE-MEAL ON THE MOLENGRACHT”

WHEREAS, Iowa Code Section 364.12 (2) states that “a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions”; and

WHEREAS, Iowa Code Section 364.12 (2)(a) states that "Public ways and grounds may be temporarily closed by resolution"; and

WHEREAS, MidWestOne has requested the following closures:

South side of the Molengracht plaza area from Main Street to the bridge from noon on September 30<sup>th</sup> to 11:00 am on October 2<sup>nd</sup> for the purpose of the Special Event known as “MidWestOne-Meal on the Molengracht”.

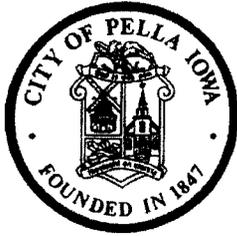
NOW THEREFORE, BE IT RESOLVED pursuant to Iowa Code Section 364.12 (2)(a), the City Council of the City of Pella does hereby temporarily close the streets as stated above.

PASSED AND ADOPTED this 1st day of September, 2015.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk



THE  
**CITY of PELLA**

**SPECIAL EVENTS APPLICATION**

Please make sure the application is complete before submitting it to City Hall. This includes the *fee payment* and the *\$1,000,000 insurance certificate*. The application should be submitted at least a month in advance of the event date.

|                              |                                 |                  |                                   |
|------------------------------|---------------------------------|------------------|-----------------------------------|
| <b>For Office Use Only:</b>  |                                 |                  |                                   |
| Date Received: <i>8/4/15</i> | Received by: <i>[Signature]</i> | Fee: <i>\$20</i> | Insurance Certificate: <i>Yes</i> |

Name of Event:  
*MidWestOne - Meal on the Molengracht*

|   |  |
|---|--|
| Date of Application: <i>8-4-2015</i>  | Fee Paid: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Make check payable to City of Pella |
| Attach Insurance Certificate (\$1,000,000 min) naming City of Pella "Also Insured". | Insurance Certificate: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                           |

Describe the Event: (Purpose of event, activities planned, number of anticipated people in attendance, history/origin of event, etc.) (Attach additional page is needed.)  
*We are holding a customer appreciation bbq. We will be grilling hamburgers and hotdogs in front of our Molengracht location on the end by the bridge. We will have a 20x20 tent set up for inclement weather. We will also have tables & chairs set up for people to eat at. The food & other typical account treatments will be given to our clients/customers as a thank you.*  
**PROMOTER AND CONTACT PERSON INFORMATION**

|  |  |
|--|--|
| Promoter's Name: <i>MidwestOne</i>     | Contact Person: <i>Jennifer Bailey or Deb Ditzlerberg</i>  |
| Signature: <i>N/A</i>                  | Signature: <i>Jen Bailey</i>                               |
| Address: <i>700 Main St Suite 100</i>  | Address: <i>700 Main St Suite 100</i>                      |
| <i>Pella</i>                           | <i>Pella</i>   |
| Phone: <i>641-628-4356</i> Cell Phone: | Phone: <i>641-628-4356</i> Cell Phone: <i>641-780-1221</i> |

**EVENT INFORMATION**

|  |
|--|
| DATE(S) AND TIME(S) OF EVENT: <i>Oct. 1 5-7pm</i>  |
| DATE(S) AND TIME(S) OF SET-UP/TAKE DOWN: <i>Set up Sept 30 12pm - <del>Oct 2</del> Oct 2 11Am</i>                                |
| LOCATION OF EVENT: Name streets, parks, area, etc and ATTACH map or drawing.<br><i>Molengracht on the North side of entrance</i> |

## EVENT INFORMATION (continued)

**DO STREETS NEED TO BE CLOSED?**  Yes  No If YES, list streets to be closed and indicate on map. Also list number of barricades needed.

| Street Name | Distance on Street | Date/ Time for Street Closings | # of Barricades |
|-------------|--------------------|--------------------------------|-----------------|
|             |                    | Starting: Ending:              |                 |
|             |                    | Starting: Ending:              |                 |

**DO PARKING SPACES NEED TO BE RESERVED?**  Yes  No If spaces need to be roped off or reserved, please indicate below.

| Location | # of Cones |
|----------|------------|
|          |            |

**WILL SIGNAGE BE USED?**  Yes  No If Yes, complete the Special Event Signage Information Sheet.

**WILL POLICE OFFICERS OR RESERVES BE NEEDED?**  Yes  No If Yes, list number needed and for what length of time. You will be billed \$30 per hour per officer.

**WILL ADDITIONAL ELECTRICITY BE REQUIRED?**  Yes  No If Yes, complete the Special Event Electrical Information Sheet.

**WILL ANY OTHER CITY SERVICES BE NEEDED?**  Yes  No If Yes, list details.

**COMPLETE LAYOUT OF THE CITY PROPERTY TO BE USED:**  Map  Drawing  
 If the map does not accurately show the area, then a drawing should be included. For example, the dimensions of the area to be used or a more detailed description of the area would be helpful. Please be reminded that if you are requesting the use of a park, the parking spaces around that area are not included in the permit, unless specifically requested.

**WILL THERE BE VENDOR BOOTHS?**  Yes  No If Yes, a list of the names of all vendors and a map showing the location and size of the vendor booths needs to be sent to City Hall prior to the date of the event as outlined in Sec 123.04 of the City Code (attached). The time requirement for submittal of this list is dependent upon the length and size of your event. For large events, please supply this information earlier than the one month recommendation.

**WILL ANY PART OF THE EVENT BE HELD ON PRIVATE PROPERTY?**  Yes  No If Yes, list the address of the property and have the property owner sign below giving their consent for use of their property for this special event.

| Property Owner | Address | Signature of Property Owner |
|----------------|---------|-----------------------------|
|                |         |                             |



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THE  
**CITY of PELLA**

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**SPECIAL EVENTS--SIGNAGE INFORMATION SHEET**

**Information Required:**

Anyone that is planning to have temporary signage associated with a Special Event Permit will need to submit the following signage information along with the Special Event Permit Application.

|  |                                    |
|--|------------------------------------|
| Type of Sign(s): <input type="checkbox"/> A-frame <input checked="" type="checkbox"/> banner <input type="checkbox"/> portable <input type="checkbox"/> sandwich board <input type="checkbox"/> traffic directional <input type="checkbox"/> vehicle mounted<br><input type="checkbox"/> window <input type="checkbox"/> other (please describe) |                                    |
| Size of Sign(s): 2 sign 4' x 2'  |                                    |
| Time of Sign Placement: Oct 1-2pm  | Time of Sign Removal: Oct 1 by 9pm |
| Colors and Materials of Proposed Sign: Green Plastic Banners   |                                    |
| Any Proposed Lighting: —   |                                    |
| Proposed Location(s) of Signage: on canal railing  |                                    |

**Traffic Safety**

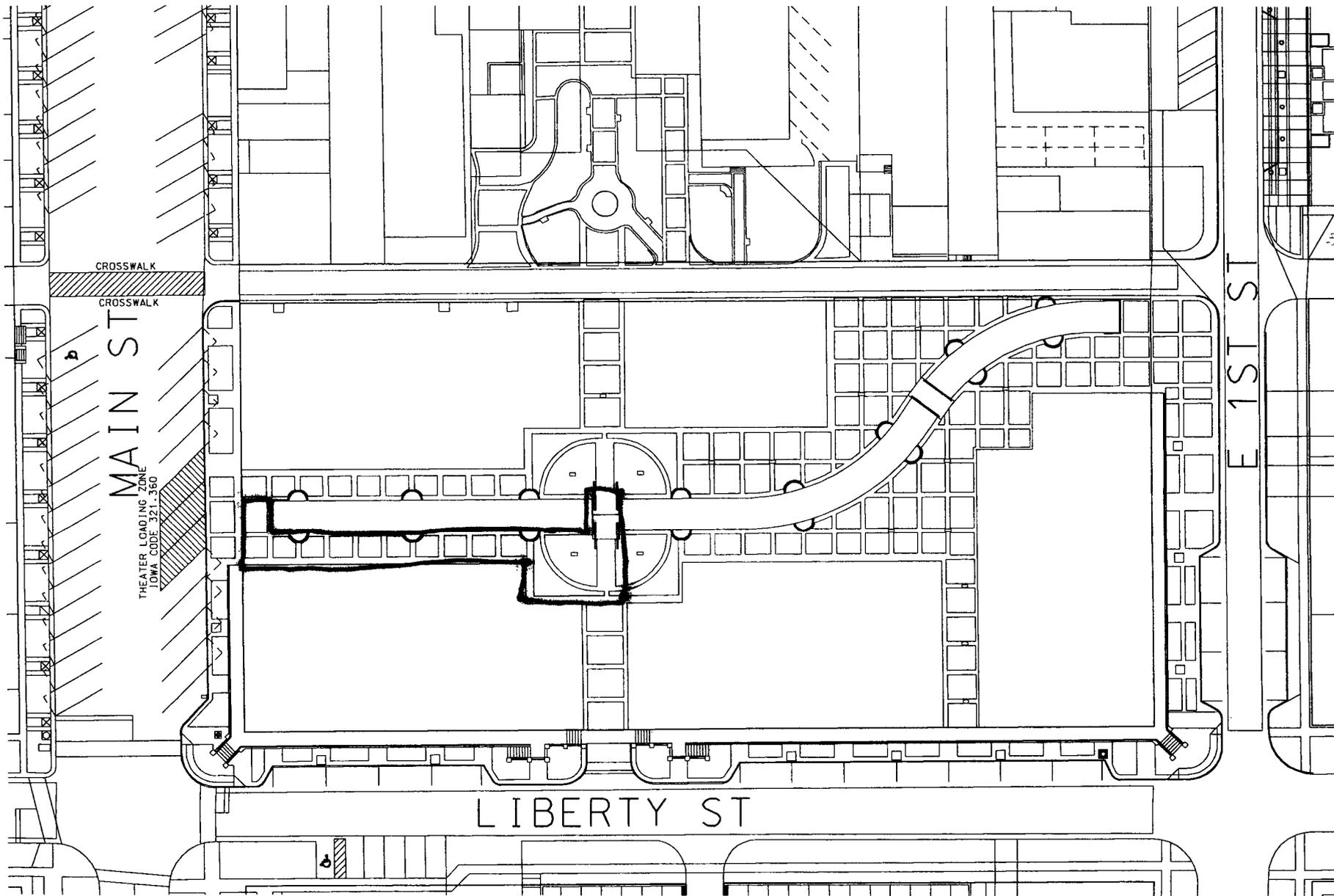
Signs shall not create a traffic hazard or impede vehicular or pedestrian traffic. Signs in the public right of way are prohibited unless expressly authorized by the Special Event Permit. The City of Pella reserves the right to require additional signage, which may be at the expense of the Special Event applicant, as determined for the safety and well being of the general public.

**Prompt Removal of Signs**

Temporary signs associated with a Special Event Permit must be removed immediately upon the termination of the event.

**Right of Approval/Denial**

The City of Pella reserves the right to approve or deny signage associated with Special Events and to determine the scheduling of such display if approved.



CROSSWALK

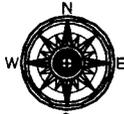
CROSSWALK

MAIN ST

THEATER LOADING ZONE  
IOWA CODE 321.560

LIBERTY ST

E 1ST ST



MOLENGRACHT  
Pella, Iowa



## CITY OF PELLA SPECIAL EVENTS DEPARTMENT REVIEW

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Event:</b>                  | MidWestOne--Meal on the Molengracht |
| <b>Add Comments by:</b>        | August 24, 2015                     |
| <b>City Staff Contact:</b>     | Ronda Brown                         |
| <b>Date of Event:</b>          | October 1, 2015                     |
| <b>For questions, contact:</b> | Jennifer Bailey 641-628-4356        |

[Redacted]

Recommend approval. RAB

[Redacted]

Recommend approval. DB

[Redacted]

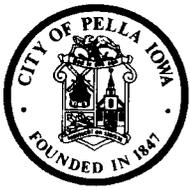
Recommend approval. GW

[Redacted]

Recommend approval. DM

[Redacted]

Recommend approval. JV



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: E-3a & 3b & 3c

SUBJECT: Addendum to the Herfst Feest Special Event Request for Dueling Guitars Concert

DATE: September 1, 2015

**BACKGROUND:** At the Council meeting on August 4, 2015, a special event permit was approved for Herfst Feest for September 25-26, 2015. The Pella Chamber of Commerce has requested an addendum to that special event permit to host a live music event "Dueling Guitars" in the Molengracht area on Saturday, September 26, 2015 as the final activity of Herfst Feest. Set-up would begin at 3 p.m; live music from 5:30-9:00 p.m; and cleanup from 9-10 p.m.

As a part of this event, a resolution has also been requested that closes the Molengracht area from the bridge east to the hotel on both sides of the canal. The area will be blocked off and IDs will be required.

In addition, Monarchs has requested an extension to their liquor license in order to serve alcohol in the blocked off area. It should be noted, Monarchs currently has Outdoor Service for the small fenced in area in front of their establishment. The new privilege would allow for the Outdoor Service area to be extended from the plaza bridge east to the hotel on both sides of the canal. The liquor application has been completed online with the State, and staff is recommending approval pending receipt of dram shop certification.

All pertinent Departments have reviewed the addendum request, and approval is recommended.

**ATTACHMENTS:** Resolution, Chamber Request, Department Comments, Map

**REPORT PREPARED BY:** City Hall Staff

**REPORT REVIEWED BY:** CITY ADMINISTRATOR  
CITY CLERK

**RECOMMENDED ACTION:** Approve Special Event, Resolution, Liquor License Outdoor Service Area Extension for Monarchs.

RESOLUTION NO. 5599

RESOLUTION TEMPORARILY CLOSING  
PUBLIC WAYS OR GROUNDS FOR THE ADDENDUM TO THE SPECIAL EVENT  
KNOWN AS "HERFST FEEST (FALL FESTIVAL)"

WHEREAS, Iowa Code Section 364.12 (2) states that "a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions"; and

WHEREAS, Iowa Code Section 364.12 (2)(a) states that "Public ways and grounds may be temporarily closed by resolution"; and

WHEREAS, the Pella Chamber has requested an addendum to their special event permit "Herfst Feest" to host a live music event "Dueling Guitars" in the Molengracht area on Saturday, September 26, 2015 as the final activity of Herfst Feest; and,

WHEREAS, the Pella Chamber has also requested the closing of the Molengracht area from the bridge east to the hotel on both sides of the canal on Saturday, September 26, 2015 from 3:00-10:00 p.m.

NOW THEREFORE, BE IT RESOLVED pursuant to Iowa Code Section 364.12 (2)(a), the City Council of the City of Pella does hereby temporarily close the public way as stated above.

PASSED AND ADOPTED this 1st day of September, 2015.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk

## Ronda Brown

---

**From:** Karen Eischen <karen@pella.org>  
**Sent:** Wednesday, August 19, 2015 10:39 AM  
**To:** Ronda Brown  
**Cc:** Mike Nardini; Jeanette Vaughan  
**Subject:** Addendum to Herfst Feest Permit Sept 25-26, 2015

Ronda – The Chamber would like to submit the following addendum to our Herfst Feest special events permit that has been approved by City Council for September 25-26, 2015:

The Chamber would like to request use of the Molengracht for a “dueling guitars” live music event on Saturday, Sept 26, 2015 as the final activity of Herfst Feest. Set up would occur at 3 pm (tables and chairs); live music from 5:30 – 9 pm; cleanup and removal of items from 9-10 pm. Garbage pickup has been arranged with Midwest Sanitation so all garage receptacles will be emptied following the event on Saturday evening. Monarchs will be providing beverage service.

Please let me know if you need any additional information.

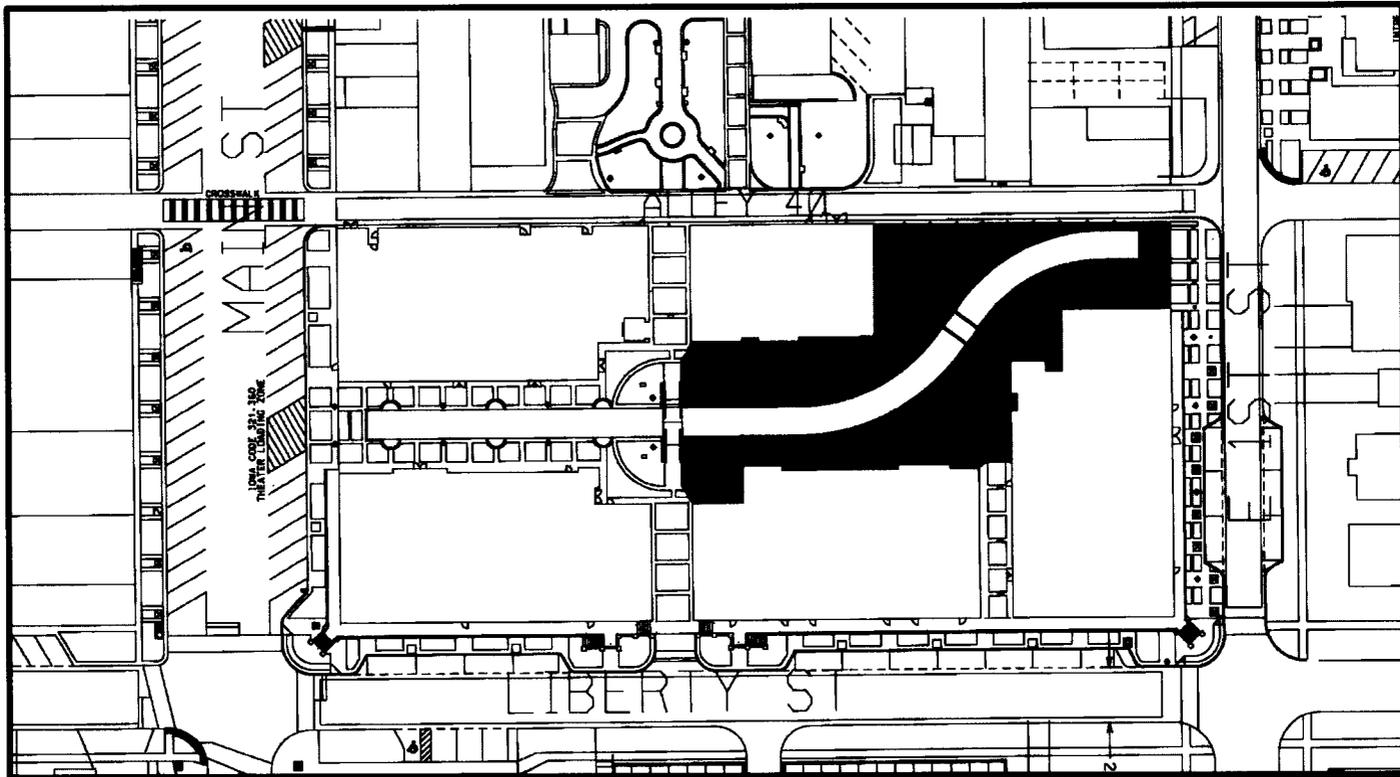
**Karen Eischen, IOM | Executive Director**  
Pella Chamber of Commerce  
641.628.2626

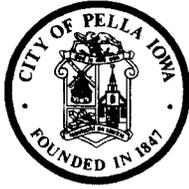


**Confidentiality Notice:**

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# Liquor License Outdoor Service Extension Area Request for Monarchs





## CITY OF PELLA SPECIAL EVENTS DEPARTMENT REVIEW

|                               |  |
|-------------------------------|--|
| <b>Event:</b>                 | Dueling Guitars—Addendum to Herfst Feest Event |
| <b>Add Comments by:</b>       | August 24, 2015                                |
| <b>City Hall Contact:</b>     | Ronda Brown                                    |
| <b>Date of Event:</b>         | September 26, 2015                             |
| <b>If questions, contact:</b> | Karen Eischen 641.628.2626                     |

### Public Comments

The Chamber of Commerce indicates that this event will mirror what is done with Fridays After Five. Recommend approval. RAB

### Public Works Comments

Recommend approval. DB

### Planning & Zoning Comments

Recommend approval. GW

### Public Comments

Recommend approval. DM

### Community Services/Parks Comments

No additional services requested from CS/Parks. Recommend approval. JV



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

---

ITEM NO: G-1

SUBJECT: Trick or Treat in Pella (Beggar's Night)

DATE: September 1, 2015

**BACKGROUND:** In the past, the City of Pella has designated one evening near Halloween as Beggar's Night. It is the City's intent to continue this tradition and designate Saturday, October 31, 2015 from 6-8 p.m. as "Beggar's Night."

Other communities, the Chamber and the Pella schools were solicited for their input regarding "Beggar's Night" with the following results:

Oskaloosa - Business participation and a parade are scheduled for the 29<sup>th</sup> of October.

Knoxville - Designated the 31<sup>st</sup> of October as Beggar's Night.

Pella Chamber of Commerce – Historically the retail members and downtown businesses do not advertise special activities associated with beggar's night.

Pella Community Schools – High school state dance/drill solo competition and state cross country meet.

Pella Christian Schools – High school state dance/drill solo competition, state cross country meet and the fall musical drama event October 29<sup>th</sup>, 30<sup>st</sup>, and 31<sup>st</sup>.

First round football playoff games are scheduled for October 28 with a weather delay game scheduled for October 29.

ATTACHMENTS: None

REPORT PREPARED BY: Robert A. Bokinsky, Chief of Police

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDATION: Proclaim Saturday, October 31, 2015 from 6-8 p.m. as "Beggar's Night" for the City of Pella.



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THE  
**CITY of PELLA**

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**STAFF MEMO TO COUNCIL**

ITEM NO: H-1

SUBJECT: Resolution Approving the Street Finance Report for Fiscal Year 2015

DATE: September 1, 2015

BACKGROUND: Annually, the City is required by the Code of Iowa to file with the Iowa Department of Transportation a Street Finance Report in order to receive Road Use Tax funds.

The City's Street Finance Report for Fiscal Year ending June 30, 2015 is presented for approval with this resolution. FY 14/15 revenues total \$1,161,387 and expenditures total \$1,138,849. Listed below is a breakdown of the revenues and expenditures.

| <b>Revenues</b>         |                            | <b>Expenditures</b>       |                            |
|-------------------------|----------------------------|---------------------------|----------------------------|
| Road Use Tax            | \$ 1,076,427               | Road Way Maintenance      | \$ 792,963                 |
| Tax Increment Financing | 63,105                     | Snow and Ice Removal      | 56,753                     |
| Local Option Sales Tax  | 13,823                     | Engineering               | 76,928                     |
| Other                   | 8,032                      | Street Construction       | 16,960                     |
|                         |                            | Equipment                 | 194,936                    |
|                         |                            | Traffic Services          | 309                        |
| <b>Total Revenues</b>   | <b><u>\$ 1,161,387</u></b> | <b>Total Expenditures</b> | <b><u>\$ 1,138,849</u></b> |

ATTACHMENTS: Resolution and Street Finance Report

REPORT PREPARED BY: FINANCE DIRECTOR

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve Resolution.

RESOLUTION NO. 5600

RESOLUTION APPROVING THE STREET FINANCE REPORT  
FOR FISCAL YEAR ENDING JUNE 30, 2015

WHEREAS, cities are required by the Code of Iowa to file with the Iowa Department of Transportation, on or before September 30<sup>th</sup> of each year, a Street Finance Report for the fiscal year ending June 30<sup>th</sup> preceding; and

WHEREAS, the Street Finance Report of the City of Pella, Iowa has been prepared and submitted to the City Council for the fiscal year ending June 30, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA:

That the Street Finance Report of the City of Pella, Iowa for the fiscal year ending June 30, 2015 be and the same is hereby approved and the City Clerk is hereby directed to file said report with the Iowa Department of Transportation.

PASSED AND ADOPTED this 1st day of September, 2015 by the City Council of the City of Pella, Iowa.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk

## City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5947        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

### Cover Sheet

Now therefore let it be resolved that the city council of PELLA, Iowa  
(city name)

on 09/01/2015 did hereby approve and adopt the annual  
(month/day/year)

City Street Financial Report from July 1, 2014 to June 30, 2015.  
(year) (year)

#### Contact Information

| Name           | Email Address             | Street Address | City            | ZIP Code   |
|----------------|---------------------------|----------------|-----------------|------------|
| Corey Goodenow | cgoodenow@cityofpella.com | 825 BROADWAY   | PELLA           | 50219-0000 |
| Hours          | Phone                     | Extension      | Alternate Phone |            |
| 7:30-4:30      | (641) 628-4173            | (000) 000-0226 | (641) 780-0225  |            |

#### Preparer Information

| Name           | Email Address             | Phone          | Extension      |
|----------------|---------------------------|----------------|----------------|
| Corey Goodenow | cgoodenow@cityofpella.com | (641) 628-4173 | (000) 000-0226 |

#### Mayor Information

| Name           | Email Address         | Street Address | City  | ZIP Code   |
|----------------|-----------------------|----------------|-------|------------|
| JAMES MUELLER  | mayor@cityofpella.com | 825 BROADWAY   | PELLA | 50219-0000 |
| Phone          | Extension             |                |       |            |
| (641) 628-2773 |                       |                |       |            |

Resolution Number \_\_\_\_\_

\_\_\_\_\_  
 Signature Mayor

\_\_\_\_\_  
 Signature City Clerk

# City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5947        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

## Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4  
 Road Use Other Street Street Debt Totals  
 Tax Fund Monies

Column 1 Column 2 Column 3 Column 4  
 Road Use Other Street Street Debt Totals  
 Tax Fund Monies

Round Figures to Nearest Dollar

Round Figures to Nearest Dollar

| A. BEGINNING BALANCE                          |           |              |             |           |
|---|-----------|--------------|-------------|-----------|
|   | Column 1  | Column 2     | Column 3    | Column 4  |
|   | Road Use  | Other Street | Street Debt | Totals    |
|   | Tax Fund  | Monies       |             |           |
| 1. July 1 Balance                             | 648,352   | 0            | 0           | 648,352   |
| 2. Adjustments<br>(Net of Encumbrance Oblig)  | 15,862    |              |             | 15,862    |
| 3. Adjusted Balance                           | 664,214   | 0            | 0           | 664,214   |
| B. REVENUES                                   |           |              |             |           |
| 1. Road Use Tax                               | 1,076,427 |              |             | 1,076,427 |
| 2. Transfer of<br>Jurisdiction Fund           |           |              |             |           |
| 3. Property Taxes                             |           |              |             |           |
| 4. Special Assessments                        |           |              |             |           |
| 5. Miscellaneous                              |           | \$4,960      |             | \$4,960   |
| 6. Proceeds from Bonds,<br>Notes, and Loans   |           |              |             | 0         |
| 7. Iowa E-Check                               |           |              |             |           |
| 8. Total Revenue<br>(Line 1-7)                | 1,076,427 | \$4,960      |             | 1,081,387 |
| C. Total Funds Available<br>(Line 3 + Line 8) |           |              |             |           |
|   | 1,740,641 | \$4,960      | 0           | 1,825,601 |

| EXPENSES   |           |              |             |           |
|--|-----------|--------------|-------------|-----------|
|  | Column 1  | Column 2     | Column 3    | Column 4  |
|  | Road Use  | Other Street | Street Debt | Totals    |
|  | Tax Fund  | Monies       |             |           |
| D. Maintenance                                   |           |              |             |           |
| 1. Roadway Maintenance                           | 792,963   |              |             | 792,963   |
| 2. Signs and Sign Removal                        | 56,753    |              |             | 56,753    |
| E. Construction, Rehabilitation and Improvements |           |              |             |           |
| 1. Engineering                                   |           | 76,928       |             | 76,928    |
| 2. Right of Way Purchase                         |           |              |             |           |
| 3. Street/Highway Construction                   | 9,237     | 7,723        |             | 16,960    |
| 4. Traffic Signals                               |           | 309          |             | 309       |
| F. Administration                                |           |              |             |           |
|  |           |              |             |           |
| G. Equipment<br>(Purchased or Leased)            |           |              |             |           |
|  | 194,936   |              |             | 194,936   |
| H. Miscellaneous                                 |           |              |             |           |
|  |           |              |             |           |
| I. Street Debt                                   |           |              |             |           |
| 1. Bonds, Notes, Loans,<br>Principal Paid        |           |              |             |           |
| 2. Bonds, Notes and Loans<br>Interest Paid       |           |              |             |           |
| TOTALS   |           |              |             |           |
| C. Total Funds Available<br>(Line 3 + Line 8)    | 1,740,641 | \$4,960      | 0           | 1,825,601 |
| D. Ending Balance<br>(Line 3 + I)                | 664,214   | 0            | 0           | 664,214   |
| M. Total Funds Accounted<br>For (K + L = C)      | 1,740,641 | \$4,960      | 0           | 1,825,601 |



Form 517007 (5-2014)  
Office of Local Systems  
Ames, IA 50010

## City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5947        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

### Miscellaneous Revenues and Expenses Sheet

| Code Number and Description of Miscellaneous Revenues Used on the Summary Statement Sheet<br>(See Instructions) | Column 2<br>Other Street Monies | Column 3<br>Street Debt |
|---|---------------------------------|-------------------------|
| 170 Reimbursements (misc.)  | 8,032                           |                         |
| 195 Tax Increment Financing (TIF)   | 63,105                          |                         |
| 174 Sales Tax / Local Option  | 13,823                          |                         |
| Line B5 Totals  | 84,960                          |                         |

| Code Number and Description of Miscellaneous Expenses Used on the Summary Statement Sheet<br>On street, building expenses, street maintenance, buildings, utilities, administrative costs for printing, legal fees,<br>bond fees etc. (See Instructions) | Column 2<br>Other Street Monies | Column 3<br>Street Debt |
|--|---------------------------------|-------------------------|
|  |                                 |                         |
| Line H Totals  |                                 |                         |

### City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5047        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

### Bonds, Notes and Loans Sheet

| New Bond?                | Debt Type | Debt Purpose | Pay Only | Issue Date | Issue Amount | % Related to Street | Year Due      | Principal Balance as of 7/1/15 | Total Principal Paid | Total Interest Paid | Principal Roads | Interest Roads | Principal Balance as of 6/30 |
|--------------------------|-----------|--------------|----------|------------|--------------|---------------------|---------------|--------------------------------|----------------------|---------------------|-----------------|----------------|------------------------------|
| <input type="checkbox"/> |           |              |          |            |              |                     |               |                                |                      |                     |                 |                |                              |
| <b>New Bond Totals</b>   |           |              |          |            | 0            | 0                   | <b>Totals</b> |                                |                      |                     |                 |                |                              |



## City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5947        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

### Road/Street Equipment Inventory Sheet

Check here if there are no reportable equipment

| Local Class ID # | Model Year | Description                   | Purchase Cost | Lease Cost | Unit | Rental Cost | Amt | Used on Project this FY? | Status    |
|------------------|------------|-------------------------------|---------------|------------|------|-------------|-----|--------------------------|-----------|
|                  | 2011       | INTNATL 7300 DUMP TRK         | 125,451       |            |      |             |     | No                       | No Change |
|                  | 2011       | FORD F250 4x2                 | 20,223        |            |      |             |     | No                       | No Change |
|                  | 2008       | John Deer Backhoe             | 74,700        |            |      |             |     | No                       | No Change |
|                  | 2007       | DUMP TRUCK                    | 90,576        |            |      |             |     | No                       | No Change |
|                  | 2006       | FORD F250                     | 17,622        |            |      |             |     | No                       | No Change |
|                  | 2004       | FORD F578 DUMP TRUCK          | 44,474        |            |      |             |     | No                       | No Change |
|                  | 2002       | INTERNATIONAL 4700 DUMPTRUCK  | 41,715        |            |      |             |     | No                       | No Change |
|                  | 2001       | CATERPILLAR 135 H MOTORGRADER | 129,430       |            |      |             |     | No                       | No Change |
|                  | 2000       | FORD PICKUP F182              | 18,345        |            |      |             |     | No                       | No Change |
|                  | 2000       | INTERNATIONAL 4700 DUMP TRUCK | 57,539        |            |      |             |     | No                       | Traded    |
|                  | 1998       | CRAFCO MELTER 55125           | 23,900        |            |      |             |     | No                       | No Change |
|                  | 1997       | CHEV CC31403 TRUCK            | 10,829        |            |      |             |     | No                       | No Change |
|                  | 1996       | FORD 350 4X4 TRUCK            | 20,930        |            |      |             |     | No                       | No Change |
|                  | 1992       | FORD F-700                    | 27,574        |            |      |             |     | No                       | No Change |
|                  | 1991       | J DEERE TRACTOR 1C70          | 5,968         |            |      |             |     | No                       | No Change |
|                  | 1997       | CHEV CC30903                  | 10,803        |            |      |             |     | No                       | No Change |
|                  | 1992       | CASE 580 SUPER K BACKHOE      | 2,800         |            |      |             |     | No                       | No Change |
|                  | 2008       | CASE 430SSL SKID LOADER       | 25,955        |            |      |             |     | No                       | No Change |
|                  | 2012       | 1-TON PICKUP TRUCK            | 40,206        |            |      |             |     | No                       | No Change |
|                  | 2011       | FORD F-150                    | 23,422        |            |      |             |     | No                       | No Change |
|                  | 2012       | ELGIN CROSSWIND               | 225,880       |            |      |             |     | No                       | No Change |
|                  | 2014       | 1 TON TRUCK                   | 24,253        |            |      |             |     | No                       | No Change |
|                  | 2013       | FORD 150 PICKUP TRUCK         | 28,078        |            |      |             |     | No                       | No Change |



Form 517007 (5-2014)  
Office of Local Systems  
Ames, IA 50010

### City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5947        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

| Local Class ID # | Model Year | Description              | 4. Purchase Cost | 5. Lease Cost | 6. Am | 7. Rental Cost | 8. Used on Project this FY? | 9. Status |
|------------------|------------|--------------------------|------------------|---------------|-------|----------------|-----------------------------|-----------|
|                  | 2013       | CASE END LOADER          | 135,200          |               |       |                | No                          | No Change |
|                  | 2014       | INTERNATIONAL DUMP TRUCK | 162,046          |               |       |                |                             | New       |
|                  | 2014       | 1 TON TRUCK              | 13,380           |               |       |                | No                          | New       |

### City Street Financial Report

| City Name | City Number |
|-----------|-------------|
| PELLA     | 5947        |

| Fiscal Year |
|-------------|
| 2015        |

### Explanation Sheet

| Comments  |
|---|
| A2. The beginning balance was adjusted for an expense that was coded to the wrong fund and corrected after the submission of the FY 2014 SFR. |

## City Street Financial Report

|           |             |
|-----------|-------------|
| City Name | City Number |
| PELLA     | 5947        |

|             |
|-------------|
| Fiscal Year |
| 2015        |

### Monthly Payment Sheet

| Month         | Road Use<br>Tax Payments | Transfer of<br>Jurisdictions Payments |
|---------------|--------------------------|---------------------------------------|
| JULY          | \$79,869.43              |                                       |
| AUGUST        | \$117,432.05             |                                       |
| SEPTEMBER     | \$82,554.95              |                                       |
| OCTOBER       | \$114,649.92             |                                       |
| NOVEMBER      | \$88,748.12              |                                       |
| DECEMBER      | \$77,750.15              |                                       |
| JANUARY       | \$92,997.10              |                                       |
| FEBRUARY      | \$90,784.41              |                                       |
| MARCH         | \$94,333.28              |                                       |
| APRIL         | \$74,383.15              |                                       |
| MAY           | \$46,773.54              |                                       |
| JUNE          | \$116,150.70             |                                       |
| <b>Totals</b> | \$1,076,426.80           |                                       |



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THE  
**CITY of PELLA**  

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**STAFF MEMO TO COUNCIL**

ITEM NO: H-2

**SUBJECT:** Resolution Ordering the Preparation of Plans and Specifications, Form of Contract, Notice of Hearing and Letting, Setting Date for Public Hearing, Authorizing the Taking of Bids and Authorizing Bid Opening for the Hazel Street Reconstruction – Maple to Elm 2015

**DATE:** September 1, 2015

**BACKGROUND:** This resolution sets the date for the public hearing on October 6, 2015 and authorizes staff to seek bids for the Hazel Street Reconstruction – Maple to Elm 2015.

This project includes total street reconstruction of Hazel Street from Maple Street to 40' north of Elm Street. Also included in the project is the replacement of the existing 6" water main with a new 8" water main and hydrants. The project is required to be completed by May 15, 2016. In addition, the contractor will be required to delay the street reconstruction until the spring of 2016.

Engineer's estimate prepared by Garden & Associates reflect total project costs at \$139,662.

The proposed timeline for the project is:

|          |   |
|----------|---|
| 09/25/15 | Bid Letting                               |
| 10/06/15 | Receive Bids and Award Contract           |
| 10/16/15 | Notice to Proceed Issued                  |
| 05/15/16 | Deadline for Completion of Reconstruction |

The funding source for the project is local option sales and services tax funds.

**ATTACHMENTS:** Resolution; Contract documents are on file in the Clerk's office.

**REPORT PREPARED BY:** Public Works Department

**REPORT REVIEWED BY:** CITY ADMINISTRATOR  
CITY CLERK

**RECOMMENDATION:** Accept resolution.

RESOLUTION NO. 5601

RESOLUTION ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS, FORM OF CONTRACT, NOTICE OF HEARING AND LETTING, SETTING DATE FOR PUBLIC HEARING, AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING BID OPENING FOR THE HAZEL STREET RECONSTRUCTION – MAPLE TO ELM 2015

WHEREAS, the City Council has deemed it advisable and necessary to construct certain repairs described in general as the “Hazel Street Reconstruction – Maple to Elm 2015”, and has caused to be prepared plans, specifications and form of contract, on file in the office of the Clerk for public inspection, for the construction of said repairs, and said plans, specifications and form of contract are deemed suitable for the making of said repairs; and

WHEREAS, before said plans, specifications, form of contract are entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to construct repairs described in general as the Hazel Street Reconstruction – Maple to Elm 2015, in the manner set forth in the plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the published Notice of Hearing and Letting, said improvements being more generally described as follows:

Complete reconstruction of Hazel Street, from Maple Street to 40’, more or less, north of Elm Street. This includes replacing the existing 6” water main with a new 8” water main, hydrants and associated work.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to publish notice of hearing and letting once in the Pella Chronicle, a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four days nor more than twenty days prior to September 25, 2015, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 2:00 p.m. on said date; and,

BE IT FURTHER RESOLVED, that the City Clerk is hereby designated as the authority to receive and open said bids on behalf of the City of Pella, Iowa; and,

BE IT FURTHER RESOLVED, that bids shall be received and reviewed at a public meeting as provided in the notice of hearing and letting and the results of said bids shall be considered at a meeting of this Council on Tuesday, October 6, 2015 at 7:00 o'clock p.m.; and,

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to publish notice of hearing once in said newspaper, said publication to be not less than four days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of

contract and estimate of costs for said project, said hearing to be at 7:00 o'clock p.m. on Tuesday, October 6, 2015.

PASSED and ADOPTED this 1<sup>st</sup> day of September, 2015.

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James Mueller, Mayor

ATTEST:

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Ronda Brown, City Clerk



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: H-3

SUBJECT: Resolution Ordering Specifications, Form of Contract, Notice to Bidders, Setting the Public Hearing, and Authorizing the Taking of Bids and Authorizing Bid Opening in Connection with West Substation 69kV Ring Bus Improvements for Furnishing Substation Materials.

DATE: September 1, 2015

BACKGROUND: This resolution sets the Public Hearing date as October 20, 2015 and authorizes the taking of bids for substation materials for the West Substation 69kV Ring Bus Improvements.

