

CITY OF PELLA, IOWA
TENTATIVE CITY COUNCIL MEETING AGENDA
November 2, 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. Historic Preservation Commission Recommendations.
 - b. E-Billing and Credit Card Acceptance.
 - c. Section 42 Housing Request.
2. Approval of tentative agenda.

***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 October 20, 2015.
2. Report of Committees
 - a. Policy and Planning Minutes for October 20, 2015.
 - b. Library Board Minutes for September 8, 2015.
 - c. Historic Preservation Commission Minutes for August 20, 2015.
3. Petitions and Communications
 - a. Renewal of Class C Liquor License for Kaldera.
4. Administration Reports
 - a. Urban Renewal Report for Fiscal Year 2015.

D. *PUBLIC HEARINGS

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

1. a. Public Hearing on Water System Improvements Division 1: RO Water Treatment Plant.
1. b. Resolution No. 5623 entitled, "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 1: RO WATER TREATMENT PLANT".
1. c. Resolution No. 5624 entitled, "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 1: RO WATER TREATMENT PLANT".

E. PETITIONS & COMMUNICATIONS

1. Special Event—2015 Christmas Tour of Homes.
2. a. Special Event—Holiday Season in Pella.
2. b. Resolution No. 5625 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "HOLIDAY SEASON IN PELLA".
3. New Commercial Garbage Hauler's License for Tomorrow's Resources
4. Renewal of Class C Liquor License with Living Quarters Privilege for the Lamp Post Lounge.

F. PLANNING AND ZONING ITEMS

NONE

G. ADMINISTRATION REPORTS

NONE

H. RESOLUTIONS

1. Resolution No. 5626 entitled, "RESOLUTION APPROVING CHANGE ORDER #10 WITH TODD HACKETT CONSTRUCTION CO. FOR THE PELLA SPORTS PARK, PHASE I IMPROVMENTS".
2. Resolution No. 5627 entitled, "RESOLUTION MAKING AWARD OF CONTRACT FOR MATERIALS FOR THE WEST SUBSTATION RING BUS CONVERSION PROJECT".
3. Resolution No. 5628 entitled, "RESOLUTION MAKING AWARD OF CONTRACT FOR 69 KV SF₆ CIRCUIT BREAKERS FOR THE WEST SUBSTATION RING BUS CONVERSION PROJECT".
4. Resolution No. 5629 entitled, "RESOLUTION ACCEPTING CHANGE ORDER NO. 1 WITH GALVANIZERS, INC. FOR FURNISHING SUBSTATION MATERIALS – STEEL STRUCTURES IN CONNECTION WITH THE WEST SUBSTATION RING BUS CONVERSION PROJECT".
5. Resolution No. 5630 entitled, "RESOLUTION ACCEPTING CHANGE ORDER NO. 1 WITH RESCO FOR FURNISHING SUBSTATION MATERIALS – GOAB SWITCH IN CONNECTION WITH THE WEST SUBSTATION RING BUS CONVERSION PROJECT".

I. ORDINANCES

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

1. Ordinance No. 903 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." (2nd Reading)

J. CLAIMS

1. Abstract of bills No. 1946.

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

(Public comments are limited to 3 minutes.)

L. CLOSED SESSION CLOSED SESSION

NONE

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 Nov 17, 2015. The deadline for items is November 9, 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.*



THE

CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: B-1-a

SUBJECT: Historic Preservation Commission Recommendations - Historic Overlay District Ordinance and Architecture Handbook Document Drafts

DATE: November 2, 2015

BACKGROUND:

Staff would like to discuss with Council the Historic Preservation Commission's proposed historic overlay district ordinance and architecture handbook documents.

In considering these documents, it is important to note, the draft overlay district ordinance is the framework ordinance which sets forth the regulations pertaining to any historic districts which would be established. This ordinance does not establish any historic districts, so this ordinance would not apply to any specific properties until such time that the first historic district is established through separate ordinance overlay rezoning process.

Overview of Historic District Overlay Zone

- Historic District Overlay Zone – This section lists the purposes of the historic overlay zone.
- Authority – This section spells out the process by which City Council may designate historic districts. Important to note: Signatures of at least 60% of property owners in the proposed historic district consenting to being included in the historic district must be obtained by the requester and submitted before overlay rezoning can commence. If a property owner owns more than one property, they shall still only be permitted one signature as needed for purposes of this provision.
- Descriptions and Definitions – This section defines what constitutes a historic district.
- Designated Historic Districts – This section would list established districts (none yet established).
- Historic Review – This section entails what types of projects are subject to historic review. This would include new single and two family construction, alterations to existing structures within the historic district that require a building permit, alterations to existing structures within the historic district that do not require a building permit but are visible from a public street. It is important to note that properties subject to review of the Community Development Committee (CDC) will continue under CDC's jurisdiction (i.e. commercial, multi-family, and non-residential properties).
- Certificate of Economic Hardship – This paragraph references the process of appeal due to economic hardship. In summary, these requests will be reviewed on a case by case basis by the Historic Preservation Commission.
- Compliance with Certificate Required - The section states the City's Building Official will monitor compliance with approved certificates of appropriateness by the Historic Preservation Commission.
- Remedy of Dangerous Conditions – This section provides that except for emergencies as determined by the Building Official pursuant to the Chapter 145 Dangerous Building and/or Chapter 156 Property Maintenance Code, City enforcement agencies and departments must give the Historic Preservation Commission at least thirty (30) days of notice of any proposed order for remedying violations on any structure located in the historic district.

- Prevention of Demolition by Neglect – This section references the Property Maintenance Code with the intent being to avoid physical decline of a building in a district that could lead to its demolition.