Critical dates have been identified as:

October 08, 2015 - Bid Opening at 1:30 p.m. at City Hall  
October 20, 2015 - Public Hearing at 7:00 p.m.  
October 28, 2015 - Supplier submits bonds and signed contract

The total estimated cost for the material is \$556,200 as shown below:

\$200,000 for sixteen 69 kV GOAB Switches  
\$48,600 for twenty-seven 72 kV Lightning Arresters  
\$196,600 for various Steel Structures  
\$84,000 for twelve 69 kV Potential Transformers  
\$27,000 for three 69 kV Current Transformers

It is important to note, \$136,600 of the substation materials are for the Red Rock Hydroelectric generation connection, which will be reimbursed by Missouri River Energy Services. In addition, \$391,000 of the materials are eligible for reimbursement from the Midcontinent Independent System Operator (MISO) transmission rate recovery process.

ATTACHMENTS: Resolution, Bid Specifications

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDATION: Approve resolution.

## RESOLUTION NO. 5602

### RESOLUTION ORDERING SPECIFICATIONS, FORM OF CONTRACT, NOTICE TO BIDDERS, SETTING DATE FOR PUBLIC HEARING, AND AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING THE BID OPENING IN CONNECTION WITH THE 69KV RING BUS IMPROVEMENTS FOR FURNISHING SUBSTATION MATERIALS FOR THE CITY OF PELLA

WHEREAS, the City Council has deemed it advisable and necessary to obtain certain materials for the project described in general as the 69 kV Ring Bus Improvement project, and has caused to be prepared specifications and form of contract placed on file in the office of the Clerk for public inspection; and,

WHEREAS, before said specifications, form of contract, and contracts for material are entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to purchase certain materials for the project known as the West Substation 69 kV Ring Bus Improvement Project. Requesting bids for said materials set forth in the specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the published Notice of Hearing and letting, said materials being more generally described as follows:

- Bid No. 1 – Furnish 69 kV GOAB Switches
- Bid No. 2 – Furnish 72 kV Lightning Arresters
- Bid No. 3 – Furnish Steel Structures
- Bid No. 4 – Furnish 69 kV Potential Transformers
- Bid No. 5 – Furnish 69 kV Current Transformers

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice to bidders once in the Pella Chronicle, a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four days nor more than forty-five days prior to October 8, 2015, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 1:30 p.m. on said date; and,

BE IT FURTHER RESOLVED, that bids shall be received and opened at a public meeting as provided in the public notice and the results of said bids shall be considered at

a meeting of this Council on October 20, 2015 at 7:00 p.m.; and,

BE IT FURTHER RESOLVED, that the City Clerk is hereby designated as the authority to receive and open said bids on behalf of the City of Pella, Iowa; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of hearing once in said newspaper, said publication to be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of contract and estimate of costs for said project; said hearing to be at 7:00 p.m. on October 20, 2015.

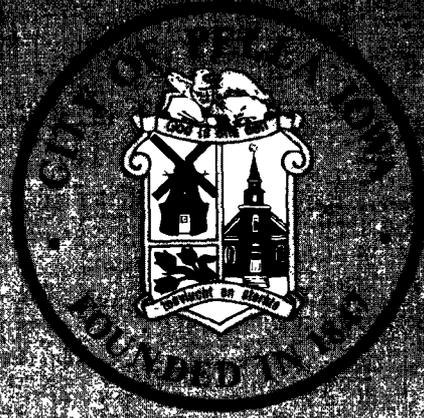
PASSED and ADOPTED this 1st day of September, 2015.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk

**DGR**  
**ENGINEERING**



**CITY OF PELLA**  
**PELLA, IOWA**

**September, 2015**

**DGR Project No. 412943**

**BIDDING DOCUMENTS**  
**FOR**  
**FURNISHING SUBSTATION MATERIALS**  
**CITY OF PELLA, IOWA**

Contact persons for this project are as follows:

**Owner:** City of Pella, Iowa  
222 Truman Road  
P.O. Box 88  
Pella, IA 50219  
Telephone 641-628-2581

Nate Spurgeon  
E-mail: [nspurgeon@cityofpella.com](mailto:nspurgeon@cityofpella.com)

**Engineer:** DGR Engineering  
1302 South Union Street  
Rock Rapids, Iowa 51246  
Telephone 712-472-2531

Dennis J. Haselhoff, P.E.  
Project Manager  
E-mail: [dennis.haselhoff@dgr.com](mailto:dennis.haselhoff@dgr.com)

Todd Bockorny  
Project Engineer  
E-mail: [todd.bockorny@dgr.com](mailto:todd.bockorny@dgr.com)



**BIDDING DOCUMENTS**  
**FOR**  
**FURNISHING SUBSTATION MATERIALS**  
**CITY OF PELLA, IOWA**

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## Appendix

### 1. Steel Drawings

- WS-321 69 kV 3-Phase PT Support
- WS-322 69 kV 3-Phase Bus Support
- WS-323 69 kV GOAB Switch Structure (High & Low)
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## NOTICE OF PUBLIC HEARING AND LETTING

NOTICE OF PUBLIC HEARING ON PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT, AND ESTIMATE OF COST FOR ELECTRICAL MATERIALS FOR THE CITY OF PELLA, PELLA, IOWA, AND THE TAKING OF BIDS FOR SAID EQUIPMENT.

Notice is hereby given that sealed bids will be received by the City Clerk for the **City of Pella, Iowa**, at the City Offices at 825 Broadway, Pella, IA 50219 before **1:00 PM**, on **October 8, 2015**, for the furnishing of substation materials for the City of Pella, Pella, Iowa. At said time and place, bids will be publicly opened, read and acted upon by the City Council at a subsequent meeting to be held on October 20, 2015 at 7:00 PM at which time and place the said Council will conduct a public hearing and consider adoption of the plans, specifications, and proposed form of contract for the equipment which are now on file at the City Offices. At said meeting, or at a later time and place as will then be fixed, the Council will act upon the bids.

There are five (5) separate bids consisting of the following:

### Description

Bid No. 1 – Furnish 69 kV GOAB Switches

Bid No. 2 – Furnish 72 kV Lightning Arresters

Bid No. 3 – Furnish Steel Structures

Bid No. 4 – Furnish 69 kV Potential Transformers

Bid No. 5 – Furnish 69 kV Current Transformers

The above equipment shall be in accordance with the specifications and proposed form of contract now on file in the City offices in said City of Pella, Iowa, by this reference made a part hereof, as though fully set out and incorporated herein.

Material suppliers desiring a copy of the bid forms and specifications for individual use may obtain them from the office of the Engineer, DGR Engineering, 1302 South Union, P.O. Box 511, Rock Rapids, Iowa 51246, telephone 712-472-2531, Fax 712-472-2710, e-mail: [dgr@dgr.com](mailto:dgr@dgr.com), no deposit required.

Bids shall be submitted on a unit price or lump sum basis as stated on the Bid Form.

Each bid shall be made out on a blank form furnished by the City and must contain either (1) a cashier's check or draft or check or share draft certified and drawn on a solvent State or National bank, in an amount equal to ten percent (10%) of the amount of the Bid; or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in an amount not less than ten percent (10%) of the amount of the Bid. The bid security shall be made payable to the City of Pella. The bid security must not contain any conditions either in the body or as an endorsement thereon. Such bid security shall be forfeited to the Utility as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within ten (10) days after the award of contract and post a satisfactory Performance Bond and Labor and Materials Payment Bond. No oral, facsimile, e-mail, telegraphic or telephonic bids or modifications will be considered.

Payment to the Supplier for the equipment shall be made on the basis of ninety-five percent (95%) within thirty-one (31) days after delivery and receipt of the equipment in acceptable condition; five percent (5%) within thirty-one (31) days after final completion, field testing, delivery of field test results, delivery of manuals, Owner's acceptance, and delivery of documentation.

The equipment shall be delivered according to the schedule listed on each Bid Form

The City may make the contract award to the lowest responsive, responsible bidder meeting specifications. The City reserves the right to defer acceptance of any bid for a period not to exceed thirty (30) days after the date bids are received and no bid may be withdrawn during this period. The Council also reserves the right to waive irregularities and to reject any or all bids.

Dated this 1<sup>st</sup> day of September, 2015.

CITY OF PELLA, IOWA

By /s/ Ronda Brown  
City Clerk

## **INSTRUCTIONS TO BIDDERS**

### **A. BIDDERS KNOWLEDGE.**

Examination of Proposed Work. Bidders are required to examine to their satisfaction, the plans and specifications and to make sure that the requirements are fully understood. The failure or omission of any Bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation regarding his or her bid.

### **B. BIDDERS QUALIFICATIONS.**

Competency of Bidder. Bidders must be capable of performing the work bid upon. The City may make such investigations as deemed necessary to determine the ability of the bidder to perform the work. The Bidder may be required to supply a detailed statement covering experience on similar work, list of machinery, plant, and other equipment which will be used on the proposed work and such statement of their financial resources as may be deemed necessary.

If the information and data requested by the City is not furnished, the City may consider the bidder non-responsive or non-responsible. The City reserves the right, in its sole and absolute discretion, to accept the Bid of a bidder despite the fact that said bidder has not submitted any information, list, data or statement requested.

The City reserves the right to reject any bid if the City determines, in its sole and absolute discretion, that the bidder is not properly qualified to carry out the obligations of the Contract and/or to complete the work contemplated by the Contract. Conditional bids will not be accepted.

### **C. METHOD OF BIDDING.**

Preparation of Bid. Bids shall be submitted on a unit price or lump sum basis as stated on the Bid/Offer form. In preparing a bid, the Bidder shall specify the price, written legibly in ink or with a typewriter, at which he or she proposes to do each item of work. The price shall be stated with respect to each and every alternate item, whether an add alternate, or a deduct alternate. Failure to state a price for any alternate bid item shall constitute a non-responsible bid that will not be considered. The prices shall be stated in figures. In items where unit price is required, the total amount for each item shall be computed at the unit prices bid for the quantities given in the estimate. In the event of discrepancies in the unit price extensions listed in the bidder's bid, unit prices shall govern.

For all work let on a unit price basis, the Engineer's estimate of quantities shown on the Bid is understood to be approximate only, and will be used only for the purpose of comparing bids. For work let on a lump sum basis, any estimate of quantities provided is furnished for the convenience of bidders and is not guaranteed.

#### **D. SUBMISSION OF BIDS.**

Use of Bid Form. Bidders will be furnished with bid forms giving the estimate of quantities needed to complete the work and the amount of bid security the Bidder is submitting with a bid. **Two copies of the completed bid form(s) and all supporting documentation shall be provided.**

Signatures on Bids. If the bid is made by an individual, his or her name and post office address must be shown. If made by a firm or partnership, the name and post office address of the firm or partnership must be shown. If made by a corporation, the person signing the bid must name the state under the laws, of which the corporation is chartered, and the name, title, and business address of the executive head of the corporation. Anyone signing a bid as agent may be required to submit satisfactory evidence of his or her authority to do so.

Irregular Bid Prohibited. Any changes or alterations made in the official bid form, or any additions thereto, may cause the rejection of the bid. No bid will be considered which contains a clause in which the Bidder reserves the right to accept or reject a contract awarded by the Council. Bids in which the unit prices are obviously unbalanced may be rejected.

Discrepancy in Documents. Should the Bidder find discrepancies, ambiguities or omissions from these documents, he/she/it should immediately notify the Engineer and an addendum will be sent to all known entities holding copies of the Bidding Documents.

Delivery of Bid. **Two copies of each bid form and all supporting documentation shall be provided.** Bids shall be placed in an opaque envelope and the envelope sealed and marked "Bid Enclosed – Electrical Materials" to indicate its contents. If forwarded by mail, the envelope shall be mailed to the following address:

City of Pella  
Attn: City Clerk  
825 Broadway  
Pella, IA 50219

Receipt of any Addenda must be acknowledged on the bid form or a copy of any addenda relating to the bid shall be signed and attached to the bid.

No oral, facsimile, e-mail, telegraphic or telephonic bids or modifications will be considered.

#### **E. BID SECURITY.**

Bid Guaranty. Each bid shall be accompanied by a bid bond in the form prescribed in the specifications or a cashier's or certified check or certified share draft drawn on a bank in the State of Iowa for the amount specified in the Notice to Bidders and made payable to the City of Pella, Iowa. Should the bidder receiving the award fail to execute a satisfactory contract

and file acceptable bonds within ten (10) days after the acceptance of the bid, the bid security amount may be retained by the City as fixed and liquidated damages.

To be acceptable, the certified or cashier's check or certified share draft shall bear on its face the endorsement of a solvent bank as to the amount certified. An official authorized to bind the bank by his or her acts shall endorse the check.

Return of Bid Guaranty. The bid guaranty of unsuccessful bidders will be returned promptly after the award has been made. In no case will the bid guaranty be held longer than thirty (30) days without written permission of the Bidder, except that the bid guaranty of the Bidder to whom the contract is awarded will be retained until he or she has entered into contract and filed an acceptable bond.

#### **F. MODIFICATION OR WITHDRAWAL OF BIDS.**

Bidders will be permitted to modify or withdraw their bids after they have been filed with the City Clerk, if a request is made in writing before the date and time specified for the receipt of bids. Modifications shall be so worded as not to reveal the amount of the original bid. No bid may be withdrawn for a period of thirty (30) days after the scheduled date and time for the receipt of bids.

#### **G. EVALUATION OF BIDS.**

It is the intent of the City to award one (1) contract for each material bid as is deemed to be in the best interest of the City. The City will be permitted to consider various bid prices based upon, but not limited to, needs of the City, quality of materials, life cycle costs, maintenance costs, and the lowest, responsive, responsible bid in determining the best interests of the City.

Rejection of Bids. The City hereby reserves the right to reject any and all bids, non-responsive bids, to waive informalities, and to enter into such contract or contracts as it shall deem to be for the best interest of the City of Pella.

#### **H. TERMS AND CONDITIONS.**

The Bidder is invited to attach his standard patent protection and liability limitation conditions, but shall not include any other terms and conditions to this bid. Attachment of additional terms and conditions shall be grounds for disqualification of the submitted bid.

#### **I. TAXES.**

The unit prices for material items in all bids shall not include provisions for the payment of any taxes to the State.

## **J. PERFORMANCE BOND.**

The Bidder to whom the contract is awarded shall furnish a Performance Bond in an amount equal to the total amount of the bid guaranteeing the faithful performance of the work in accordance with the terms of the contract. Such bond shall be with a surety company authorized to do business in the State of Iowa and in form acceptable to the Owner.

## **K. EXECUTION OF CONTRACT.**

The Bidder to whom the contract has been awarded shall enter into contract with the City within ten (10) days after the award has been made. No bid shall be considered binding upon the City until the contract is properly executed by both parties and the contract bond filed.

The contract, when executed, shall be combined with all the Contract documents identified in the Material Agreement representing the entire agreement between parties. The Bidder shall not claim any modification resulting from representation or promise made by representative of the owner or other persons.

## **L. CONTRACT AWARD.**

Award of the Contract, if an award is made, will be on the basis of the base bid and/or any alternate bid(s) chosen by the Owner, as is in the best interest of the Owner. It is the intent of the Owner to award one (1) Contract for each of the Bids as is deemed to be in the best interest of the Owner. The Owner reserves the right to reject any or all bids, waive technicalities, and make award(s) as deemed to be in the best interest of the Owner.

- In addition to cost, other items that will impact the award decision include the following:
  - Relevant experience with installations of similar size and type.
  - Support capabilities.
  - Ability to meet specified delivery schedule.
  - Conformance to project specifications.

## **M. CHANGES IN QUANTITIES.**

The Bidder understands and agrees that the quantities called for in the Bid are approximate, and that the total number of material items upon which payment shall be made shall be set forth in the material contract and purchase order.

**N. SHOP DRAWINGS.**

Approval drawings will be required for all material to verify compliance with the specifications. Drawings shall be submitted to the Engineer within 21 days of award.

**O. MATERIAL DELIVERIES.**

Materials specified within shall be purchased FOB, Pella, Iowa, Freight prepaid and included in quoted price. Materials shall be shipped in total or in truckload lots, minimum. Deliveries shall be arranged with the Owner's Contractor. Acceptable delivery times are 8:00 a.m. to 3:00 p.m., Monday through Friday, working days only.

|                              |                          |
|------------------------------|--------------------------|
| 69 kV GOAB Switches          | March 1 – March 15, 2016 |
| 72 kV Lightning Arresters    | April 1 – April 15, 2016 |
| Steel Structures             | March 1 – March 15, 2016 |
| Anchor Bolt Delivery         | February 1, 2016         |
| 69 kV Potential Transformers | April 1 – April 15, 2016 |
| 69 kV Current Transformers   | April 1 – April 15, 2016 |

The Owner agrees to work in good faith with the Supplier to adjust the delivery schedule for any delays attributed to circumstances beyond the Supplier's control, including acts of God, acts of government, and related circumstances. Actions that cause delivery delays that are under the control of the Supplier are failure to allow sufficient time for manufacturing, failure to inform the Engineer of changes in the manufacturing schedule, or lack of cooperation in establishing effective measures by which delays could be minimized.

**P. WARRANTY.**

The Supplier shall warrant that the materials included in the contract are free of defects for one (1) year from the delivery date. The Supplier shall repair or replace any materials found to be defective at no cost to the Owner. Any costs incurred by the Owner due to defective materials supplied by the Supplier shall be reimbursed to the Owner by the Supplier.

\* \* \* END OF SECTION \* \* \*

BID NO. 1  
69 kV GOAB SWITCHES

TO: City of Pella, Iowa  
Pella, Iowa

FROM: Bidders Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

| <u>Addendum Number</u> | <u>Addendum Date</u> |
|------------------------|----------------------|
| _____                  | _____                |
| _____                  | _____                |
| _____                  | _____                |

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Iowa upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Pella, Iowa. The guaranteed delivery date shall be included on the bid form.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this bid is entered into by the Owner and the Supplier within 30 days after the date hereof.

6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the City of Pella, Iowa, in strict conformance with the specifications and Bidding Documents, to-wit:

| <u>Item</u>             | <u>Qty</u> | <u>Description</u>   | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------------------|------------|--|-------------------|-----------------------|
| A                       | 12         | 69 kV, 3 phase, vertical break, <u>horizontal mount</u> , group operated with insulators, mounting brackets and control hardware (ea.) | \$ _____          | \$ _____              |
| B                       | 4          | 69 kV, 3 phase, vertical break, <u>vertical mount</u> , group operated with insulators, mounting brackets and control hardware (ea.)   | \$ _____          | \$ _____              |
| TOTAL BID (BID FORM 1): |            |  |                   | \$ _____              |

7. Manufacturer \_\_\_\_\_ Guaranteed Delivery Date \_\_\_\_\_

Switch Height from Base to Terminal Pad \_\_\_\_\_

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Specifications and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications the provisions of the latter shall prevail.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Bidder \_\_\_\_\_

Address \_\_\_\_\_

Authorized Officer \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email \_\_\_\_\_

BID NO. 2  
LIGHTNING ARRESTERS

TO: City of Pella, Iowa  
Pella, Iowa

FROM: Bidders Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

| <u>Addendum Number</u> | <u>Addendum Date</u> |
|------------------------|----------------------|
| _____                  | _____                |
| _____                  | _____                |
| _____                  | _____                |

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Iowa upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Pella, Iowa. The guaranteed delivery date shall be included on the bid form.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this bid is entered into by the Owner and the Supplier within 30 days after the date hereof.

6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the City of Pella, Iowa, in strict conformance with the specifications and Bidding Documents, to-wit:

| <u>Item</u>             | <u>Qty</u> | <u>Description</u>                    | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------------------|------------|---------------------------------------|-------------------|-----------------------|
| A                       | 27         | 72 kV MOV, 57 MCOV Lightning Arrester | \$ _____          | \$ _____              |
| TOTAL BID (BID FORM 2): |            |                                       |                   | \$ _____              |

7. Manufacturer \_\_\_\_\_

Guaranteed Delivery Date \_\_\_\_\_

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Specifications and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications the provisions of the latter shall prevail.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Bidder \_\_\_\_\_

Address \_\_\_\_\_

Authorized Officer \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email \_\_\_\_\_

BID NO. 3  
STEEL STRUCTURES

TO: City of Pella, Iowa  
Pella, Iowa

FROM: Bidders Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

| <u>Addendum Number</u> | <u>Addendum Date</u> |
|------------------------|----------------------|
| _____                  | _____                |
| _____                  | _____                |
| _____                  | _____                |

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Iowa upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Pella, Iowa. The guaranteed delivery date shall be included on the bid form.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this bid is entered into by the Owner and the Supplier within 30 days after the date hereof.

6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the City of Pella, Iowa, in strict conformance with the specifications and Bidding Documents, to-wit:

| <u>Item No.</u> | <u>Qty</u> | <u>Description</u>  | <u>Unit Price</u> | <u>Extended Price</u> |
|-----------------|------------|---|-------------------|-----------------------|
| A               | 1          | 69 kV Deadend Structure - North Plant (ea.)   | \$ _____          | \$ _____              |
| B               | 2          | 69 kV Single Deadend Structure – Prairie City & SESS (ea.)  | \$ _____          | \$ _____              |
| C               | 1          | 69 kV Single Deadend Structure – Red Rock (ea.)   | \$ _____          | \$ _____              |
| D               | 11         | Grounding Platform (ea.)  | \$ _____          | \$ _____              |
| E               | 4          | 69 kV GOAB Switch Structure – Low (ea.)   | \$ _____          | \$ _____              |
| F               | 2          | 69 kV GOAB Switch Structure – High (ea.)  | \$ _____          | \$ _____              |
| G               | 4          | 69 kV 3-Phase Bus @ 45° (ea.)   | \$ _____          | \$ _____              |
| H               | 2          | 69 kV 3-Phase Bus Support (ea.)   | \$ _____          | \$ _____              |
| J               | 6          | 69 kV 3-Phase PT Support (ea.)  | \$ _____          | \$ _____              |
| K               | 2          | Static Mast (ea.)   | \$ _____          | \$ _____              |
| L               | 16         | Anchor bolts for 69 kV SF <sub>6</sub> Circuit Breakers – 1” D x 1’-9” L (as shown on dwgs) (Ea.) | \$ _____          | \$ _____              |

TOTAL BID (BID FORM 3): \$ \_\_\_\_\_

Manufacturer \_\_\_\_\_

Guaranteed Delivery Date \_\_\_\_\_

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Specifications and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications the provisions of the latter shall prevail.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ . Bidder \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Authorized Officer \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email \_\_\_\_\_

BID NO. 4  
69 kV POTENTIAL TRANSFORMERS

TO: City of Pella, Iowa  
Pella, Iowa

FROM: Bidders Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

| <u>Addendum Number</u> | <u>Addendum Date</u> |
|------------------------|----------------------|
| _____                  | _____                |
| _____                  | _____                |
| _____                  | _____                |

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Iowa upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Pella, Iowa. The guaranteed delivery date shall be included on the bid form.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this bid is entered into by the Owner and the Supplier within 30 days after the date hereof.

6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the City of Pella, Iowa, in strict conformance with the specifications and Bidding Documents, to-wit:

| <u>Item</u>             | <u>Qty</u> | <u>Description</u>                 | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------------------|------------|------------------------------------|-------------------|-----------------------|
| A                       | 15         | 69 kV Potential Transformers (ea.) | \$ _____          | \$ _____              |
| TOTAL BID (BID FORM 4): |            |                                    |                   | \$ _____              |

7. Manufacturer \_\_\_\_\_

Guaranteed Delivery Date \_\_\_\_\_

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Specifications and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications the provisions of the latter shall prevail.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Bidder \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Authorized Officer \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email \_\_\_\_\_

BID NO. 5  
69 kV CURRENT TRANSFORMERS

TO: City of Pella, Iowa  
Pella, Iowa

FROM: Bidders Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

| <u>Addendum Number</u> | <u>Addendum Date</u> |
|------------------------|----------------------|
| _____                  | _____                |
| _____                  | _____                |
| _____                  | _____                |

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Iowa upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Pella, Iowa. The guaranteed delivery date shall be included on the bid form.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this bid is entered into by the Owner and the Supplier within 30 days after the date hereof.

6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the City of Pella, Iowa, in strict conformance with the specifications and Bidding Documents, to-wit:

| <u>Item</u>             | <u>Qty</u> | <u>Description</u>               | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------------------|------------|----------------------------------|-------------------|-----------------------|
| A                       | 3          | 69 kV Current Transformers (ea.) | \$_____           | \$_____               |
| TOTAL BID (BID FORM 5): |            |                                  |                   | \$_____               |

7. Manufacturer \_\_\_\_\_

Guaranteed Delivery Date \_\_\_\_\_

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Specifications and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications the provisions of the latter shall prevail.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Bidder \_\_\_\_\_

Address \_\_\_\_\_

Authorized Officer \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email \_\_\_\_\_

## GENERAL REQUIREMENTS

### PART 1 - GENERAL

#### 1.01 SUMMARY:

- A. Materials shall be as shown on the Drawings or as specified herein, and shall be in accordance with the applicable NEMA, ANSI, IEEE, IPCEA, ASTM Standards, NEC, and the Standards of the Underwriter's Laboratory.

#### 1.02 CONTRACT AWARD:

- A. The City Council will award one contract for each Bid as deemed in the best interest of the City. Supplier shall submit bonds and signed contract per the following schedule:

|                  |   |
|------------------|---|
| October 8, 2015  | Bid Opening                               |
| October 20, 2015 | Council Award Contracts                   |
| October 30, 2015 | Supplier submit bonds and signed contract |

#### 1.03 SUBMITTALS:

- A. In addition to any drawings and data submitted with the bid, the Supplier, after award of the contract and before proceeding with the manufacture of the material, shall furnish the Engineer electronic files of all design calculations, data sheets, and drawings covering the design and installation of the material for approval.
- B. Following approval, the Supplier shall forward to the Engineer an electronic copy in AutoCAD compatible format of each of the above mentioned drawings.
- C. Drawings submitted shall be in 11 x 17 format.
- D. Drawings shall be transmitted with a cover letter and such letter shall indicate the number of copies forwarded to the Engineer.
- E. Approval of final Supplier's drawings or data by the Engineer shall not relieve the Supplier of any part of his responsibility to meet all the requirements of this specification or as to the correctness of his drawings and data. Further, approval of the Engineer does not relieve the Supplier of responsibility for the adequacy of the design.
- F. Shop drawings for all material shall be submitted within 21 days of award.

G. Allow 2-3 weeks for the Engineer's review of the shop drawings.

1.04 SHIPPING PROCEDURES:

- A. All Bids shall include F.O.B to the job site in Pella, Iowa.
- B. Title to the equipment shall pass to the Owner upon acceptance testing and checkout of the equipment and receipt of all required documentation.
- C. Supplier shall notify the Owner's Contractor by telephone when equipment is ready for shipment, AT LEAST 48 HOURS PRIOR TO DELIVERY.
- D. Deliveries Accepted: Monday-Friday, 8:00 AM – 3:00 PM, working days only.
- E. Supplier shall also coordinate delivery in advance with the on-site construction Contractor to insure the Contractor can schedule to be on-site during delivery of the equipment.
- F. The supplier shall coordinate delivery locations with the Engineer and/or on-site construction Contractor.

1.05 WARRANTY:

- A. Bidder shall furnish a standard warranty package with the material.
- B. Coverage length: Minimum 18 months from date of delivery.
- C. Shall be comprehensive, without deductibles, and shall cover all equipment supplied by Bidder, whether or not it was manufactured by the Bidder.
- D. All repair parts, labor, and travel expenses necessary for repairs at the job site shall be included.

PART 2 - PRODUCTS

Not Used.

PART 3 - EXECUTION

Not Used.

\* \* \* END OF SECTION \* \* \*

## SPECIFICATIONS FOR 69 kV GOAB SWITCH

### PART 1 - GENERAL

#### 1.01 SCOPE:

- A. The GENERAL REQUIREMENTS are hereby made part of this Section.
- B. Work under this Section includes furnishing the 69 kV GOAB switches, mounting brackets, insulators, handles complete with unit. This includes designing, shop detailing, furnishing, fabrication, and delivery to the City of Pella by truck under its own power.
- C. Work performed by others:
  - 1. Unloading and storage of switches and parts.

#### 1.02 SUBMITTALS:

- A. See General Requirements, for submittal procedures.
- B. Shop Drawings:
  - 1. Dimensions.
  - 2. Descriptive data.
  - 3. Performance data.

#### 1.03 PAYMENT:

- A. Payment shall be at the Contract unit prices as shown on the Bid Form.

#### 1.04 WARRANTY:

- A. See General Requirements, for warranty requirements.

### PART 2 – PRODUCTS

#### 2.01. ACCEPTABLE MANUFACTURERS:

- A. Vertical Break Switches:
  - 1. Turner – Type “TMX”.
  - 2. Southern States – Type “EV-2”.

3. USCO – Type “AVR”.
4. SEECO – Type “VIPA”.
5. No Equal.

## 2.02. GOAB SWITCH CONSTRUCTION:

- A. Vertical break switches to include the following:
  1. Vertical break opening.
  2. Mounting: Horizontal & Vertical.
- B. Both switches to include the following:
  1. Group operated, 3-poles.
  2. Insulators shall be supplied with the switches.
    - a. Acceptable manufacturers:
      - 1) Lapp.
      - 2) NGK Locke.
      - 3) Victor.
      - 4) Or Approved equal.
    - b. Post insulator construction:
      - 1) Shall be station post type.
      - 2) Single-piece porcelain body.
      - 3) Standard strength.
      - 4) Four (4) UNC standard bolt holes on standard bolt circle.
      - 5) Color: ANSI No. 70 light gray.
      - 6) Exposed metal shall be galvanized.

7) Minimum Ratings:

|                                   |         |
|-----------------------------------|---------|
| Nominal voltage -                 | 69 kV   |
| Basic Insulation Level (BIL) -    | 350 kV  |
| Minimum impulse flashover, pos -  | 390 kV  |
| Leakage distance -                | 72 in.  |
| Maximum design cantilever -       | 1500 lb |
| Technical Reference Number (TR) - | 216     |
| Bolt circle -                     | 3 in.   |

3. Fittings and blades: aluminum, copper, or bronze.
4. Contacts: Silver to silver.
5. Swing type operating handle (handle location shall be coordinated with engineer and steel manufacturer).
6. Outboard and guide bearings.
7. Pipe extension.
8. Interphase rods.
9. Padlocking provisions for “open” and “closed” positions.
10. Grounding: Braided copper grounding strap and clamps.
11. Switch base: Metal with sufficient stiffness to prevent excessive deflection when mounted and operated on the supporting structure indicated on the Drawings.
12. Steel: Galvanized.
13. Steel supporting members: Adequacy shall be verified as per requirements of the supplied switch. Contractor shall be responsible for ensuring the switch supplied will fit and operate properly on the structure specified on the Drawings.
14. Metal Indicators:
  - a. Embossed or stamped.
  - b. Installed on vertical operating rod.
  - c. Indicate “open” and “closed” positions.

- d. Size: Approximately 7.5 inches high and 1.5 inches wide.
  - e. "Closed" indicator paint color: Red.
  - f. "Open" indicator paint color: Green.
  - g. Mounting height: Normal eye level.
  - h. Positioning: Appropriate indicator shall directly face the operator when the person is in a normal position for operating the switch.
15. The mechanical linkage between the rotating insulator and the blade carrier shall overtoggle to provide constant contact pressure when the blades are fully closed.
16. Switch height shall be 3'-2 5/8" tall from the switch base to the terminal pad.
17. Ratings:
- |                                  |          |
|----------------------------------|----------|
| Nominal voltage -                | 69 kV    |
| Basic Insulation Level -         | 350 kV   |
| Continuous current -             | 1,200 A  |
| Momentary interrupting current - | 61,000 A |

#### 2.03 INCIDENTALS:

- A. Furnish incidental items including, but not limited to, miscellaneous hardware and connectors to achieve a complete installation of each switch.

#### PART 3 - EXECUTION

Not Used.

\* \* \* END OF SECTION \* \* \*

## SPECIFICATION FOR LIGHTNING ARRESTERS

### PART 1 - GENERAL

#### 1.01 SCOPE:

- A. The GENERAL REQUIREMENTS are hereby made part of this Section.
- B. Work under this Section includes furnishing the lightning arresters as herein specified. This includes designing, shop detailing, furnishing, fabrication, and delivery to the City of Pella by truck under its own power.
- C. Work performed by others:
  - 1. Unloading and storage of the lightning arresters.

#### 1.02 SUBMITTALS:

- A. See General Requirements, for submittal procedures.
- B. Shop Drawings:
  - 1. Dimensions.
  - 2. Descriptive data.
  - 3. Performance data.

#### 1.03 PAYMENT:

- A. Payment shall be at the Contract unit prices as shown on the Bid Form.

#### 1.04 WARRANTY:

- A. See General Requirements, for warranty requirements.

### PART 2 - PRODUCTS

#### 2.01 ACCEPTABLE MANUFACTURERS:

- A. Ohio Brass.
- B. ABB.
- C. No equal.

## 2.02 LIGHTNING ARRESTER CONSTRUCTION:

- A. Lightning arrester shall include the following:
1. Shall be station class, gapless design.
  2. Color: ANSI 70 light gray.
  3. End castings shall have NEMA 4 hole line terminals.
  4. Base Mountings:
    - a. Tripod configuration.
    - b. Suitable for a vertical or under-hung installation.
  5. Shall be polymer.
  6. Ratings:

|                        |        |
|------------------------|--------|
| Nominal voltage -      | 69 kV  |
| Duty cycle rating -    | 72 kV  |
| MCOV rating -          | 57 kV  |
| Bolt circle mounting - | 10 in. |

### PART 3 - EXECUTION

Not Used.

\*\*\* END OF SECTION \*\*\*

## SPECIFICATIONS FOR SUBSTATION STEEL STRUCTURES

### PART 1 - GENERAL

#### 1.01 SCOPE:

- A. The GENERAL REQUIREMENTS are hereby made part of this Section.
- B. Work under this Section includes furnishing the substation steel structures as herein specified and shown on the Drawings.
- C. Work performed by Others:
  - a. Unloading and storage of the structures.

#### 1.02 SUBMITTALS:

- A. See General Requirements, for submittal procedures.
- B. Shop Drawings:
  - 1. Dimensions.
  - 2. Descriptive data.
  - 3. Performance data.
  - 4. Dimensional tolerances.
  - 5. Structural design calculations.
  - 6. Anchor bolt templates.

#### 1.03 PAYMENT:

- A. Payment shall be at the Contract unit prices as shown on the Bid Form.

#### 1.04 WARRANTY:

- A. See General Requirements, for warranty requirements.

#### 1.05 REFERENCES:

- A. Steel structures shall comply with the following documents:
  - 1. ASCE Publication 113.

2. National Electric Safety Code, current edition and revision.
3. ASTM Specification A123, current edition and revision.
4. AST Specification A153, current edition and revision.
5. ASCE Substation Structure Design Guide No. 113.
6. AISC (American Institute of Steel Construction) – Specification for Structural Steel Buildings, Allowable Stress Design (ASD). (9<sup>th</sup> Edition).
7. AISC (American Institute of Steel Construction) – Code of Standard Practice for Structural Steel Buildings and Bridges. (March 7, 2000).
8. AISC (American Institute of Steel Construction) – Seismic Provisions for Structural Steel Buildings.
9. ASTM A36 – Carbon Structural Steel.
10. ASTM A53 – Pipe, Steel, Black, Welded and Seamless.
11. ASTM A325 – Structural Bolts, Steel, Heat-Treated.
12. ASTM A500 – Cold-Formed Welded and Seamless Carbon Steel Structural Tubing in Rounds and Shapes.
13. ASTM A563 – Carbon and Alloy Steel Nuts.
14. ASTM A992 – Structural Steel Beams.
15. AWS A2.4 (American Welding Society) – Standard Symbols for Welding, Brazing, and Nondestructive Examination.
16. AWS D1.1 (American Welding Society) – Structural Welding Code – 70XX.
17. RCSC (Research Council on Structural Connections) – Specification for Structural Joints Using ASTM A325 or ASD.
18. SSPC (Steel Structures Painting Council) – Steel Structures Painting Manual, Volumes 1 and 2.
19. UL (Underwriters Laboratory, Inc.) – Fire Resistance Directory.
20. WH (Warnock Hersey) – Certification Listings.

## PART 2 – PRODUCTS

### 2.01 ACCEPTABLE MANUFACTURERS:

- A. Galvanizers, Inc.
- B. Thomas and Betts.
- C. Valmont Industries, Inc.
- D. Dis-Tran.
- E. V&S Schuler.
- F. Sabre Tubular Structures.
- G. No Equal

### 2.02 STEEL STRUCTURES CONSTRUCTION:

#### A. General:

- 1. Steel shall be of size and type as indicated in the attached Drawings.
- 2. Steel and hardware shall be galvanized.
- 3. Manufacturer shall verify supplied steel is adequate for supplied equipment installed on steel structure.

#### B. Structural Considerations:

- 1. Shall conform to the requirements of ASCE No. 113, except where more rigid requirements are indicated in the plans and specifications.
- 2. Design loading shall conform to the requirements of heavy loading conditions as defined by the NESC.
- 3. Class A Structures:
  - a. GOAB Switch Structure.
- 4. Class B Structures:
  - a. 3-Phase PT Structure, 3-Phase Bus Structure, 3-Phase Bus @ 45° Structure, Deadend Structure, and Static Mast Structure.

- b. Horizontal deflection of vertical members shall be limited to 1/100 of the vertical height of the structure.
- c. The deflection limitations shall be met when considering apparatus loads, dead loads, and wind and ice loads applied simultaneously.

C. Galvanizing:

- 1. Shall conform to ASTM Specification A123.
- 2. Shall be galvanized per ASTM Specification A153.
- 3. Any galvanizing damaged during loading or transportation shall be repaired to the satisfaction of the Engineer.

D. Dimensional Tolerances:

- 1. Shall be noted by Supplier and shall comply with the minimum or fixed requirements with no exceptions.

E. Anchor Bolts:

- 1. Supply anchor bolts and templates for all steel structures.
- 2. Galvanized.
- 3. Anchor bolts shall be handled and transported to the site in a manner which does not result in racking, bending, or twisting of any part of the anchor bolt or any part of the complete anchor bolt assembly.

F. Equipment Mounting:

- 1. Shall be fastened to structural steel by means of appropriate bolt, locknut, and washers.
- 2. Steel manufacturer shall supply all mounting materials to match the equipment to be installed. The dimensions of the steel along with bolt hole locations and mounting bracket location shall be coordinated with equipment being supplied. The equipment shall be obtained from the Engineer. Manufacturer is responsible for quantifying all nuts, bolts, and washers required.
- 3. Coordinate mounting of supplied equipment with Engineer.

2.03 GROUNDING SWITCH PLATFORM CONSTRUCTION:

- A. Shall be 1/4 inch galvanized steel or aluminum.
- B. Surface shall be non-slip lattice type.
- C. Reinforcing angle of similar material shall be used to provide a solid non-warping ground plate.
- D. Holes for ground connectors shall be drilled prior to any galvanizing.
- E. Platforms shall be open mesh type.
- F. Shape and construction shall be as shown on Drawings.

PART 3 - EXECUTION

Not Used.

\* \* \* END OF SECTION \* \* \*

## SPECIFICATIONS FOR POTENTIAL TRANSFORMERS

### PART 1 - GENERAL

#### 1.01 SCOPE:

- A. The GENERAL REQUIREMENTS are hereby made part of this Section.
- B. Work under this Section includes furnishing the potential transformers (PTs) as herein specified.
- C. Work performed by others:
  - 1. Unloading and storage of the PTs.

#### 1.02 SUBMITTALS:

- A. See General Requirements, for submittal procedures.
- B. Shop Drawings:
  - 1. Dimensions.
  - 2. Descriptive data.
  - 3. Performance data.
  - 4. Electrical schematics.
  - 5. Ratio correction factor and phase angle curves.

#### 1.03 PAYMENT:

- A. Payment shall be at the Contract unit prices as shown on the Bid Form.

#### 1.04 WARRANTY:

- A. See General Requirements, for warranty requirements.

### PART 2 - PRODUCTS

#### 2.01 ACCEPTABLE MANUFACTURERS:

- A. Trench type "UT5".

- B. Kuhlman/ABB.
- C. Ritz.
- D. Instrument Transformer Equipment Corporation.
- E. Or approved equal before bid.

2.02 POTENTIAL TRANSFORMER CONSTRUCTION:

A. Potential transformers shall include the following:

1. Single phase, 60 Hz, outdoor type in accordance with ANSI C57.13, except as modified in this specification.
2. Shall meet all ANSI and IEC metering and protection class accuracies.
3. Hermetically sealed using nitrile rubber gaskets.
4. Head shall be made of corrosion resistant aluminum and polyester powder coated.
5. Compensation for oil expansion shall be through the use of a dry nitrogen cushion.
6. Secondary shall have two windings, each provided with a tap for secondary voltages. Ratios shall be as listed in this specification.
7. Primary rating shall be as specified, for connection to a nominal 69 kV line. The PTs shall have the following ratings:

|                                   |                 |
|-----------------------------------|-----------------|
| System voltage                    | 69 kV           |
| MCOV, L-L                         | 72.5 kV         |
| Basic Insulation Level (BIL) -    | 350 kV          |
| Primary voltage rating, L-G -     | 40.25 kV        |
| Voltage ratio, both secondaries - | 350/600:1       |
| Rated secondary -                 | 115/67.08 Volts |
| Accuracy and burden rating -      | 0.3 ZZ          |
| Burden rating -                   | 5000 VA         |
| Creepage distance -               | 52 in.          |
| Strike distance -                 | 23 in.          |

8. Metering accuracy class shall be 0.3 with burdens W, X, Y, Z, and ZZ.
9. Insulating oil shall be the manufacturer's standard product and certified PCB free.

10. Ground pad shall be provided suitable for a NEMA 2-hole connector.
11. Bushings:
  - a. Porcelain.
  - b. Color: Gray.
  - c. Connector: NEMA 4-hole spade.
12. Cabinet heaters shall be provided to minimize condensation in the enclosure.
13. Lifting holes shall be provided on the base.
14. Magnetic oil level gauge shall be provided.
15. Oil filling plug with nitrogen filling valve and oil drain valve shall be included.
16. Include a 5 kV neutral bushing with removable copper strap for testing the single bushing unit.

### PART 3 - EXECUTION

Not Used.

\*\*\* END OF SECTION \*\*\*

## SPECIFICATIONS FOR CURRENT TRANSFORMERS

### PART 1 - GENERAL

#### 1.01 SCOPE:

- A. The GENERAL REQUIREMENTS are hereby made part of this Section.
- B. Work under this Section includes furnishing the current transformers (CTs) as herein specified.
- C. Work performed by others:
  - 1. Unloading and storage of the CTs.

#### 1.02 SUBMITTALS:

- A. See General Requirements, for submittal procedures.
- B. Shop Drawings:
  - 1. Dimensions.
  - 2. Descriptive data.
  - 3. Performance data.
  - 4. Electrical schematics.
  - 5. Ratio correction factor and phase angle curves.

#### 1.03 PAYMENT:

- A. Payment shall be at the Contract unit prices as shown on the Bid Form.

#### 1.04 WARRANTY:

- A. See General Requirements, for warranty requirements.

### PART 2 - PRODUCTS

#### 2.01 ACCEPTABLE MANUFACTURERS:

- A. Trench type "OSKF".

- B. Kuhlman/ABB.
- C. Ritz.
- D. Instrument Transformer Equipment Corporation.
- E. Or approved equal before bid.

2.02 CURRENT TRANSFORMER CONSTRUCTION:

- A. Current transformers shall include the following:
  - 1. Single phase, 60 Hz, outdoor type in accordance with ANSI C57.13, except as modified in this specification.
  - 2. Shall meet all ANSI and IEC metering and protection class accuracies.
  - 3. Hermetically sealed with stainless steel expansion bellows.
  - 4. Materials shall be corrosion resistant.
  - 5. Cores shall be toroidally wound.
  - 6. Secondary shall have ratio(s) as listed in this specification.
  - 7. Primary rating shall be as specified, for connection to a nominal 69 kV line. The CTs shall have the following ratings:
 

|                                    |           |
|------------------------------------|-----------|
| System voltage (kV) -              | 69        |
| MCOV, L-L (kV) -                   | 72.5      |
| Basic Insulation Level (BIL) (kV)  | 350       |
| Standard creepage (in) -           | 52        |
| Secondary ratio -                  | 300/600:5 |
| Continuous thermal rating factor - | 1.5       |
  - 8. Metering accuracy class shall be 0.3 for burdens B-0.1 – B-1.8.
  - 9. Insulating oil shall be the manufacturer's standard product and certified PCB free.
  - 10. Ground pad shall be provided suitable for a NEMA 2-hole connector.
  - 11. Bushings:
    - a. Porcelain.

- b. Color: Gray.
  - c. Connector: NEMA 4-hole spade.
12. External insulation shall be single piece porcelain.
  13. Porcelain flanges shall be hot dipped galvanized and joined to the porcelain.
  14. Porcelain Color: Gray.
  15. Cabinet heaters shall be provided to minimize condensation in the enclosure.
  16. Oil filling port and oil sampling valve shall be provided.
  17. Bellows position indicator shall be included.
  18. Secondary connections shall be made in a terminal box with a removable gland plate.

### PART 3 - EXECUTION

Not Used.

\* \* \* END OF SECTION \* \* \*

## MATERIAL AGREEMENT

THIS AGREEMENT made as of \_\_\_\_\_, 20\_\_ between \_\_\_\_\_ (hereinafter called the "Supplier"), and City of Pella, Iowa, Pella, Iowa (hereinafter called the "Owner"),

WITNESSETH, that the Supplier and the Owner for the considerations hereinafter named agree as follows:

1. **Scope of Work:** The Supplier agrees to sell and deliver to the Owner and the Owner agrees to purchase and receive from the Supplier a materials in strict accordance with the documents entitled "**Bidding Documents for Furnishing Substation Materials Bid No(s).\_\_\_\_\_ for City of Pella, Iowa**".
2. **The Contract Documents:** The Contract Documents shall consist of this written Agreement, Advertisement for Bid, Instructions to Bidders Contained in General and Special Conditions, Addendums issued numbers \_\_\_\_\_, Bid Security, Bid, Insurance Policies and Certificates, Performance Bond, Labor and Material Payment Bond, drawings and specifications, tests and engineering data, approved change orders, Supplier's Requests for Payment, and all addenda issued by the Owner prior to the awarding of the Contract (collectively, the "Contract Documents"). All of the Contract Documents listed in this Material Agreement are hereby incorporated by this reference as fully as if they were set out in this Agreement in full, all of which documents and instruments are incorporated by the signature of the parties hereto.
3. **Time of Completion:** The work to be performed under this contract shall be commenced upon execution of this Agreement and shall be fully completed by \_\_\_\_\_, 20\_\_, for Bid No(s).\_\_\_\_\_.
4. **The Contract Sum:** The Owner shall pay the Supplier for the equipment, in current funds: The Owner shall pay to the Supplier for performance of the work encompassed by this Agreement, and the Supplier will accept as full compensation therefore the lump sum of \$ \_\_\_\_\_, subject to adjustment as provided by the Contract Documents, to be paid by progress payments in cash or its equivalent in the manner provided for in the Contract Documents.
5. **Payment:** Upon shipment of the complete equipment, the Supplier shall submit to the Owner a detailed statement of the equipment shipped and installed. The Owner shall, within thirty (30) days after delivery receipt of the material and associated invoice, pay the Supplier ninety-five percent (95%) of the contract price of the material.  
  
The Owner shall within thirty (30) days after final completion, field testing, required test reports, record drawings, final documentation and certification by Engineer, pay the Supplier the remaining five percent (5%) of the contract price.
6. **Termination:** This Agreement may be terminated by either party upon seven (7) days written notice should the other party breach the terms of this Agreement.

7. **Assignment:** The Supplier shall not assign all of his rights or obligations under this Agreement without the express written consent of the Owner. Upon any assignment even though consented to by the Owner, the Supplier shall remain liable for the performance of the work under this Agreement.
  
8. **Partial Invalidity:** If any provisions of this Agreement are in violation of any statute or rule of law of the State of Iowa, then such provisions shall be deemed null and void to the extent that they may be violative of law, but without invalidating the remaining provisions hereof.
  
9. **Waiver:** No waiver of any breach of any one of the agreements, terms conditions or covenants of this Agreement by the Owner shall be deemed or imply or constitute a waiver of any other agreement, term, condition or covenant of this Agreement. The failure of the Owner to insist on strict performance of any agreement, term, condition or covenant, herein set forth, shall not constitute or be construed as a waiver of the Owner's rights thereafter to enforce any other default; neither shall such failure to insist upon strict performance be deemed sufficient grounds to enable the Supplier to forego or subvert or otherwise disregard any other agreement, term, condition or covenant of this Agreement.
  
10. **Entire Agreement:** The within Agreement, together with the Contract Documents, constitute the entire agreement of the parties hereto. No modification, change, or alteration of the within Agreement shall be of any legal force or effect unless in writing, signed by all the parties.
  
11. **Counterparts:** This Agreement may be executed in several counterparts and each such counterpart shall be deemed an original.
  
12. **Governing Law:** Venue for any and all legal actions regarding or arising out of the transaction covered herein shall be solely in the District Court in and for Marion County, State of Iowa or the United States District Court for the Southern District of Iowa. This transaction shall be governed by the laws of the State of Iowa.
  
13. **Notices:** All notices, requests, demands and other communications given or to be given under this Agreement shall be in writing and shall be deemed to have been duly given when served if served personally, or on the second day after mailing if mailed by first class mail, registered or certified, postage prepaid, and properly addressed to the party to whom notice is to be given as set forth below.

If to Owner:

City of Pella, Iowa  
 825 Broadway  
 Pella, IA 51041

If to Supplier

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives all as of the day and year first above written.

CITY OF PELLA, IOWA  
Owner

\_\_\_\_\_  
Supplier

By \_\_\_\_\_

By \_\_\_\_\_

ATTEST:

ATTEST:

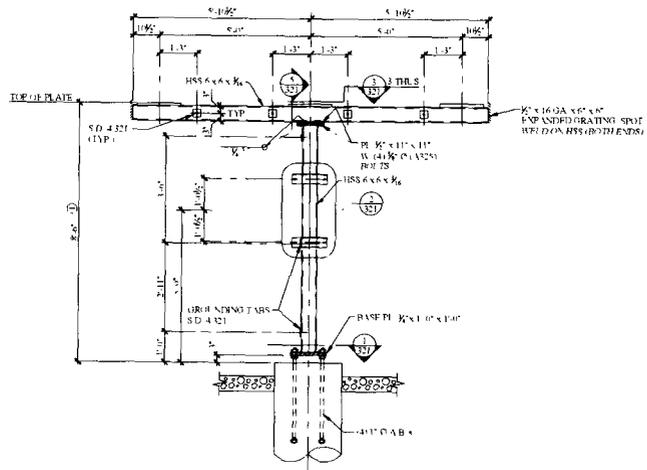
By \_\_\_\_\_

By \_\_\_\_\_

## APPENDIX

### 1. Steel Drawings

- WS-321 69 kV 3-Phase PT Support
- WS-322 69 kV 3-Phase Bus Support
- WS-323 69 kV GOAB Switch Structure (High & Low)
- WS-324 69 kV 3-Phase Bus @ 45°
- WS-325 69 kV Steel Deadend Structure Elevation View – North Plant Line Terminal
- WS-326 69 kV Steel Deadend Structure Elevation View – Prairie City Line Terminal
- WS-327 69 kV Steel Deadend Structure Elevation View – SESS Line Terminal
- WS-328 69 kV Steel Deadend Structure Elevation View – Red Rock Line Terminal
- WS-329 69 kV Steel Deadend Structure Details
- WS-330 69 kV Steel Deadend Structure Details
- WS-331 Static Mast Elevation View



**Structural Steel Notes:**

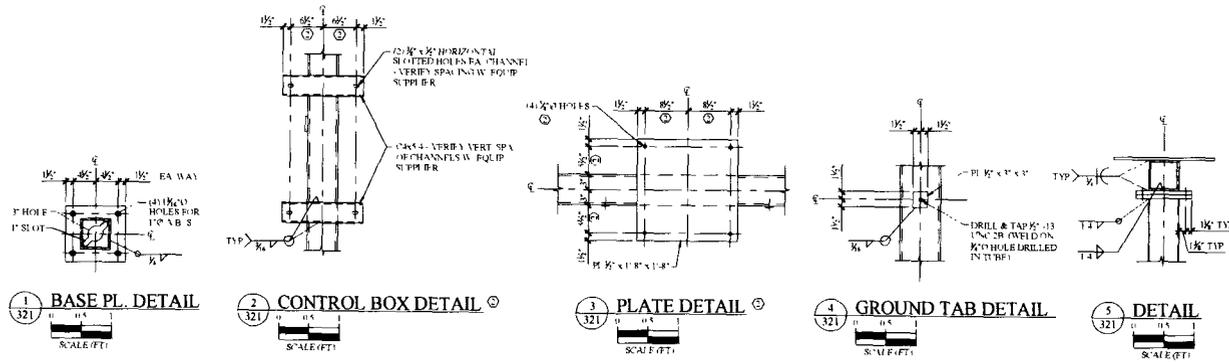
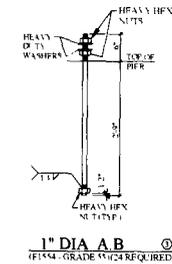
- Structural steel work shall be per American Institute of Steel Construction (AISC) specification, thirteenth edition material
  - ASTM A992 W, S, and M shapes
  - ASTM A53 Grade B - standard pipes
  - ASTM A500 Grade B - HSS pipes
  - ASTM A500 Grade B - HSS tubes
  - ASTM A36 Bars, misc shapes, angles, channels and rods
  - ASTM A572 Plates
  - ASTM F1554 Grade 55 - anchor bolts
  - ASTM A325 Connection bolts
  - ASTM A563 Connection nuts
  - ASTM F436 Washers
  - E70XX Electrodes
- Welded connections shall be made in accordance w/ the latest recommendations of AISC - American Institute of Steel Construction  
 AWS - American Welding Society
- Column base and cap plates to be welded around all sides
- Unless noted otherwise, welds not specified shall be a fillet weld, continuous and/or all around with a minimum throat dimension as required for material thickness per AWS
- Bolt steel connections shall be tightened snug tight Provide palnut lock nuts on all bolted connections
- Steel shall be hot-dip galvanized as per ASTM A123 for steel shapes plates, angles and anchor bolts, and ASTM B695 (Class 50) for mechanical fasteners

**Sheet Notes:**

- Galvanizer to provide venting holes or slots

**Key Notes:**

- Coordinate final height w/ Engineer & Equipment Supplier
- Coordinate equipment mounting details w/ Equipment Supplier
- Ship anchor bolts unassembled w/ top & bottom steel plates



**SANDMAN CONSULTING PC  
 STRUCTURAL ENGINEERING**  
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 MOORHEAD MINNESOTA 56560  
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 email contact@sc-pc.com  
 JN/NM 1587-7

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**DGR ENGINEERING**  
 Project Manager JN  
 Designer NM  
 Project Number 41-49-43  
 Phone (712) 472-2531

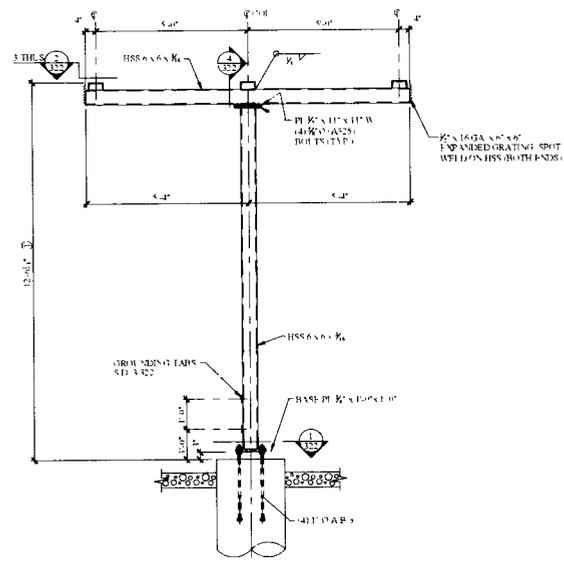
CITY OF PELLA  
 PELLA, IOWA

69kV 3-PHASE PT SUPPORT  
 WEST SUBSTATION

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 WS-321

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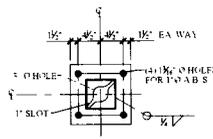


**69 kV 3-PHASE BUS SUPPORT STRUCTURE**

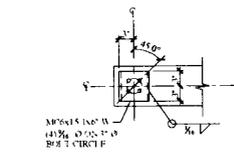
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- Sheet Notes:**
- 1 See sheet WS-321 for Structural Steel Notes
  - 2 Galvanizer to provide venting holes or slots

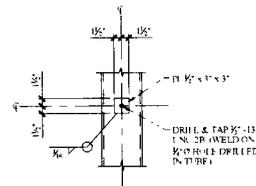
- Key Notes:**
- 1 Coordinate final height w/ Engineer & Equipment Supplier
  - 2 Coordinate equipment mounting details w/ Equipment Supplier
  - 3 Ship anchor bolts unassembled w/ top & bottom steel plates



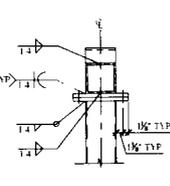
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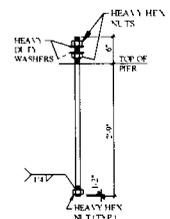
**2 INSULATOR SUPPORT**  
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**3 GROUND TAB DETAIL**  
SCALE (FT) 1" = 1'-0"



**4 DETAIL**  
SCALE (FT) 1" = 1'-0"



**1" DIA A B**  
(IF 1/4\"/>

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JN/NM 1587-7

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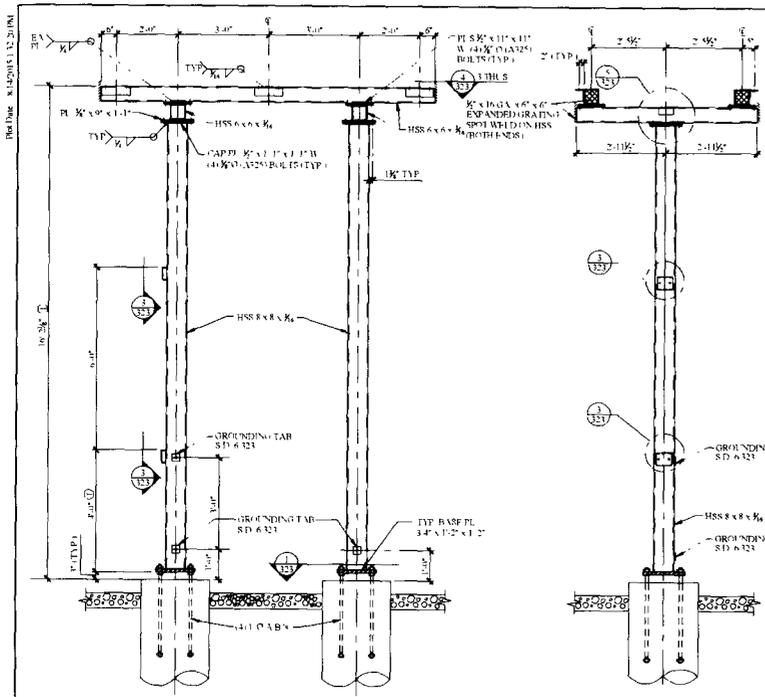


Project Manager JN  
Designer NM  
Project Number 414943  
Phone (712) 472-2531

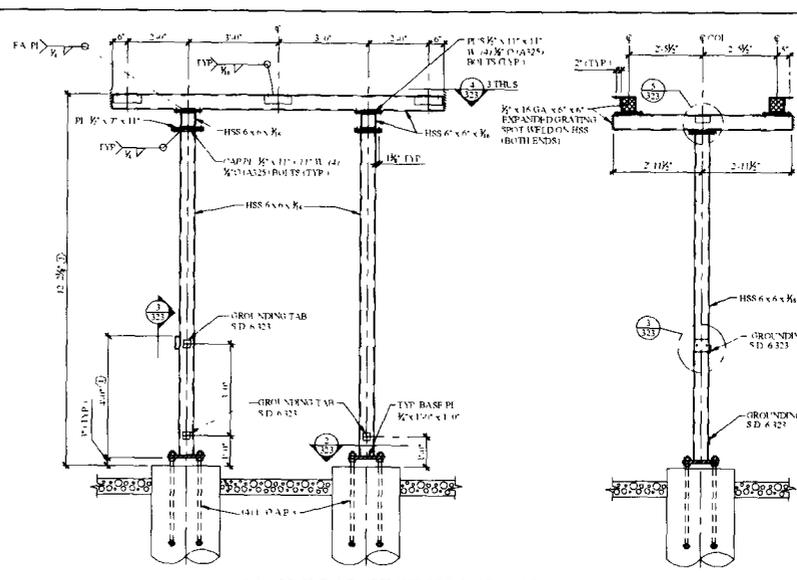
CITY OF PELLA  
PELLA, IOWA

**69kV 3-PHASE BUS SUPPORT**  
**WEST SUBSTATION**

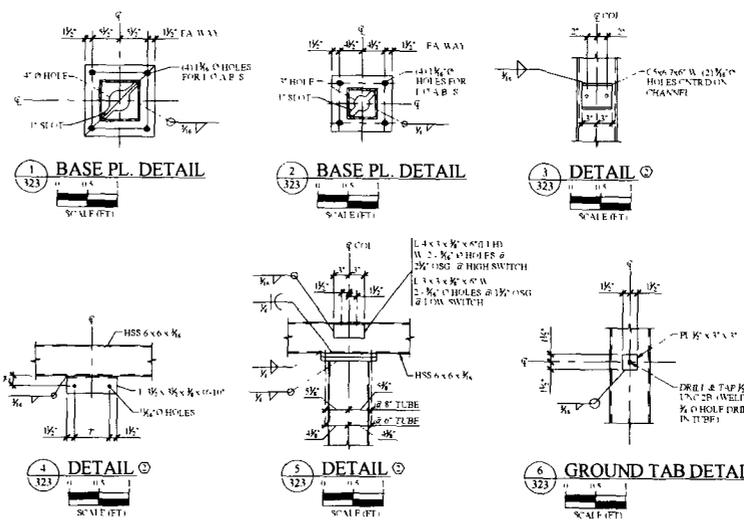
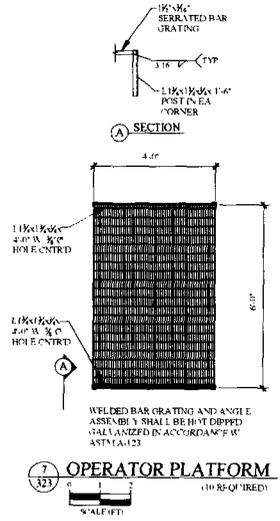
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**WS-322**



**69 kV GOAB SWITCH STRUCTURE (HIGH)**  
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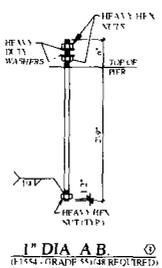


**69 kV GOAB SWITCH STRUCTURE (LOW)**  
(QTY. REF'D - 4)  
SCALE: 1/4\"/>



**Sheet Notes:**  
 1 See sheet WS-321 for Structural Steel Notes  
 2 Galvanizer to provide venting holes or slots

**Key Notes:**  
 ① Coordinate final height w/ Engineer & Equipment Supplier  
 ② Coordinate equipment mounting details w/ Equipment Supplier  
 ③ Ship anchor bolts unassembled w/ top & bottom steel plates



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**DGR ENGINEERING**

Project Manager JN  
 Designer NM  
 Project Number 414943  
 Phone (712) 472-2531

CITY OF PELLA  
 PELLA, IOWA

**69kV GOAB SWITCH STRUCTURE (HIGH & LOW)**  
 WEST SUBSTATION

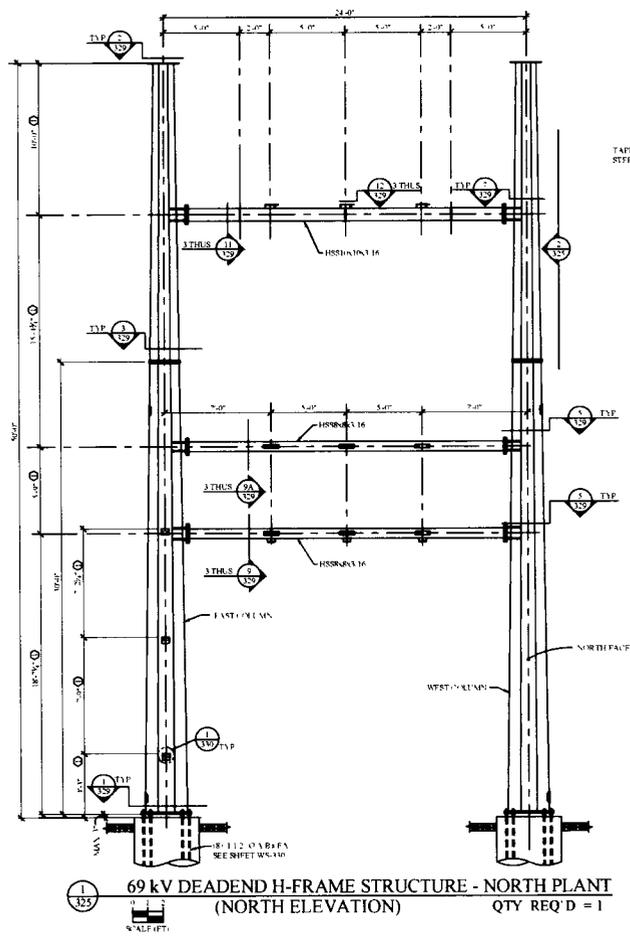
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 MOORHEAD MINNESOTA 56560  
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 email contact@sc-pc.com  
 JN/NM 1587-7

WS-323

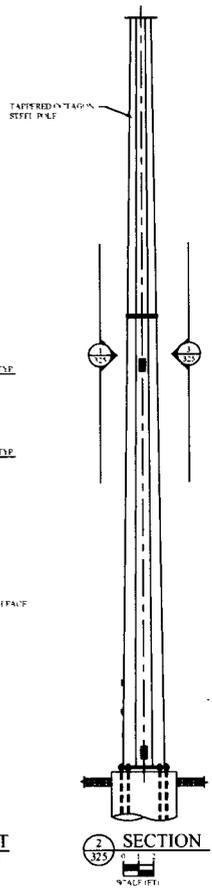


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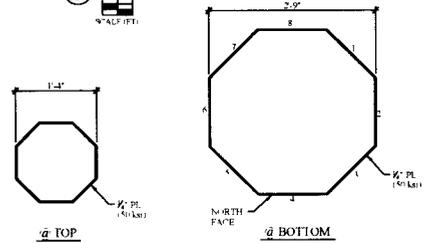
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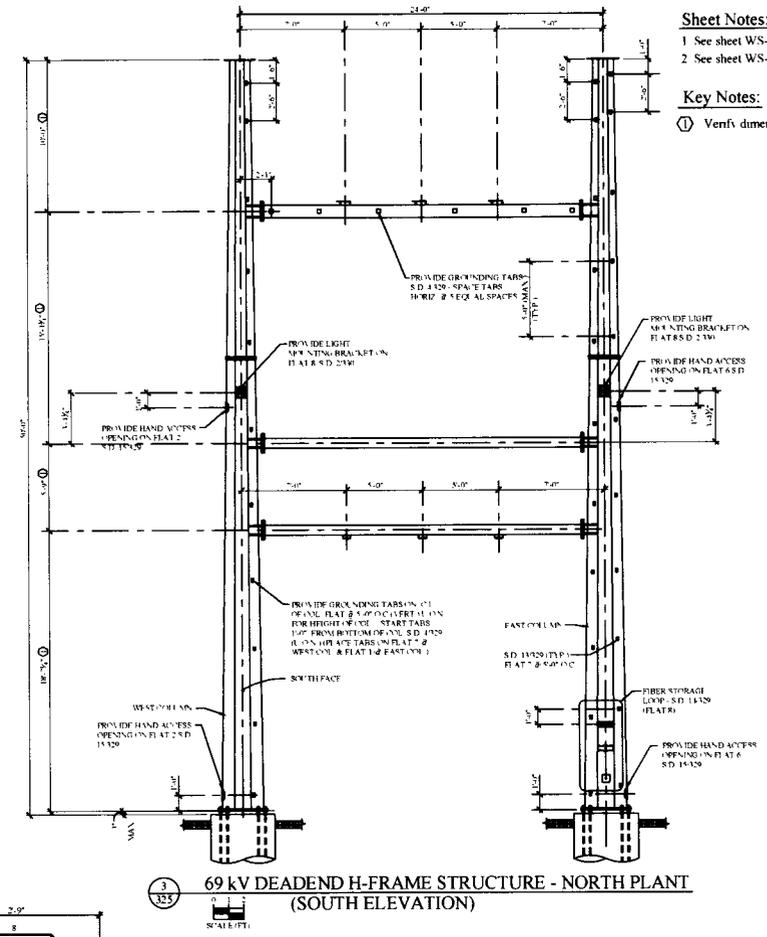
1 325 69 kV DEADEND H-FRAME STRUCTURE - NORTH PLANT (NORTH ELEVATION) QTY REQ'D = 1



2 325 SECTION QTY REQ'D = 1



Q TOP Q BOTTOM



3 325 69 kV DEADEND H-FRAME STRUCTURE - NORTH PLANT (SOUTH ELEVATION) QTY REQ'D = 1

- Sheet Notes:**
- 1 See sheet WS-321 for General Steel Notes
  - 2 See sheet WS-330 for anchor bolt detail
- Key Notes:**
- ① Verify dimensions with Engineer

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**STRUCTURAL ENGINEERING**  
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**DGR ENGINEERING**  
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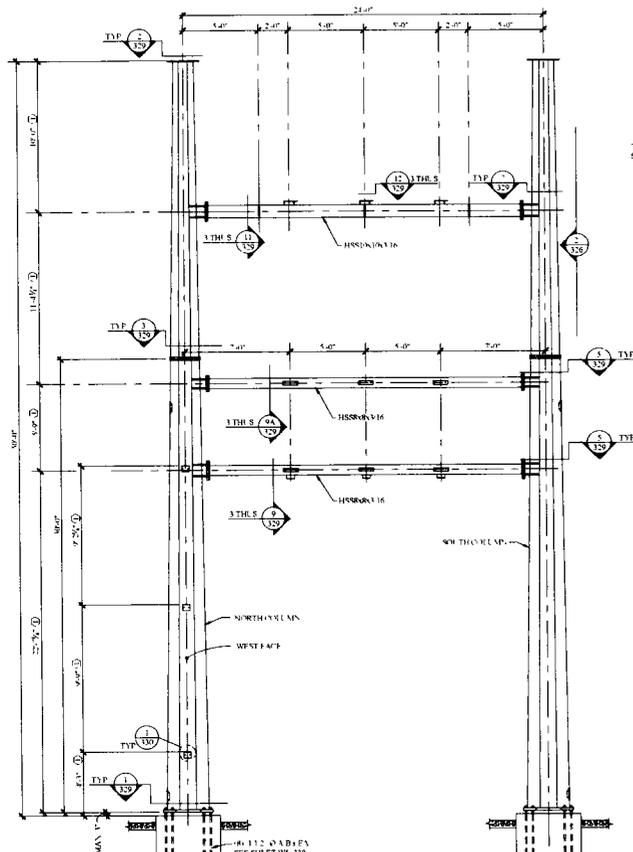
CITY OF PELLA  
 PELLA, IOWA

69KV STEEL DEADEND STRUCTURE ELEVATION VIEW  
 NORTH PLANT LINE TERMINAL  
 WEST SUBSTATION

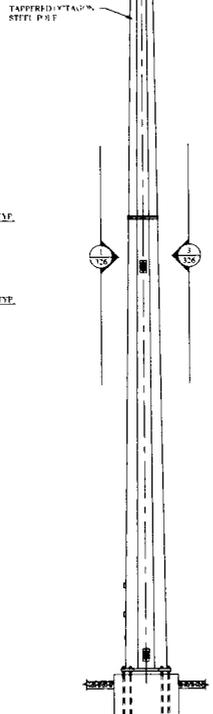
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 WS-325

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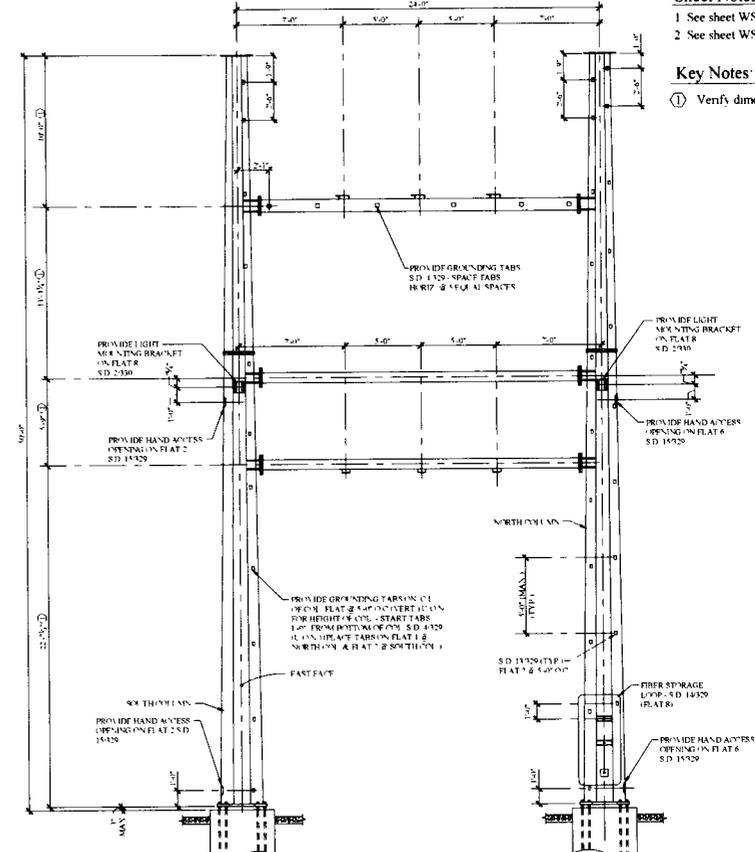
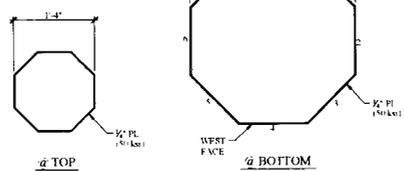
C:\PROJ\2011\1587\WEST SUBST\STRUCTURE\DRAWING\21587-2-001-1-001.DWG (PRAIRIE CITY LINE TERMINAL)



1 69 kV DEADEND H-FRAME STRUCTURE - PRAIRIE CITY  
(WEST ELEVATION) QTY REQ'D = 1



2 SECTION



3 69 kV DEADEND H-FRAME STRUCTURE - PRAIRIE CITY  
(EAST ELEVATION)

**Sheet Notes:**  
 1 See sheet WS-321 for General Steel Notes  
 2 See sheet WS-330 for anchor bolt detail

**Key Notes:**  
 ① Verify dimensions with Engineer

**SANDMAN CONSULTING PC**  
 STRUCTURAL ENGINEERING  
 402 21ST STREET SOUTH  
 MOORHEAD, MINNESOTA 56560  
 PH 218-227-0022 FX 218-227-0024  
 email contact@sc-pc.com  
 JN/NM 1587-7

| REV | DATE | DESCRIPTION |
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**DGR ENGINEERING**  
 Project Manager JN  
 Designer NM  
 Project Number 414943  
 Phone (712) 472-2531

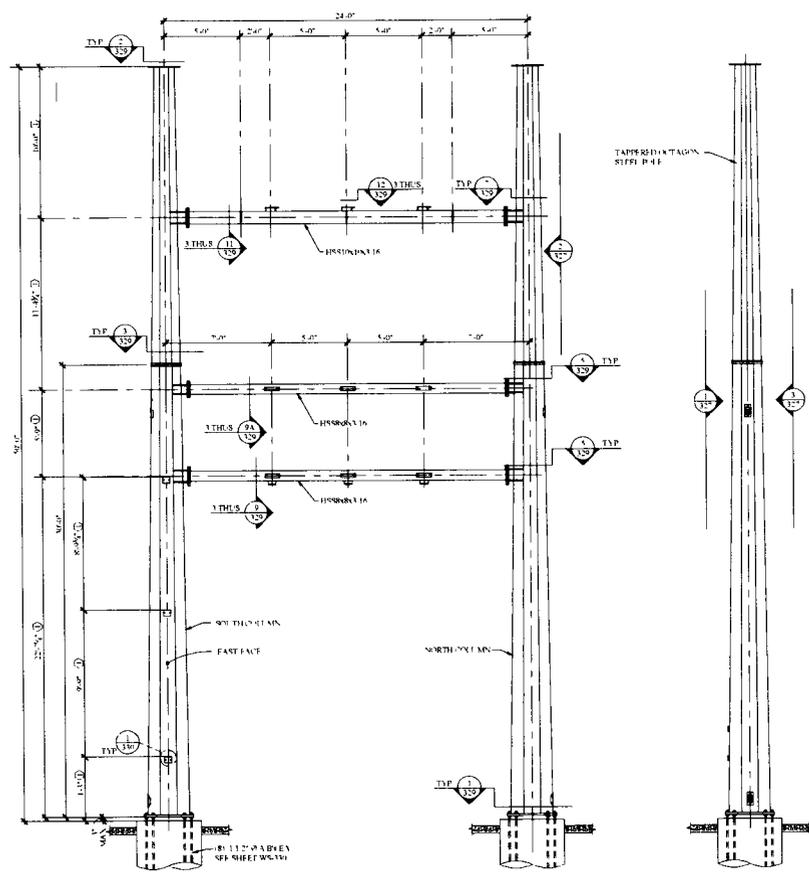
CITY OF PELLA  
 PELLA, IOWA

69kV STEEL DEADEND STRUCTURE ELEVATION VIEW  
 PRAIRIE CITY LINE TERMINAL  
 WEST SUBSTATION

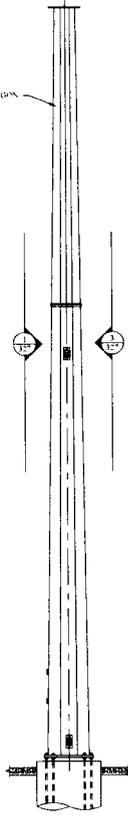
SHEET  
 ELEVATION  
 T  
 WS-326

PROJECT NO. 1587 WEST SUBSTATION PELLA DRAWING NO. WEST PELLA 04/20/11

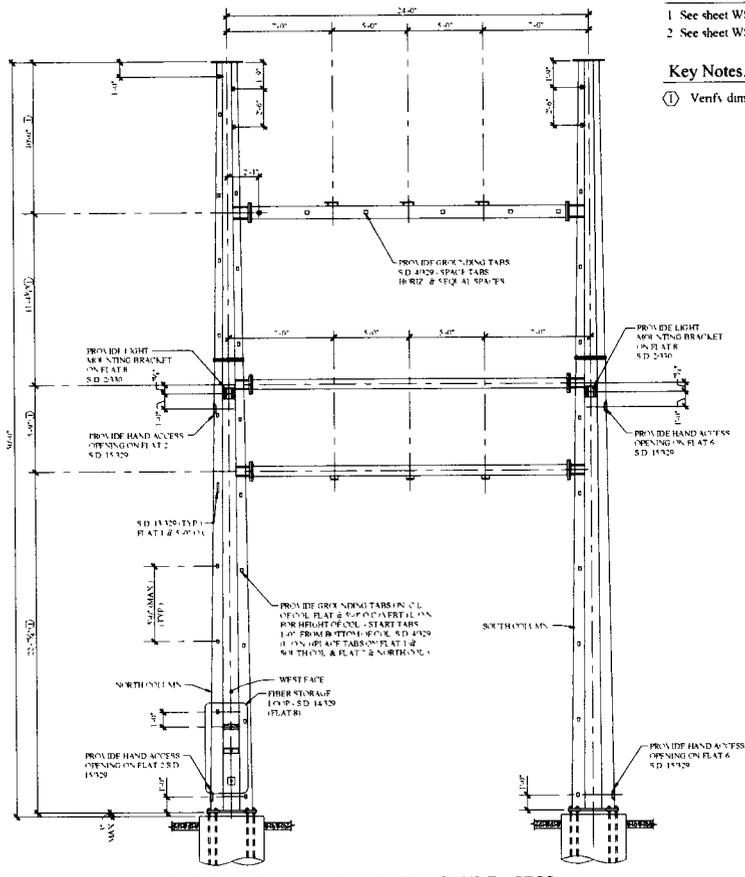
PROJECT NO. 1587 WEST SUBSTATION PELLA DRAWING NO. WEST PELLA 04/20/11



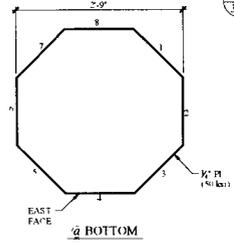
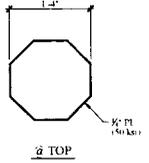
**1 69 kV DEADEND H-FRAME STRUCTURE - SESS (EAST ELEVATION)**  
 QTY REQ'D = 1  
 SCALE: 1/4" = 1'-0"