Pella Historic Preservation Handbook

The draft handbook is similar to the CDC Design Manual, as it sets forth the general design parameters for historic preservation. This handbook is intended to provide property owners, contractors, and designers with guidance to ensure that proposed projects conform to the historic preservation guidelines. Specifically this draft handbook draft would address the following aspects:

- Pella History – This is a brief history of the City of Pella and its architectural roots.
- Benefits of Historic Preservation – This section provides an overview of the benefits of historic preservation.
- Table of Contents – Listing of major sections of the document.
- Historic Review Process – Historic review by the Commission would be required for all construction projects that require a regulated building permit. Examples of common projects that require a regulated building permit and historic review include: 1) Construction of a new primary or accessory structure, 2) Construction of an addition to a primary or accessory structure and 3) Construction or reconstruction of decks, porches and ramps. Historic review would also be required for alterations to existing structures in the historic districts which do not require a building permit but are visible from a public street or front of the structure.
- Guidelines for New Construction – These pages include guidelines for new primary and accessory structure. In particular to note, the Commission discussed the massing rule such that new buildings should not be less than or more than 25% of the average footprint of structures with 200 feet on the same side of the block. Language was added to allow exceptions being considered based on lot size, architectural style and visibility by neighbors as criteria.
- Guidelines for Additions and Alterations – These pages pertain to additions and alterations. Similar to above, the 25% rule was discussed by the Commission with exceptions being considered based on lot size, architectural style and visibility by neighbors as criteria. Exemptions would include alterations which are not located in the front of the structure and are not reasonably visible from a public street.
- Historic District Overlay Zone Map – Once a district would be established, this page would include a map of the district.
- Appendix - US Department of Interior, National Park Service Standards for rehabilitation.

Specific architectural elements that are proposed for review under a historic permit (certificate of appropriateness) include balconies, balustrades and handrails, decks, design style, doors, dormers, emergency egress or 2nd or 3rd story exit, fencing and walls, foundations, masonry, paint color, porches, roofs, siding/exterior materials. A number of these elements, for example, changing out windows and doors or repainting a structure are not something that for a single or two family home are currently regulated. In other words, someone that owns a historic home today can change out windows and doors to whatever style they choose or repaint their house any color and not need any permit through the City.

Although the historic district rules and handbook guidelines would not affect any properties until such time a district would be formally established, the Commission is seeking Council direction before proceeding with formal ordinance consideration.

ATTACHMENTS: Draft Ordinance, Draft Handbook

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Council direction needed.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF PELLA BY
ADDING NEW PROVISIONS TO CHAPTER 165 ZONING ORDINANCE FOR
HISTORIC DISTRICT OVERLAY ZONE**

Be it enacted by the City Council of the City of Pella, Iowa:

SECTION 1. TEXT AMENDMENTS. The City Code of the City of Pella is hereby amended by amending Chapter 165, Zoning Ordinance as follows:

Amending 165 by adding a new section 165.13.5 Historic District Overlay Zone:

1. Historic District Overlay Zone: the historic district overlay (HD) zone is used to designate local historic landmarks and historic districts. The purpose of the overlay zone is to:

- a. Promote the educational, cultural, economic and general welfare of the public by protecting, enhancing and perpetuating historic landmarks and districts of historic architectural and cultural significance;
- b. Safeguard the city's architectural, historic and cultural heritage by preserving historic buildings and neighborhoods;
- c. Provide for design review of new construction or alteration of existing resources to assure compatibility with the existing character of historic neighborhoods and preserve the historic integrity of the resource;
- d. Stabilize and improve property values by encouraging reinvestment in historic neighborhoods;
- e. Foster civic pride in the legacy and beauty of past achievements; and
- f. Protect and enhance the city's attractiveness to tourists and visitors, thereby supporting and stimulating business.

2. Authority: The City Council may designate by ordinance areas of the city as historic districts or local historic landmarks. The process of designation is considered an overlay rezoning. A historic district overlay rezoning is required to designate historic districts and local historic landmarks. The process criteria include:

- a. Signatures of at least **60%** of property owners in the proposed historic district consenting to being included in the historic district must be obtained by the requester and submitted before overlay rezoning can commence. If a property owner owns more than one property, they shall still only be permitted one signature as needed for purposes of this provision. At the same time, the petition of property owners within 300 feet of the proposed historic district

pursuant to 165.38 may be undertaken so that said Chapter requirements may be fulfilled.

- b. Information must be included as supporting documentation so that the Historic Preservation Commission can evaluate whether it meets the criteria of this ordinance. Supporting documentation may include but not be limited to history, narrative, photos, map, and list of addresses with age of structures.
- c. Public Hearing at Historic Preservation Commission. The Commission holds a public hearing and reviews the proposed historic district as per criteria herein established and may forward a recommendation to the Planning and Zoning Commission and City Council.
- d. Public Hearings and review at Planning and Zoning Commission and City Council following same procedures for rezoning pursuant to 165.38. The Planning and Zoning Commission shall consider whether the proposed historic district generally conforms to the City's Comprehensive Plan.

3. Descriptions and Definitions:

a. Historic districts are geographically cohesive areas with significant concentrations of buildings and other resources that possess a high degree of historic integrity and convey a district sense of time and place and that have been designated as a historic district by the City Council pursuant to this ordinance. To qualify for designation as a historic district, the subject area must contain abutting pieces of property under diverse ownership that meet approval criteria below.

i) embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or

ii) is associated with events that have made significant contributions to the broad patterns of our local, state or national history; or

iii) possesses a coherent and distinctive visual character or integrity based upon similarity of scale, design, color, setting, workmanship, materials, or combinations thereof, which is deemed to add significantly to the value and attractiveness of properties within such area; or

iv) is associated with the lives of persons significant in our past; or

v) has yielded, or may be likely to yield, information important in prehistory or history.

b. A historic landmark is any building, structure, object, area of land or element of landscape architecture with significance, importance or value consistent with the

approval criteria listed above for historic districts and that has been designated as a local historic landmark by the City Council pursuant to the applicable procedures outlined herein.

4. Designated Historic Districts:

- a. The following areas of the city are designated as historic districts:
None yet established (this would entail a separate subsequent ordinance)

5. Historic Review:

- a. The intent of the historic review process is:
 - i) To insure that new construction or additions are compatible with the architectural character of the Historic District.
 - ii) To ensure that materials changes to exterior features of landmarks and properties in the historic districts do not substantially alter or destroy the defining architectural character of a building, site or neighborhood.
 - iii) To provide property owners, contractors and consultants with technical assistance and design alternatives to ensure that proposed projects conform to the applicable historic preservation guidelines.
- b. Applicability: The requirements for historic review apply to the following as it pertains to exterior items:
 - i) New construction of single or two family homes or new accessory buildings for any single family or two family homes in the historic districts.
 - ii) Additions to existing structures in the historic districts.
 - iii) Alterations to existing structures in the historic districts which require a building permit.
 - iv) Alterations to existing structures in the historic districts which do not require a building permit but are visible from a public street or front of the structure. Other alterations which are not visible from the public street or front of the structure and which do not otherwise need a building permit shall be exempt from historic review.
- c. Approval Criteria: Applications for historic review will be reviewed for conformance with the *Pella Historic Preservation Handbook* as amended and approved by City Council.
- d. Multi-family, Commercial and Other Uses: For properties which have base zoning which permits multi-family, commercial or other non-residential uses design review shall be by Community Development Committee if said properties are in the Design Review Overlay District pursuant to 165.16. Otherwise, any said properties not subject to Community Development Committee review and located with historic district shall be subject to Historic Preservation Commission review as per this ordinance.

e. Appeals: Any person aggrieved by any decision of the Historic Preservation Commission regarding an application for historic review in a historic district or for a historic landmark may appeal the action to the City Council.