**2 SECTION**  
 SCALE: 1/4" = 1'-0"



**3 69 kV DEADEND H-FRAME STRUCTURE - SESS (WEST ELEVATION)**  
 SCALE: 1/4" = 1'-0"



**Sheet Notes:**  
 1 See sheet WS-321 for General Steel Notes  
 2 See sheet WS-330 for anchor bolt detail

**Key Notes:**  
 ① Venfs dimensions with Engineer

**SANDMAN CONSULTING PC  
 STRUCTURAL ENGINEERING**  
 402 21ST STREET SOUTH  
 WOODHEAD, MINNESOTA 56560  
 PH 218-227-0022 FX 218-227-0024  
 email contact@sc-pc.com  
 JN/NM 1587-7

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**DGR ENGINEERING**  
 Project Manager JN  
 Designer NM  
 Project Number 414943  
 Phone (712) 472-2531

CITY OF PELLA  
 PELLA, IOWA

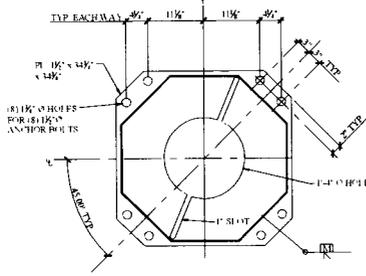
**69kV STEEL DEADEND STRUCTURE ELEVATION VIEW  
 SE SWITCHSTATION LINE TERMINAL  
 WEST SUBSTATION**

S  
H  
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T  
  
WS-327

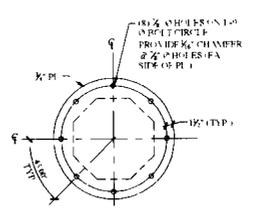


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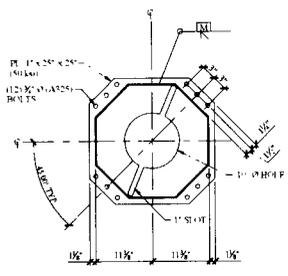
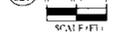
PROJECT: 69KV WEST SUBSTATION PELLA, IOWA SHEET: WEST SUBST. PELLA (WB)



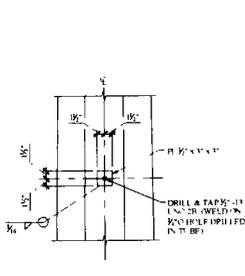
1 BASE PLATE DETAIL



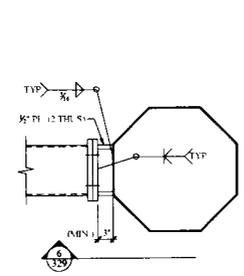
2 TOP PLATE DETAIL



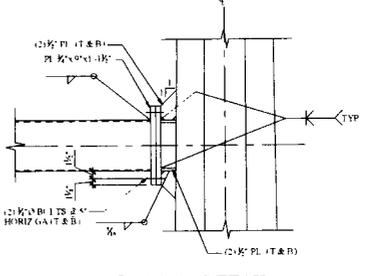
3 SPLICE DETAIL



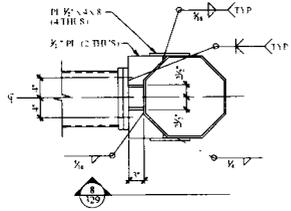
4 GROUND TAB DETAIL



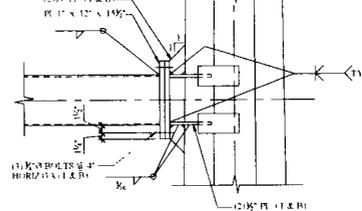
5 PLATE CONN. DETAIL



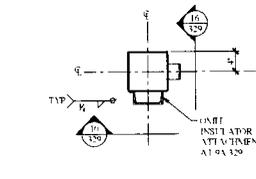
6 CONN. DETAIL



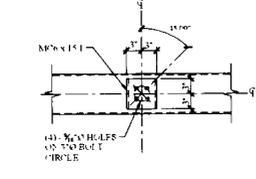
7 CONN. DETAIL



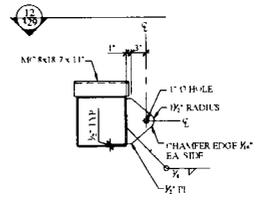
8 CONN. DETAIL



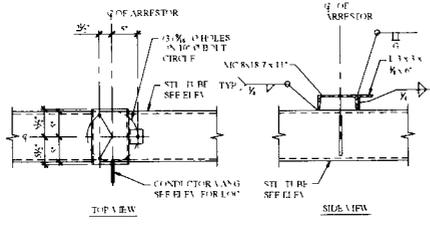
9 INSULATOR ATTACHMENT



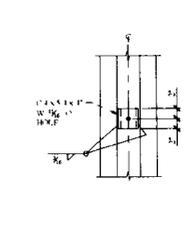
10 INSULATOR ATTACHMENT



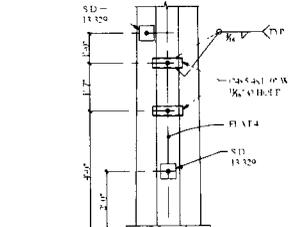
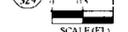
11 CONDUCTOR VANG ATTACHMENT



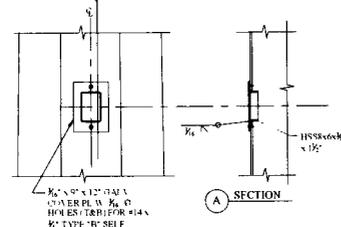
12 ARRESTER MOUNTING DETAIL



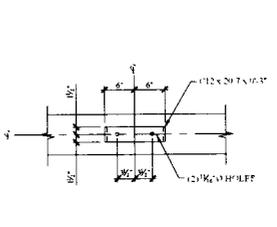
13 FIBER ATTACHMENT & CONDUIT TAB



14 FIBER STORAGE LOOP



15 HAND ACCESS OPENING DETAIL



16 SWITCH ATTACHMENT



**Sheet Notes**  
1 See sheet WS-321 for General Steel Notes

**Key Notes**  
① Verify final bolt hole pattern & bolt hole size w/ Equipment Supplier & Engineer

**SANDMAN CONSULTING PC**  
**STRUCTURAL ENGINEERING**  
402 21ST STREET SOUTH  
MOORHEAD, MINNESOTA 56560  
PH 218-227-0022 FX 218-227-0024  
EMAIL CONTACT@sc-pe.com  
JN/NM 1587-7

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**DGR**  
**ENGINEERING**  
Project Manager JN  
Designer NM  
Project Number 414943  
Phone (712) 472-2531

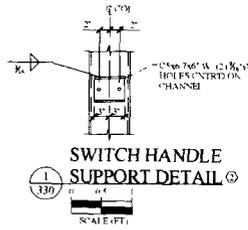
CITY OF PELLA  
PELLA, IOWA

69KV STEEL DEADEND STRUCTURE DETAILS  
WEST SUBSTATION

SH  
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WS-329

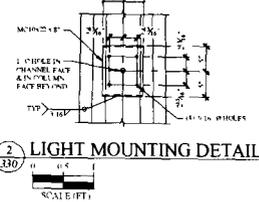
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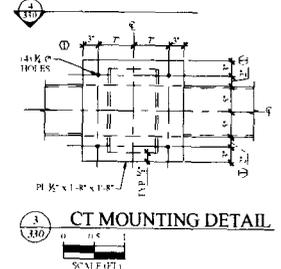
**SWITCH HANDLE  
SUPPORT DETAIL** ①

SCALE: 1/4" = 1'-0"



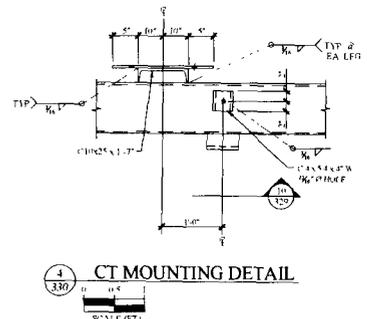
**LIGHT MOUNTING DETAIL** ②

SCALE: 1/4" = 1'-0"



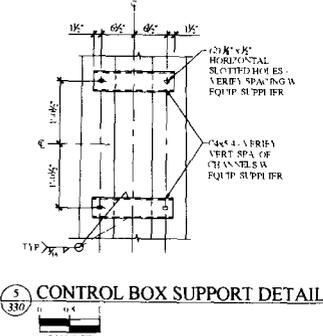
**CT MOUNTING DETAIL** ③

SCALE: 1/4" = 1'-0"



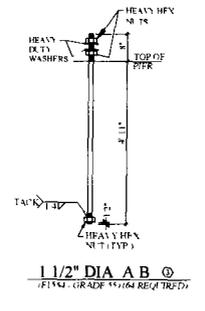
**CT MOUNTING DETAIL** ④

SCALE: 1/4" = 1'-0"



**CONTROL BOX SUPPORT DETAIL** ⑤

SCALE: 1/4" = 1'-0"



**1 1/2" DIA. A B** ⑥

FINAL GRADE (SEE REQUIREMENTS)

- Sheet Notes:**
- See sheet WS-321 for Structural Steel Notes
  - For circuit breaker and circuit switcher anchor bolts see details 6/330 & 7/330 respectively
- Key Notes:**
- Coordinate final height w/ Engineer & Equipment Supplier
  - Coordinate equipment mounting details w/ Equipment Supplier
  - Ship anchor bolts unassembled w/ top & bottom steel plates

**SANDMAN CONSULTING PC  
STRUCTURAL ENGINEERING**  
402 21ST STREET SOUTH  
MOORHEAD MINNESOTA 56560  
PH 218-227-0022 FX 218-227-0024  
email contact@sc-pc.com  
JN/NM 1587-7

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**DGR ENGINEERING**  
Project Manager JN  
Designer NM  
Project Number 414943  
Phone (712) 472-2531

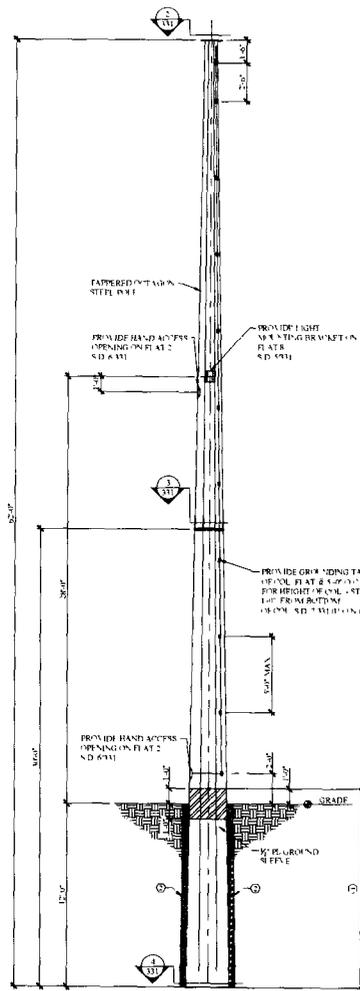
CITY OF PELLA  
PELLA, IOWA

**69kV STEEL DEADEND STRUCTURE DETAILS  
WEST SUBSTATION**

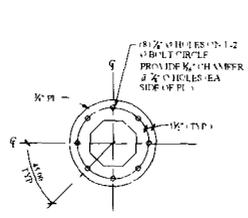
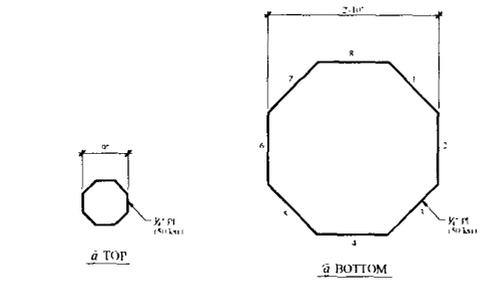
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WS-330

Proj. No. 14-2517-2-A104

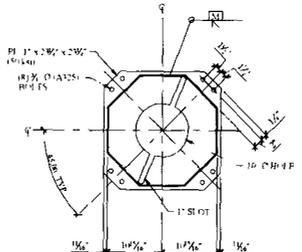
S. PROJECTS HAS UNO. 1977 BNSL SUBSTATION DRILL AIRBORNE/INSTRUMENTS IN USE PELLA, IOWA



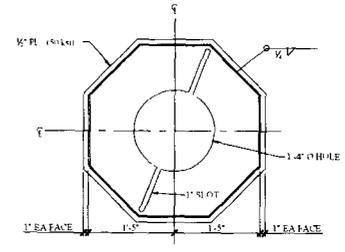
**1** STATIC MAST STRUCTURE  
SCALE: 1/8" = 1'-0"  
(1/2" REFOD = 2')



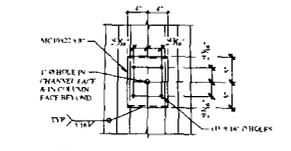
**2** TOP PLATE DETAIL  
SCALE: 1/8" = 1'-0"



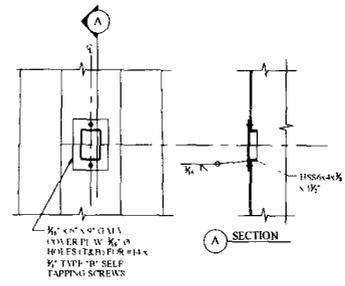
**3** SPLICE DETAIL  
SCALE: 1/8" = 1'-0"



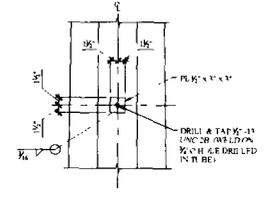
**4** BOTTOM PLATE DETAIL  
SCALE: 1/8" = 1'-0"



**5** LIGHT MOUNTING DETAIL  
SCALE: 1/8" = 1'-0"



**6** HAND ACCESS OPENING DETAIL  
SCALE: 1/8" = 1'-0"



**7** GROUND TAB DETAIL  
SCALE: 1/8" = 1'-0"

**Sheet Notes:**  
1. See sheet WS-321 for Structural Steel Notes

**Key Notes:**  
① Exterior surface of pole to be polyurethane coated. See specifications.  
② See specifications for drilled shaft diameter and granular backfill material requirements.

**SANDMAN CONSULTING PC**  
**STRUCTURAL ENGINEERING**  
402 21ST STREET SOUTH  
MOORHEAD, MINNESOTA 56560  
PH 218-227-0022 FX 218-227-0024  
email: contact@sc-pc.com  
JN/NM 1587-7

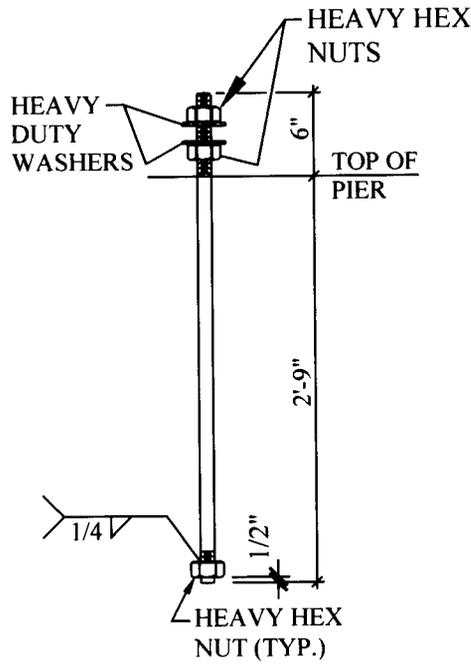
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**DGR ENGINEERING**  
Project Manager JN  
Designer NM  
Project Number 41-4943  
Phone (712)-472-2531

CITY OF PELLA  
PELLA, IOWA

STATIC MAST ELEVATION VIEW  
WEST SUBSTATION

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WS-331



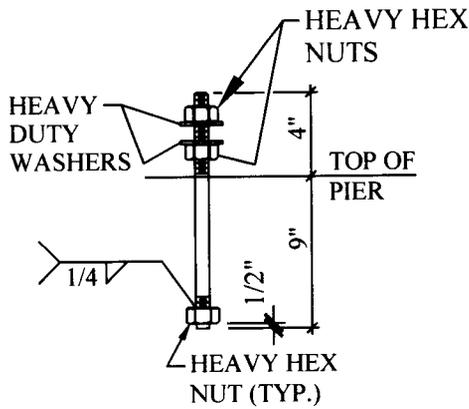
**1" DIA. A.B.** 3  
 (F1554 - GRADE 55) (16 REQUIRED)

**1**  
332 **CIRCUIT SWITCHER**

---

0    0.5    1

SCALE (FT)



**1" DIA. A.B.** 3  
 (F1554 - GRADE 55) (16 REQUIRED)

**2**  
332 **CIRCUIT BREAKER**

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SCALE (FT)

| REV | DATE | DESCRIPTION |
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Project Manager JN  
 Designer NM  
 Project Number 414943  
 Phone (712) 472-2531

CITY OF PELLA  
 PELLA, IOWA

CIRCUIT SWITCHER AND  
 BREAKER ANCHOR BOLTS  
 WEST SUBSTATION

S  
H  
E  
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T  
  
 WS-332



---

THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

---

ITEM NO: H-4

SUBJECT: Resolution Ordering Specifications, Form of Contract, Notice to Bidders, Setting the Public Hearing, and Authorizing the Taking of Bids and Authorizing Bid Opening in Connection with West Substation 69 kV Ring Bus Improvement for Furnishing 69 kV SF<sub>6</sub> Circuit Breakers.

DATE: September 1, 2015

BACKGROUND: This resolution sets the Public Hearing date as October 20, 2015 and authorizes the taking of bids for 69 kV SF<sub>6</sub> circuit breakers for the West Substation 69 kV Ring Bus Improvement Project.

Critical dates have been identified as:

October 08, 2015 - Bid Opening at 1:30 p.m. at City Hall  
October 20, 2015 - Public Hearing at 7:00 p.m.  
October 28, 2015 - Supplier submits bonds and signed contract

The estimated cost for the material is \$336,000 for six 69 kV SF<sub>6</sub> Circuit Breakers.

It is important to note, \$56,000 of the circuit breakers are for the Red Rock Hydroelectric generation connection, which will be reimbursed by Missouri River Energy Services. In addition, \$280,000 of the circuit breakers are eligible for reimbursement from the Midcontinent Independent System Operator (MISO) transmission rate recovery process.

ATTACHMENTS: Resolution, Bid Specifications

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5603

RESOLUTION ORDERING SPECIFICATIONS, FORM OF CONTRACT, NOTICE TO BIDDERS, SETTING DATE FOR PUBLIC HEARING, AND AUTHORIZING THE TAKING OF BIDS AND AUTHORIZING THE BID OPENING IN CONNECTION WITH THE 69KV RING BUS IMPROVEMENTS FOR FURNISHING 69 KV SF<sub>6</sub> CIRCUIT BREAKERS FOR THE CITY OF PELLA

WHEREAS, the City Council has deemed it advisable and necessary to obtain certain materials for the project described in general as the 69 kV Ring Bus Improvement project, and has caused to be prepared specifications and form of contract placed on file in the office of the Clerk for public inspection; and,

WHEREAS, before said specifications, form of contract, and contracts for material are entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to purchase certain materials for the project known as the West Substation 69 kV Ring Bus Improvement Project. Requesting bids for said materials set forth in the specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the published Notice of Hearing and Letting, said materials being more generally described as follows:

Furnishing six 69 kV SF<sub>6</sub> Circuit Breakers

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice to bidders once in the Pella Chronicle, a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four days nor more than forty-five days prior to October 8, 2015, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 1:30 p.m. on said date; and,

BE IT FURTHER RESOLVED, that bids shall be received and opened at a public meeting as provided in the public notice and the results of said bids shall be considered at a meeting of this Council on October 20, 2015 at 7:00 p.m.; and,

BE IT FURTHER RESOLVED, that the City Clerk is hereby designated as the authority to receive and open said bids on behalf of the City of Pella, Iowa; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of hearing once in said newspaper, said publication to be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of contract and estimate of costs for said project; said hearing to be at 7:00 p.m. on October 20, 2015.

PASSED and ADOPTED this 1st day of September, 2015.

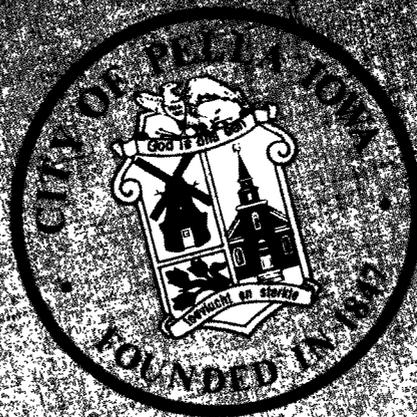
\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk

**DGR**  
ENGINEERING

BIDDING DOCUMENTS  
FOR  
FURNISHING AND  
INSTALLING  
CIRCUIT BREAKERS



**CITY OF PELLA  
PELLA, IOWA**

**September, 2015**

**DGR Project No. 414943**

**BIDDING DOCUMENTS**  
**FOR**  
**FURNISHING 69 kV SF<sub>6</sub> CIRCUIT BREAKERS**  
**CITY OF PELLA, IOWA**

Contact persons for this project are as follows:

**Owner:** City of Pella, Iowa  
222 Truman Road  
P.O. Box 88  
Pella, IA 50219  
Telephone 641-628-2581

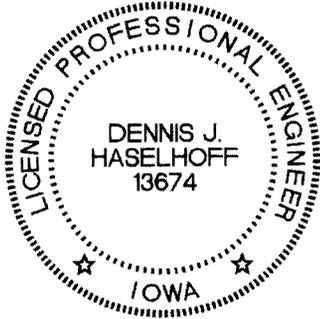
Nate Spurgeon  
E-mail: [nspurgeon@cityofpella.com](mailto:nspurgeon@cityofpella.com)

**Engineer:** DGR Engineering  
1302 South Union Street  
Rock Rapids, Iowa 51246  
Telephone 712-472-2531

Dennis J. Haselhoff, P.E.  
Project Manager  
E-mail: [dennis.haselhoff@dgr.com](mailto:dennis.haselhoff@dgr.com)

Todd Bockorny  
Project Engineer  
E-mail: [todd.bockorny@dgr.com](mailto:todd.bockorny@dgr.com)

**BIDDING DOCUMENTS**  
**FOR**  
**FURNISHING 69 kV SF<sub>6</sub> GAS CIRCUIT BREAKERS**  
**CITY OF PELLA, IOWA**

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|  | <p>This engineering document is a reproduction of a certified engineering document, the official copy which was certified by</p> <p style="text-align: center;"><u>Dennis J. Haselhoff</u> <span style="float: right;"><u>8-26-15</u></span><br/>(Date)</p> <p>The official copy of this engineering document is on file at the office of the Owner.</p> <p>Pages or sheets covered by this seal: <u>All bound pages.</u></p> |
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DGR Project No. 414943

**DGR Engineering**

Rock Rapids, IA • Sioux Falls, SD • Sioux City, IA • Ankeny, IA  
(712) 472-2531 (605) 339-4157 (712) 266-1554 (515) 963-3488

**BIDDING DOCUMENTS**  
**FOR**  
**FURNISHING SUBSTATION MATERIALS**  
**CITY OF PELLA, IOWA**

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## NOTICE OF PUBLIC HEARING AND LETTING

NOTICE OF PUBLIC HEARING ON PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT, AND ESTIMATE OF COST FOR ELECTRICAL MATERIALS FOR THE CITY OF PELLA, PELLA, IOWA, AND THE TAKING OF BIDS FOR CONSTRUCTION OF SAID EQUIPMENT.

Notice is hereby given that sealed bids will be received by the City Clerk for the **City of Pella, Iowa**, at the City Offices at 825 Broadway, Pella, IA 50219 before **1:30 PM**, on **October 8, 2015**, for the furnishing of circuit breakers for the City of Pella, Pella, Iowa. At said time and place, bids will be publicly opened, read and acted upon by the City Council at a subsequent meeting to be held on October 20, 2015 at 7:00 PM at which time and place the said Council will conduct a public hearing and consider adoption of the plans, specifications, and proposed form of contract for the circuit breakers which is now on file at the City Offices. At said meeting, or at a later time and place as will then be fixed, the Council will act upon the circuit breaker bids.

The circuit breakers shall be in accordance with the specifications and proposed form of contract now on file in the City offices in said City of Pella, Iowa, by this reference made a part hereof, as though fully set out and incorporated herein.

Material suppliers desiring a copy of the bid form and specifications for individual use may obtain them from the office of the Engineer, DGR Engineering, 1302 South Union, P.O. Box 511, Rock Rapids, Iowa 51246, telephone 712-472-2531, Fax 712-472-2710, e-mail: [dgr@dgr.com](mailto:dgr@dgr.com), no deposit required.

Bids shall be submitted on a unit price or lump sum basis as stated on the Bid Form.

Each bid shall be made out on a blank form furnished by the City and must contain either (1) a cashier's check or draft or check or share draft certified and drawn on a solvent State or National bank, in an amount equal to ten percent (10%) of the amount of the Bid; or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in an amount not less than ten percent (10%) of the amount of the Bid. The bid security shall be made payable to the City of Pella. The bid security must not contain any conditions either in the body or as an endorsement thereon. Such bid security shall be forfeited to the Utility as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within ten (10) days after the award of contract and post a satisfactory Performance Bond and Labor and Materials Payment Bond. No oral, facsimile, e-mail, telegraphic or telephonic bids or modifications will be considered.

Payment to the Supplier for the equipment shall be made on the basis of ninety-five percent (95%) within thirty-one (31) days after delivery and receipt of the equipment in acceptable condition; five percent (5%) within thirty-one (31) days after final completion, field testing, delivery of field test results, delivery of manuals, Owner's acceptance, and delivery of documentation.

The equipment shall be delivered according to the schedule listed on the Bid Form

The City may make the contract award to the lowest responsive, responsible bidder meeting specifications. The City reserves the right to defer acceptance of any bid for a period not to exceed thirty (30) days after the date bids are received and no bid may be withdrawn during this period. The Council also reserves the right to waive irregularities and to reject any or all bids.

Dated this 1<sup>st</sup> day of September, 2015.

CITY OF PELLA, IOWA

By /s/ Ronda Brown  
City Clerk

## **INSTRUCTIONS TO BIDDERS**

### **A. BIDDERS KNOWLEDGE.**

Examination of Proposed Work. Bidders are required to examine to their satisfaction, the plans and specifications and to make sure that the requirements are fully understood. The failure or omission of any Bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation regarding his or her bid.

### **B. BIDDERS QUALIFICATIONS.**

Competency of Bidder. Bidders must be capable of performing the work bid upon. The City may make such investigations as deemed necessary to determine the ability of the bidder to perform the work. The Bidder may be required to supply a detailed statement covering experience on similar work, list of machinery, plant, and other equipment which will be used on the proposed work and such statement of their financial resources as may be deemed necessary.

If the information and data requested by the City is not furnished, the City may consider the bidder non-responsive or non-responsible. The City reserves the right, in its sole and absolute discretion, to accept the Bid of a bidder despite the fact that said bidder has not submitted any information, list, data or statement requested.

The City reserves the right to reject any bid if the City determines, in its sole and absolute discretion, that the bidder is not properly qualified to carry out the obligations of the Contract and/or to complete the work contemplated by the Contract. Conditional bids will not be accepted.

### **C. METHOD OF BIDDING.**

Preparation of Bid. Bids shall be submitted on a unit price or lump sum basis as stated on the Bid/Offer form. In preparing a bid, the Bidder shall specify the price, written legibly in ink or with a typewriter, at which he or she proposes to do each item of work. The price shall be stated with respect to each and every alternate item, whether an add alternate, or a deduct alternate. Failure to state a price for any alternate bid item shall constitute a non-responsible bid that will not be considered. The prices shall be stated in figures. In items where unit price is required, the total amount for each item shall be computed at the unit prices bid for the quantities given in the estimate. In the event of discrepancies in the unit price extensions listed in the bidder's bid, unit prices shall govern.

For all work let on a unit price basis, the Engineer's estimate of quantities shown on the Bid is understood to be approximate only, and will be used only for the purpose of comparing bids. For work let on a lump sum basis, any estimate of quantities provided is furnished for the convenience of bidders and is not guaranteed.

#### **D. SUBMISSION OF BIDS.**

Use of Bid Form. Bidders will be furnished with bid forms giving the estimate of quantities needed to complete the work and the amount of bid security the Bidder is submitting with a bid. **Two copies of the completed bid form(s) and all supporting documentation shall be provided.**

Signatures on Bids. If the bid is made by an individual, his or her name and post office address must be shown. If made by a firm or partnership, the name and post office address of the firm or partnership must be shown. If made by a corporation, the person signing the bid must name the state under the laws, of which the corporation is chartered, and the name, title, and business address of the executive head of the corporation. Anyone signing a bid as agent may be required to submit satisfactory evidence of his or her authority to do so.

Irregular Bid Prohibited. Any changes or alterations made in the official bid form, or any additions thereto, may cause the rejection of the bid. No bid will be considered which contains a clause in which the Bidder reserves the right to accept or reject a contract awarded by the Council. Bids in which the unit prices are obviously unbalanced may be rejected.

Discrepancy in Documents. Should the Bidder find discrepancies, ambiguities or omissions from these documents, he/she/it should immediately notify the Engineer and an addendum will be sent to all known entities holding copies of the Bidding Documents.

Delivery of Bid. **Two copies of each bid form and all supporting documentation shall be provided.** Bids shall be placed in an opaque envelope and the envelope sealed and marked "Bid Enclosed – Circuit Breakers" to indicate its contents. If forwarded by mail, the envelope shall be mailed to the following address:

City of Pella  
Attn: City Clerk  
825 Broadway  
Pella, IA 50219

Receipt of any Addenda must be acknowledged on the bid form or a copy of any addenda relating to the bid shall be signed and attached to the bid.

No oral, facsimile, e-mail, telegraphic or telephonic bids or modifications will be considered.

#### **E. BID SECURITY.**

Bid Guaranty. Each bid shall be accompanied by a bid bond in the form prescribed in the specifications or a cashier's or certified check or certified share draft drawn on a bank in the State of Iowa for the amount specified in the Notice to Bidders and made payable to the City of Pella, Iowa. Should the bidder receiving the award fail to execute a satisfactory contract and file acceptable bonds within ten (10) days after the acceptance of the bid, the bid security amount may be retained by the City as fixed and liquidated damages.

To be acceptable, the certified or cashier's check or certified share draft shall bear on its face the endorsement of a solvent bank as to the amount certified. An official authorized to bind the bank by his or her acts shall endorse the check.

Return of Bid Guaranty. The bid guaranty of unsuccessful bidders will be returned promptly after the award has been made. In no case will the bid guaranty be held longer than thirty (30) days without written permission of the Bidder, except that the bid guaranty of the Bidder to whom the contract is awarded will be retained until he or she has entered into contract and filed an acceptable bond.

#### **F. MODIFICATION OR WITHDRAWAL OF BIDS.**

Bidders will be permitted to modify or withdraw their bids after they have been filed with the City Clerk, if a request is made in writing before the date and time specified for the receipt of bids. Modifications shall be so worded as not to reveal the amount of the original bid. No bid may be withdrawn for a period of thirty (30) days after the scheduled date and time for the receipt of bids.

#### **G. EVALUATION OF BIDS.**

It is the intent of the City to award one (1) contract as is deemed to be in the best interest of the City. The City will be permitted to consider various bid prices based upon, but not limited to, needs of the City, quality of materials, life cycle costs, maintenance costs, and the lowest, responsive, responsible bid in determining the best interests of the City.

Rejection of Bids. The City hereby reserves the right to reject any and all bids, non-responsive bids, to waive informalities, and to enter into such contract or contracts as it shall deem to be for the best interest of the City of Pella.

#### **H. TERMS AND CONDITIONS.**

The Bidder is invited to attach his standard patent protection and liability limitation conditions, but shall not include any other terms and conditions to this bid. Attachment of additional terms and conditions shall be grounds for disqualification of the submitted bid.

#### **I. TAXES.**

The unit prices for material items in all bids shall not include provisions for the payment of any taxes to the State.

#### **J. PERFORMANCE BOND.**

The Bidder to whom the contract is awarded shall furnish a Performance Bond in an amount equal to the total amount of the bid guaranteeing the faithful performance of the work in

accordance with the terms of the contract. Such bond shall be with a surety company authorized to do business in the State of Iowa and in form acceptable to the Owner.

#### **K. EXECUTION OF CONTRACT.**

The Bidder to whom the contract has been awarded shall enter into contract with the City within ten (10) days after the award has been made. No bid shall be considered binding upon the City until the contract is properly executed by both parties and the contract bond filed.

The contract, when executed, shall be combined with all the Contract documents identified in the Material Agreement representing the entire agreement between parties. The Bidder shall not claim any modification resulting from representation or promise made by representative of the owner or other persons.

#### **L. CONTRACT AWARD.**

Award of the Contract, if an award is made, will be on the basis of the base bid and/or any alternate bid(s) chosen by the Owner, as is in the best interest of the Owner. It is the intent of the Owner to award one (1) Contract for each of the Bids as is deemed to be in the best interest of the Owner. The Owner reserves the right to reject any or all bids, waive technicalities, and make award(s) as deemed to be in the best interest of the Owner.

- In addition to cost, other items that will impact the award decision include the following:
- Relevant experience with installations of similar size and type.
- Support capabilities.
- Ability to meet specified delivery schedule.
- Conformance to project specifications.

#### **M. CHANGES IN QUANTITIES.**

The Bidder understands and agrees that the quantities called for in the Bid are approximate, and that the total number of material items upon which payment shall be made shall be set forth in the material contract and purchase order.

#### **N. SHOP DRAWINGS.**

Approval drawings will be required for all material to verify compliance with the specifications. Drawings shall be submitted to the Engineer within 21 days of award.

**O. MATERIAL DELIVERIES.**

Materials specified within shall be purchased FOB, Pella, Iowa, Freight prepaid and included in quoted price. Materials shall be shipped in total or in truckload lots, minimum. Deliveries shall be arranged with the Owner's Contractor. Acceptable delivery times are 8:00 a.m. to 3:00 p.m., Monday through Friday, working days only.

Circuit Breakers

April 15 – April 30, 2016

The Owner agrees to work in good faith with the Supplier to adjust the delivery schedule for any delays attributed to circumstances beyond the Supplier's control, including acts of God, acts of government, and related circumstances. Actions that cause delivery delays that are under the control of the Supplier are failure to allow sufficient time for manufacturing, failure to inform the Engineer of changes in the manufacturing schedule, or lack of cooperation in establishing effective measures by which delays could be minimized.

**P. WARRANTY.**

The Supplier shall supply a warranty package that shall be in effect for 5 years after date of delivery of the last breaker received as part of this bid. The Supplier shall warrant the circuit breakers for a period of five (5) years for any SF<sub>6</sub> leaks. Any gas leaks greater than 0.5% per year found during this warranty period shall be repaired by the Supplier, at the Suppliers' expense.

\* \* \* END OF SECTION \* \* \*

**BID FORM**

TO: City of Pella  
Pella, Iowa

FROM: Bidders Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

| <u>Addendum Number</u> | <u>Addendum Date</u> |
|------------------------|----------------------|
| _____                  | _____                |
| _____                  | _____                |
| _____                  | _____                |

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Iowa upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Pella, Iowa. The guaranteed delivery date shall be included on the bid form.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this bid is entered into by the Owner and the Supplier within 30 days after the date hereof.

6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the City of Pella, Iowa, in strict conformance with the specifications and Bidding Documents, to-wit:

| <u>Item No.</u>   | <u>Qty</u> | <u>Description</u>               | <u>Unit Price</u> | <u>Extended Price</u> |
|-------------------|------------|----------------------------------|-------------------|-----------------------|
| A                 | 6          | 69 kV SF6 Circuit Breakers (ea.) | \$ _____          | \$ _____              |
| <b>TOTAL BID:</b> |            |                                  |                   | <b>\$ _____</b>       |

Circuit Breaker Manufacturer \_\_\_\_\_

Circuit Breaker Dimensions: H: \_\_\_\_\_ W: \_\_\_\_\_ D: \_\_\_\_\_  
 (Attach a sketch of the proposed breaker configuration with all dimensions.)

Approximate Weight of Circuit Breaker \_\_\_\_\_

Recommended Anchor Bolt Size \_\_\_\_\_

Guaranteed Delivery Date \_\_\_\_\_

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Contract Documents and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications, the provisions of the latter shall prevail.

Dated this \_\_\_\_ day of \_\_\_\_\_ 2015.  
 Bidder \_\_\_\_\_  
 Address \_\_\_\_\_  
 Authorized Officer \_\_\_\_\_  
 Signature \_\_\_\_\_  
 Title \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 E-Mail \_\_\_\_\_

## GENERAL REQUIREMENTS

### PART 1 - GENERAL

#### 1.01 SUMMARY:

- A. Materials shall be as shown on the Drawings or as specified herein, and shall be in accordance with the applicable NEMA, ANSI, IEEE, IPCEA, ASTM Standards, NEC, and the Standards of the Underwriter's Laboratory.

#### 1.02 CONTRACT AWARD:

- A. The City Council will award one contract for each Bid as deemed in the best interest of the City. Supplier shall submit bonds and signed contract per the following schedule:

|                  |   |
|------------------|---|
| October 8, 2015  | Bid Opening                               |
| October 20, 2015 | Council Award Contracts                   |
| October 30, 2015 | Supplier submit bonds and signed contract |

#### 1.03 SUBMITTALS:

- A. In addition to any drawings and data submitted with the bid, the Supplier, after award of the contract and before proceeding with the manufacture of the material, shall furnish the Engineer electronic files of all design calculations, data sheets, and drawings covering the design and installation of the material for approval.
- B. Following approval, the Supplier shall forward to the Engineer an electronic copy in AutoCAD compatible format of each of the above mentioned drawings.
- C. Drawings submitted shall be in 11 x 17 format.
- D. Drawings shall be transmitted with a cover letter and such letter shall indicate the number of copies forwarded to the Engineer.
- E. Approval of final Supplier's drawings or data by the Engineer shall not relieve the Supplier of any part of his responsibility to meet all the requirements of this specification or as to the correctness of his drawings and data. Further, approval of the Engineer does not relieve the Supplier of responsibility for the adequacy of the design.
- F. Shop drawings for all material shall be submitted within 21 days of award.

G. Allow 2-3 weeks for the Engineer's review of the shop drawings.

1.04 SHIPPING PROCEDURES:

- A. All Bids shall include F.O.B to the job site in Pella, Iowa.
- B. Title to the equipment shall pass to the Owner upon acceptance testing and checkout of the equipment and receipt of all required documentation.
- C. Supplier shall notify the Owner's Contractor by telephone when equipment is ready for shipment, AT LEAST 48 HOURS PRIOR TO DELIVERY.
- D. Deliveries Accepted: Monday-Friday, 8:00 AM – 3:00 PM, working days only.
- E. Supplier shall also coordinate delivery in advance with the on-site Contractor to insure the Contractor can schedule to be on-site during delivery of the equipment.
- F. The supplier shall coordinate delivery locations with the Engineer and/or on-site Contractor.

1.05 WARRANTY:

- A. Bidder shall furnish a standard warranty package with the material.
- B. Coverage length: Minimum 18 months from date of delivery.
- C. Shall be comprehensive, without deductibles, and shall cover all equipment supplied by Bidder, whether or not it was manufactured by the Bidder.
- D. All repair parts, labor, and travel expenses necessary for repairs at the job site shall be included.

PART 2 - PRODUCTS

Not Used.

PART 3 - EXECUTION

Not Used.

\* \* \* END OF SECTION \* \* \*

**SPECIFICATIONS  
FOR  
FURNISHING SF<sub>6</sub> CIRCUIT BREAKERS**

**1.0 GENERAL:**

1.1 These specifications are intended to cover the requirements for a three- phase, 60 Hertz, outdoor, SF<sub>6</sub> gas circuit breaker. These circuit breakers shall be designed, constructed, and tested in accordance with the latest revision of all applicable ANSI/IEEE and NEMA Standards. These standards specifically are but not limited to the following standards:

|             |  |
|-------------|--|
| ANSI C37.04 | Standard Rating Structure for AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis.   |
| ANSI C37.06 | Standard for Switchgear - AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis - Preferred Ratings and Related Required Capabilities. |
| ANSI C37.09 | Standard Test Procedure for AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis.   |
| NEMA SG4    | Alternating Current High Voltage Circuit Breakers  |

**2.0 RATINGS:**

|   |          |
|---|----------|
| Nominal Voltage, RMS                                | 69 kV    |
| Rated Continuous Maximum Voltage, RMS               | 72.5 kV  |
| Rated Voltage Range Factor, K                       | 1.0      |
| Rated Continuous Current, RMS, 60 Hz                | 1200 A   |
| Rated Short Circuit Current (at Rated Max. Voltage) | 40 kA    |
| Rated Interrupting Time                             | 3 Cycles |
| Maximum Symmetrical Interrupting Capability, RMS    | 40 kA    |
| Closing and Latching Capability, RMS                | 108 kA   |
| Low Frequency Insulation Level, RMS                 | 160 kV   |
| Impulse Crest (BIL) Insulation Level, RMS           | 350 kV   |
| Maximum Ambient Temperature                         | 40° C    |
| Minimum Ambient Temperature                         | -40° C   |

**3.0 CONSTRUCTION:**

3.1 The circuit breaker shall be dead tank, three pole, single throw, and mechanically and electrically trip free.

- 3.2 The circuit breaker shall be mounted on a rigid hot dipped galvanized steel frame.
- 3.3 The circuit breaker shall include provisions for lifting the assembled breaker.
- 3.4 The aluminum SF<sub>6</sub> phase tanks shall be of one-piece horizontal cylindrical construction with aluminum end covers, aluminum flanged bushing mounting openings, and aluminum CT covers.
- 3.5 The bushings shall be ANSI #70, light gray porcelain and shall be equipped with NEMA 4-hole flat vertically mounted aluminum terminal pad.
- 3.6 The breaker housing shall be permanently marked near each bushing with the bushing identification 1, 3, 5 and 2, 4, 6.
- 3.7 The external finish for the breaker, including accessories shall be unfinished aluminum except for the painted control cabinet and galvanized frame.
- 3.8 All painted surfaces shall be prepared according to acceptable industry standards for surface preparation. The paint shall be oil & rust resistant and a minimum of two coats, 3 mils total thickness, applied.
- 3.9 A plainly visible, mechanical position indicator showing actual position of the main circuit breaker contacts shall be provided. The position indicator shall be visible while standing on the ground with the control cabinet door closed.
- 3.10 Provisions for travel recorder and mounting device.
- 3.11 Mechanical closing device and any special tools required for slow closing of operator for maintenance.
- 3.12 Two copper or stainless steel faced ground pads shall be provided at diagonally opposite corners of the circuit breaker frame. Each ground pad shall be designed for NEMA 2 hole pad, ½" X 13 UNC, grounding connection.
- 3.13 Sufficient quantity of gas, to fill each breaker.
- 3.14 Refillable, non-returnable, gas cylinder for SF<sub>6</sub> transport and storage.
- 3.15 The circuit breaker shall have an external emergency trip handle which trips the breaker and operates a switch that prevents electrically closing of the breaker until after the switch has been manually reset. Trip handle shall be red in color.
- 3.16 The circuit breaker and accessories shall be designed to withstand seismic Zone I stresses as defined in the Uniform Building Code and in accordance with IEEE 693-1984, 'IEEE Recommended Practices for Seismic Design of Substation'.

#### 4.0 INTERRUPTERS:

- 4.1 The stationary and movable contacts shall be easily changed out when tanks are opened.

#### 5.0 OPERATING MECHANISM:

- 5.1 The mechanism shall be compression spring stored energy type, and shall be equipped with anti-pumping control features.
- 5.2 The spring operators must be in compliance with applicable ANSI standards covering the spring operating mechanism and associated breaker. The breaker must also be capable of an open - close - open operation without recharge from motor.
- 5.3 The breaker must be capable of the ANSI standard reclosing duty cycle. One immediate reclose operation will be followed by a series of close operations, each delayed by 15 seconds.
- 5.4 SF<sub>6</sub> pressure switches shall be installed to keep the system within normal pressures, to prevent closing during low pressure, and to provide a two-stage low pressure alarm for customer's use.

#### 6.0 CURRENT TRANSFORMERS:

- 6.1 Each circuit breaker shall be equipped with two (2) bushing current transformers per bushing. The installed current transformers shall be 1200/5 multi-ratio units of relaying accuracy Class C800. Taps of the current transformers shall be in accordance with NEMA SG4, Table 3-5. The current transformers shall have a minimum thermal rating factor of 1.5.
- 6.2 All leads of all current transformers shall be wired to shorting type terminal blocks in the control cabinet. All current transformer wiring shall be #10 AWG (minimum) switchboard wire. All switchboard wire shall be XL insulated, stranded wire, type SIS.
- 6.3 A separate, plainly marked, shorting type terminal block shall be installed for each current transformer.
- 6.4 Weather-proof conduits and fittings shall be used for all leads from the current transformers to the control cabinet.

#### 7.0 CONTROL CABINET:

- 7.1 The operating mechanism/control cabinet shall be rated NEMA 3R, dust tight, rain tight, and sleet and ice proof with a three point latching mechanism.

- 7.2 An operating handle shall be furnished on the exterior of the cabinet doors for latching and unlatching the doors and shall have provisions for padlocking.
- 7.3 The control cabinet shall be painted ANSI #70 gray on the outside and white on the inside.
- 7.4 The cabinet shall contain, as a minimum, the following equipment:
  - 7.4.1 Operating mechanism, including gauges, pressure switches, and alarms.
  - 7.4.2 Removable conduit plate of sufficient area to bring in conduits (2-4" conduits).
  - 7.4.3 Auxiliary switch with at least ten (10) "a" contacts and ten (10) "b" contacts for customer use.
  - 7.4.4 A positive temperature coefficient heater to minimize condensation. Provide High Voltage Supply 1030, or equal.
  - 7.4.5 Mechanical operation counter.
  - 7.4.6 Separate low SF<sub>6</sub> pressure lockout auxiliary relays for each trip circuit.
  - 7.4.7 Local trip and close push buttons shall be provided in the circuit breaker.
  - 7.4.8 Dual 125 VDC trip coils.
  - 7.4.9 All necessary SF<sub>6</sub> high and low pressure gauges, cut-off and filling valves, and travel switches shall be mounted in the control cabinet and clearly identified. Alarm contacts shall be included for each monitoring device.
  - 7.4.10 Terminal blocks for all alarms, auxiliary switches, customer contacts, and A.C. and D.C. supply voltages. All blocks shall be easily accessible, and shall be clearly marked.
  - 7.4.11 Terminal blocks for customer control connections shall be General Electric type EB-25, no equal, and for current transformer connections shall be General Electric shorting type EB-27, no equal.
  - 7.4.12 Separate fused knife switches for control circuits, heater circuits, and motor circuits.
  - 7.4.13 All wiring in the cabinet shall be neat in appearance. Wires shall be terminated with ring type insulated lugs, with both lug and insulation securely crimped. Burndy type YAE-N, or equal. The size of the cabinet shall be large enough, to permit easy access to all parts and terminal blocks.

- 7.4.14 Duplex 120 VAC GFCI convenience outlet.
- 7.4.15 Mechanism housing light with door switch.
- 7.4.16 All contacts furnished for customer use shall be rated for 125 VDC.
- 7.4.17 The operating mechanism motor shall be 120 volts single phase AC/125 volts DC universal motor with AC/DC transfer switch.
- 7.4.18 General purpose relays for remote indication of the “Loss of DC Power” or “Loss of AC Power”. Provide one relay for the DC charging motor circuit and each DC trip circuit. Provide one relay for the AC power circuit. The relays shall be located on the load-side of the input fuses. General purpose relays shall be Potter & Brumfield type KRP or equal.

- 7.5 Control and auxiliary circuits shall be wired with #14 AWG (minimum) switchboard wire. Switchboard wire shall be as specified in Section 6.2.
- 7.6 The pressure switches, relays, switches, fuses, terminal blocks, gauges, etc., shall be clearly marked with the designation given to them on the drawings.
- 7.7 Trip circuits shall be wired to easily configure the circuit breakers to auto trip or block trip on a low SF<sub>6</sub> lockout condition with the addition or removal of a jumper wire.

#### 8.0 CONTROL POWER:

- 8.1 Control Power shall be ungrounded 125 VDC. All equipment, coils, and contacts shall be capable of being operated at 144 VDC when the station battery is being equalize charged.

#### 9.0 AUXILIARY POWER:

- 9.1 All Auxiliary Power Equipment shall be single phase and will be supplied from a 120/240 VAC source.

#### 10.0 APPROVAL DRAWINGS:

- 10.1 See General Requirements, for approval drawing requirements.

#### 11.0 DRAWINGS AND INSTRUCTION MANUALS:

- 11.1 Each gas circuit breaker shall be shipped with an instruction manual and complete set of certified "as built" drawings, stored within a compartment in the control cabinet. As-built drawings shall include the following:

11.1.1 Nameplate drawing.

11.1.2 Outline of breaker and associated equipment.

11.1.3 Control schematics and wiring diagrams of all equipment.

11.1.4 Connection Diagrams.

11.1.5 Outline of bushings.

11.1.6 CT curves.

11.2 In addition, the successful bidder shall, under separate cover, furnish two (2) CD's with drawings in AUTOCAD format and manuals in PDF format.

11.3 The instruction manual shall contain a list of recommended spare parts.

12.0 SHIPMENT AND DELIVERY:

12.1 See General Requirements, for shipment and delivery requirements.

13.0 WARRANTY:

13.1 See General Requirements, for warranty requirements.

14.0 ACCEPTABLE MANUFACTURERS:

14.1 All bids will be evaluated on the basis of compliance with the Specifications, cost, delivery, and the Owners and Engineer's past experience with units manufactured by the Supplier.

14.2 The following list of manufacturers shall only be furnished, unless written permission is obtained from the Engineer or Owner.

- ABB
- Mitsubishi
- Or approved equal prior to bid.

\* \* \* END OF SECTION \* \* \*

## MATERIAL AGREEMENT

THIS AGREEMENT made as of \_\_\_\_\_, 20\_\_ between \_\_\_\_\_ (hereinafter called the "Supplier"), and City of Pella, Iowa (hereinafter called the "Owner"),

WITNESSETH, that the Supplier and the Owner for the considerations hereinafter named agree as follows:

1. **Scope of Work:** The Supplier agrees to sell and deliver to the Owner and the Owner agrees to purchase and receive from the Supplier a materials in strict accordance with the documents entitled "**Bidding Documents for Furnishing SF<sub>6</sub> Circuit Breakers**" for City of Pella, Iowa".
2. **The Contract Documents:** The Contract Documents shall consist of this written Agreement, Advertisement for Bid, Instructions to Bidders Contained in General and Special Conditions, Addendums issued numbers \_\_\_\_\_, Bid Security, Bid, Insurance Policies and Certificates, Performance Bond, Labor and Material Payment Bond, drawings and specifications, tests and engineering data, approved change orders, Supplier's Requests for Payment, and all addenda issued by the Owner prior to the awarding of the Contract (collectively, the "Contract Documents"). All of the Contract Documents listed in this Material Agreement are hereby incorporated by this reference as fully as if they were set out in this Agreement in full, all of which documents and instruments are incorporated by the signature of the parties hereto.
3. **Time of Completion:** The work to be performed under this contract shall be commenced upon execution of this Agreement and shall be fully completed by April 30, 2016.
4. **The Contract Sum:** The Owner shall pay the Supplier for the equipment, in current funds: The Owner shall pay to the Supplier for performance of the work encompassed by this Agreement, and the Supplier will accept as full compensation therefore the lump sum of \$ \_\_\_\_\_, subject to adjustment as provided by the Contract Documents, to be paid by progress payments in cash or its equivalent in the manner provided for in the Contract Documents.
5. **Payment:** Upon shipment of the complete equipment, the Supplier shall submit to the Owner a detailed statement of the equipment shipped and installed. The Owner shall, within thirty (30) days after delivery receipt of the material and associated invoice, pay the Supplier ninety-five percent (95%) of the contract price of the material.

The Owner shall within thirty (30) days after final completion, field testing, required test reports, record drawings, final documentation and certification by Engineer, pay the Supplier the remaining five percent (5%) of the contract price.

6. **Termination:** This Agreement may be terminated by either party upon seven (7) days written notice should the other party breach the terms of this Agreement.
7. **Assignment:** The Supplier shall not assign all of his rights or obligations under this Agreement without the express written consent of the Owner. Upon any assignment even though consented to by the Owner, the Supplier shall remain liable for the performance of the work under this Agreement.
8. **Partial Invalidity:** If any provisions of this Agreement are in violation of any statute or rule of law of the State of Iowa, then such provisions shall be deemed null and void to the extent that they may be violative of law, but without invalidating the remaining provisions hereof.
9. **Waiver:** No waiver of any breach of any one of the agreements, terms conditions or covenants of this Agreement by the Owner shall be deemed or imply or constitute a waiver of any other agreement, term, condition or covenant of this Agreement. The failure of the Owner to insist on strict performance of any agreement, term, condition or covenant, herein set forth, shall not constitute or be construed as a waiver of the Owner's rights thereafter to enforce any other default; neither shall such failure to insist upon strict performance be deemed sufficient grounds to enable the Supplier to forego or subvert or otherwise disregard any other agreement, term, condition or covenant of this Agreement.
10. **Entire Agreement:** The within Agreement, together with the Contract Documents, constitute the entire agreement of the parties hereto. No modification, change, or alteration of the within Agreement shall be of any legal force or effect unless in writing, signed by all the parties.
11. **Counterparts:** This Agreement may be executed in several counterparts and each such counterpart shall be deemed an original.
12. **Governing Law:** Venue for any and all legal actions regarding or arising out of the transaction covered herein shall be solely in the District Court in and for Marion County, State of Iowa or the United States District Court for the Southern District of Iowa. This transaction shall be governed by the laws of the State of Iowa.
13. **Notices:** All notices, requests, demands and other communications given or to be given under this Agreement shall be in writing and shall be deemed to have been duly given when served if served personally, or on the second day after mailing if mailed by first class mail, registered or certified, postage prepaid, and properly addressed to the party to whom notice is to be given as set forth below.

If to Owner:

City of Pella  
 825 Broadway  
 Pella, IA 50219

If to Supplier:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives all as of the day and year first above written.

CITY OF PELLA, IOWA  
Owner

\_\_\_\_\_  
Supplier

By \_\_\_\_\_

By \_\_\_\_\_

ATTEST:

ATTEST:

By \_\_\_\_\_

By \_\_\_\_\_



---

THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

---

ITEM NO: H-5

SUBJECT: Resolution Approving Amendment to the Central Iowa Regional Transportation Planning Alliance (CIRTPA) 28E Agreement and Changes to the Bylaws

DATE: September 1, 2015

BACKGROUND: The Central Iowa Regional Transportation Planning Alliance (CIRTPA) is the regional transportation planning agency for the Iowa Department of Transportation Region 11, which includes the City of Pella. The main responsibility of CIRTPA is the distribution of federal funds for road improvements.

This resolution approves an amendment to the 28E Agreement accepting Huxley as a member of the organization and makes minor housekeeping changes to the CIRTPA Bylaws.

It is important to note, Huxley will not receive any direct federal funds until their population reaches 5,000 in accordance with the Agreement. At such time when they may reach a population of 5,000, the entire CIRTPA distribution formula will need revised and voted on for approval. Huxley currently has a population of approximately 3,300.

ATTACHMENTS: Resolution; 28E Agreement and CIRTPA Bylaws

REPORT PREPARED BY: Public Works Department

REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDATION: Approval resolution.

RESOLUTION NO. 5604

RESOLUTION APPROVING CENTRAL IOWA REGIONAL  
TRANSPORTATION PLANNING ALLIANCE'S  
AMENDMENT TO CIRTPA 28E AGREEMENT & CHANGES TO THE BYLAWS

WHEREAS, the City of Pella, Iowa, is a member of the Central Iowa Regional Transportation Planning Alliance (CIRTPA), as organized under Iowa Code Chapter 28E; and,

WHEREAS, the Central Iowa Regional Transportation Planning Alliance requests its member governments to approve amendments to the 28E Agreement and Bylaws, by resolution; and,

WHEREAS, the City of Huxley, Iowa is joining the Central Iowa Regional Transportation Planning Alliance (CIRTPA); and,

NOW, THEREFORE, BE IT RESOLVED, that the City of Pella, Iowa, by this resolution approves amendments to the 28E Agreement accepting Huxley into CIRTPA & changes to the Bylaws as set forth on the attached documents.

PASSED and APPROVED this 1<sup>st</sup> day of September 2015.

---

James Mueller, Mayor

ATTEST:

---

Ronda Brown, City Clerk

# CIRTPA BYLAWS

The Central Iowa Regional Transportation Planning Alliance (CIRTPA), has prepared this report with partial funding from the United States Department of Transportation Federal Highway Administration Surface Transportation Program and the Federal Transit Administration Section 18, and in part through local matching funds provided by the CIRTPA member governments. These contents are the responsibility of the CIRTPA. The United States Government and its agencies assume no liability for the contents of this report or for the use of its contents. The CIRTPA amended these bylaws on July 16, 2015.

**CENTRAL IOWA REGIONAL TRANSPORTATION  
PLANNING ALLIANCE (CIRTPA)  
BYLAWS**

**ARTICLE I  
CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE**

The Central Iowa Regional Transportation Planning Alliance (CIRTPA) has been established by a 28E Agreement, as a voluntary organization of certain county and city governments in the Regional Transportation Planning Area.

**ARTICLE II  
PURPOSE**

The CIRTPA has been organized to carry out only transportation planning activities proposed for federal surface transportation funding for the regional transportation planning area. The CIRTPA will serve as the designated regional transportation planning agency for the Iowa Department of Transportation's Region 11, to coordinate transportation planning and programming.

**ARTICLE III  
MEMBERS AND REPRESENTATION**

- Section 1. Any governmental entity located wholly or partially within the Regional Transportation Planning Area, and having a population of at least 3,000, shall be eligible for CIRTPA membership.
- Section 2. Appointments by member governments of their primary and alternate representatives to serve on the CIRTPA's Transportation Policy Committee shall be conveyed in writing from each member's governing body to the CIRTPA's elected Secretary/Treasurer.
- Section 3. During December of each year, the CIRTPA's Secretary/Treasurer shall contact member governments to request the names of each member government's primary and alternate representatives to serve for the upcoming year.

**ARTICLE IV  
MEETINGS**

- Section 1. The CIRTPA's Transportation Policy Committee shall hold regularly scheduled bimonthly meetings.
- Section 2. Special meetings of the CIRTPA may be called by the Chair, or upon written request to the Chair and signed by a minimum of three CIRTPA representatives. At least three (3) days' notice shall be given for a special meeting.
- Section 3. All CIRTPA meetings shall comply with the open meetings law.

- c. shall cause to have all funds and accounting matters handled in accordance with generally accepted accounting principles;
  - d. shall cause to prepare all requests for payment or reimbursement of funds;
  - e. shall attest to the signature of the CIRTPA Chair on all CIRTPA documents; and
  - f. shall have such additional duties and powers as are customary to the office or as delegated by the Chair or the CIRTPA.
- Section 4. The CIRTPA's Transportation Policy Committee officers shall be elected annually during January from among primary representatives appointed to serve on the CIRTPA.
- Section 5. The CIRTPA officers shall serve from February to January.
- Section 6. Each of the CIRTPA's officers shall be from different member governments.
- Section 7. Any vacancy occurring in an office during the calendar year shall be filled for the unexpired portion of that term by election among primary representatives.

#### **ARTICLE VI COMMITTEES**

- Section 1. All technical and advisory committees created shall be subject to the provisions of the bylaws outlined herein and by the provisions in the CIRTPA 28E Agreement.
- Section 2. Appointments to any committee of the CIRTPA shall be reviewed at least annually.

#### **ARTICLE VII AMENDMENTS TO THE BYLAWS**

These bylaws may be amended at any regularly scheduled CIRTPA meetings, or at any meeting specially called for that purpose. The amendment is subject to submittal in writing prior to the meeting date and upon an affirmative vote of the majority of those representatives present and voting at the meeting.

# **Central Iowa Regional Transportation Planning Alliance**

## **28E Agreement**

**AGREEMENT ESTABLISHING AN EIGHT COUNTY  
REGIONAL TRANSPORTATION PLANNING ALLIANCE**

## **CIRTPA 28E AGREEMENT**

The Central Iowa Regional Transportation Planning Alliance (CIRTPA) has prepared this report with partial funding from the United States Department of Transportation Federal Highway Administration Surface Transportation Program and the Federal Transit Administration Section 5311, and in part through local matching funds provided by the CIRTPA member governments. These contents are the responsibility of the CIRTPA. The United States Government and its agencies assume no liability for the contents of this report or for the use of its contents. The CIRTPA amended this agreement on July 16, 2015.

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**AGREEMENT ESTABLISHING AN  
EIGHT COUNTY REGIONAL  
TRANSPORTATION PLANNING ALLIANCE**

**ARTICLE I - ESTABLISHMENT**

The Central Iowa Regional Transportation Planning Alliance (hereinafter referred to as "the CIRTPA") is hereby established and created as a voluntary organization of certain county and city governments in the Regional Transportation Planning Area, as set forth on Exhibit A, attached hereto and incorporated herein by this reference (hereinafter referred to as the "Regional Transportation Planning Area"). The Regional Transportation Planning Area includes Jasper and Marion Counties, those portions of Dallas, Madison, Polk, and Warren Counties not included as part of the Des Moines Area Metropolitan Planning Organization's Planning Area, and those portions of Boone and Story Counties not included as part of the Ames Area Metropolitan Planning Organization's Planning Area.

**ARTICLE II - ORGANIZATION, PURPOSE, AND POWERS**

The CIRTPA is organized pursuant to the provisions of Chapter 28E, Code of Iowa, 1981, as amended, with the powers and purposes to carry out transportation planning activities proposed for federal surface transportation funding for the regional transportation planning area. The purpose of the Agreement is to have the CIRTPA serve as the designated regional transportation planning agency for the Iowa Department of Transportation and consistent with the Iowa Department of Transportation's guidelines for the creation of regional transportation planning affiliations within the State of Iowa for coordinating planning and programming efforts of those regions and fostering new partnerships with state and local officials.

The CIRTPA is also authorized, upon designation by the State of Iowa, to review and comment on federal transportation planning or construction grants for which member governments have applied, and to determine their consistency with adopted area wide transportation plans. Except as otherwise hereinafter provided, the powers of the CIRTPA shall be exercised by the member government representatives or, where appropriate, alternate representatives, acting by and through the CIRTPA in accordance herewith.

## **ARTICLE III - MEMBERSHIP - VOTING REPRESENTATION**

### **Section 1 - Membership**

Except as restricted by Section 4 of this Article, to become a member of the CIRTPA, a governmental entity must be located wholly or partially within the Regional Transportation Planning Area; adopt this Agreement creating the CIRTPA by resolution of its governing body; and have a population of at least 3,000 as shown by the most recent federal census. To retain membership in the CIRTPA, each member government must comply with all requirements of this Agreement.

### **Section 2 - Representation**

The representative or representatives of each member government and the designated transit agency, the Heart of Iowa Regional Transit Agency (HIRTA) who shall serve on the CIRTPA shall be a member or members of its governing body or other person or persons appointed in the manner approved by such governing body. Alternate representatives may be similarly appointed on a temporary or permanent basis, as a member government shall determine. In case a member government has more than one representative, alternate representatives for that member government shall be entitled to vote in the absence of any representative of that member government.

Each member government shall be entitled to one representative on the CIRTPA Transportation Policy Committee (TPC). The foregoing to the contrary notwithstanding, the representation for each county member shall be based upon the portion of the population of its unincorporated area within the Regional Transportation Planning Area and the population of incorporated areas within the Regional Transportation Planning Area that is not otherwise represented on the CIRTPA.

Each representative shall serve at the pleasure of the governing body by which that representative was approved.

The Director of the Planning and Programming Division of the Iowa Department of Transportation (DOT), the Division Administrator of the Federal Highway Administration (FHWA), the Chair of the Des Moines Regional Transit Authority (DART), and the Chair of the Ames Area Metropolitan Planning Organization (AAMPO), or their designated alternates, may serve as non-voting, advisory members of the CIRTPA.

### **Section 3 - Voting**

A quorum of the CIRTPA shall be required for the conduct of its business. A quorum shall consist of a majority of the total number of persons who have been appointed as representatives of member governments. In the ordinary conduct of the CIRTPA's business, each representative will have one vote; and the majority vote of those representatives present and voting shall decide such matters.

The Unified Planning Work Program and the annual budget must be submitted on an annual basis to the member governments and must be approved by resolution of the governing bodies of at least a majority of the member governments. The Unified Planning Work Program to be submitted for approval shall be based upon federal funding allocations issued by the Iowa Department of Transportation prior to any application for federal funds.

In the event there is a change in federal allocations and provided that the total local assessments remain unchanged, the CIRTPA may make any amendments to the Unified Planning Work Program necessary to enable the CIRTPA to make grant applications. The CIRTPA shall submit the amended Unified Planning Work Program to the Iowa Department of Transportation as part of the grant application process.

During the ensuing budget year, the CIRTPA may, for administrative purposes, amend the Unified Planning Work Program and the annual budget as long as the total budget does not increase or decrease by more than ten (10) percent and the local assessments remain the same.

At any time, on any question before the CIRTPA, a minimum of any two member governments represented at a meeting may request a weighted vote. If a weighted vote is requested, that question will be placed on the CIRTPA's next meeting agenda for action to be taken under the conditions of a weighted vote. Under the weighted vote method, issues will be decided by assigning one vote to each member government for which a representative is present and voting, plus an additional vote for each 25,000 population, or fraction thereof, over the first 10,000 population within the Regional Transportation Planning Area for that member government, by the most recent federal census or official intercensal estimate. Under the weighted vote method, an issue must receive sixty (60) percent of the total votes cast in order to be adopted.

**Section 4 - Withdrawal and Readmission**

A member government may withdraw from membership on the CIRTPA when its governing body requests such withdrawal by resolution, sent by certified mail, return receipt requested, to the CIRTPA. Any such withdrawal shall become effective on the date which is the later of the following: (1) the date specified in the resolution, or (2) upon receipt of the resolution by the CIRTPA. As provided in Article IV hereof, a member government shall be deemed to have withdrawn upon nonpayment of assessment within thirty (30) days after notice thereof is sent by certified mail, return receipt requested, to the Mayor or Chair of the Board of Supervisors and the City Clerk or County Engineer of the member government involved. In the event of withdrawal, such government shall not be relieved of its obligation to pay its share of the expenses of the CIRTPA for the CIRTPA fiscal year in which such withdrawal occurs.

Any member government which has withdrawn or has been deemed to have withdrawn from the CIRTPA may apply for readmission. The CIRTPA shall establish a readmission fee for any applicant. The minimum readmission fee shall not be less than twenty-five (25) percent of the assessment for which the applicant would have been obligated had it been a member of the CIRTPA during the prior CIRTPA fiscal year. The maximum readmission fee shall not exceed two hundred (200) percent of the assessments for which the applicant would have been obligated during its non-membership period.

**ARTICLE IV - BUDGET AND ASSESSMENT SCHEDULE**

The CIRTPA shall approve an annual budget and assessment schedule. The assessment for each member government shall be based on the ratio of the number of weighted votes assigned to each member government to the total number weighted votes of all of member governments in the CIRTPA, as referenced in Article III, Section 3, fifth paragraph, of this Agreement. Each member government shall be notified annually, on or before January 1 prior to the forthcoming fiscal year (July 1), of the annual assessment to be levied on that government for the next fiscal year. All annual assessments are due and payable as established by the CIRTPA. Any member government which fails to pay any assessment within forty-five (45) days (or such other period of time as may be requested by the member government and approved by the CIRTPA) after the due date of the full amount, shall, except as modified by the next sentence, be deemed to have withdrawn its membership on the CIRTPA, as of the end of said forty-five (45) day period or the end of such other period of time approved by the CIRTPA, and no representatives of that member government shall thereafter be allowed to vote on any matter

coming before the CIRTPA. Written notice of delinquency shall be sent by certified mail, return receipt requested, to the Mayor or Chair of the Board of Supervisors and City Clerk or County Engineer of the member government involved, at least thirty (30) days prior to the effective date of withdrawal, informing those officials of the payment delinquency.

## **ARTICLE V - OPERATIONAL MATTERS**

### **Section 1 - Conduct of Business**

In the conduct of its business, the CIRTPA may cooperate with, contract with, and accept and expend funds from federal, state, and local agencies, public or semi-public entities, private individuals, profit and non-profit corporations, and any other legally recognized association or entity.

### **Section 2 - Technical Advisory Committee**

The CIRTPA may appoint such advisors or create such technical or advisory committees as it deems desirable. There shall be established a Transportation Technical Committee, composed of technical representatives appointed by the member governments and HIRTA. No member government may have more technical representatives than it has representatives on the CIRTPA. The Director of the Office of Systems Planning and the District Planner(s) of the Iowa DOT, the Statewide Planning Engineer of the FHWA, a representative from DART, and the AAMPO may serve as non-voting members of the Transportation Technical Committee. The Transportation Technical Committee shall review and develop recommendations on all matters referred to it by the CIRTPA, and it may adopt such rules or procedures for its operation as are not inconsistent with this Agreement.

### **Section 3 - Documents to be Approved**

The CIRTPA shall approve such transportation plans, reports, or recommendations as are required by the federal and state governments as prerequisites for eligibility for federal surface transportation funding. In addition, the CIRTPA shall prepare annually a *Unified Planning Work Program and Cost Allocation Plan* that details planning activities to be conducted, the responsibilities for conducting those activities, and the proposed budget for those activities. The CIRTPA shall undertake such planning activities and prepare such plans as are required by the federal surface transportation legislation and any amendments thereto. The CIRTPA shall also coordinate the development of its long-range transportation plan with the process for maintaining and updating the *Iowa State Implementation Plan, as required by the Clean Air Act of 1990*.

#### **Section 4 - Surface Transportation Program**

The CIRTPA shall implement the concept of the Iowa Transportation Commission's Order Number PR-94-77, adopted on December 14, 1993. Said concept adopts a regional Surface Transportation Program target-funding amount for the CIRTPA based on three factors:

1. Iowa Department of Transportation's Quadrennial Needs Study Farm-to-Market factors for the most current year for counties within the CIRTPA's planning area;
2. Populations of urban areas of 5,000 to 50,000 population within the CIRTPA's planning area; and
3. CIRTPA's regional population as a percentage of the State of Iowa's population, proportioned to counties and cities within the CIRTPA's planning area based on their respective populations.

All projects, whether funded under the suballocation process, or the regional programming process, must flow through the regional planning process and must be federal-aid eligible.

#### **Section 5 - Contracting for Services**

The CIRTPA may make such arrangements as it deems necessary to secure administrative, staff, and planning services, including contracting with any member government or any other public or private entity. Such services shall be included in the annual Unified Planning Work Program of the CIRTPA.

#### **Section 6 - Officers**

The officers of the CIRTPA shall be a Chair, Vice-Chair, and a Secretary/Treasurer, each of whom shall be elected annually from the representatives of the member governments, and each of whom shall have such duties as are customary to their respective offices.

#### **Section 7 - Bylaws**

The CIRTPA may adopt Bylaws and other rules or operational procedures which are not inconsistent with this Agreement.

## **ARTICLE VII - AMENDMENTS**

The terms and provisions of this Agreement may be amended by a majority vote of the representatives on the CIRTPA at any regular or special meeting called for such purpose, and approved by resolution of the governing bodies of three-fourths (3/4) of the member governments.

## **ARTICLE VIII - SEPARABILITY**

If any one or more of the provisions of this Agreement is declared unconstitutional or otherwise illegal, the validity of the remainder hereof shall not be affected thereby. If the unconstitutionality or illegality is due to the scope or breadth of the provision then the same shall be deemed valid to the extent that it is constitutional and legal.

## **ARTICLE IX - EFFECTIVE DATE AND DURATION**

### **Section 1 - Effective Date**

This Agreement shall not be effective until such time as it shall have been approved by at least three-fourths (3/4) of the following governmental entities: Boone County, Dallas County, Jasper County, Madison County, Marion County, Polk County, Story County, and Warren County, and shall have been thereafter filed and recorded as provided by law. The following cities are eligible to be original parties to this Agreement: Boone in Boone County; Adel and Perry in Dallas County; Newton in Jasper County; Winterset in Madison County; Knoxville and Pella in Marion County; Nevada, Story City, and Huxley in Story County; and Indianola in Warren County.

### **Section 2 - Duration**

It is the intention of this Agreement that the CIRTPA shall exist as a perpetual organization and be an organization made up of the original parties hereto and any eligible parties which may later adopt this Agreement.

### **Section 3 - Execution**

This Agreement may be simultaneously executed in several counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

## **ARTICLE X – TERMINATION**

The CIRTPA may be terminated upon an affirmative vote of not less than three - fourths (3/4) of the representatives present at any regular meeting or at a special meeting called for such purposes, which vote must be ratified by resolution of the governing bodies of not less than three-fourths (3/4) of the member governments.

**BOONE COUNTY**

**IN WITNESS WHEREOF**, Boone County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Chet Hollingshead, Chair  
Board of Supervisors

\_\_\_\_\_  
Phil Meier  
County Auditor

Date: \_\_\_\_\_

**DALLAS COUNTY**

**IN WITNESS WHEREOF**, Dallas County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Brad Golightly, Chair  
Board of Supervisors

\_\_\_\_\_  
Gene Krumm  
County Auditor

Date: \_\_\_\_\_

**JASPER COUNTY**

**IN WITNESS WHEREOF**, Jasper County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Denny Stevenson, Chair  
Board of Supervisors

\_\_\_\_\_  
Dennis Parrott  
County Auditor

Date: \_\_\_\_\_

**MADISON COUNTY**

**IN WITNESS WHEREOF**, Madison County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Aaron Price, Chair  
Board of Supervisors

\_\_\_\_\_  
Heidi Burhans  
County Auditor

Date: \_\_\_\_\_

**MARION COUNTY**

**IN WITNESS WHEREOF**, Marion County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Mark Raymie, Chair  
Board of Supervisors

\_\_\_\_\_  
Jake Grandia  
County Auditor

Date: \_\_\_\_\_

**POLK COUNTY**

**IN WITNESS WHEREOF**, Polk County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Angela Connolly, Chair  
Board of Supervisors

\_\_\_\_\_  
Jamie Fitzgerald  
County Auditor

Date: \_\_\_\_\_

**STORY COUNTY**

**IN WITNESS WHEREOF**, Story County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Rick Sanders, Chair  
Board of Supervisors

\_\_\_\_\_  
Lucy Martin  
County Auditor

Date: \_\_\_\_\_

**WARREN COUNTY**

**IN WITNESS WHEREOF**, Warren County has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Doug Shull, Chair  
Board of Supervisors

\_\_\_\_\_  
Traci Vanderlinden  
County Auditor

Date: \_\_\_\_\_

**CITY OF ADEL**

**IN WITNESS WHEREOF**, the City of Adel has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
James Peters  
Mayor

\_\_\_\_\_  
Anthony Brown  
City Administrator

Date: \_\_\_\_\_

**CITY OF BOONE**

**IN WITNESS WHEREOF**, the City of Boone has caused this Agreement to be executed by its duty authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
John Slight  
Mayor

\_\_\_\_\_  
Luke Nelson  
City Administrator/Clerk

Date: \_\_\_\_\_

**CITY OF HUXLEY**

**IN WITNESS WHEREOF**, the City of Huxley has caused this Agreement to be executed by its duty authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Craig Henry  
Mayor

\_\_\_\_\_  
Jolene Lettow  
City Clerk

Date: \_\_\_\_\_

|

**CITY OF INDIANOLA**

**IN WITNESS WHEREOF**, the City of Indianola has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Kelly B. Shaw  
Mayor

\_\_\_\_\_  
Diana Bowlin  
City Clerk

Date: \_\_\_\_\_

**CITY OF KNOXVILLE**

**IN WITNESS WHEREOF**, the City of Knoxville has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Brian Hatch  
Mayor

\_\_\_\_\_  
Heather Ussery  
City Clerk

Date: \_\_\_\_\_

**CITY OF NEVADA**

**IN WITNESS WHEREOF**, the City of Nevada has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Lynn Lathrop  
Mayor

\_\_\_\_\_  
Kerin Wright  
City Clerk

Date: \_\_\_\_\_

**CITY OF NEWTON**

**IN WITNESS WHEREOF**, the City of Newton has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Michael Hansen  
Mayor

\_\_\_\_\_  
Robert Knabel  
City Administrator

Date: \_\_\_\_\_

**CITY OF PELLA**

**IN WITNESS WHEREOF**, the City of Pella has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
James Mueller  
Mayor

\_\_\_\_\_  
Ronda Brown  
City Clerk

Date: \_\_\_\_\_

**CITY OF PERRY**

**IN WITNESS WHEREOF**, the City of Perry has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Jay P. Pattee  
Mayor

\_\_\_\_\_  
Sven Peterson  
City Administrator

Date: \_\_\_\_\_

**CITY OF STORY CITY**

**IN WITNESS WHEREOF**, the City of Story City has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
Mike Jensen  
Mayor

\_\_\_\_\_  
Mark A. Jackson  
City Administrator

Date: \_\_\_\_\_

**CITY OF WINTERSET**

**IN WITNESS WHEREOF**, the City of Winterset has caused this Agreement to be executed by its duly authorized officers on the day and year indicated below.

By:

Attest:

\_\_\_\_\_  
James Olson  
Mayor

\_\_\_\_\_  
Mark Nitchals  
City Administrator

Date: \_\_\_\_\_



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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: I-1

SUBJECT: Rezoning Application by Russ Van Wyk to Rezone Property from M2 Heavy Industrial District to M1 Limited/Light Industrial District with Planned Unit Development Agreement

DATE: September 1, 2015 (2<sup>nd</sup> Reading)

**BACKGROUND:**

Russ Van Wyk is requesting to rezone a 6,600 square foot parcel located at 324 South Street from M2 Heavy Industrial to M1 Limited/Light Industrial. The proposed rezoning is to accommodate a 1,925 square foot storage building. It is important to note, the minimum lot size for M1 Limited Light Industrial is 7,000 square. Therefore, a Planned Unit Development (PUD) Agreement is being proposed since this lot is only 6,600 square feet which is below the minimum standards for M1 zoning districts. Listed below is a summary of the key components of the proposed PUD agreement:

- 1) The building size shall be limited to 2,000 square feet or less on one story
- 2) The allowable use for the property shall be limited to indoor storage only
- 3) Type C landscaping per 165.31 shall be provided along South Street and to the property's west side which abuts residential property.