6. Certificate of Economic Hardship: After receiving written notification from the Historic Preservation Commission of the disapproval of a certificate of appropriateness, the owner of record may apply for a certificate of economic hardship if he or she believes that the application of the provisions of this article would result in economic hardship to the extent that the property in question cannot yield a reasonable return. The applicant bears the burden of proof and must support each of the approval criteria by a preponderance of the evidence. Criteria for economic hardship including the following:

- a. The property in question cannot yield a reasonable return if required to comply with the requirements and standards specified in this article. It is not sufficient to show that the potential return will be reduced as a result of these regulations, but rather it must be demonstrated that the resulting reduction would be near confiscation.
- b. The owner's situation is unique or peculiar to the property in question, and the situation is not shared with the other landowners in the area nor due to the general conditions in the neighborhood.
- c. The hardship is not of the property owner's or applicant's own making.

The Historic Preservation Commission shall review each case for economic hardship request on a case by case basis taking into account the above criteria and also any other solutions that would alleviate the hardship while still meeting minimum criteria for historic review. The Commission may grant exception to adherence to the design criteria if it agrees the criteria are met and no other solutions are reasonably available.

7. Compliance with Certificate Required: Issuance of a certificate of appropriateness, certificate of no material effect, or a certificate of economic hardship is authorization to make only those material changes specified in the approved application. It shall be the duty of the Building Official or designee to inspect, from time to time, any work performed pursuant to such a certificate to ensure compliance with the requirements of such certificate. If it is found that such work is not being carried out in accordance with the certificate, the Building Official shall issue a stop work order. Any material change at variance with that authorized by the certificate shall be deemed a violation of these regulations and subject to enforcement as allowed by the Pella City Code herein.

8. Remedy of Dangerous Conditions:

- a. Except for emergencies as determined by the Building Official pursuant to the Chapter 145 Dangerous Building and/or Chapter 156 Property Maintenance Code, City enforcement agencies and departments must give the Historic Preservation Commission at least thirty (30) days of notice of any proposed order for remedying conditions determined to be dangerous to life, health or property which

may affect the exterior features of any building or structure located in a Historic District or property that has been designated a historic landmark.

b. The Commission may require that material changes not adversely affect the exterior features of a building in cases where the danger to life, health or property may be abated without detracting from the exterior features of the building. In such cases, it is the responsibility of the Commission and the City enforcement agency or department to cooperate with the property owner in an attempt to achieve a preservation solution whereby the dangerous conditions will be corrected with minimal adverse impact on exterior features. Such plan shall be approved by the Commission and shall be signed by the Chair of the Commission, the property owner and the head of the City enforcing agency or department.

c. If a solution acceptable to the Commission, the City enforcement agency or department and the property owner cannot be reached within thirty (30) days or a period of time acceptable to the City enforcement agency or department, the agency or department shall proceed to issue and enforce its proposed order as provided for by City Code.

9. Prevention of Demolition by Neglect:

a. Duty to Maintain: All buildings and structures that contribute to a historic district must be preserved against decay, deterioration, and kept free from structure defects by the owner or such person, persons, or entities who may have custody or control thereof. Accordingly, all such buildings and structures must be maintained in accordance with the City of Pella Property Maintenance Code.

b. Determination and Action: The Historic Preservation Commission may file a petition with the Building Official requesting investigation of any applicable building or structure suspected of neglect or deterioration according to the Property Maintenance Code. The Building Official will proceed with investigation and may take any enforcement action necessary and allowed by law to correct or prevent further violation.

c. Upon failure, neglect, or refusal of the property owner(s) or other responsible person(s), duly notified, to take the corrective action(s) specified by the Building Official within the time allotted, the Building Official may proceed with enforcement as provided by the City of Pella Code and Property Maintenance Code provisions therein.

SECTION 2. NOTATION. The Zoning Administrator shall hereby record the ordinance number and date of passage of this Ordinance.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section provision or part of

November, 2015 Draft (Pre District Establishment Ordinance)

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 5. 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 _____, 200__.

James Mueller, Mayor

ATTEST: _____
Ronda Brown, City Clerk

Exhibit A Historic Districts

None yet established (this would entail a second subsequent ordinance)

Pella History

In the year 1847, only months after Iowa became a state, Dutch colonists arrived to found the town of Pella. Here the Dutch joined a small group of existing residents of the area. Led by a committee who had, in advance, chosen 18,000 acres of fertile land to be their new place of refuge, the Dutch proceeded to establish their town. The land they had chosen lay between the Skunk and Des Moines Rivers and was virgin prairie. Attempts to use the Des Moines River as a means of steamboat transportation eventually proved futile. The State Road, first a buffalo trail, then an Indian pathway, was a roadway which traversed the town, creating trade. In 1866, the completion of the Des Moines Valley Railroad included Pella on its route and increased Pella's accessibility. Subsequent arrivals of many new Dutch immigrants increased the town's population. Diverse industries complemented what had become a well-known agricultural area. Pella established a reputation of being economically sound, educationally advanced and religiously grounded. In the initial years of settlement, builders began what was to be a collection of beautiful homes and businesses along with City parks. A variety of styles were seen which reflect the degree of status, personal tastes and period types. Native lumber and brick was used in the construction. Pella continued to grow steadily into the 20th Century and saw not only population growth but economic growth through new and expanding industries. The Dutch fronts program was established in the latter half of the 20th Century primarily for commercial areas of the City. It was around this time that there was a greater emphasis on protecting Pella's historic structures throughout the City but in particular in the residential areas where many historic homes exist. This effort continued into the first part of the 21st Century with the establishment of a Historic Preservation Commission in 2014.