The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Single Family Residential. Therefore, proposed rezoning is not consistent with the Comprehensive Plan. However, it is important to consider, the property is currently zoned M2 Heavy Industrial, which is a less restrictive zoning use type than what is currently being proposed through the PUD agreement.

The Planning and Zoning Commission at their July 27, 2015 meeting approved the rezoning (8 to 0) with direction to amend the Comprehensive Plan subject to the PUD development agreement encompassing the three criteria for building size, use and landscaping.

ATTACHMENTS: Ordinance, PUD Agreement, Zoning Map

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDATION: Approve Ordinance.

ORDINANCE NO. 901

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE M1 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND ESTABLISHING A PUD PLANNED UNIT DEVELOPMENT AGREEMENT AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP.

Be it enacted by the City Council of the City of Pella, Iowa:

SECTION 1. ZONING AMENDMENT. The Zoning Ordinance of the City of Pella, Iowa, is hereby amended by amending the boundaries of the M1 District to include a parcel of land owned by Russ Van Wyk described in Exhibit A that is within the zoning jurisdiction of the City of Pella, Iowa, from an "M2" (Heavy Industrial Zoning District) to a "M1" (Limited/Light Industrial Zoning District) with a PUD Planned Unit Development Agreement.

SECTION 2. USE LIMITATION. Permitted land use for the property to be rezoned shall be limited to indoor storage only.

SECTION 3. OTHER DEVELOPMENT LIMITATIONS.

a) Building size shall be limited to one building no greater than 2000 square feet in area on one story.

b) Landscaping in the form of Type C screening pursuant to 165.31 of the Zoning Regulations shall be provided versus South Street right of way and the adjacent residential use to the west.

SECTION 4. NOTATION. The Zoning Administrator shall hereby record the ordinance number and date of passage of this Ordinance on the Official Zoning Map.

SECTION 5. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 7. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk

## Exhibit A

Lot 11 in Block 20 in the part of the City of Pella, Iowa platted and known as South East Pella, Iowa

PLANNED UNIT DEVELOPMENT  
DEVELOPMENT AGREEMENT

AGREEMENT entered into \_\_\_\_\_, 2015, between the City of Pella, Iowa, (“the City”) and Russ Van Wyk (“Developer”).

Recitals:

WHEREAS, Chapter 165.14 of the City Code of the City authorizes Planned Unit Development (“PUD”) of areas within the City; and

WHEREAS, Russ Van Wyk desires to establish a PUD on the following described real estate situated in the City of Pella, Iowa, to-wit:

Lot 11 in Block 20 in the part of the City of Pella, Iowa platted and known as South East Pella, Iowa

(hereinafter “The Development”)

WHEREAS, the Developer has prepared a “Planned Unit Development Layout Plan” and has submitted a rezoning application for The Development.

WHEREAS, Chapter 165.14 contemplates that the design and development details of a PUD as negotiated between the Developer and the City be set forth in the form of a “development contract”, which development contract is then to be adopted by ordinance in order to effectuate the adoption of the PUD; and

WHEREAS, the Developer desires to construct a 1,925 square foot storage building use under M1 building setbacks and on the 6,600 square foot lot which is 400 square foot below standard minimum for M1 of 7,000 square feet; and

WHEREAS, the Developer and the City now desire to memorialize their agreements as to the contemplated PUD for The Development in the form of this Planned Unit Development Contract;

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. GENERAL PERFORMANCE STANDARDS and PROVISIONS. Development of this PUD shall conform to the standards of the M1 Limited/Light Industrial Zoning District, except as set forth in this Agreement.
2. USE RESTRICTION. Permitted land use shall be limited to indoor storage only.

3. BUILDING SIZE RESTRICTION. Building construction shall be limited to one building no greater than 2000 square feet in area on one story.
4. LANDSCAPING. Landscaping in the form of Type C landscaping pursuant to 165.31 of the Zoning Regulations shall be provided versus South Street right of way and versus adjacent existing residential use to the west.
5. MARKET ANALYSIS. The City agrees to waive the requirement for a market analysis under Chapter 165.14 (2)(F).
6. A notice or communication under this agreement by any party to another shall be sufficiently given if sent by registered or certified mail, postage prepaid, return receipt requested, addressed as follows:

(a) Russ Van Wyk  
1356 Hazel Street  
Pella, Iowa 50219

(b) The City of Pella  
Attention: City Administrator  
825 Broadway Street  
Pella, Iowa 50219

Executed at Pella, Iowa, on the date first set forth above.

The City of Pella

Russ Van Wyk

\_\_\_\_\_  
James Mueller, Mayor

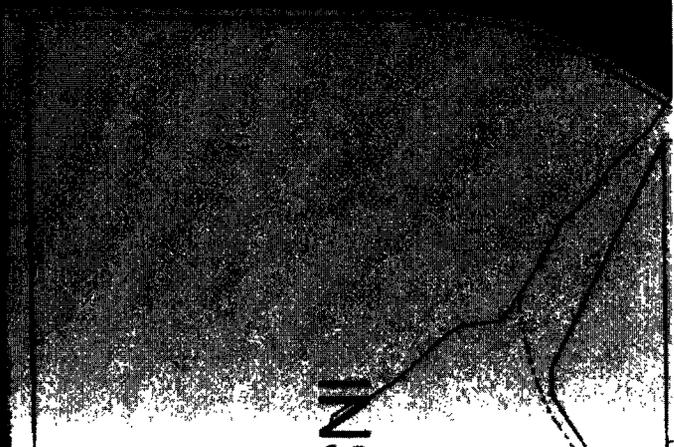
\_\_\_\_\_  
Russ Van Wyk

\_\_\_\_\_  
Ronda Brown, City Clerk

- R1 - Rural Residential District
- R1S - Low-Density Single-Family Residential
- R1M - Medium-Density Single-Family Residential
- R1H - High-Density Single-Family Residential
- R2 - Residential Single-Family Residential
- R2S - Single-Family Residential
- R2M - Medium-Density Residential
- R2H - High-Density Residential
- R3 - Residential - General Business District
- R3S - Residential - Small Business District
- R3M - Medium-Density Residential
- R3H - High-Density Residential
- R4 - Commercial - General Business District
- R4S - Commercial - Small Business District
- R4M - Medium-Density Residential
- R4H - High-Density Residential
- R5 - Commercial - General Business District
- R5S - Commercial - Small Business District
- R5M - Medium-Density Residential
- R5H - High-Density Residential
- R6 - Commercial - General Business District
- R6S - Commercial - Small Business District
- R6M - Medium-Density Residential
- R6H - High-Density Residential
- R7 - Commercial - General Business District
- R7S - Commercial - Small Business District
- R7M - Medium-Density Residential
- R7H - High-Density Residential
- R8 - Commercial - General Business District
- R8S - Commercial - Small Business District
- R8M - Medium-Density Residential
- R8H - High-Density Residential
- R9 - Commercial - General Business District
- R9S - Commercial - Small Business District
- R9M - Medium-Density Residential
- R9H - High-Density Residential
- R10 - Commercial - General Business District
- R10S - Commercial - Small Business District
- R10M - Medium-Density Residential
- R10H - High-Density Residential



PROPERTY →





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THE  
**CITY of PELLA**  
STAFF MEMO TO COUNCIL

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ITEM NO: I-2

SUBJECT: Rezoning Application by Alan & Karla Morrison to Rezone Property from R1C Neo-traditional Single Family Residential District to R3 Multi Family Residential District.

DATE: September 1, 2015 (2<sup>nd</sup> Reading)

**BACKGROUND:**

Alan & Karla Morrison are requesting to rezone two parcels located at 507 & 509 Jefferson Street from R1C Neotraditional Single Family Residential District to R3 Multiple-Family Residential District. The combined square footage of the two parcels is approximately 23,450 and the proposed use is for the construction of a new duplex.

The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Medical & Assisted Living. The proposed rezoning is not consistent with the Plan. However, in 2012, the City Council rezoned 515 Jefferson Street from R1C to R3 for construction of a duplex. In addition, the applicant is requesting the R3 designation because of adjacent R3 zoning which abuts the property. There is no immediately adjacent R2 zoning.

The Planning and Zoning Commission at their July 27, 2015 meeting approved the rezoning (8 to 0) with direction to amend the Comprehensive Plan subject to use restriction that the use be limited to single or two-family residential. This restriction is included in the proposed rezoning ordinance.

ATTACHMENTS: Ordinance, Zoning Map

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDATION: Approve Ordinance.

ORDINANCE NO. 902

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE R3 DISTRICT TO INCLUDE THE PROPERTY LEGALLY DESCRIBED IN "EXHIBIT A" AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP.

Be it enacted by the City Council of the City of Pella, Iowa:

SECTION 1. ZONING AMENDMENT. The Zoning Ordinance of the City of Pella, Iowa, is hereby amended by amending the boundaries of the R3 District to include a parcel of land owned by Alan & Karla Morrison described in Exhibit A that is within the zoning jurisdiction of the City of Pella, Iowa, from an "R1C" (Neo-traditional Single Family Residential Zoning District) to a "R3" (Multiple Family Residential Zoning District).

SECTION 2. USE LIMITATION. Permitted land use for the property to be rezoned shall either be a single family home or a two family home (duplex).

SECTION 3. NOTATION. The Zoning Administrator shall hereby record the ordinance number and date of passage of this Ordinance on the Official Zoning Map.

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
James Mueller, Mayor

ATTEST:

\_\_\_\_\_  
Ronda Brown, City Clerk

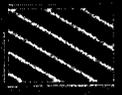
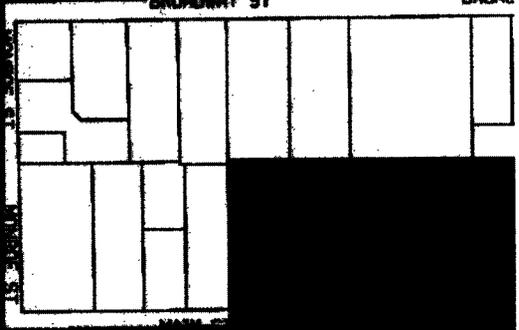
## Exhibit A

Lot 1, Block 49, North Annex and Lot 2 and the east 5 feet of Lot 3, Block 49, North Annex.

- R2 = Rural Residential District
- R1 = Low-Density Single-Family Residential
- R1A = Medium-Density Single-Family Residential
- R1B = Medium-Density Single-Family Residential
- R1C = Nontraditional Single-Family Residential
- R2 = Two-Family Residential
- R3 = Multiple-Family Residential District
- R4 = Mobile Home Park District
- C20 = Commercial - Central Business District
- C1C = Commercial - Mixed Use Urban Corridor
- C1B = Community Commercial District
- C1A = Commercial - Planned Development District
- I1S = Institutional District
- I1L = Light Industrial District
- I1H = Heavy Industrial District
- A1 = Agricultural District
- P10 = Planned Unit Development



BROADWAY ST BROADWAY ST



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J-1

| Invoice                              | Description                     | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--------------------------------------|---------------------------------|--------------|------------|------------|--------|--------------------|
| <b>ABS FIRE EQUIPMENT INC (1014)</b> |                                 |              |            |            |        |                    |
| 0132307                              | MONTHLY INSPECTION - EL         | 08/21/2015   | 09/01/2015 | 55.00      | 08/15  | 400.5.06.8588.9300 |
| 0132308                              | FIRE EXTINGUISHER INSPECTION-CH | 08/21/2015   | 09/01/2015 | 50.50      | 08/15  | 100.5.00.6100.6310 |
| Total ABS FIRE EQUIPMENT INC (1014): |                                 |              |            | 105.50     |        |                    |
| <b>ACCESS SYSTEMS (5520)</b>         |                                 |              |            |            |        |                    |
| 300060008                            | CREDIT BALANCE REFUND ON TERM   | 08/26/2015   | 09/01/2015 | 72.19      | 09/15  | 001.1199           |
| Total ACCESS SYSTEMS (5520):         |                                 |              |            | 72.19      |        |                    |
| <b>ACCO UNLIMITED CORP (1020)</b>    |                                 |              |            |            |        |                    |
| 0155446-IN                           | CHEMICALS - INDOOR POOL         | 08/06/2015   | 09/01/2015 | 310.60     | 08/15  | 100.5.04.4300.6503 |
| 0155483-IN                           | CHEMICALS - OUTDOOR POOL        | 08/07/2015   | 09/01/2015 | 1,889.20   | 08/15  | 100.5.04.4301.6503 |
| Total ACCO UNLIMITED CORP (1020):    |                                 |              |            | 2,199.80   |        |                    |
| <b>AGRIVISION (4963)</b>             |                                 |              |            |            |        |                    |
| 2310921                              | OIL FILTER & KNOB - PK          | 07/30/2015   | 09/01/2015 | 23.25      | 08/15  | 100.5.09.4200.6350 |
| Total AGRIVISION (4963):             |                                 |              |            | 23.25      |        |                    |
| <b>AGUILAR, MARCIA (4561)</b>        |                                 |              |            |            |        |                    |
| 1511580088                           | EE REBATE                       | 08/25/2015   | 09/01/2015 | 30.00      | 08/15  | 400.2215           |
| Total AGUILAR, MARCIA (4561):        |                                 |              |            | 30.00      |        |                    |
| <b>ALLIANT-IES (GAS) (1060)</b>      |                                 |              |            |            |        |                    |
| 080715                               | MOLENGRACHT HEATERS             | 08/07/2015   | 09/01/2015 | 37.00      | 08/15  | 100.5.09.4250.6371 |
| 080715-783500304                     | MOLENGRACHT HEATERS             | 08/07/2015   | 09/01/2015 | 16.52      | 08/15  | 100.5.09.4250.6371 |
| 080715-783500329                     | NATURAL GAS - IN POOL           | 08/07/2015   | 09/01/2015 | 320.15     | 08/15  | 100.5.04.4300.6371 |
| 08072015                             | NATURAL GAS - OUT POOL          | 08/07/2015   | 09/01/2015 | 2,313.29   | 08/15  | 100.5.04.4301.6371 |
| 082415-783501109                     | NATURAL GAS - CC                | 08/24/2015   | 09/01/2015 | 18.03      | 08/15  | 100.5.04.4100.6371 |
| 082415-783501109                     | NATURAL GAS - CC                | 08/24/2015   | 09/01/2015 | 100.20     | 08/15  | 100.5.04.4100.6371 |
| Total ALLIANT-IES (GAS) (1060):      |                                 |              |            | 2,805.19   |        |                    |
| <b>ALLIED ELECTRONICS INC (4874)</b> |                                 |              |            |            |        |                    |
| 9004836789                           | WIRE FERRULES - EL              | 08/03/2015   | 09/01/2015 | 91.88      | 08/15  | 410.5.06.8977.3970 |
| Total ALLIED ELECTRONICS INC (4874): |                                 |              |            | 91.88      |        |                    |
| <b>AMAZON (1070)</b>                 |                                 |              |            |            |        |                    |
| 061177347351                         | AIR CONDITIONER FOR SERVER ROO  | 07/22/2015   | 09/01/2015 | 330.00     | 08/15  | 100.5.00.6100.6310 |
| 068007594325                         | PATCH PANEL HOUSING - EL        | 07/16/2015   | 09/01/2015 | 92.65      | 08/15  | 400.5.06.8586.9030 |
| 115428933802                         | FIBER PATCH PANEL - EL          | 07/16/2015   | 09/01/2015 | 139.98     | 08/15  | 400.5.06.8586.9030 |
| 140950941820                         | CAT 5E JUNCTION BOX - EL        | 07/20/2015   | 09/01/2015 | 25.00      | 08/15  | 400.5.06.8588.9950 |
| 140957366644                         | RACKMOUNT SHELF - EL            | 07/20/2015   | 09/01/2015 | 82.99      | 08/15  | 400.5.06.8588.9950 |
| 233668804119                         | WIRE FERRULES - EL              | 07/20/2015   | 09/01/2015 | 48.50      | 08/15  | 410.5.06.8977.3970 |
| 257940850160                         | PATCH CABLES - EL               | 07/14/2015   | 09/01/2015 | 3.99       | 08/15  | 400.5.06.8588.9950 |
| 257943356653                         | PATCH CABLE - EL                | 07/16/2015   | 09/01/2015 | 10.77      | 08/15  | 400.5.06.8588.9950 |
| 257943648661                         | PATCH CABLE - EL                | 07/16/2015   | 09/01/2015 | 3.99       | 08/15  | 400.5.06.8588.9950 |
| 257944559390                         | PATCH CABLE - EL                | 07/17/2015   | 09/01/2015 | 14.97      | 08/15  | 400.5.06.8588.9950 |
| 257944759085                         | PATCH CABLES - EL               | 07/15/2015   | 09/01/2015 | 3.99       | 08/15  | 400.5.06.8588.9950 |
| 257946658664                         | PATCH CABLES - EL               | 07/15/2015   | 09/01/2015 | 17.94      | 08/15  | 400.5.06.8588.9950 |
| 257946699951                         | FIBER CONVERTERS, PATCH CABLE   | 07/14/2015   | 09/01/2015 | 220.30     | 08/15  | 400.5.06.8588.9950 |
| 257946952903                         | PATCH CABLE - EL                | 07/16/2015   | 09/01/2015 | 5.58       | 08/15  | 400.5.06.8588.9950 |
| 257948003207                         | PATCH CABLE - EL                | 07/25/2015   | 09/01/2015 | 29.94      | 08/15  | 400.5.06.8588.9950 |

| Invoice  | Description              | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|--------------------------|--------------|------------|------------|--------|--------------------|
| 257949533774                                     | WIRE LOOM CLAMP - EL     | 07/15/2015   | 09/01/2015 | 14.76      | 08/15  | 410 5.06.8977.3970 |
| 257949867140                                     | PATCH CABLE - EL         | 07/16/2015   | 09/01/2015 | 9.57       | 08/15  | 400.5.06.8588.9950 |
| 289548226626                                     | WIRE FERRULES - EL       | 07/20/2015   | 09/01/2015 | 22.91      | 08/15  | 410 5.06.8977.3970 |
| Total AMAZON (1070):                             |                          |              |            | 1,077.83   |        |                    |
| <b>AMER WATER WORKS ASSN (1082)</b>              |                          |              |            |            |        |                    |
| 081715WTP  | AWWA DUES - WTP          | 08/17/2015   | 09/01/2015 | 354.00     | 08/15  | 300.5.05.8100.6210 |
| Total AMER WATER WORKS ASSN (1082):              |                          |              |            | 354.00     |        |                    |
| <b>ARNOLD MOTOR SUPPLY (1126)</b>                |                          |              |            |            |        |                    |
| 37-489527  | ST-2                     | 08/12/2015   | 09/01/2015 | 2.11       | 08/15  | 115.5.05.2100.6330 |
| 37-489599  | VEHICLE SUPPLIES         | 08/13/2015   | 09/01/2015 | 30.09      | 08/15  | 115.5.05.2100.6330 |
| 37-489962  | EQUIPMENT SUPPLIES       | 08/19/2015   | 09/01/2015 | 77.94      | 08/15  | 115.5.05.2100.6514 |
| Total ARNOLD MOTOR SUPPLY (1126):                |                          |              |            | 110.14     |        |                    |
| <b>AWWA IA SECTION REGION V (1143)</b>           |                          |              |            |            |        |                    |
| 082515WWTP                                       | CONFERENCE REGISTRATION  | 08/25/2015   | 09/01/2015 | 220.00     | 08/15  | 350.5.05.8310.6240 |
| Total AWWA IA SECTION REGION V (1143):           |                          |              |            | 220.00     |        |                    |
| <b>B &amp; B BEDDING INC (1146)</b>              |                          |              |            |            |        |                    |
| 0077914  | PLAYGROUND MULCH - LIONS | 08/06/2015   | 09/01/2015 | 1,277.50   | 08/15  | 100.5.09.4200.6560 |
| Total B & B BEDDING INC (1146):                  |                          |              |            | 1,277.50   |        |                    |
| <b>BAILEY, JUSTIN (1156)</b>                     |                          |              |            |            |        |                    |
| 081715PD   | MEALS - TRAINING - PD    | 08/17/2015   | 09/01/2015 | 127.82     | 08/15  | 100.5.01.1030.6260 |
| 081715PD   | FUEL - PD                | 08/17/2015   | 09/01/2015 | 23.00      | 08/15  | 100.5.01.1030.6514 |
| Total BAILEY, JUSTIN (1156):                     |                          |              |            | 150.82     |        |                    |
| <b>BEACON ATHLETICS (1194)</b>                   |                          |              |            |            |        |                    |
| 0449453-IN                                       | SOCCER NETS - PK         | 08/17/2015   | 09/01/2015 | 691.36     | 08/15  | 100.5.09.4200.6320 |
| Total BEACON ATHLETICS (1194):                   |                          |              |            | 691.36     |        |                    |
| <b>BFG SUPPLY COMPANY (1233)</b>                 |                          |              |            |            |        |                    |
| 457763-00  | FLOWER FERTILIZER - PK   | 08/14/2015   | 09/01/2015 | 576.34     | 08/15  | 100.5.09.4200.6560 |
| Total BFG SUPPLY COMPANY (1233):                 |                          |              |            | 576.34     |        |                    |
| <b>BITUMINOUS MATERIALS AND SUPPLY LP (5169)</b> |                          |              |            |            |        |                    |
| 22130437   | SPRAY PATCHER            | 07/31/2015   | 09/01/2015 | 337.35     | 08/15  | 115.5.05.2100.6549 |
| 22130494   | SPRAY PATCHER            | 08/08/2015   | 09/01/2015 | 1,136.85   | 08/15  | 115.5.05.2100.6549 |
| Total BITUMINOUS MATERIALS AND SUPPLY LP (5169): |                          |              |            | 1,474.20   |        |                    |
| <b>BLR (1260)</b>                                |                          |              |            |            |        |                    |
| 16560048-R5                                      | SUBSCRIPTION             | 07/21/2015   | 09/01/2015 | 479.00     | 08/15  | 100.5.00.6320.6220 |
| Total BLR (1260):                                |                          |              |            | 479.00     |        |                    |
| <b>BOOT, ARIE W (5550)</b>                       |                          |              |            |            |        |                    |
| 1511580091                                       | EE REBATE - EL           | 08/25/2015   | 09/01/2015 | 30.00      | 08/15  | 400.2215           |

| Invoice   | Description                     | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|---|---------------------------------|--------------|------------|------------|--------|--------------------|
| Total BOOT, ARIE W (5550):                      |                                 |              |            | 30.00      |        |                    |
| <b>BRUXVOORT DECORATING (1370)</b>              |                                 |              |            |            |        |                    |
| 2819  | WASHING MACHINE REPAIR - PD     | 08/03/2015   | 09/01/2015 | 60.00      | 08/15  | 100.5.01.1000.6310 |
| Total BRUXVOORT DECORATING (1370):              |                                 |              |            | 60.00      |        |                    |
| <b>CDW GOVERNMENT INC (1446)</b>                |                                 |              |            |            |        |                    |
| XC72600   | 36" PAPER ROLL - EL             | 07/31/2015   | 09/01/2015 | 101.87     | 08/15  | 400.5.06.8921.9020 |
| XH75550   | PC REPLACEMENT PARTS            | 08/11/2015   | 09/01/2015 | 506.37     | 08/15  | 201.5.00.7090.6725 |
| XK10005   | SERVER HD REPAIRS               | 08/14/2015   | 09/01/2015 | 139.99     | 08/15  | 201.5.00.7099.6725 |
| XK23324   | LIBRARY FIREWALL REPLACEMENT    | 08/14/2015   | 09/01/2015 | 292.50     | 08/15  | 201.5.00.7099.6725 |
| Total CDW GOVERNMENT INC (1446):                |                                 |              |            | 1,040.73   |        |                    |
| <b>CENTRAL IA WATER ASSOC (1462)</b>            |                                 |              |            |            |        |                    |
| 082615  | WATER BILLS-ANNEXED AREA        | 08/26/2015   | 09/01/2015 | 1,062.23   | 09/15  | 300.5.05.8100.6416 |
| Total CENTRAL IA WATER ASSOC (1462):            |                                 |              |            | 1,062.23   |        |                    |
| <b>CIVIC SYSTEMS LLC (1508)</b>                 |                                 |              |            |            |        |                    |
| CVC13369  | PAYROLL SOFTWARE - 7027259      | 08/17/2015   | 09/01/2015 | 13,475.00  | 08/15  | 201.5.00.7091.6725 |
| CVC13369  | PAYROLL TRAINING EXPENSES - 702 | 08/17/2015   | 09/01/2015 | 605.91     | 08/15  | 100.5.00.6100.6230 |
| CVC13370  | PAYROLL- SUPPORT FEES           | 08/17/2015   | 09/01/2015 | 670.68     | 09/15  | 100.5.00.6320.6403 |
| CVC13370  | PAYROLL- SUPPORT FEES           | 08/17/2015   | 09/01/2015 | 116.64     | 09/15  | 300.5.05.8100.6405 |
| CVC13370  | PAYROLL- SUPPORT FEES           | 08/17/2015   | 09/01/2015 | 87.48      | 09/15  | 350.5.05.8310.6405 |
| CVC13370  | PAYROLL- SUPPORT FEES           | 08/17/2015   | 09/01/2015 | 583.20     | 09/15  | 400.5.06.8923.9820 |
| Total CIVIC SYSTEMS LLC (1508):                 |                                 |              |            | 15,538.91  |        |                    |
| <b>CLASSIC AVIATION INC (1519)</b>              |                                 |              |            |            |        |                    |
| 090115  | AIRPORT MANAGER PAYMENT         | 09/01/2015   | 09/01/2015 | 3,447.50   | 09/15  | 100.5.05.2200.6405 |
| Total CLASSIC AVIATION INC (1519):              |                                 |              |            | 3,447.50   |        |                    |
| <b>CUSTOMIZED ENERGY SOLUTIONSLTD (1622)</b>    |                                 |              |            |            |        |                    |
| 1037605   | TRANSMISSION - FTR'S            | 08/13/2015   | 09/01/2015 | 1,000.00   | 08/15  | 400.5.06.8565.9520 |
| Total CUSTOMIZED ENERGY SOLUTIONSLTD (1622):    |                                 |              |            | 1,000.00   |        |                    |
| <b>DE LAGE LANDEN PUBLIC FINANCE LLC (4658)</b> |                                 |              |            |            |        |                    |
| 46600653  | COPIER LEASE - EL               | 08/03/2015   | 09/01/2015 | 95.71      | 08/15  | 400.5.06.8588.9920 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 156.31     | 08/15  | 100.5.00.6100.6550 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 32.18      | 08/15  | 100.5.00.6100.6550 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 27.90      | 08/15  | 100.5.04.4100.6543 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 57.68      | 08/15  | 100.5.05.6500.6418 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 50.95      | 08/15  | 400.5.06.8549.9020 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 51.41      | 08/15  | 100.5.01.1010.6550 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 51.41      | 08/15  | 100.5.01.1030.6550 |
| 46607859  | 624974-COPIER LEASE             | 08/04/2015   | 09/01/2015 | 32.16      | 08/15  | 300.5.05.8120.6543 |
| Total DE LAGE LANDEN PUBLIC FINANCE LLC (4658): |                                 |              |            | 555.71     |        |                    |
| <b>DE RUITER EQUIPMENT (1685)</b>               |                                 |              |            |            |        |                    |
| 072015WTP                                       | QUICKIE SAW REPAIR              | 07/20/2015   | 09/01/2015 | 22.00      | 08/15  | 300.5.05.8130.6350 |
| 081315  | WEED EATER REPAIR - PK          | 08/13/2015   | 09/01/2015 | 27.99      | 08/15  | 100.5.09.4200.6350 |
| 081415PWS                                       | 2 STROKE OIL                    | 08/14/2015   | 09/01/2015 | 10.75      | 08/15  | 115.5.05.2100.6514 |

| Invoice                                     | Description                      | Invoice Date | Due Date   | Total Cost       | Period | GL Account         |
|---|----------------------------------|--------------|------------|------------------|--------|--------------------|
| 71615                                       | CREDIT FOR HEDGE TRIMMER -PK     | 07/16/2015   | 09/01/2015 | 44.99-           | 08/15  | 100.5.09.4200.6510 |
| 71615                                       | CREDIT FROM STATEMENT            | 07/16/2015   | 09/01/2015 | 16.50-           | 08/15  | 100.5.09.4200.6590 |
| Total DE RUITER EQUIPMENT (1685):           |                                  |              |            | <u>.75-</u>      |        |                    |
| <b>DGR ENGINEERING (1706)</b>               |                                  |              |            |                  |        |                    |
| 00216061                                    | CONSULTING - MISC - EL           | 08/12/2015   | 09/01/2015 | 390.00           | 08/15  | 400.5.06.8588.9810 |
| 00216062                                    | CONSULTING - WEST SUB - EL       | 08/12/2015   | 09/01/2015 | 45,980.00        | 08/15  | 410.5.06.8955.3900 |
| 00216063                                    | CONSULTING - SCADA UPGRADE - EL  | 08/12/2015   | 09/01/2015 | 5,915.00         | 08/15  | 410.5.06.8977.3970 |
| 00216064                                    | CONSULTING - ARC FLASH STUDY U   | 08/12/2015   | 09/01/2015 | 357.00           | 08/15  | 400.5.06.8588.9810 |
| 00216065                                    | CONSULTING - FRANKLIN ST CONV. - | 08/12/2015   | 09/01/2015 | 3,680.00         | 08/15  | 410.5.06.8987.3670 |
| 00216065                                    | CONSULTING - WASH. ST.CONVERSI   | 08/12/2015   | 09/01/2015 | 2,692.04         | 08/15  | 410.5.06.8993.3670 |
| Total DGR ENGINEERING (1706):               |                                  |              |            | <u>59,014.04</u> |        |                    |
| <b>DIAMOND VOGEL PAINTS (1747)</b>          |                                  |              |            |                  |        |                    |
| 277161471                                   | PAINT-BUILDING MAINTENANCE       | 08/04/2015   | 09/01/2015 | 136.47           | 08/15  | 115.5.05.2100.6310 |
| 277161831                                   | TRAFFIC PAINT - SPORTS PARK      | 08/18/2015   | 09/01/2015 | 345.20           | 08/15  | 115.5.05.2100.6545 |
| 277161872                                   | EQUIPMENT PAINT                  | 08/20/2015   | 09/01/2015 | 56.25            | 08/15  | 115.5.05.2100.6350 |
| Total DIAMOND VOGEL PAINTS (1747):          |                                  |              |            | <u>537.92</u>    |        |                    |
| <b>DINGEMAN, MARVIN (BOB) (4818)</b>        |                                  |              |            |                  |        |                    |
| 081715WTP                                   | BOOT REIMBURSEMENT               | 08/17/2015   | 09/01/2015 | 100.00           | 08/15  | 300.5.05.8100.6546 |
| Total DINGEMAN, MARVIN (BOB) (4818):        |                                  |              |            | <u>100.00</u>    |        |                    |
| <b>DUTCH MEADOWS LANDSCAPING INC (1832)</b> |                                  |              |            |                  |        |                    |
| 1318  | TREES - PK                       | 08/03/2015   | 09/01/2015 | 1,175.00         | 08/15  | 100.5.09.4200.6560 |
| 1346  | VANDER KRAAN MEMORIAL TREE - P   | 07/20/2015   | 09/01/2015 | 249.00           | 08/15  | 176.5.09.4230.6560 |
| Total DUTCH MEADOWS LANDSCAPING INC (1832): |                                  |              |            | <u>1,424.00</u>  |        |                    |
| <b>ELLIOTT EQUIPMENT CO (1883)</b>          |                                  |              |            |                  |        |                    |
| 130901                                      | SUCTION HOSE                     | 08/14/2015   | 09/01/2015 | 529.50           | 08/15  | 350.5.05.8330.6350 |
| 130901                                      | SHIPPING                         | 08/14/2015   | 09/01/2015 | 52.02            | 08/15  | 350.5.05.8300.6531 |
| Total ELLIOTT EQUIPMENT CO (1883):          |                                  |              |            | <u>581.52</u>    |        |                    |
| <b>EMERGENCY MEDICAL PROD INC (1891)</b>    |                                  |              |            |                  |        |                    |
| 1758338                                     | AED BATTERY - POOL               | 08/06/2015   | 09/01/2015 | 168.95           | 08/15  | 100.5.04.4300.6546 |
| 1758338                                     | AED BATTERY - CC                 | 08/06/2015   | 09/01/2015 | 168.95           | 08/15  | 100.5.04.4100.6546 |
| Total EMERGENCY MEDICAL PROD INC (1891):    |                                  |              |            | <u>337.90</u>    |        |                    |
| <b>FASTENAL COMPANY (1929)</b>              |                                  |              |            |                  |        |                    |
| IAPEA88892                                  | PPE                              | 08/10/2015   | 09/01/2015 | 10.01            | 08/15  | 115.5.05.2100.6546 |
| IAPEA88947                                  | SHOP SUPPLIES                    | 08/11/2015   | 09/01/2015 | 10.49            | 08/15  | 115.5.05.2100.6330 |
| IAPEA88961                                  | SHOP SUPPLIES                    | 08/12/2015   | 09/01/2015 | 62.54            | 08/15  | 115.5.05.2100.6330 |
| IAPEA89220                                  | SAFETY GLASSES - PK              | 08/24/2015   | 09/01/2015 | 10.40            | 08/15  | 100.5.09.4200.6546 |
| Total FASTENAL COMPANY (1929)               |                                  |              |            | <u>93.44</u>     |        |                    |
| <b>FITZSIMMONS, KAREN (1965)</b>            |                                  |              |            |                  |        |                    |
| 451110004                                   | CREDIT BALANCE REFUND ON TERMI   | 08/26/2015   | 09/01/2015 | 69.58            | 09/15  | 001.1199           |
| Total FITZSIMMONS, KAREN (1965):            |                                  |              |            | <u>69.58</u>     |        |                    |

| Invoice                                       | Description                    | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|---|--------------------------------|--------------|------------|------------|--------|--------------------|
| <b>FLETCHER-REINHARDT CO (1971)</b>           |                                |              |            |            |        |                    |
| S1121673.001                                  | STREET LIGHT SAMPLES - EL      | 07/02/2015   | 09/01/2015 | 716.90     | 08/15  | 400.5.06.8585.9030 |
| Total FLETCHER-REINHARDT CO (1971):           |                                |              |            | 716.90     |        |                    |
| <b>FRANK DUNN CO (1984)</b>                   |                                |              |            |            |        |                    |
| 061115PWS                                     | HIGH PERFORMANCE PATCH         | 06/11/2015   | 09/01/2015 | 280.00     | 08/15  | 115.5.05.2100.6549 |
| 082015PWS                                     | JOINT SEAL                     | 08/20/2015   | 09/01/2015 | 1,680.00   | 08/15  | 115.5.05.2100.6545 |
| Total FRANK DUNN CO (1984):                   |                                |              |            | 1,960.00   |        |                    |
| <b>GARDEN &amp; ASSOCIATES LTD (2026)</b>     |                                |              |            |            |        |                    |
| 33340   | JEFFERSON/HAZEL RECON          | 08/18/2015   | 09/01/2015 | 7,178.78   | 08/15  | 215.5.05.2184.6761 |
| 33341   | JEFFERSON/HAZEL RECON          | 08/18/2015   | 09/01/2015 | 2,787.00   | 08/15  | 215.5.05.2161.6761 |
| Total GARDEN & ASSOCIATES LTD (2026):         |                                |              |            | 9,965.78   |        |                    |
| <b>GARR, KEVIN (5452)</b>                     |                                |              |            |            |        |                    |
| 1511580087                                    | EE REBATE                      | 08/25/2015   | 09/01/2015 | 425.00     | 08/15  | 400.2215           |
| Total GARR, KEVIN (5452):                     |                                |              |            | 425.00     |        |                    |
| <b>GOLD, RONALD (5547)</b>                    |                                |              |            |            |        |                    |
| 1511580083                                    | EE REBATE - EL                 | 08/18/2015   | 09/01/2015 | 30.00      | 08/15  | 400.2215           |
| Total GOLD, RONALD (5547):                    |                                |              |            | 30.00      |        |                    |
| <b>GRITTERS ELECTRIC (2104)</b>               |                                |              |            |            |        |                    |
| 00075510                                      | TENNIS COURTS LIGHT REPAIR     | 08/13/2015   | 09/01/2015 | 64.50      | 08/15  | 100.5.09.4200.6310 |
| 00075536                                      | TENNIS COURTS LIGHT REPAIR     | 08/20/2015   | 09/01/2015 | 117.30     | 08/15  | 100.5.09.4200.6320 |
| 00075537                                      | HEATER AND BASKET REPAIR - POO | 08/20/2015   | 09/01/2015 | 596.40     | 08/15  | 100.5.04.4301.6310 |
| Total GRITTERS ELECTRIC (2104):               |                                |              |            | 778.20     |        |                    |
| <b>HAUPERT, BRET (2190)</b>                   |                                |              |            |            |        |                    |
| 080415PD                                      | MEAL - PD                      | 08/04/2015   | 09/01/2015 | 5.81       | 08/15  | 100.5.01.1030.6260 |
| Total HAUPERT, BRET (2190):                   |                                |              |            | 5.81       |        |                    |
| <b>HD SUPPLY WATERWORKS (ST LOUIS) (2204)</b> |                                |              |            |            |        |                    |
| E336707                                       | DISTRIBUTION SUPPLIES          | 08/13/2015   | 09/01/2015 | 1,798.98   | 08/15  | 300.5.05.8130.6399 |
| E336709                                       | DISTRIBUTION SUPPLIES          | 08/14/2015   | 09/01/2015 | 182.39     | 08/15  | 300.5.05.8130.6399 |
| E353056                                       | DISTRIBUTION SUPPLIES          | 08/14/2015   | 09/01/2015 | 157.08     | 08/15  | 300.5.05.8130.6399 |
| Total HD SUPPLY WATERWORKS (ST LOUIS) (2204): |                                |              |            | 2,138.45   |        |                    |
| <b>HOGAN, JOHN &amp; LEANNE (5551)</b>        |                                |              |            |            |        |                    |
| 36-13607-01                                   | DEPOSIT REFUND                 | 08/25/2015   | 09/01/2015 | 15.71      | 09/15  | 400.2210           |
| Total HOGAN, JOHN & LEANNE (5551):            |                                |              |            | 15.71      |        |                    |
| <b>HY-VEE (2328)</b>                          |                                |              |            |            |        |                    |
| 4704304020                                    | COOKIES & STRAWBERRIES -CC     | 08/10/2015   | 09/01/2015 | 9.49       | 08/15  | 100.5.04.4100.6240 |
| 4704342490                                    | ICE - POOL                     | 08/11/2015   | 09/01/2015 | 15.92      | 08/15  | 100.5.04.4301.6590 |
| 4704874177                                    | ICE - POOL                     | 08/20/2015   | 09/01/2015 | 7.96       | 08/15  | 100.5.04.4301.6590 |
| 4705169011                                    | LUNCH FOR COMMITTEE MEETING -  | 08/25/2015   | 09/01/2015 | 29.00      | 08/15  | 100.5.04.4100.6240 |

| Invoice                                  | Description                   | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|-------------------------------|--------------|------------|------------|--------|--------------------|
| Total HY-VEE (2328):                     |                               |              |            | 62.37      |        |                    |
| <b>IA ASSN MUNICIPAL UTILIT (2335)</b>   |                               |              |            |            |        |                    |
| 9639                                     | GIS WORKSHOP - EL             | 07/13/2015   | 09/01/2015 | 150.00     | 08/15  | 400.5.06.8921.9900 |
| Total IA ASSN MUNICIPAL UTILIT (2335):   |                               |              |            | 150.00     |        |                    |
| <b>IA DEPT OF NATURAL RES (2352)</b>     |                               |              |            |            |        |                    |
| 081315PW                                 | HAZEL ST PERMIT               | 08/13/2015   | 08/19/2015 | 100.00     | 08/15  | 215.5.05.2161.6761 |
| Total IA DEPT OF NATURAL RES (2352):     |                               |              |            | 100.00     |        |                    |
| <b>IA DEPT OF PUBLIC SAFETY (2358)</b>   |                               |              |            |            |        |                    |
| 081815PD                                 | IOWA SYSTEM JUL-AUG-SEPT - PD | 08/18/2015   | 09/01/2015 | 1,602.00   | 08/15  | 100.5.01.1010.6403 |
| Total IA DEPT OF PUBLIC SAFETY (2358):   |                               |              |            | 1,602.00   |        |                    |
| <b>IA EMPLOYMENT CONFERENCE (5312)</b>   |                               |              |            |            |        |                    |
| 1241                                     | EMPLOYMENT CONFERENCE         | 08/18/2015   | 09/01/2015 | 215.00     | 08/15  | 100.5.00.6320.6240 |
| 1242                                     | CONFERENCE REGISTRATION - PD  | 08/20/2015   | 09/01/2015 | 215.00     | 08/15  | 100.5.01.1030.6240 |
| 1242                                     | CONFERENCE REGISTRATION - PD  | 08/20/2015   | 09/01/2015 | 215.00     | 08/15  | 100.5.01.1010.6240 |
| Total IA EMPLOYMENT CONFERENCE (5312):   |                               |              |            | 645.00     |        |                    |
| <b>IA MUNICIPALITIES WORKERS' (2382)</b> |                               |              |            |            |        |                    |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 1,605.00   | 09/15  | 115.5.05.2100.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 116.00     | 09/15  | 100.5.04.4100.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 800.00     | 09/15  | 300.5.05.8100.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 1,914.00   | 09/15  | 400.5.06.8925.9740 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 379.00     | 09/15  | 350.5.05.8300.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 638.00     | 09/15  | 100.5.02.1100.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 41.00      | 09/15  | 100.5.01.1000.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 509.00     | 09/15  | 100.5.01.1010.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 1,947.00   | 09/15  | 100.5.01.1030.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 90.00      | 09/15  | 100.5.01.1070.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 2.00       | 09/15  | 100.5.00.6000.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 61.00      | 09/15  | 100.5.00.6100.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 103.00     | 09/15  | 100.5.03.4000.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 519.00     | 09/15  | 100.5.04.4300.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 592.00     | 09/15  | 100.5.09.4200.6160 |
| INV58868                                 | WORK COMP PREMIUM             | 09/01/2015   | 09/01/2015 | 209.00     | 09/15  | 100.5.05.5000.6160 |
| Total IA MUNICIPALITIES WORKERS' (2382): |                               |              |            | 9,525.00   |        |                    |
| <b>IA ONE CALL (2385)</b>                |                               |              |            |            |        |                    |
| 173228                                   | LOCATES-EL                    | 08/10/2015   | 09/01/2015 | 197.30     | 08/15  | 400.5.06.8588.9810 |
| Total IA ONE CALL (2385):                |                               |              |            | 197.30     |        |                    |
| <b>IA PARKS &amp; RECREATION (2386)</b>  |                               |              |            |            |        |                    |
| 082015 - CS                              | 15-16 ANNUAL DUES PARK & REC  | 08/20/2015   | 09/01/2015 | 600.00     | 08/15  | 100.5.04.4100.6210 |
| Total IA PARKS & RECREATION (2386):      |                               |              |            | 600.00     |        |                    |
| <b>IA PRISON INDUSTRIES (2392)</b>       |                               |              |            |            |        |                    |
| 937071                                   | SIGNS                         | 08/07/2015   | 09/01/2015 | 187.55     | 08/15  | 115.5.05.2100.6532 |

| Invoice  | Description                     | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|---------------------------------|--------------|------------|------------|--------|--------------------|
| Total IA PRISON INDUSTRIES (2392):             |                                 |              |            | 187.55     |        |                    |
| <b>IDEAL READY MIX COMPANY (2429)</b>          |                                 |              |            |            |        |                    |
| 459161   | CONCRETE                        | 08/08/2015   | 09/01/2015 | 1,922.25   | 08/15  | 300.5.05.8130.6399 |
| Total IDEAL READY MIX COMPANY (2429):          |                                 |              |            | 1,922.25   |        |                    |
| <b>IOWA HEALTHY HOMES (2476)</b>               |                                 |              |            |            |        |                    |
| 2603   | FLOOR CLEANING - POOL           | 08/23/2015   | 09/01/2015 | 375.00     | 08/15  | 100.5.04.4300.6310 |
| Total IOWA HEALTHY HOMES (2476):               |                                 |              |            | 375.00     |        |                    |
| <b>JAARSMA BAKERY (2499)</b>                   |                                 |              |            |            |        |                    |
| 115443   | SUMMER HELP THANK YOU - PK      | 07/19/2015   | 09/01/2015 | 8.99       | 08/15  | 100.5.09.4200.6425 |
| Total JAARSMA BAKERY (2499):                   |                                 |              |            | 8.99       |        |                    |
| <b>JEFF ELLIS &amp; ASSOCIATES INC. (2518)</b> |                                 |              |            |            |        |                    |
| 20073595                                       | ELLIS FEE                       | 09/01/2015   | 09/01/2015 | 833.33     | 08/15  | 100.5.04.4300.6416 |
| 20073641                                       | SWIMMING LESSON CARDS - POOL    | 08/25/2015   | 09/01/2015 | 102.00     | 08/15  | 100.5.04.4300.6416 |
| Total JEFF ELLIS & ASSOCIATES INC. (2518):     |                                 |              |            | 935.33     |        |                    |
| <b>JOHN DEER FINANCIAL (2528)</b>              |                                 |              |            |            |        |                    |
| 2460188  | SAFETY APPAREL - PP             | 08/05/2015   | 09/01/2015 | 79.16      | 08/15  | 400.5.06.8549.9020 |
| 2461530  | NUTS & BOLTS - PK               | 08/07/2015   | 09/01/2015 | 2.14       | 08/15  | 100.5.09.4200.6590 |
| 2462915  | PAINT/GLOVES - PK               | 08/10/2015   | 09/01/2015 | 45.43      | 08/15  | 100.5.09.4200.6590 |
| 2462972  | PAINT - PK                      | 08/10/2015   | 09/01/2015 | 18.36      | 08/15  | 100.5.09.4200.6552 |
| 2463048  | PAINT - SOCCER COMPLEX BATHRO   | 08/10/2015   | 09/01/2015 | 18.36      | 08/15  | 100.5.09.4200.6552 |
| 2463052  | PAINT - SOCCER COMPLEX BATHRO   | 08/10/2015   | 09/01/2015 | 45.43      | 08/15  | 100.5.09.4200.6552 |
| 2463558  | BLEACH                          | 08/11/2015   | 09/01/2015 | 1.99       | 08/15  | 300.5.05.8120.6590 |
| 2463615  | HOSE REEL - PK                  | 08/11/2015   | 09/01/2015 | 10.53      | 08/15  | 100.5.09.4200.6590 |
| 2464048  | IMPACT WRENCH                   | 08/12/2015   | 09/01/2015 | 179.99     | 08/15  | 300.5.05.8130.6510 |
| 2464594  | SHOP SUPPLIES                   | 08/13/2015   | 09/01/2015 | 2.49       | 08/15  | 115.5.05.2100.6330 |
| 2466729  | HOSE REEL GUIDE ROLLERS         | 08/17/2015   | 09/01/2015 | 5.98       | 08/15  | 350.5.05.8330.6350 |
| 2466730  | STREET- SHOP SUPPLIES           | 08/17/2015   | 09/01/2015 | 11.97      | 08/15  | 115.5.05.2100.6310 |
| 2466786  | SHOP SUPPLIES/ SPRAYER          | 08/17/2015   | 09/01/2015 | 49.99      | 08/15  | 115.5.05.2100.6545 |
| 2467304  | SHOP SUPPLIES                   | 08/18/2015   | 09/01/2015 | 29.99      | 08/15  | 115.5.05.2100.6330 |
| 2467309  | BRUSHES/PAINT/TAPE - PK         | 08/18/2015   | 09/01/2015 | 23.45      | 08/15  | 100.5.09.4200.6590 |
| 2467318  | SPRINKLER HEAD - POOL           | 08/18/2015   | 09/01/2015 | 4.85       | 08/15  | 100.5.04.4301.6590 |
| 2467345  | CAULK GUN - POOL                | 08/18/2015   | 09/01/2015 | 1.99       | 08/15  | 100.5.04.4300.6590 |
| 2467360  | PPE                             | 08/18/2015   | 09/01/2015 | 33.98      | 08/15  | 115.5.05.2100.6546 |
| 2467798  | EXHAUST FLUID                   | 08/19/2015   | 09/01/2015 | 9.99       | 08/15  | 115.5.05.2100.6350 |
| 2467803  | BATTERY/TOWELS - PK             | 08/19/2015   | 09/01/2015 | 13.07      | 08/15  | 100.5.09.4200.6590 |
| 2467871  | SHOP SUPPLIES                   | 08/19/2015   | 09/01/2015 | 13.99      | 08/15  | 115.5.05.2100.6330 |
| 2468878  | ROUNDUP/TOWELS/ OIL SPIL/SEA FO | 08/21/2015   | 09/01/2015 | 92.44      | 08/15  | 100.5.09.4200.6590 |
| 2468926  | SPRINKLER REPAIR - POOL         | 08/21/2015   | 09/01/2015 | 6.49       | 08/15  | 100.5.04.4301.6310 |
| 2469082  | SLEDGE HAMMER/DRILL BIT         | 08/21/2015   | 09/01/2015 | 25.98      | 08/15  | 100.5.09.4200.6590 |
| 2471286  | CEMENT PATCH - OUT POOL         | 08/25/2015   | 09/01/2015 | 2.59       | 08/15  | 100.5.04.4301.6310 |
| 2471346  | GRASS SEED, FERTILIZER -EL      | 08/25/2015   | 09/01/2015 | 86.95      | 08/15  | 400.5.06.8584.9030 |
| Total JOHN DEER FINANCIAL (2528):              |                                 |              |            | 817.58     |        |                    |
| <b>KELLY SUPPLY CO (2579)</b>                  |                                 |              |            |            |        |                    |
| 8155198-0                                      | STAINLESS STEEL PIPE            | 05/27/2015   | 09/01/2015 | 302.08     | 08/15  | 350.5.05.8300.6350 |
| 8155198-0                                      | SHIPPING                        | 05/27/2015   | 09/01/2015 | 40.00      | 08/15  | 350.5.05.8300.6350 |
| 8155684-0                                      | LIGHT BULB - PK                 | 06/23/2015   | 09/01/2015 | 19.51      | 08/15  | 100.5.09.4200.6590 |

| Invoice                                | Description                    | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|--------------------------------|--------------|------------|------------|--------|--------------------|
| 8156564-0                              | WEST MARKET GFCI - PK          | 08/10/2015   | 09/01/2015 | 15.76      | 08/15  | 100.5.09.4200.6310 |
| 8156634-0                              | EMERGENCY LIGHT - PD           | 08/12/2015   | 09/01/2015 | 37.66      | 08/15  | 100.5.01.1000.6310 |
| 8156637-0                              | E10 TH- STORM SEWER            | 08/12/2015   | 09/01/2015 | 12.38      | 08/15  | 115.5.05.2120.6548 |
| 8156683-0                              | BULBS                          | 08/14/2015   | 09/01/2015 | 109.37     | 08/15  | 115.5.05.2100.6310 |
| 8156700-0                              | NOZZLES                        | 08/17/2015   | 09/01/2015 | 108.81     | 08/15  | 115.5.05.2100.6330 |
| 8156836-0                              | SHOP SUPPLIES                  | 08/24/2015   | 09/01/2015 | 5.40       | 08/15  | 115.5.05.2100.6330 |
| Total KELLY SUPPLY CO (2579):          |                                |              |            | 650.97     |        |                    |
| <b>KEUNING PLBG AND HTG INC (2587)</b> |                                |              |            |            |        |                    |
| 17842                                  | WATER SERVICE REPAIR           | 08/19/2015   | 09/01/2015 | 139.90     | 08/15  | 310.5.05.8183.6790 |
| Total KEUNING PLBG AND HTG INC (2587): |                                |              |            | 139.90     |        |                    |
| <b>KEYSTONE LABORATORIES (2590)</b>    |                                |              |            |            |        |                    |
| 1Y06059                                | LAB ANALYSIS - PP              | 07/30/2015   | 09/01/2015 | 221.00     | 08/15  | 350.5.05.8300.6547 |
| Total KEYSTONE LABORATORIES (2590):    |                                |              |            | 221.00     |        |                    |
| <b>KLK CONSTRUCTION (2621)</b>         |                                |              |            |            |        |                    |
| 15047                                  | WATER SERVICE BORE             | 08/10/2015   | 09/01/2015 | 550.00     | 08/15  | 300.5.05.8130.6399 |
| Total KLK CONSTRUCTION (2621):         |                                |              |            | 550.00     |        |                    |
| <b>KNEE, ALEX K (5533)</b>             |                                |              |            |            |        |                    |
| 791097816                              | CREDIT BALANCE REFUND ON TERMI | 08/26/2015   | 09/01/2015 | 68.24      | 09/15  | 001.1199           |
| Total KNEE, ALEX K (5533):             |                                |              |            | 68.24      |        |                    |
| <b>LAMPERT LUMBER (2653)</b>           |                                |              |            |            |        |                    |
| 9097014                                | FORM STAKES                    | 08/12/2015   | 09/01/2015 | 67.00      | 08/15  | 115.5.05.2100.6545 |
| 9097329                                | SHOP SUPPLIES/ STREET          | 08/18/2015   | 09/01/2015 | 26.98      | 08/15  | 115.5.05.2100.6545 |
| 9097472                                | SHELVES - POOL                 | 08/21/2015   | 09/01/2015 | 188.14     | 08/15  | 100.5.04.4300.6310 |
| 9097603                                | POOL DRIVE PROJECT             | 08/24/2015   | 09/01/2015 | 67.16      | 08/15  | 215.5.05.2161.6761 |
| Total LAMPERT LUMBER (2653):           |                                |              |            | 349.28     |        |                    |
| <b>LASER RESOURCES LLC (4705)</b>      |                                |              |            |            |        |                    |
| AR344684                               | COPIER LEASE                   | 08/01/2015   | 09/01/2015 | 31.71      | 08/15  | 100.5.00.6100.6550 |
| AR344684                               | COPIER LEASE                   | 08/01/2015   | 09/01/2015 | 107.61     | 08/15  | 100.5.04.4100.6543 |
| AR344684                               | COPIER LEASE                   | 08/01/2015   | 09/01/2015 | 27.70      | 08/15  | 100.5.01.1010.6550 |
| AR344684                               | COPIER LEASE                   | 08/01/2015   | 09/01/2015 | 27.70      | 08/15  | 100.5.01.1030.6550 |
| AR344684                               | COPIER LEASE                   | 08/01/2015   | 09/01/2015 | 48.58      | 08/15  | 300.5.05.8120.6543 |
| Total LASER RESOURCES LLC (4705):      |                                |              |            | 243.30     |        |                    |
| <b>LINCOLN NATIONAL (2752)</b>         |                                |              |            |            |        |                    |
| 3078604441                             | LIFE & LTD INSURANCE PREMIUM   | 08/10/2015   | 09/01/2015 | 461.49     | 09/15  | 191.5.08.9200.6154 |
| 3078604441                             | LIFE & LTD INSURANCE PREMIUM   | 08/10/2015   | 09/01/2015 | 83.78      | 09/15  | 191.5.08.9200.6154 |
| 3078604441                             | LIFE & LTD INSURANCE PREMIUM   | 08/10/2015   | 09/01/2015 | 80.10      | 09/15  | 191.5.08.9200.6154 |
| 3078604441                             | LIFE & LTD INSURANCE PREMIUM   | 08/10/2015   | 09/01/2015 | 1,137.09   | 09/15  | 191.5.08.9200.6155 |
| Total LINCOLN NATIONAL (2752):         |                                |              |            | 1,762.46   |        |                    |
| <b>LOGAN CONTRACTORS SUPPLY (2769)</b> |                                |              |            |            |        |                    |
| K29428                                 | WOOD GRADE STAKES              | 08/12/2015   | 09/01/2015 | 1,259.09   | 08/15  | 115.5.05.2100.6545 |

| Invoice  | Description                      | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|----------------------------------|--------------|------------|------------|--------|--------------------|
| Total LOGAN CONTRACTORS SUPPLY (2769):           |                                  |              |            | 1,259.09   |        |                    |
| <b>MAGSANO, MADELEINE A (5543)</b>               |                                  |              |            |            |        |                    |
| 511801107  | DEPOSIT REFUND                   | 08/21/2015   | 09/01/2015 | 1.05       | 09/15  | 400.2210           |
| Total MAGSANO, MADELEINE A (5543):               |                                  |              |            | 1.05       |        |                    |
| <b>MAHASKA BOTTLING/PEPSI-COLA (2803)</b>        |                                  |              |            |            |        |                    |
| 11741266   | CONCESSION POP - POOL            | 08/12/2015   | 09/01/2015 | 11.60      | 08/15  | 100.5.04.4310.6530 |
| 11741410   | CONCESSION POP - POOL            | 08/19/2015   | 09/01/2015 | 107.60     | 08/15  | 100.5.04.4310.6530 |
| Total MAHASKA BOTTLING/PEPSI-COLA (2803):        |                                  |              |            | 119.20     |        |                    |
| <b>MAHASKA COUNTY TREASURER (2804)</b>           |                                  |              |            |            |        |                    |
| EXCISE TAX 2015/                                 | EXCISE TAX - MAHASKA COUNTY - EL | 08/24/2015   | 09/01/2015 | 106.00     | 08/15  | 400.5.06.8930.9940 |
| Total MAHASKA COUNTY TREASURER (2804):           |                                  |              |            | 106.00     |        |                    |
| <b>MARION COUNTY COMMUNITY FOUNDATION (5544)</b> |                                  |              |            |            |        |                    |
| 080615   | RETURN UNUSED DONATION FROM      | 08/06/2015   | 09/01/2015 | 5.40       | 08/15  | 176.5.09.4220.6544 |
| Total MARION COUNTY COMMUNITY FOUNDATION (5544): |                                  |              |            | 5.40       |        |                    |
| <b>MARION CTY ENVIRONMENTAL HEALT (2830)</b>     |                                  |              |            |            |        |                    |
| 1002   | INSPECTIONS - OUTDOOR POOL       | 08/18/2015   | 09/01/2015 | 1,136.00   | 08/15  | 100.5.04.4301.6416 |
| Total MARION CTY ENVIRONMENTAL HEALT (2830):     |                                  |              |            | 1,136.00   |        |                    |
| <b>MARION CTY SHERIFF (2834)</b>                 |                                  |              |            |            |        |                    |
| 15-001047  | CODE ENFORCEMENT LEGAL EXPEN     | 08/12/2015   | 09/01/2015 | 51.75      | 08/15  | 100.5.05.5000.6414 |
| Total MARION CTY SHERIFF (2834):                 |                                  |              |            | 51.75      |        |                    |
| <b>MARION CTY TREASURER (2835)</b>               |                                  |              |            |            |        |                    |
| 12312104-REC                                     | MARION COUNTY LOST RECON.        | 12/31/2014   | 09/01/2015 | 9,119.00   | 08/15  | 116.5.08.6420.6416 |
| 14613  | 000001410361000 OAKWOOD ESTATE   | 09/01/2015   | 09/01/2015 | 10.00      | 09/15  | 100.5.08.6400.6500 |
| 14616  | 000001554900100 COUNTRY CLUB FU  | 09/01/2015   | 09/01/2015 | 2,400.00   | 09/15  | 100.5.08.6400.6500 |
| MARION CT-ET15/                                  | EXCISE TAX - MARION COUNTY - EL  | 08/24/2015   | 09/01/2015 | 13,383.00  | 08/15  | 400.5.06.8930.9940 |
| Total MARION CTY TREASURER (2835):               |                                  |              |            | 24,912.00  |        |                    |
| <b>MARTIN MARIETTA MATERIALS (2842)</b>          |                                  |              |            |            |        |                    |
| 15811788   | ROCK                             | 08/06/2015   | 09/01/2015 | 779.99     | 08/15  | 300.5.05.8130.6399 |
| 15811902   | SPRAY PATCHER                    | 08/06/2015   | 09/01/2015 | 215.98     | 08/15  | 115.5.05.2100.6549 |
| 15834900   | SPRAY PATCHER                    | 08/10/2015   | 09/01/2015 | 110.80     | 08/15  | 115.5.05.2100.6549 |
| Total MARTIN MARIETTA MATERIALS (2842):          |                                  |              |            | 1,106.77   |        |                    |
| <b>MASEK, EMILY (5542)</b>                       |                                  |              |            |            |        |                    |
| 082115   | REPLACE VOIDED CHECK             | 08/21/2015   | 09/01/2015 | 5.72       | 08/15  | 100.2010           |
| Total MASEK, EMILY (5542):                       |                                  |              |            | 5.72       |        |                    |
| <b>MEADOW WOOD OF PELLA (2897)</b>               |                                  |              |            |            |        |                    |
| 1511580080                                       | EE REBATE - EL                   | 08/18/2015   | 09/01/2015 | 360.00     | 08/15  | 400.2215           |

| Invoice   | Description                  | Invoice Date | Due Date   | Total Cost   | Period | GL Account         |
|---|------------------------------|--------------|------------|--------------|--------|--------------------|
| Total MEADOW WOOD OF PELLA (2897)                 |                              |              |            | 360.00       |        |                    |
| <b>MEDIACOM (5331)</b>                            |                              |              |            |              |        |                    |
| 081415PW  | INTERNET BILL                | 08/14/2015   | 09/01/2015 | 135.90       | 08/15  | 100.5.05.6500.6373 |
| Total MEDIACOM (5331):                            |                              |              |            | 135.90       |        |                    |
| <b>MENNINGA PEST CONTROL (2913)</b>               |                              |              |            |              |        |                    |
| 41307   | PEST CONTROL - SOCCER        | 08/14/2015   | 09/01/2015 | 26.00        | 08/15  | 100.5.09.4200.6403 |
| 41366   | PEST CONTROL - CC            | 08/11/2015   | 09/01/2015 | 92.00        | 08/15  | 100.5.04.4100.6310 |
| 41408   | PEST CONTROL - PP            | 08/20/2015   | 09/01/2015 | 59.92        | 08/15  | 400.5.06.8549.9020 |
| 41450   | PEST CONTROL - CH            | 08/17/2015   | 09/01/2015 | 30.00        | 08/15  | 100.5.00.6100.6310 |
| Total MENNINGA PEST CONTROL (2913):               |                              |              |            | 207.92       |        |                    |
| <b>METERING &amp; TECHNOLOGY SOLUTIONS (4934)</b> |                              |              |            |              |        |                    |
| 4266  | WATER METERS                 | 08/10/2015   | 09/01/2015 | 2,346.53     | 08/15  | 300.5.05.8140.6350 |
| 4287  | WATER METERS                 | 08/12/2015   | 09/01/2015 | 606.28       | 08/15  | 300.5.05.8140.6350 |
| Total METERING & TECHNOLOGY SOLUTIONS (4934):     |                              |              |            | 2,952.81     |        |                    |
| <b>MIDTOWN TIRE COMPANY (2961)</b>                |                              |              |            |              |        |                    |
| 152475  | MOLENGRACHT TRACTOR TIRE REP | 08/07/2015   | 09/01/2015 | 48.00        | 08/15  | 100.5.09.4200.6350 |
| 152564  | TIRE REPAIR - PK             | 08/10/2015   | 09/01/2015 | 14.00        | 08/15  | 100.5.09.4200.6350 |
| Total MIDTOWN TIRE COMPANY (2961):                |                              |              |            | 62.00        |        |                    |
| <b>MIDWEST BREATHING AIR SY (2965)</b>            |                              |              |            |              |        |                    |
| 19407   | QUARTERLY TEST               | 07/21/2015   | 09/01/2015 | 295.68       | 08/15  | 100.5.02.1100.6510 |
| Total MIDWEST BREATHING AIR SY (2965):            |                              |              |            | 295.68       |        |                    |
| <b>MIDWEST CURB GRINDING LLC (2968)</b>           |                              |              |            |              |        |                    |
| 18770   | CALDWELL PARK PARKING LOT    | 08/14/2015   | 09/01/2015 | 852.00       | 08/15  | 215.5.05.2161.6761 |
| Total MIDWEST CURB GRINDING LLC (2968):           |                              |              |            | 852.00       |        |                    |
| <b>MISSOURI RIVER ENERGY SERVICES (3001)</b>      |                              |              |            |              |        |                    |
| 082715  | PURCHASED POWER              | 08/27/2015   | 08/27/2015 | 1,599,763.70 | 08/15  | 400.5.06.8555.9500 |
| 082715  | TRANSMISSION                 | 08/27/2015   | 08/27/2015 | 255,120.10   | 08/15  | 400.5.06.8565.9520 |
| Total MISSOURI RIVER ENERGY SERVICES (3001):      |                              |              |            | 1,854,883.80 |        |                    |
| <b>MTI DISTRIBUTION INC (3042)</b>                |                              |              |            |              |        |                    |
| 1021731-00  | TORO WORKMAN REPAIR - SOCCER | 07/21/2015   | 09/01/2015 | 515.88       | 08/15  | 100.5.09.4200.6350 |
| Total MTI DISTRIBUTION INC (3042):                |                              |              |            | 515.88       |        |                    |
| <b>MUNICIPAL SUPPLY INC (3052)</b>                |                              |              |            |              |        |                    |
| 0598511-IN  | DISTRIBUTION SUPPLIES        | 08/12/2015   | 09/01/2015 | 464.00       | 08/15  | 300.5.05.8130.6399 |
| 0598855-IN  | REPAIR SLEEVES               | 08/14/2015   | 09/01/2015 | 345.00       | 08/15  | 300.5.05.8130.6398 |
| 0598856-IN  | STOP BOXES                   | 08/14/2015   | 09/01/2015 | 1,060.00     | 08/15  | 300.5.05.8130.6399 |
| Total MUNICIPAL SUPPLY INC (3052):                |                              |              |            | 1,869.00     |        |                    |
| <b>N C L OF WISCONSIN INC (3063)</b>              |                              |              |            |              |        |                    |
| 359598  | LABORATORY SUPPLIES          | 08/06/2015   | 09/01/2015 | 151.49       | 08/15  | 350.5.05.8300.6547 |

| Invoice                                    | Description                   | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|-------------------------------|--------------|------------|------------|--------|--------------------|
| Total N C L OF WISCONSIN INC (3063):       |                               |              |            | 151.49     |        |                    |
| <b>ODYSSEY SPAS (3173)</b>                 |                               |              |            |            |        |                    |
| 1917                                       | MOLENGRACHT CHLORINE - PK     | 08/10/2015   | 09/01/2015 | 228.00     | 08/15  | 100.5.09.4250.6320 |
| Total ODYSSEY SPAS (3173):                 |                               |              |            | 228.00     |        |                    |
| <b>OSKALOOSA HERALD (3200)</b>             |                               |              |            |            |        |                    |
| 073115PZ                                   | LEGAL ADVERTISEMENTS          | 07/31/2015   | 09/01/2015 | 72.91      | 08/15  | 100.5.05.5000.6414 |
| 073115WTP                                  | WATER REPORT AD               | 07/31/2015   | 09/01/2015 | 750.00     | 08/15  | 300.5.05.8100.6402 |
| Total OSKALOOSA HERALD (3200):             |                               |              |            | 822.91     |        |                    |
| <b>PADCO (3219)</b>                        |                               |              |            |            |        |                    |
| 7463474664                                 | ECONOMIC DEV LUNCHEON         | 08/24/2015   | 09/01/2015 | 15.00      | 09/15  | 100.5.00.6100.6240 |
| Total PADCO (3219):                        |                               |              |            | 15.00      |        |                    |
| <b>PAPER FREE TECHNOLOGY INC. (3227)</b>   |                               |              |            |            |        |                    |
| 20150280                                   | LASERFICHE LICENSE & SUPPORT  | 08/21/2015   | 09/01/2015 | 1,083.00   | 08/15  | 100.5.00.6000.6499 |
| Total PAPER FREE TECHNOLOGY INC. (3227):   |                               |              |            | 1,083.00   |        |                    |
| <b>PEIRCE, BRIAN K (5540)</b>              |                               |              |            |            |        |                    |
| 69-60300-02                                | DEPOSIT REFUND                | 08/14/2015   | 09/01/2015 | 44.77      | 08/15  | 400.2210           |
| Total PEIRCE, BRIAN K (5540):              |                               |              |            | 44.77      |        |                    |
| <b>PELLA CAR CARE (3257)</b>               |                               |              |            |            |        |                    |
| 0214845                                    | #112 TRUCK BRAKE REPAIR - PK  | 08/11/2015   | 09/01/2015 | 165.83     | 08/15  | 100.5.09.4200.6350 |
| 0215090                                    | #105 ENGINE REPAIR - PK       | 08/24/2015   | 09/01/2015 | 635.77     | 08/15  | 100.5.09.4200.6350 |
| Total PELLA CAR CARE (3257):               |                               |              |            | 801.60     |        |                    |
| <b>PELLA ENGRAVING CO (3272)</b>           |                               |              |            |            |        |                    |
| 132022                                     | BLOMMERS MEMORIAL PLAQUE - PK | 08/12/2015   | 09/01/2015 | 83.50      | 08/15  | 176.5.09.4230.6560 |
| Total PELLA ENGRAVING CO (3272):           |                               |              |            | 83.50      |        |                    |
| <b>PELLA GLASS/HOME IMP (3275)</b>         |                               |              |            |            |        |                    |
| 85834                                      | PAINT - PK                    | 07/14/2015   | 09/01/2015 | 137.22     | 08/15  | 100.5.09.4200.6552 |
| 85964                                      | PAINT - PK                    | 07/13/2015   | 09/01/2015 | 174.04     | 08/15  | 100.5.09.4200.6552 |
| Total PELLA GLASS/HOME IMP (3275)          |                               |              |            | 311.26     |        |                    |
| <b>PELLA LOCK &amp; KEY (3282)</b>         |                               |              |            |            |        |                    |
| 763943                                     | LOCK REPAIR                   | 04/08/2015   | 09/01/2015 | 35.00      | 08/15  | 300.5.05.8120.6310 |
| Total PELLA LOCK & KEY (3282):             |                               |              |            | 35.00      |        |                    |
| <b>PELLA REGIONAL HEALTH CT (3296)</b>     |                               |              |            |            |        |                    |
| 080415 - POOL                              | HEB B - POOL                  | 08/04/2015   | 09/01/2015 | 357.00     | 08/15  | 100.5.04.4300.6546 |
| Total PELLA REGIONAL HEALTH CT (3296):     |                               |              |            | 357.00     |        |                    |
| <b>PELLA RENTAL &amp; SALES INC (3297)</b> |                               |              |            |            |        |                    |
| 1-510839                                   | TRAILER RENTAL - PD           | 08/21/2015   | 09/01/2015 | 100.00     | 08/15  | 201.5.01.7010.6721 |

| Invoice                                     | Description                      | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|---|----------------------------------|--------------|------------|------------|--------|--------------------|
| 1-510926                                    | BUILDING WORK                    | 07/24/2015   | 09/01/2015 | 100.00     | 08/15  | 115.5.05.2100.6418 |
| 1-510974                                    | BUILDING WORK                    | 07/28/2015   | 09/01/2015 | 100.00     | 08/15  | 115.5.05.2100.6418 |
| 1-511038                                    | BUILDING PAINT                   | 07/31/2015   | 09/01/2015 | 65.00      | 08/15  | 115.5.05.2100.6310 |
| 1-511253                                    | RENTAL                           | 08/12/2015   | 09/01/2015 | 235.00     | 08/15  | 115.5.05.2100.6418 |
| Total PELLA RENTAL & SALES INC (3297):      |                                  |              |            | 600.00     |        |                    |
| <b>PELLA TREE SERVICE INC (3302)</b>        |                                  |              |            |            |        |                    |
| 4513  | MULCH - PK                       | 08/03/2015   | 09/01/2015 | 640.00     | 08/15  | 100.5.09.4200.6560 |
| Total PELLA TREE SERVICE INC (3302):        |                                  |              |            | 640.00     |        |                    |
| <b>PETERSON, LARRY J. (3313)</b>            |                                  |              |            |            |        |                    |
| 1511580084                                  | EE REBATE - EL                   | 08/18/2015   | 09/01/2015 | 60.00      | 08/15  | 400.2215           |
| Total PETERSON, LARRY J. (3313):            |                                  |              |            | 60.00      |        |                    |
| <b>PETTY CASH (3318)</b>                    |                                  |              |            |            |        |                    |
| 082515PD                                    | CIVIL SERVICE MEALS - PD         | 08/25/2015   | 09/01/2015 | 22.45      | 08/15  | 100.5.01.1030.6544 |
| 082515PD                                    | CERTIFIED MAIL - PETTY CASH - PD | 08/25/2015   | 09/01/2015 | 13.30      | 08/15  | 100.5.01.1010.6531 |
| 082515PD                                    | CERTIFIED MAIL - PETTY CASH - PD | 08/25/2015   | 09/01/2015 | 13.30      | 08/15  | 100.5.01.1010.6531 |
| Total PETTY CASH (3318):                    |                                  |              |            | 49.05      |        |                    |
| <b>PIONEER MANUFACTURING COMPANY (5345)</b> |                                  |              |            |            |        |                    |
| INV563120                                   | FIELD PAINT- SOCCER COMPLEX & I  | 08/05/2015   | 09/01/2015 | 2,160.00   | 08/15  | 100.5.09.4200.6552 |
| Total PIONEER MANUFACTURING COMPANY (5345): |                                  |              |            | 2,160.00   |        |                    |
| <b>POSITIVE PROMOTIONS INC (3370)</b>       |                                  |              |            |            |        |                    |
| 05298134                                    | FIRE HATS FOR KIDS               | 08/11/2015   | 09/01/2015 | 320.45     | 08/15  | 100.5.02.1100.6230 |
| Total POSITIVE PROMOTIONS INC (3370):       |                                  |              |            | 320.45     |        |                    |
| <b>POST OFFICE (3371)</b>                   |                                  |              |            |            |        |                    |
| 082415                                      | MAIL 12 DAY NOTICES              | 08/24/2015   | 08/24/2015 | 49.63      | 08/15  | 300.5.05.8100.6531 |
| 082415                                      | MAIL 12 DAY NOTICES              | 08/24/2015   | 08/24/2015 | 44.67      | 08/15  | 195.5.05.8400.6531 |
| 082415                                      | MAIL 12 DAY NOTICES              | 08/24/2015   | 08/24/2015 | 44.67      | 08/15  | 350.5.05.8310.6531 |
| 082415                                      | MAIL 12 DAY NOTICES              | 08/24/2015   | 08/24/2015 | 59.55      | 08/15  | 400.5.06.8921.9020 |
| Total POST OFFICE (3371):                   |                                  |              |            | 198.52     |        |                    |
| <b>QUILL CORPORATION (3420)</b>             |                                  |              |            |            |        |                    |
| 6465166                                     | OFFICE SUPPLIES - EL             | 08/03/2015   | 09/01/2015 | 166.63     | 08/15  | 400.5.06.8588.9920 |
| 6822392                                     | PRINTER/SUPPLIES                 | 08/13/2015   | 09/01/2015 | 162.22     | 08/15  | 100.5.05.6500.6543 |
| Total QUILL CORPORATION (3420)              |                                  |              |            | 328.85     |        |                    |
| <b>R J ENTERPRISES (5069)</b>               |                                  |              |            |            |        |                    |
| 080615WTP                                   | BACKFLOW TEST                    | 08/06/2015   | 09/01/2015 | 125.00     | 08/15  | 300.5.05.8100.6405 |
| Total R J ENTERPRISES (5069):               |                                  |              |            | 125.00     |        |                    |
| <b>RECREONICS INC ETAL (3448)</b>           |                                  |              |            |            |        |                    |
| 700032 - 072815                             | FREIGHT - POOL                   | 07/28/2015   | 09/01/2015 | 23.91      | 08/15  | 100.5.04.4300.6546 |
| Total RECREONICS INC ETAL (3448):           |                                  |              |            | 23.91      |        |                    |

| Invoice                                    | Description                   | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|-------------------------------|--------------|------------|------------|--------|--------------------|
| <b>RESCO (3480)</b>                        |                               |              |            |            |        |                    |
| 610516-00                                  | TRANSFORMER BOX PADS - EL     | 06/11/2015   | 09/01/2015 | 4,868.50   | 08/15  | 410.5.06.8993.3670 |
| 619190-00                                  | GROUND RODS/TAPE - EL         | 08/18/2015   | 09/01/2015 | 1,080.70   | 08/15  | 410.5.06.8993.3670 |
| 619267-00                                  | OVERHEAD SECONDARY CLAMPS - E | 08/19/2015   | 09/01/2015 | 256.80     | 08/15  | 410.5.06.8993.3670 |
| Total RESCO (3480):                        |                               |              |            | 6,206.00   |        |                    |
| <b>RICOH USA INC.-DALLAS (3493)</b>        |                               |              |            |            |        |                    |
| 95172998                                   | P&Z COPIER LEASE              | 07/31/2015   | 09/01/2015 | 61.12      | 08/15  | 100.5.05.5000.6403 |
| Total RICOH USA INC.-DALLAS (3493):        |                               |              |            | 61.12      |        |                    |
| <b>RKI INSTRUMENTS, INC (3506)</b>         |                               |              |            |            |        |                    |
| 276445                                     | OXYGEN SENSOR REPAIR - EL     | 08/24/2015   | 09/01/2015 | 963.34     | 08/15  | 400.5.06.8584.9030 |
| 276446                                     | OXYGEN SENSOR REPAIR - EL     | 08/24/2015   | 09/01/2015 | 390.00     | 08/15  | 400.5.06.8584.9030 |
| Total RKI INSTRUMENTS, INC (3506):         |                               |              |            | 1,353.34   |        |                    |
| <b>ROZENDAAL DRAIN CLEANING INC (3560)</b> |                               |              |            |            |        |                    |
| 10924                                      | STORM SEWER CLEAN-OUT         | 08/12/2015   | 09/01/2015 | 50.00      | 08/15  | 115.5.05.2120.6548 |
| Total ROZENDAAL DRAIN CLEANING INC (3560): |                               |              |            | 50.00      |        |                    |
| <b>SCHNEIDER, JOSEPH (5545)</b>            |                               |              |            |            |        |                    |
| 1511580081                                 | EE REBATE - EL                | 08/18/2015   | 09/01/2015 | 25.00      | 08/15  | 400.2215           |
| Total SCHNEIDER, JOSEPH (5545):            |                               |              |            | 25.00      |        |                    |
| <b>SIETSTRA, BRYCE (5548)</b>              |                               |              |            |            |        |                    |
| 1511580086                                 | EE REBATE - EL                | 08/25/2015   | 09/01/2015 | 425.00     | 08/15  | 400.2215           |
| Total SIETSTRA, BRYCE (5548):              |                               |              |            | 425.00     |        |                    |
| <b>SIMPLEXGRINNELL LP (3709)</b>           |                               |              |            |            |        |                    |
| 40827657                                   | SMOKE DETECTOR BASES - PD     | 08/10/2015   | 09/01/2015 | 74.00      | 08/15  | 100.5.01.1000.6310 |
| Total SIMPLEXGRINNELL LP (3709):           |                               |              |            | 74.00      |        |                    |
| <b>SIOUX VALLEY ENVIRONMENTAL (3716)</b>   |                               |              |            |            |        |                    |
| 9418                                       | JET PUMP/FUNNEL               | 08/12/2015   | 09/01/2015 | 235.00     | 08/15  | 350.5.05.8300.6350 |
| 9418                                       | SHIPPING                      | 08/12/2015   | 09/01/2015 | 15.00      | 08/15  | 350.5.05.8300.6531 |
| Total SIOUX VALLEY ENVIRONMENTAL (3716):   |                               |              |            | 250.00     |        |                    |
| <b>SISCO (3718)</b>                        |                               |              |            |            |        |                    |
| 082515                                     | FLEX SPENDING CLAIMS          | 08/25/2015   | 08/25/2015 | 873.06     | 08/15  | 191.5.08.9200.6157 |
| 082615                                     | MEDICAL CLAIMS                | 08/26/2015   | 08/26/2015 | 7,587.02   | 08/15  | 191.5.08.9200.6153 |
| 169668                                     | FIXED INSURANCE COSTS         | 09/01/2015   | 09/01/2015 | 174.25     | 09/15  | 191.5.08.9200.6157 |
| 169668                                     | FIXED INSURANCE COSTS         | 09/01/2015   | 09/01/2015 | 47,363.41  | 09/15  | 191.5.08.9200.6152 |
| 169668                                     | FIXED INSURANCE COSTS         | 09/01/2015   | 09/01/2015 | 691.39     | 09/15  | 191.5.08.9200.6196 |
| 169668                                     | FIXED INSURANCE COSTS         | 09/01/2015   | 09/01/2015 | 1,500.00   | 09/15  | 191.5.08.9200.6196 |
| Total SISCO (3718):                        |                               |              |            | 58,189.13  |        |                    |
| <b>SJE-RHOMBUS (5539)</b>                  |                               |              |            |            |        |                    |
| 20611                                      | SUBMERSIBLE LEVE DEFECTOR     | 07/31/2015   | 09/01/2015 | 1,886.00   | 08/15  | 350.5.05.8320.6350 |
| 20611                                      | SHIPPING                      | 07/31/2015   | 09/01/2015 | 20.00      | 08/15  | 350.5.05.8300.6531 |