Benefits of Historic Preservation

Property owners interested in more information about potential tax incentives for historic preservation can visit the National Park Service and State Historical Society of Iowa websites for more information about rehabilitation standards and incentives:

<http://www.nps.gov/tps/standards/rehabilitation.htm>.

<http://www.iowahistory.org/historic-preservation/tax-incentives-for-rehabilitation>

Historic preservation has multiple benefits. It helps protect structures which have historical significance to the community in some cases dating back to the earliest years of the City's founding. It helps toward protection of property owner investment and neighborhood stability by providing a review process that assures more historically compatible design. Historic preservation also ties into tourism or visitor experience of a community whereby visitors can see special districts which have been established in addition to the historic downtown. Finally, historic district properties may be eligible for Federal and/or State tax incentives. These tax incentives may help toward providing an alternative to demolition of an old structure that is in need of repair. In short, the intent of historic preservation and establishing a historic preservation district is about benefits to the property owners involved such that their investments, which are of historic significance to the community, are better protected for the long term.



Table Of Contents

At this time the following guidelines have been established for the Historic District Overlay Zone established in the City of Pella. The Historic Preservation Commission may recommend additional guidelines for future consideration by City Council which may be incorporated into later editions of this Pella Historic Preservation Handbook.

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1.0 Historic Review Process

The historic preservation guidelines contained in this handbook will be used by the Historic Preservation Commission to determine if a proposed change to a property in a historic district is compatible with the historic character of the district and the property itself. The intent of the historic review process is:

- To ensure that changes to properties in districts do not substantially alter or destroy the defining architectural character of the building, site or neighborhood.
- To provide property owners, contractors and designers with guidance to ensure that proposed projects conform to the historic preservation guidelines.

Historic review by the Commission is required for all construction projects that require a regulated building permit. Examples of common projects that require a regulated building permit and historic review include:

- Construction of a new primary or accessory structure
- Construction of an addition to a primary or accessory structure
- Construction or reconstruction of decks, porches and ramps

Historic review is also required for alterations to existing structures in the historic districts which do not require a building permit but are visible from a public street or front of the structure.



An application for historic review must be submitted to the Planning and Zoning Department. The application should include dimensioned drawings, sketches, text, product samples, or other information that clearly show the work to be done. City staff or the Commission may request additional information if the application cannot be reasonably reviewed as submitted. Once the application is received, Planning and Zoning Department staff will communicate any

preliminary review issues or deficiencies to the applicant before scheduling the item for the next Historic Preservation Commission meeting. The Commission will meet as needed, usually the week following submittal of application to review and make a determination respective of certificate of appropriateness.

2.0 Guidelines for New Construction

These guidelines are intended to ensure that new buildings are compatible with the character to the neighborhood where the new construction is located. Although most of the parcels in Pella's historic neighborhoods are developed, occasionally the opportunity to construct a new primary structure on a vacant lot may arise, or to replace a non-historic building that has been destroyed. These guidelines are concerned with architectural style but also the appropriate size, scale, and layout on the lot.

2.1 New Primary Structures

New primary structures are to follow the criteria of this section but also the Elements section of this handbook. In general, new primary structures shall be designed so as to match or be compatible not only with materials and architectural elements but also with scale with respect to the historic neighborhood pattern.

Building Facade Surface Area

Recommended:

- ✓ Constructing a structure that has a front building facade surface area which is generally consistent with the average of the established historic neighborhood. As a general rule, the new structure surface area facing the front should not be less than or more than 25% of the average of structures within 200 feet of the same side of the block.

Not Recommended:

- ✗ Constructing a structure that would clearly be inconsistent with the established facade surface area and/or would exceed 125% of the average of structures within 200 feet of the same side of the block.

Building Height

Recommended:

- ✓ Constructing the new structure to match or generally be consistent with the established height of the structures in the historic neighborhood.
- ✓ Use roof forms and vertical design of structure that matches or is generally consistent with the established historic neighborhood pattern.
- ✓ As a general rule, the height should not be less than or more than 25% of the average of structures within 200 feet of the same side of the block.

Not Recommended:

- ✗ Constructing a structure that would clearly be inconsistent with the established height pattern or design pattern of the historic neighborhood.

Building Mass

Recommended:

- ✓ Constructing the new structure in a way that is compatible with the established mass and scale of the historic neighborhood. As a general rule, new buildings should not be less than or more than 25% of the average footprint of structures with 200 feet on the same side of the block, with exceptions being considered based on lot size, architectural style and visibility by neighbors as criteria.
- ✓ Using traditional architectural elements and overall design that match the established historic neighborhood.

Not Recommended:

- ✗ Constructing a structure that would have a mass clearly disproportionate to the scale of the historic neighborhood and be less than or more than 25% of the average footprint of structures within 200 feet of the same side of the block.

Setbacks

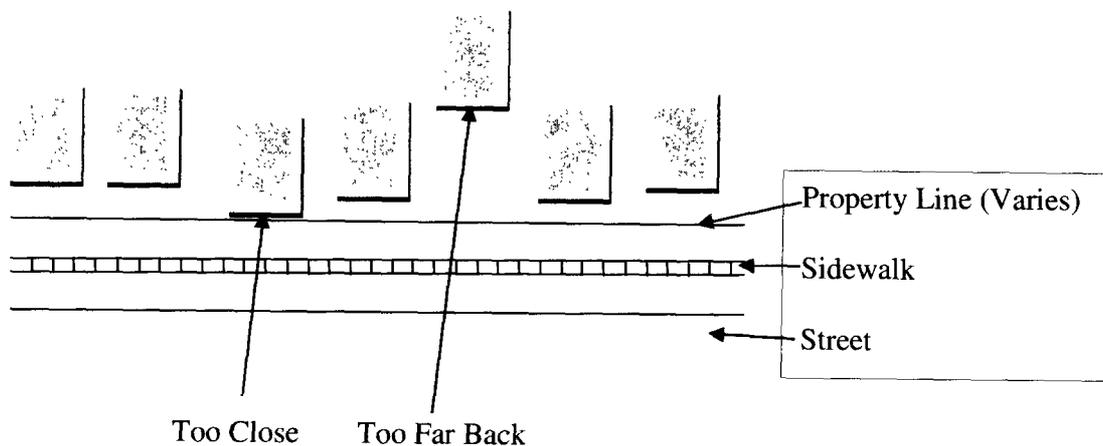
Recommended:

- ✓ Maintaining the average setbacks, in particular the average front yard setback, for the block in which the structure is located. Follow the Zoning Ordinance average setback rule such that the average front yard setback is calculated using the established setbacks of properties within 200 feet on the same side of the block.
- ✓ Keeping a constant distance between homes where there are no major gaps to promote a continuous street scape.

Not Recommended:

- ✗ Setting the structure in a location clearly not consistent with the average setbacks and which disrupts the scale and context of the established historic neighborhood.

Streetscape



2.2 New Accessory Structures

Recommended:

- ✓ Placing new accessory buildings, including garages to the rear of the primary building is a Zoning Ordinance requirement but also placing them the same distance from the street or alley as other structures common in the neighborhood.
- ✓ Constructing garages and other accessory buildings that are clearly subordinate in size and that reflect the style to the primary structure.
- ✓ Installing garage doors that are simple in design. Smooth or simply panel-type garage doors may be used. Carriage style doors in a style consistent with the primary structure may also be used.
- ✓ Adding trim around the garage door openings that matches the trim of other doors and windows on the building.
- ✓ Installing single-car garage doors. Double-car garage doors are discouraged.
- ✓ Incorporating small windows into the design.

Not Recommended:

- ✗ Attached garages are strongly discouraged except where attached by transitional structures such as breezeways. If an attached garage is proposed, it must be rear facing. Avoid any new garage additions to the front, street facing side of the primary building.
- ✗ The use of synthetic siding such as aluminum, vinyl, or false masonry siding for an accessory building in a historic district.



3.0 Guidelines for Additions and Alterations

Additions are typically projects which involve expansion of the outer dimensions of the structure and necessitate a building permit in addition to historic review. Alterations are typically projects which may not involve a building permit but involve changes to the outside of the structure or property. The historic character of the structure should always be maintained whether building an addition or doing alterations. Preserving existing architectural elements such as handrails or doors should be a priority whenever possible for alterations or when not possible replacing with elements to match. An addition to a historic structure should be subordinated to and clearly differentiated from, the original historic structure as per below:

Additions shall generally follow the same 25% rule for building facade, building height and building mass as per Section 2.1 New Primary Structures with exceptions being considered based on lot size, architectural style and visibility by neighbors as criteria.

Exemption: Alterations which are not located in the front of the structure and are not reasonably visible from a public street shall be exempt from historic review.

3.1 Accessibility

Ramps or other alterations for accessibility (ADA) may be approved that accommodate reasonable access and use by disabled occupants, provided they do not significantly alter or detract from the historic character of the building and are as unobtrusive as possible. The Commission will work with the applicant to find a design that will meet the building user's needs, yet maintain the character of the historic building. New ramps should be located on the side of the building if at all possible to minimize the visible impact and connect to porches where possible.

3.2 Elements

Balconies

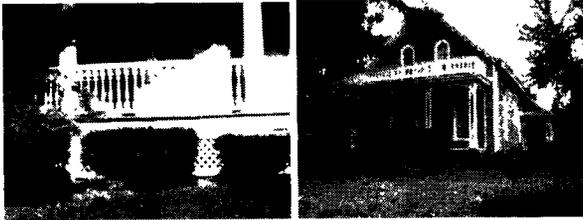
Recommended:

- ✓ Keeping any original elements and the look of the historic balcony.

Not Recommended:

- ✗ Constructing a balcony when a historic structure originally had none or modifying an existing historic balcony such that it no longer matches the original look or no longer fits with the character of the structure.

Balustrades and Handrails



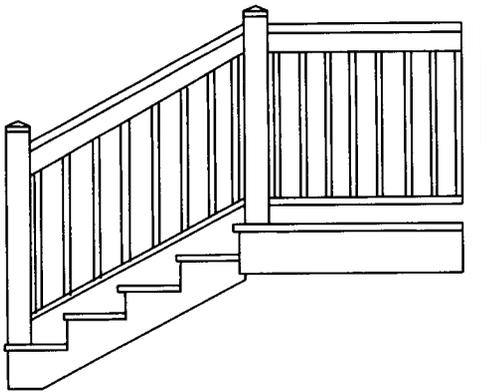
Recommended:

- ✓ Preserving the historic balustrades and handrails if at all possible.
- ✓ Replacing if saving the historic balustrades and handrails are not possible to match the original.

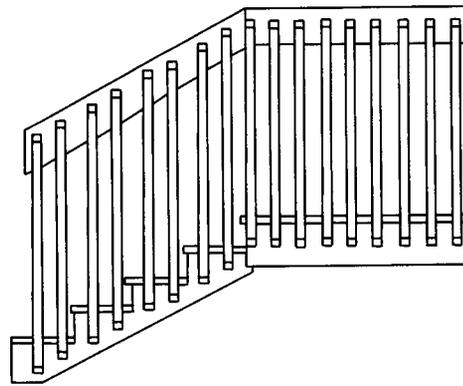
Not Recommended:

- ✗ Removing or destroying a historic balustrade or handrail that is otherwise in good condition or able to be reasonably saved.
- ✗ Replacing with a design that does not match the original and/or is inconsistent with the architectural style of the structure.

Recommended Balustrade



Inappropriate Balustrade



Decks

Recommended:

- ✓ Locating the deck to the rear of the structure not visible from the public street.
- ✓ Building in such a way as to match the scale and character of the historic structure.

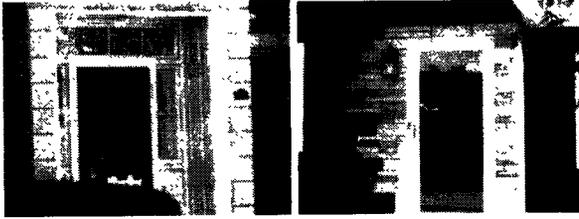
Not Recommended:

- ✗ Constructing a deck in the front of the structure or where visible from the public street if it is not consistent with the historic neighborhood or character of the historic structure.
- ✗ Building a deck that is oversized, disproportionate or otherwise out of character with the historic structure.

Design Style

(This section will be added once the first historic district would be established. Design style information specific to the district would be included).