| Invoice  | Description                   | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|-------------------------------|--------------|------------|------------|--------|--------------------|
| Total SJE-RHOMBUS (5539):                          |                               |              |            | 1,906.00   |        |                    |
| <b>SKARSHAUG TESTING LABS (3720)</b>               |                               |              |            |            |        |                    |
| 201000   | TEST EQUIPMENT - EL           | 08/04/2015   | 09/01/2015 | 315.50     | 08/15  | 400.5.06.8588.9720 |
| Total SKARSHAUG TESTING LABS (3720):               |                               |              |            | 315.50     |        |                    |
| <b>SKYLINE READY MIX (3723)</b>                    |                               |              |            |            |        |                    |
| 7186   | CONCRETE BENCHES FOUNTAIN HIL | 07/13/2015   | 09/01/2015 | 127.75     | 08/15  | 176.5.09.4230.6560 |
| Total SKYLINE READY MIX (3723):                    |                               |              |            | 127.75     |        |                    |
| <b>SNACK EXPRESS (5397)</b>                        |                               |              |            |            |        |                    |
| 967-CR   | CONCESSION ITEMS              | 07/23/2015   | 09/01/2015 | 950.40-    | 08/15  | 100.5.04.4310.6530 |
| 967-CR   | CONCESSION ITEMS              | 07/23/2015   | 09/01/2015 | 950.40-    | 08/15  | 100.5.04.4310.6530 |
| 986  | CONCESSION ITEMS- POOL        | 08/11/2015   | 09/01/2015 | 207.80     | 08/15  | 100.5.04.4310.6530 |
| 989  | CONCESSION ITEMS- POOL        | 08/13/2015   | 09/01/2015 | 205.20     | 08/15  | 100.5.04.4310.6530 |
| 991  | CONCESSION ITEMS- POOL        | 08/18/2015   | 09/01/2015 | 415.00     | 08/15  | 100.5.04.4310.6530 |
| Total SNACK EXPRESS (5397):                        |                               |              |            | 1,072.80-  |        |                    |
| <b>SPORTS PAGE TEAM (3777)</b>                     |                               |              |            |            |        |                    |
| 6.150813.5779                                      | 4 FLAG FOOTBALL SHIRTS        | 08/13/2015   | 09/01/2015 | 58.00      | 08/15  | 100.5.04.4446.6530 |
| 6.150813.5780                                      | 4 SOCCER SHIRTS               | 08/13/2015   | 09/01/2015 | 24.00      | 08/15  | 100.5.04.4443.6530 |
| 6.450710.5489                                      | T-SHIRTS                      | 07/10/2015   | 08/04/2015 | 308.00-    | 08/15  | 115.5.05.2100.6413 |
| Total SPORTS PAGE TEAM (3777):                     |                               |              |            | 226.00-    |        |                    |
| <b>STAM GARDEN CENTER &amp; NURSERY LLC (4643)</b> |                               |              |            |            |        |                    |
| 794018   | 2015 ANNUALS - PK             | 07/08/2015   | 09/01/2015 | 1,760.00   | 08/15  | 100.5.09.4200.6561 |
| Total STAM GARDEN CENTER & NURSERY LLC (4643):     |                               |              |            | 1,760.00   |        |                    |
| <b>STAR EQUIPMENT CO (3800)</b>                    |                               |              |            |            |        |                    |
| 01512533   | DIAMOND BLADE                 | 07/30/2015   | 08/18/2015 | 249.00-    | 08/15  | 115.5.05.2100.6545 |
| 01512533.  | SAW BLADE                     | 07/30/2015   | 09/01/2015 | 249.00     | 08/15  | 115.5.05.2100.6545 |
| 1512533  | SAW BLADE                     | 07/30/2015   | 08/18/2015 | 249.00-    | 08/15  | 115.5.05.2100.6545 |
| Total STAR EQUIPMENT CO (3800):                    |                               |              |            | 249.00-    |        |                    |
| <b>STRAVERS TRUE VALUE (3838)</b>                  |                               |              |            |            |        |                    |
| A214724  | CHISEL - PK                   | 08/06/2015   | 09/01/2015 | 6.49       | 08/15  | 100.5.09.4200.6590 |
| A214727  | CHISEL - PK                   | 08/06/2015   | 09/01/2015 | 6.49       | 08/15  | 100.5.09.4200.6590 |
| A215014  | PAINT PRIMER - PK             | 08/11/2015   | 09/01/2015 | 8.38       | 08/15  | 100.5.09.4200.6552 |
| A215801  | ADHESIVE - PD                 | 08/24/2015   | 09/01/2015 | 26.48      | 08/15  | 100.5.01.1000.6310 |
| A2A5102  | MURIATIC ACID - POOL          | 08/12/2015   | 09/01/2015 | 19.98      | 08/15  | 100.5.04.4300.6310 |
| Total STRAVERS TRUE VALUE (3838)                   |                               |              |            | 67.82      |        |                    |
| <b>SUNNY SLOPE GREENHOUSE (3871)</b>               |                               |              |            |            |        |                    |
| 0039918  | BUTTERFLY GARDEN ANNUALS - PK | 06/10/2015   | 09/01/2015 | 100.00     | 08/15  | 100.5.09.4200.6561 |
| SUN1348  | MONGRACHT BASKETS & POTS - PK | 07/31/2015   | 09/01/2015 | 3,060.80   | 08/15  | 100.5.09.4200.6561 |
| SUN1382  | FLOWER LABEL MARKERS - PK     | 04/15/2015   | 09/01/2015 | 90.00      | 08/15  | 100.5.09.4200.6561 |
| SUN1410  | 2015 ANNUALS - PK             | 07/31/2015   | 09/01/2015 | 1,480.65   | 08/15  | 100.5.09.4200.6561 |
| Total SUNNY SLOPE GREENHOUSE (3871):               |                               |              |            | 4,731.45   |        |                    |

| Invoice                               | Description                    | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|---------------------------------------|--------------------------------|--------------|------------|------------|--------|--------------------|
| <b>SWIMMING POOL SUPPLY CO (3884)</b> |                                |              |            |            |        |                    |
| 142163                                | CHEMICALS & UV - POOL          | 08/06/2015   | 09/01/2015 | 3,028.70   | 08/15  | 100.5.04.4300.6503 |
| 142272                                | CHEMICALS FILTER - INDOOR POOL | 08/10/2015   | 09/01/2015 | 1,470.22   | 08/15  | 100.5.04.4300.6503 |
| Total SWIMMING POOL SUPPLY CO (3884): |                                |              |            | 4,498.92   |        |                    |
| <b>TERPSTRA MASONRY (3920)</b>        |                                |              |            |            |        |                    |
| 59                                    | CENTRAL PARK FOUNTAIN BRICK WA | 06/23/2015   | 09/01/2015 | 3,850.00   | 08/15  | 100.5.09.4200.6320 |
| Total TERPSTRA MASONRY (3920):        |                                |              |            | 3,850.00   |        |                    |
| <b>TONY'S AUTO PARTS (3968)</b>       |                                |              |            |            |        |                    |
| 5797-197160                           | SCREWS - AUTO                  | 08/07/2015   | 09/01/2015 | 3.51       | 08/15  | 100.5.09.4200.6350 |
| 5797-197258                           | VEHICLE REPAIR PARTS           | 08/10/2015   | 09/01/2015 | 216.74     | 08/15  | 300.5.05.8130.6330 |
| 5797-197367                           | AIR GAUGES                     | 08/11/2015   | 09/01/2015 | 32.38      | 08/15  | 300.5.05.8120.6510 |
| 5797-197495                           | ST-2                           | 08/12/2015   | 09/01/2015 | 16.00      | 08/15  | 115.5.05.2100.6330 |
| 5797-197688                           | VEHICLE REPAIR                 | 08/14/2015   | 09/01/2015 | 322.31     | 08/15  | 300.5.05.8130.6330 |
| 5797-197701                           | VEHICLE REPAIR                 | 08/14/2015   | 09/01/2015 | 16.00      | 08/15  | 300.5.05.8130.6330 |
| 5797-197812                           | ST-16/ STARTER                 | 08/17/2015   | 09/01/2015 | 100.44     | 08/15  | 115.5.05.2100.6330 |
| 5797-198070                           | SHOP SUPPLIES                  | 08/19/2015   | 09/01/2015 | 4.82       | 08/15  | 115.5.05.2100.6330 |
| Total TONY'S AUTO PARTS (3968):       |                                |              |            | 712.20     |        |                    |
| <b>TUCKER TRUCKING, ALAN (4009)</b>   |                                |              |            |            |        |                    |
| 10589                                 | ROCK & HAULING CHARGE          | 08/10/2015   | 09/01/2015 | 376.31     | 08/15  | 300.5.05.8130.6399 |
| Total TUCKER TRUCKING, ALAN (4009):   |                                |              |            | 376.31     |        |                    |
| <b>TWO RIVERS COOPERATIVE (4019)</b>  |                                |              |            |            |        |                    |
| 0222581                               | CBD                            | 08/13/2015   | 09/01/2015 | 80.00      | 08/15  | 201.5.05.7116.6790 |
| Total TWO RIVERS COOPERATIVE (4019):  |                                |              |            | 80.00      |        |                    |
| <b>ULRICH MOTOR CO (4028)</b>         |                                |              |            |            |        |                    |
| 23033                                 | FLEET VEHICLE - PD             | 08/26/2015   | 09/01/2015 | 27,552.00  | 08/15  | 201.5.01.7003.6710 |
| 64145                                 | ST-2                           | 08/12/2015   | 09/01/2015 | 20.50      | 08/15  | 115.5.05.2100.6330 |
| 64146                                 | FUEL TANK VENT FILTERS         | 08/12/2015   | 09/01/2015 | 41.00      | 08/15  | 350.5.05.8330.6330 |
| Total ULRICH MOTOR CO (4028):         |                                |              |            | 27,613.50  |        |                    |
| <b>UNITED PARCEL SERVICES (4036)</b>  |                                |              |            |            |        |                    |
| 0000536050345                         | 536050-UPS                     | 08/22/2015   | 09/01/2015 | 50.84      | 08/15  | 400.5.06.8588.9920 |
| Total UNITED PARCEL SERVICES (4036):  |                                |              |            | 50.84      |        |                    |
| <b>US CELLULAR (4047)</b>             |                                |              |            |            |        |                    |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 22.09      | 08/15  | 100.5.05.5000.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 34.14      | 08/15  | 400.5.06.8588.9920 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 21.04      | 08/15  | 400.5.06.8549.9020 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 51.23      | 08/15  | 100.5.05.6500.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 27.26      | 08/15  | 100.5.09.4200.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 51.79      | 08/15  | 100.5.05.6500.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 51.22      | 08/15  | 100.5.00.6100.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 46.03      | 08/15  | 100.5.05.5000.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 50.22      | 08/15  | 100.5.04.4100.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 56.45      | 08/15  | 100.5.02.1100.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 21.03      | 08/15  | 300.5.05.8100.6373 |
| 0097765670                            | 491953432-CELL PHONE           | 08/12/2015   | 09/01/2015 | 46.91      | 08/15  | 400.5.06.8584.9030 |

| Invoice                                       | Description                  | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|---|------------------------------|--------------|------------|------------|--------|--------------------|
| 0097765670                                    | 491953432-CELL PHONE         | 08/12/2015   | 09/01/2015 | 23.45      | 08/15  | 350.5.05.8330.6373 |
| 0097765670                                    | 491953432-CELL PHONE         | 08/12/2015   | 09/01/2015 | 23.46      | 08/15  | 300.5.05.8100.6373 |
| Total US CELLULAR (4047):                     |                              |              |            | 526.32     |        |                    |
| <b>USA BLUE BOOK (4050)</b>                   |                              |              |            |            |        |                    |
| 716294  | VALVES                       | 08/05/2015   | 09/01/2015 | 192.75     | 08/15  | 300.5.05.8120.6350 |
| Total USA BLUE BOOK (4050):                   |                              |              |            | 192.75     |        |                    |
| <b>VAN DEN BROEK, CORNIE (4064)</b>           |                              |              |            |            |        |                    |
| 0811150-PK                                    | FOUNTAIN HILLS CONCRETE      | 08/11/2015   | 09/01/2015 | 2,800.00   | 08/15  | 100.5.09.4200.6310 |
| 0811150-PK                                    | EAST END MOLENGRACHT CONCRET | 08/11/2015   | 09/01/2015 | 2,080.00   | 08/15  | 100.5.09.4250.6320 |
| Total VAN DEN BROEK, CORNIE (4064):           |                              |              |            | 4,880.00   |        |                    |
| <b>VAN VARK, KENT (5549)</b>                  |                              |              |            |            |        |                    |
| 1511580089                                    | EE REBATE - EL               | 08/25/2015   | 09/01/2015 | 30.00      | 08/15  | 400.2215           |
| Total VAN VARK, KENT (5549):                  |                              |              |            | 30.00      |        |                    |
| <b>VAN ZEE, TERRY D (5546)</b>                |                              |              |            |            |        |                    |
| 1511580082                                    | EE REBATE - EL               | 08/18/2015   | 09/01/2015 | 30.00      | 08/15  | 400.2215           |
| Total VAN ZEE, TERRY D (5546):                |                              |              |            | 30.00      |        |                    |
| <b>VANDE VOORT, DAVID (4186)</b>              |                              |              |            |            |        |                    |
| 081715WWTP                                    | SAFETY SHOE REIMBURSEMENT-W/ | 08/17/2015   | 09/01/2015 | 100.00     | 08/15  | 350.5.05.8310.6546 |
| Total VANDE VOORT, DAVID (4186):              |                              |              |            | 100.00     |        |                    |
| <b>VANDER BEEK, DAN (4191)</b>                |                              |              |            |            |        |                    |
| 1511580085                                    | EE REBATE - EL               | 08/25/2015   | 09/01/2015 | 30.00      | 08/15  | 400.2215           |
| Total VANDER BEEK, DAN (4191):                |                              |              |            | 30.00      |        |                    |
| <b>VANDER PLOEG BAKERY (4209)</b>             |                              |              |            |            |        |                    |
| 41743   | BIRTHDAY CAKE - POOL         | 08/07/2015   | 09/01/2015 | 17.00      | 08/15  | 100.5.04.4301.6590 |
| Total VANDER PLOEG BAKERY (4209):             |                              |              |            | 17.00      |        |                    |
| <b>VERMEER SALES &amp; SERVICE (4252)</b>     |                              |              |            |            |        |                    |
| 01135558                                      | POTHOLE SPRAY NOZZLE - EL    | 08/14/2015   | 09/01/2015 | 83.23      | 08/15  | 400.5.06.8584.9030 |
| Total VERMEER SALES & SERVICE (4252):         |                              |              |            | 83.23      |        |                    |
| <b>VISU-SEWER CLEAN &amp; SEAL INC (4271)</b> |                              |              |            |            |        |                    |
| 26945   | TELEWISE AND CLEAN SEWER     | 07/31/2015   | 09/01/2015 | 1,820.00   | 08/15  | 350.5.05.8330.6499 |
| Total VISU-SEWER CLEAN & SEAL INC (4271):     |                              |              |            | 1,820.00   |        |                    |
| <b>VON BOKERN ASSOCIATES INC (4281)</b>       |                              |              |            |            |        |                    |
| 421399209 08/24                               | BI-ANNUAL BILLING            | 08/24/2015   | 09/01/2015 | 1,800.00   | 08/15  | 100.5.00.6320.6405 |
| Total VON BOKERN ASSOCIATES INC (4281):       |                              |              |            | 1,800.00   |        |                    |
| <b>VRIEZELAAR, VIVIAN (4300)</b>              |                              |              |            |            |        |                    |
| 081715  | CIVIC SYMPOSIUM-HOTEL        | 08/17/2015   | 08/19/2015 | 199.98     | 08/15  | 100.5.00.6100.6260 |

| Invoice                                      | Description                      | Invoice Date | Due Date   | Total Cost | Period | GL Account         |
|--|----------------------------------|--------------|------------|------------|--------|--------------------|
| 081715                                       | CIVIC SYMPOSIUM-HOTEL            | 08/17/2015   | 08/19/2015 | 199.98     | 08/15  | 100.5.00.6320.6260 |
| Total VRIEZELAAR, VIVIAN (4300):             |                                  |              |            | 399.96     |        |                    |
| <b>WALMART COMMUNITY (4312)</b>              |                                  |              |            |            |        |                    |
| 003614                                       | JANITORIAL SUPPLIES - PD         | 07/23/2015   | 09/01/2015 | 74.00      | 08/15  | 100.5.01.1000.6411 |
| 003879                                       | RETURNED FOOTBALLS               | 07/17/2015   | 09/01/2015 | 9.97       | 08/15  | 100.5.04.4446.6510 |
| 009034                                       | MOUTHGUARD - FOOTBALL            | 08/07/2015   | 09/01/2015 | 4.85       | 08/15  | 100.5.04.4446.6530 |
| 009034                                       | PHONE- POOL                      | 08/07/2015   | 09/01/2015 | 20.39      | 08/15  | 100.5.04.4301.6373 |
| 1880   | CAMERA - CC                      | 08/04/2015   | 09/01/2015 | 147.88     | 08/15  | 100.5.04.4100.6543 |
| 2285   | CONCESSION ITEMS - POOL          | 07/17/2015   | 09/01/2015 | 34.76      | 08/15  | 100.5.04.4310.6530 |
| 2550   | CONCESSION ITEMS - POOL          | 07/18/2015   | 09/01/2015 | 35.16      | 08/15  | 100.5.04.4310.6530 |
| 3045   | CONCESSION ITEMS - POOL          | 07/14/2015   | 09/01/2015 | 38.15      | 08/15  | 100.5.04.4310.6530 |
| 3272   | PHONE- POOL                      | 07/22/2015   | 09/01/2015 | 30.39      | 08/15  | 100.5.04.4301.6373 |
| 3321   | WASTEBASKET - PK                 | 07/21/2015   | 09/01/2015 | 12.73      | 08/15  | 100.5.09.4200.6590 |
| 3880   | FOOTBALLS - CC                   | 07/17/2015   | 09/01/2015 | 10.97      | 08/15  | 100.5.04.4446.6510 |
| 6768   | MOUTHGUARD - FOOTBALL            | 08/08/2015   | 09/01/2015 | 7.76       | 08/15  | 100.5.04.4446.6530 |
| 6942   | T-SHIRTS & SEALER - ART CTR      | 07/28/2015   | 09/01/2015 | 22.79      | 08/15  | 100.5.04.4110.6544 |
| 6942   | FOOTBALLS - CC                   | 07/28/2015   | 09/01/2015 | 29.91      | 08/15  | 100.5.04.4446.6510 |
| 6942   | LEGAL PADS - CC                  | 07/28/2015   | 09/01/2015 | 8.18       | 08/15  | 100.5.04.4100.6543 |
| 6942   | LEGAL PADS - CC                  | 07/28/2015   | 09/01/2015 | 8.88       | 08/15  | 100.5.04.4100.6543 |
| 6942   | LEGAL PADS - CC                  | 07/28/2015   | 09/01/2015 | 8.18       | 08/15  | 100.5.04.4100.6543 |
| 6960   | BAKING SODA FOR TIE DYE - ART CT | 07/28/2015   | 09/01/2015 | 7.57       | 08/15  | 100.5.04.4110.6544 |
| 7113   | PARTY SUPPLIES- POOL             | 07/25/2015   | 09/01/2015 | 25.57      | 08/15  | 100.5.04.4300.6590 |
| 731  | DISH SOAP - PK                   | 08/05/2015   | 09/01/2015 | 1.94       | 08/15  | 100.5.09.4200.6590 |
| 731  | BUNGEE CORD - CC                 | 08/05/2015   | 09/01/2015 | 2.78       | 08/15  | 100.5.04.4100.6590 |
| 731  | 1ST AID KITS - CC                | 08/05/2015   | 09/01/2015 | 56.82      | 08/15  | 100.5.04.4100.6546 |
| 794  | FOOTBALLS - CC                   | 07/16/2015   | 09/01/2015 | 84.79      | 08/15  | 100.5.04.4446.6510 |
| 8253   | CONCESSION ITEMS - POOL          | 08/12/2015   | 09/01/2015 | 2.84       | 08/15  | 100.5.04.4310.6530 |
| 8742   | CONCESSION ITEMS - POOL          | 08/01/2015   | 09/01/2015 | 33.91      | 08/15  | 100.5.04.4310.6530 |
| 8742   | CLEANING SUPPLIES - INPOOL       | 08/01/2015   | 09/01/2015 | 17.92      | 08/15  | 100.5.04.4300.6590 |
| 8742   | FIRST AID - OUTDOOR              | 08/01/2015   | 09/01/2015 | 8.94       | 08/15  | 100.5.04.4301.6590 |
| 9683   | CONCESSION ITEMS - POOL          | 07/15/2015   | 09/01/2015 | 23.90      | 08/15  | 100.5.04.4310.6530 |
| 9683   | CLEANING SUPPLIES - OUTPOOL      | 07/15/2015   | 09/01/2015 | 21.46      | 08/15  | 100.5.04.4301.6590 |
| 9700   | SUNSCREEN LOTION - POOL          | 07/15/2015   | 09/01/2015 | 35.88      | 08/15  | 100.5.04.4301.6546 |
| 9700   | LEGAL PADS & PLASTIC CONTAINER   | 07/15/2015   | 09/01/2015 | 7.85       | 08/15  | 100.5.04.4100.6543 |
| Total WALMART COMMUNITY (4312):              |                                  |              |            | 800.82     |        |                    |
| <b>WARRIOR GOLF VENTURE LLC (5237)</b>       |                                  |              |            |            |        |                    |
| AUGUST 2015                                  | BOS LANDEN REIMB-AUGUST BAL      | 08/19/2015   | 08/19/2015 | 14,506.19  | 08/15  | 100.5.04.4460.6403 |
| Total WARRIOR GOLF VENTURE LLC (5237):       |                                  |              |            | 14,506.19  |        |                    |
| <b>WEB.COM (4339)</b>                        |                                  |              |            |            |        |                    |
| 082815                                       | MONTHLY WEB SERVICE              | 08/28/2015   | 08/28/2015 | 29.95      | 08/15  | 100.5.00.6200.6373 |
| Total WEB.COM (4339):                        |                                  |              |            | 29.95      |        |                    |
| <b>WESCO DISTRIBUTION INC (4357)</b>         |                                  |              |            |            |        |                    |
| 142318                                       | VOLTAGE TRANSFORMER - EL         | 08/12/2015   | 09/01/2015 | 1,409.06   | 08/15  | 400.5.06.8586.9030 |
| Total WESCO DISTRIBUTION INC (4357):         |                                  |              |            | 1,409.06   |        |                    |
| <b>WINDSTREAM IOWA COMMUNICATIONS (4413)</b> |                                  |              |            |            |        |                    |
| 080515-091242274                             | PHONE 0-0011 FAX                 | 08/05/2015   | 09/01/2015 | 32.10      | 08/15  | 100.5.04.4100.6373 |
| 08052015-9901                                | PHONE 9901 - EL                  | 08/05/2015   | 09/01/2015 | 26.56      | 08/15  | 400.5.06.8592.9030 |
| 08052015-9901                                | PHONE 9901 - EL                  | 08/05/2015   | 09/01/2015 | 11.39      | 08/15  | 400.5.06.8562.9030 |

| Invoice                                      | Description               | Invoice Date | Due Date   | Total Cost   | Period | GL Account         |
|--|---------------------------|--------------|------------|--------------|--------|--------------------|
| 081715WWTP                                   | TELEPHONE SERVICE-WWTP    | 08/17/2015   | 09/01/2015 | 25.35        | 08/15  | 350.5.05.8310.6373 |
| Total WINDSTREAM IOWA COMMUNICATIONS (4413): |                           |              |            | 95.40        |        |                    |
| <b>YORK, ASHTON T (5541)</b>                 |                           |              |            |              |        |                    |
| 69-61814-10                                  | DEPOSIT REFUND            | 08/20/2015   | 09/01/2015 | 19.72        | 08/15  | 400.2210           |
| Total YORK, ASHTON T (5541):                 |                           |              |            | 19.72        |        |                    |
| <b>ZYLSTRA'S WELDING INC (4477)</b>          |                           |              |            |              |        |                    |
| 17674  | MOWER REPAIR WELDING - PK | 07/15/2015   | 09/01/2015 | 41.00        | 08/15  | 100.5.09.4200.6350 |
| Total ZYLSTRA'S WELDING INC (4477):          |                           |              |            | 41.00        |        |                    |
| Grand Totals:                                |                           |              |            | 2,171,045.86 |        |                    |

Report GL Period Summary

| GL Period | Amount       |
|-----------|--------------|
| 09/15     | 69,636.01    |
| 08/15     | 2,101,409.85 |

|                               |   |
|-------------------------------|---|
| Vendor number hash            | 0 |
| Vendor number hash - split:   | 0 |
| Total number of invoices:     | 0 |
| Total number of transactions: | 0 |

Report Criteria.

Invoice Detail.Input date = 08/19/2015-09/01/2015

Report Criteria:  
 Paid transmittals included

| Transmittal Number | Name                  | Check Number | Pay Per Date | Pay Code | Description                        | GL Account         | Amount     |
|--------------------|-----------------------|--------------|--------------|----------|------------------------------------|--------------------|------------|
| <b>1</b>           |                       |              |              |          |                                    |                    |            |
| 1                  | EFTPS                 | 150807501    | 08/01/2015   | 74-00    | SOCIAL SECURITY Pay Period: 8/1/20 | 100.2165           | 11,673.93  |
| 1                  | EFTPS                 | 150807501    | 08/01/2015   | 74-00    | SOCIAL SECURITY Pay Period: 8/1/20 | 100.2165           | 11,673.93  |
| 1                  | EFTPS                 | 150807501    | 08/01/2015   | 75-00    | MEDICARE Pay Period: 8/1/2015      | 100.2165           | 3,224.54   |
| 1                  | EFTPS                 | 150807501    | 08/01/2015   | 75-00    | MEDICARE Pay Period: 8/1/2015      | 100.2165           | 3,224.55   |
| 1                  | EFTPS                 | 150807501    | 08/01/2015   | 76-00    | FEDERAL WITHHOLDING TAX Pay Pe     | 100.2165           | 20,693.18  |
| 1                  | EFTPS                 | 150821139    | 08/15/2015   | 74-00    | SOCIAL SECURITY Pay Period: 8/15/2 | 100.2165           | 11,689.05  |
| 1                  | EFTPS                 | 150821139    | 08/15/2015   | 74-00    | SOCIAL SECURITY Pay Period: 8/15/2 | 100.2165           | 11,689.05  |
| 1                  | EFTPS                 | 150821139    | 08/15/2015   | 75-00    | MEDICARE Pay Period: 8/15/2015     | 100.2165           | 3,244.84   |
| 1                  | EFTPS                 | 150821139    | 08/15/2015   | 75-00    | MEDICARE Pay Period: 8/15/2015     | 100.2165           | 3,244.84   |
| 1                  | EFTPS                 | 150821139    | 08/15/2015   | 76-00    | FEDERAL WITHHOLDING TAX Pay Pe     | 100.2165           | 20,844.39  |
| Total 1:           |                       |              |              |          |                                    |                    | 101,202.30 |
| <b>2</b>           |                       |              |              |          |                                    |                    |            |
| 2                  | IOWA DEPARTMENT OF    | 150807505    | 08/01/2015   | 77-00    | STATE WITHHOLDING TAX Pay Period   | 100.2166           | 8,882.38   |
| 2                  | IOWA DEPARTMENT OF    | 150821143    | 08/15/2015   | 77-00    | STATE WITHHOLDING TAX Pay Period   | 100.2166           | 9,020.67   |
| Total 2:           |                       |              |              |          |                                    |                    | 17,903.05  |
| <b>3</b>           |                       |              |              |          |                                    |                    |            |
| 3                  | IPERS                 | 150821144    | 08/01/2015   | 50-01    | IPERS-REGULAR Pay Period: 8/1/2015 | 100.2160           | 10,276.03  |
| 3                  | IPERS                 | 150821144    | 08/01/2015   | 50-01    | IPERS-REGULAR Pay Period: 8/1/2015 | 100.2160           | 15,422.69  |
| 3                  | IPERS                 | 150821144    | 08/01/2015   | 50-02    | IPERS-ELECTED Pay Period 8/1/2015  | 100.2160           | 27.46      |
| 3                  | IPERS                 | 150821144    | 08/01/2015   | 50-02    | IPERS-ELECTED Pay Period: 8/1/2015 | 100.2160           | 41.21      |
| 3                  | IPERS                 | 150821144    | 08/15/2015   | 50-01    | IPERS-REGULAR Pay Period: 8/15/201 | 100.2160           | 10,286.13  |
| 3                  | IPERS                 | 150821144    | 08/15/2015   | 50-01    | IPERS-REGULAR Pay Period: 8/15/201 | 100.2160           | 15,437.97  |
| 3                  | IPERS                 | 150821144    | 08/15/2015   | 50-02    | IPERS-ELECTED Pay Period: 8/15/201 | 100.2160           | 27.46      |
| 3                  | IPERS                 | 150821144    | 08/15/2015   | 50-02    | IPERS-ELECTED Pay Period: 8/15/201 | 100.2160           | 41.21      |
| 3                  | IPERS                 | 150821144    | 08/15/2015   | 50-01    | AUGUST ROUNDING                    | 100.5.00.6100.6502 | .05        |
| Total 3:           |                       |              |              |          |                                    |                    | 51,560.21  |
| <b>4</b>           |                       |              |              |          |                                    |                    |            |
| 4                  | MUNICIPAL FIRE & POLI | 1131         | 08/01/2015   | 51-01    | MFPRSI-POLICE PENSION Pay Period:  | 100.2161           | 3,234.92   |
| 4                  | MUNICIPAL FIRE & POLI | 1131         | 08/01/2015   | 51-01    | MFPRSI-POLICE PENSION Pay Period:  | 100.2161           | 9,556.81   |
| 4                  | MUNICIPAL FIRE & POLI | 1131         | 08/15/2015   | 51-01    | MFPRSI-POLICE PENSION Pay Period:  | 100.2161           | 3,259.91   |
| 4                  | MUNICIPAL FIRE & POLI | 1131         | 08/15/2015   | 51-01    | MFPRSI-POLICE PENSION Pay Period:  | 100.2161           | 9,630.67   |
| Total 4:           |                       |              |              |          |                                    |                    | 25,682.31  |
| <b>5</b>           |                       |              |              |          |                                    |                    |            |
| 5                  | ICMA-457              | 150807503    | 08/01/2015   | 52-01    | ICMA RETIREMENT 457 Pay Period: 8/ | 100.2169           | 4,170.00   |
| 5                  | ICMA-457              | 150807503    | 08/01/2015   | 52-02    | ICMA RETIREMENT 457%(GROSS) Pa     | 100.2169           | 552.09     |
| 5                  | ICMA-457              | 150807503    | 08/01/2015   | 52-03    | ICMA RETIREMENT 457%(NET) Pay P    | 100.2169           | 61.18      |
| 5                  | ICMA-457              | 150821141    | 08/15/2015   | 52-01    | ICMA RETIREMENT 457 Pay Period: 8/ | 100.2169           | 4,170.00   |
| 5                  | ICMA-457              | 150821141    | 08/15/2015   | 52-02    | ICMA RETIREMENT 457%(GROSS) Pa     | 100.2169           | 574.17     |
| Total 5:           |                       |              |              |          |                                    |                    | 9,527.44   |
| <b>6</b>           |                       |              |              |          |                                    |                    |            |
| 6                  | ICMA-401              | 150807502    | 08/01/2015   | 53-00    | 401A Pay Period: 8/1/2015          | 100.2167           | 757.09     |
| 6                  | ICMA-401              | 150821140    | 08/15/2015   | 53-00    | 401A Pay Period: 8/15/2015         | 100.2167           | 757.09     |

| Transmittal Number | Name                 | Check Number | Pay Per Date | Pay Code | Description                         | GL Account         | Amount     |
|--------------------|----------------------|--------------|--------------|----------|-------------------------------------|--------------------|------------|
| Total 6:           |                      |              |              |          |                                     |                    | 1,514.18   |
| <b>7</b>           |                      |              |              |          |                                     |                    |            |
| 7                  | ICMA-ROTH            | 150807504    | 08/01/2015   | 52-05    | ICMA ROTH IRA Pay Period: 8/1/2015  | 100.2171           | 997.30     |
| 7                  | ICMA-ROTH            | 150821142    | 08/15/2015   | 52-05    | ICMA ROTH IRA Pay Period: 8/15/2015 | 100.2171           | 997.30     |
| Total 7:           |                      |              |              |          |                                     |                    | 1,994.60   |
| <b>8</b>           |                      |              |              |          |                                     |                    |            |
| 8                  | AFLAC                | 1128         | 08/01/2015   | 42-00    | AFLAC SHORT TERM DISABILITY Pay     | 100.2152           | 199.25     |
| 8                  | AFLAC                | 1128         | 08/01/2015   | 45-01    | AFLAC ACCIDENT-SICK Pay Period: 8/  | 100.2152           | 432.39     |
| 8                  | AFLAC                | 1128         | 08/01/2015   | 45-02    | AFLAC CANCER Pay Period: 8/1/2015   | 100.2152           | 282.65     |
| 8                  | AFLAC                | 1128         | 08/15/2015   | 42-00    | AFLAC SHORT TERM DISABILITY Pay     | 100.2152           | 199.25     |
| 8                  | AFLAC                | 1128         | 08/15/2015   | 45-01    | AFLAC ACCIDENT-SICK Pay Period: 8/  | 100.2152           | 432.39     |
| 8                  | AFLAC                | 1128         | 08/15/2015   | 45-02    | AFLAC CANCER Pay Period: 8/15/2015  | 100.2152           | 282.65     |
| Total 8:           |                      |              |              |          |                                     |                    | 1,828.58   |
| <b>9</b>           |                      |              |              |          |                                     |                    |            |
| 9                  | TRANSAMERICA LIFE IN | 1130         | 08/01/2015   | 43-00    | SUPLIEMENTAL LIFE INSURANCE P       | 100.2152           | 232.16     |
| 9                  | TRANSAMERICA LIFE IN | 1130         | 08/15/2015   | 43-00    | SUPLIEMENTAL LIFE INSURANCE P       | 100.2152           | 232.16     |
| Total 9:           |                      |              |              |          |                                     |                    | 464.32     |
| <b>10</b>          |                      |              |              |          |                                     |                    |            |
| 10                 | LINCOLN NATIONAL     | 1129         | 08/01/2015   | 41-01    | DENTAL-SINGLE Pay Period: 8/1/2015  | 191.4.08.9200.4795 | 202.32     |
| 10                 | LINCOLN NATIONAL     | 1129         | 08/01/2015   | 41-02    | DENTAL-FAMILY Pay Period: 8/1/2015  | 191.4.08.9200.4795 | 1,029.28   |
| 10                 | LINCOLN NATIONAL     | 1129         | 08/15/2015   | 41-01    | DENTAL-SINGLE Pay Period: 8/15/201  | 191.4.08.9200.4795 | 202.32     |
| 10                 | LINCOLN NATIONAL     | 1129         | 08/15/2015   | 41-02    | DENTAL-FAMILY Pay Period: 8/15/201  | 191.4.08.9200.4795 | 1,029.28   |
| 10                 | LINCOLN NATIONAL     | 1129         | 08/15/2015   | 41-01    | PREMIUM INCREASE 9-1-15             | 191.4.08.9200.4795 | 47.70      |
| 10                 | LINCOLN NATIONAL     | 1129         | 08/15/2015   | 41-02    | PREMIUM INCREASE 9-1-15             | 191.4.08.9200.4795 | 242.48     |
| Total 10:          |                      |              |              |          |                                     |                    | 2,753.38   |
| <b>11</b>          |                      |              |              |          |                                     |                    |            |
| 11                 | CHILD SUPPORT RECOV  | 150807500    | 08/01/2015   | 56-01    | CHILD SUPPORT-FLAT AMT Pay Perio    | 100.2158           | 556.14     |
| 11                 | CHILD SUPPORT RECOV  | 150821138    | 08/15/2015   | 56-01    | CHILD SUPPORT-FLAT AMT Pay Perio    | 100.2158           | 556.14     |
| Total 11:          |                      |              |              |          |                                     |                    | 1,112.28   |
| <b>12</b>          |                      |              |              |          |                                     |                    |            |
| 12                 | TEAMSTERS LOCAL UNI  | 1063         | 08/01/2015   | 55-01    | UNION DUES-PUBLIC WORKS Pay Pe      | 100.2154           | 987.00     |
| 12                 | TEAMSTERS LOCAL UNI  | 1063         | 08/01/2015   | 55-02    | UNION DUES-ELECTRIC Pay Period: 8   | 100.2153           | 55.00      |
| Total 12:          |                      |              |              |          |                                     |                    | 1,042.00   |
| Grand Totals:      |                      |              |              |          |                                     |                    | 216,584.65 |

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| <u>Name</u>   | <u>Pay Per Date</u> | <u>Description</u> | <u>GL Account</u> | <u>Amount</u>          |
|---------------|---------------------|--------------------|-------------------|------------------------|
| ACH           | 8/1/2015            | DIRECT DEPOSITS    | 100.2010          | 134,427.28             |
| CHECK RUN     | 8/1/2015            | PAYCHECKS          | 100.2010          | 22,079.95              |
| ACH           | 8/15/2015           | DIRECT DEPOSITS    | 100.2010          | 138,041.65             |
| CHECK RUN     | 8/15/2015           | PAYCHECKS          | 100.2010          | 20,587.56              |
|               |                     |                    |                   | <hr/>                  |
|               |                     |                    |                   | 315,136.44             |
|               |                     |                    |                   | <hr/>                  |
| Grand Totals: |                     |                    |                   | <hr/> <hr/> 315,136.44 |

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