Doors



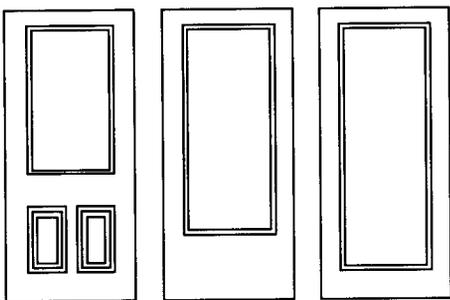
Recommended:

- ✓ Preserving the historic existing door if possible.
- ✓ Replacing if saving the historic door is not possible with door to match original.
- ✓ Installing a wood screen door that accepts sashes with glass or screen.
- ✓ Adding door openings that are trimmed to match other doors and windows.
- ✓ Substituting a material in place of wood for doors only if the material retains the style and appearance of the historic door.

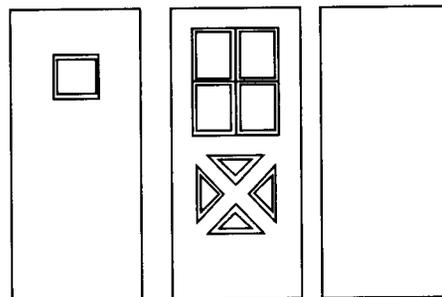
Not Recommended:

- ✗ Removing or destroying a historic door that is otherwise in good condition or able to be reasonably saved.
- ✗ Replacing with a new door that does not match the original and/or is inconsistent with the architectural style of the structure.
- ✗ Flat or smooth doors including aluminum which do not fit the architecture.
- ✗ Installing flush entrance doors, modern style doors, or sliding patio doors which are not consistent with the architectural style of the structure.

Recommended: Traditional Style



Not Recommended: Modern Style



Dormers

Recommended:

- ✓ Constructing dormers in the same form and style as the original dormer or similar to the style of dormers on other comparable structures in the neighborhood.

Not Recommended:

- ✗ Adding dormers to for historic structure styles which typically did not have dormers.

Emergency Egress or 2nd or 3rd Story Exit

Recommended:

- ✓ Locate exit stairs either within the existing structure or in the back or side of the structure where it is as not as visible from the public street or front.
- ✓ Matching the historic design in so far as materials and form.

Not Recommended:

- ✗ Placing exit stairs on the front of the structure.
- ✗ Using materials and/or style of design that is not consistent with the historic architecture of the structure.

Fencing and Walls

Recommended:

- Matching the character of the structure with the design of the fence or wall.
- Constructing fences out of wood or wrought iron to match the vintage of the structure.

Not Recommended:

- ✗ Constructing fences or walls using contemporary materials or designs which are inconsistent with the historic character of the structure.
- ✗ Use of plastic or chain link fencing.

Foundations

Recommended:

- ✓ Matching material of the original foundation.
- ✓ Matching size, color and texture for any bricks used on foundations.

Not Recommended:

- ✗ Covering historic foundation materials with newer materials

Masonry

Recommended:

- ✓ Repair mortar joints that are crumbling or depressed with match to original.
- ✓ Use lime-based mortar instead of cement based mortar with repointing brick.

Not Recommended:

- ✗ Changing the look from the original and not matching the historic structure.

Paint Color

Recommended:

- ✓ Painting using one main color and then trim and window colors.
- ✓ Painting using colors that are generally consistent with the neighborhood colors.
- ✓ Hand scraping and painting or other gentle means to prep and paint the structure.

Not Recommended:

- ✗ Painting glossy colors.
- ✗ Painting using a color that was not commonly used at the time the structure was built and would generally be inconsistent with the neighborhood colors.
- ✗ Using pressure sanding, water spray or other harsh means to remove old paint.
- ✗ Painting brick that has not been painted before and is not porous.

Paint Color Areas



Color #1 Wall Color #2 Trim Color #3 Window Sash Color #4 Door

Porches

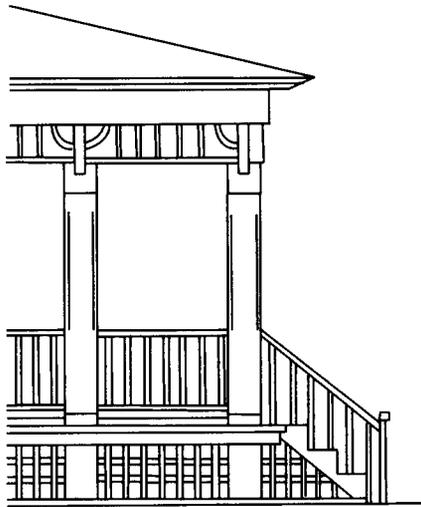
Recommended:

- ✓ Keeping the original porch components including location, shape, details and posts of the porch with any addition or rehabilitation such that it is still identifiable.
- ✓ Save and repair any existing porch details if at all possible.
- ✓ Match existing structure architecture style with any new porch and consider any addition only where it would have been done historically or makes sense with respect to the architectural style, scale, and overall structure design from a historic perspective.

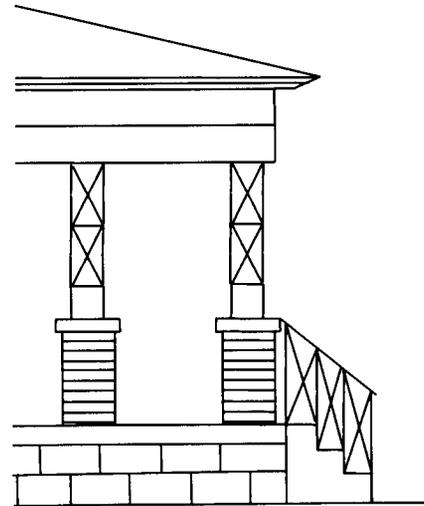
Not Recommended:

- ✗ Replacing a porch with a style that does not match the original.
 - ✗ Removing or destroying existing porch details which otherwise could be saved and repaired.
 - ✗ Enclosing a porch or adding an addition if these would be incompatible with the architectural style, scale, and overall structure design from a historic perspective.
-

Recommended:



Not Recommended:



Roofs



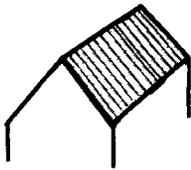
Recommended:

- ✓ Match the original historic structure roof form including pitch and follow similar design pattern as the neighborhood.

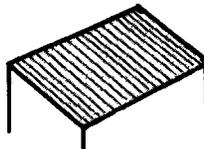
Not Recommended:

- ✗ Replacing or utilizing a roof form which has a different pitch than those roof forms in the neighborhood.
-

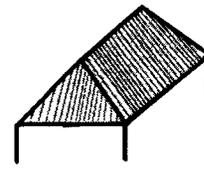
Typical Roof Pitches



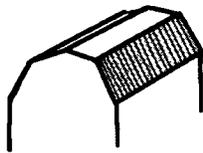
Saddle Roof



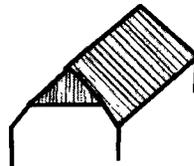
Shed Roof



Hipped Roof



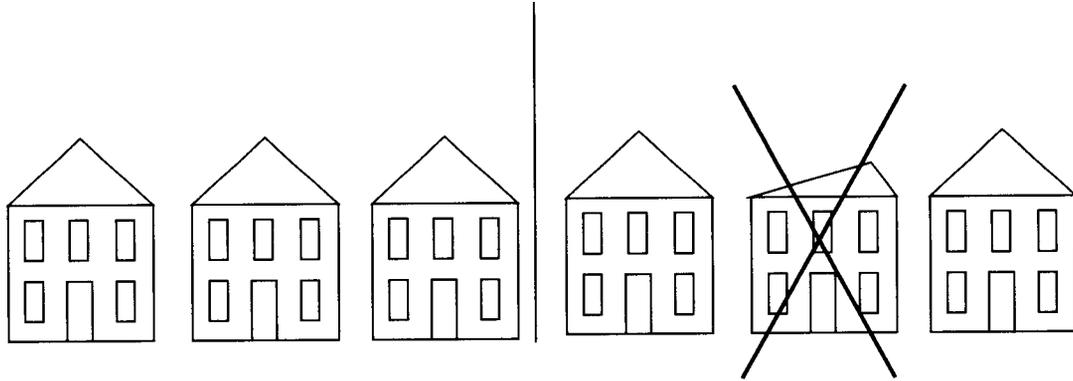
Gambrel Roof



Gable Roof

Roofs:
Recommended: Similar Patterns

Roofs:
Not Recommended: Dissimilar Patterns



Shutters



Recommended:

- ✓ Preserving the original shutters.
- ✓ If preserving the original shutters is not reasonably possible or if they have long been removed and lost then replace with matching shutters if possible.

Not Recommended:

- ✗ Adding shutters to a structure which did not originally have shutters.
- ✗ Replacing an original shutter with a shutter that does not match the original.

Siding/Exterior Materials

Recommended:

- ✓ Removal of siding or other material which is covering up the original siding or exterior material of the structure.
- ✓ Cleaning of historic brick or stone should be done with the gentlest means possible.
- ✓ Restoration or repair of historic exterior materials to match as close to original as possible.

Not Recommended:

- ✗ Replacing or resurfacing the exterior with other than original materials.
- ✗ Pressure washing or high intensity cleaning of exterior which can damage original brick or stone.

Windows



Recommended:

- ✓ Preserving the historic existing window if possible.
- ✓ Replacing if saving the historic window is not possible with window to match original.
- ✓ The placement of windows on street elevations should be consistent with the window patterns found on other properties in the neighborhood and of similar size, scale and proportion to the windows of other buildings in the neighborhood.
- ✓ Use of trim and moldings to match the size and character of other structures in the neighborhood.

Not Recommended:

- ✗ Removing or destroying a historic window that is otherwise in good condition or able to be reasonably saved.
- ✗ Replacing with a new window that does not match the original and/or is inconsistent with the architectural style of the structure.
- ✗ Use of design elements or other items which disrupt the original integrity of the historic window such as use of an air conditioning unit or adding window bars or shutters which were not associated with the historic window.

4.0 Historic District Overlay Zone Map

None Yet Established (this would entail a second subsequent ordinance and resolution approval for Handbook update for each new district)

5.0 Appendix – US Department of Interior, National Park Service Standards

Rehabilitation projects must meet the Standards, as interpreted by the National Park Service, to qualify as “certified rehabilitations” eligible for the 20% rehabilitation tax credit.

Sources:

<http://www.nps.gov/tps/standards/rehabilitation.htm>.

<http://www.iowahistory.org/historic-preservation/tax-incentives-for-rehabilitation/>
(State of Iowa Tax Incentives for Historic Rehabilitation, references Secretary of Interior Standards for Rehabilitation)

- 1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- 9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: B-1-b

SUBJECT: Credit and Debit Card Payments

DATE: November 2, 2015

BACKGROUND:

Staff would like to discuss with Council accepting credit cards and debit cards as a payment form for city services such as utility billing, recreation programs, library services, and other city related functions. As background, over the past several years, the City has seen an increase in the number of requests from the City's customers wanting to pay for City services via credit and debit cards. Customers often cite convenience as the reasons for making payments via a credit and debit card. In addition, many customers would also like to pay for City services via the internet and potentially through an automated phone system. Furthermore, staff believes the time spent on some tasks may be reduced if the City accepted credit and debit card payments. For instance, if the City accepted credit and debit cards for payment, staff believes there would be fewer utility disconnections which would decrease the amount of time spent on account collection procedures.

A key issue to address in considering accepting credit and debit card payments is the cost of this payment form and whether this should be passed on to the customer. In today's society, particularly in private business, it is common place for the product or service provider to absorb any convenience fee. That said, handling of credit card fees by municipal entities varies significantly. Municipalities who have historically accepted credit cards appear to be more likely to pass the convenience fee to the customers. Likewise, municipalities who have followed the private business model or more recently began accepting credit cards appear more likely to absorb the fee. Furthermore, the fee structure for utilities can range from a set transaction amount if the City were to absorb the fees to a percentage of the total transaction if the City were to pass the fees on to the customer. Based on the research performed by staff, we believe the fees will be in the range of approximately \$2.50 per transaction if the City covered the fee. Under this scenario, staff estimates the annual cost to the City would be approximately \$20,000. However, this amount could be potentially reduced by collecting on utility accounts when the customer's only viable means of avoiding disconnecting their services is payment by a credit card. Furthermore, the cost of accepting credit and debit card payments could be reduced by greater utilization of participants in the City's recreation program. Likewise, if the City were to pass along the fee to the end user, the cost to the customer would be around 3% of the transaction amount.

During the Policy and Planning presentation, staff will also be discussing various forms our customers could make payment to the City if we accepted credit and debit cards. These include online payments via the City's website, automated phone systems, and via mobile phones.

Summary

Staff is seeking Council direction on accepting credit and debit card payments for City services. Specifically, does the City Council want to offer this additional payment option to city residents/customers? If the Council is interested in providing this service, then staff would like Council's input on the following question:

What convenience fee model, city or customer paid, is the Council interested in pursuing?

Finally, it should be noted that if Council chooses to proceed with accepting credit and debit card payments, staff would like to proceed within the parameters as outlined in the memo in incorporating this new payment form.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
 CITY CLERK

RECOMMENDED ACTION: Approve the acceptance of credit and debit cards as a payment form for City services.



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: B-1-c

SUBJECT: Section 42 Housing Request

DATE: November 2, 2015

BACKGROUND:

Staff will be sending out more details about this request over the weekend.

ATTACHMENTS: Request Letter

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Informational.



Overland Property Group, LLC
5345 W. 151st Terrace
Leawood, Kansas 66224
ph (913) 396-6310
fax (913) 396-6312
www.ovpgroup.com

October 23, 2015

Mr. Mike Nardini
City Administrator
City of Pella
825 Broadway St.
Pella, IA 50219

Dear Mike

Per our conversation on October 20th, the following is a formal request on behalf of Mill Farm Partners, LLC to authorize funds by the City of Pella of \$7596.29 to our partnership in order to meet Iowa Finance Agency's (IFA) requirement to finalize tax credits for our development.

As you know, The City of Pella agreed to provide up to \$310,000 in local support for our development in 2012. This support was divided into two with \$290,000 coming from Tax Increment Financing and "up to \$20,000" coming from "Waiver of Building Permit and Engineering Review Fees and other associated development fees." In 2013 and after after our development was chosen to receive tax credits upon construction completion by IFA, a Development Agreement was agreed to by Mill Farm Partners, LLC and the City of Pella. This agreement memorialized the \$310,000 in contribution in the same basic form as in 2012.

At completion of the project in late 2014, we tallied up the fee waivers by the City of Pella and they totaled \$12,403.41. Since the language signed by both Mill Farm Partners, LLC and the City of Pella always stated "up to \$20,000", we (as developers) expected this amount to be acceptable to IFA. As you know, it was made clear in a call between our development team, IFA and the City of Pella that the full amount of \$20,000 was necessary in order to conclude the paperwork necessary to claim the tax credits. We have sold the stream of tax credits to investors for over \$4 Million and used these funds to build the property. Should we not receive the tax credit form from IFA (IRS Form 8609), we would lose the tax credits which would in turn cause the investor to demand their money back. This result would also cause the development to lose the affordability of lower rents (which was the design and intent of all parties from the onset of the project conception) among many other unintended consequences.

In order to get this resolved, we respectfully request that the City of Pella City Council consider a cash contribution to the development entity of Mill Farm Partners, LLC. We are offering to pay any legal fees that are incurred by the City of Pella as a result of the misunderstanding between IFA and the development entity.

Mike, we do apologize for this inconvenience and are hopeful the City of Pella will grant our request since there was an estimation of cost up to this amount from the beginning. We expected the fees to be higher during development when we estimated.

Please let me know what our partnership needs to do in order bring our request before the City Council.

Sincerely,

A handwritten signature in black ink, appearing to read 'Pat Beatty', with a stylized, cursive script.

Pat Beatty

**CITY OF PELLA, IOWA
CITY COUNCIL
OFFICIAL MINUTES
CITY OF PELLA, IOWA
October 20, 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: Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, and Larry Peterson. Absent: Mark De Jong, Dave Vander Horst. City Administrator Mike Nardini, City Attorney Bob Stuyvesant, and City Clerk Ronda Brown were present. Eight staff members and three 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:
None
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.

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

NONE

C. APPROVAL OF CONSENT AGENDA

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

1. Approval of Minutes
 - a. Official Council Minutes for October 6, 2015.
2. Report of Committees
 - a. Policy and Planning Minutes for October 6, 2015.

Policy and Planning Minutes
October 6, 2015

PRESENT: Mayor Jim Mueller, Mark De Jong, Dave Vander Horst, 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 7:50 p.m. The first discussion was to see if there was interest from the Mayor and Council in establishing architectural design overlay districts for new single and two family residential homes in the City's Gateway Corridors. Listed below is background information on this issue:

1. Under the City's zoning ordinance, the Gateway Corridors are identified as Clark Street, Main Street, Oskaloosa Street, Washington Street, and Vermeer Road.

2. Currently, Dutch Architectural Design is required for new commercial construction within the Gateway Corridor. The committee responsible for approving design permits is the Community Development Committee.

3. The City currently has a Dutch Residential Overlay District (DURE) for new single and two family homes for essentially the Central Business District. It is also important to note, the Community Development Committee oversees this design overlay district.

4. Outside of the Central Business District area, currently there are no architectural design requirements for new single or two family homes.

There were numerous questions asked such as: how can we preserve the character of the neighborhood; should Idaho Drive be a Gateway Corridor; should different sections of the Gateway Corridor have different criteria; is a nice duplex or modern house better than an older dilapidated house?

Due to the complexity of the issue, it was decided that more time needed to be devoted to the idea of whether to establish architectural design overlay districts for new single and two family residential homes in the City's Gateway Corridors. Mayor Mueller will be appointing a Gateway Corridor ad-hoc committee in the future.

The second item was concerning the Pella Sports Park and Athletic Facilities Operation Guidelines. As background, on March 6, 2012, the City Council approved a partnership agreement between the City of Pella and Fields for Our Future, Inc. (FOF), which is a non-profit entity that was formed for the purpose of constructing a sports park for the community. In the agreement, the parties agreed to jointly develop operating guides and maintenance procedures for the complex. Staff has worked with FOF in order to develop guidelines and proposed rates for our new Pella Sports Park and existing facilities.

The guidelines consist of two documents--Pella Sports Park Guiding Philosophy and Athletic Field Use Guidelines. The first document highlights the four goals of the Pella Sports Park, which are: 1) places for youth to play, 2) accessibility and safety, 3) economic vitality, and 4) community involvement. In general, the Pella Sports Complex will be open April 1 – October 31; the facility will be kept clean and safe for users; concessions will be provided for tournaments and league play; fields will be maintained; fields will be available for ad hoc usage when not reserved; and organized league/team play will require annual lease agreements that include participant user fees. The City of Pella will maintain the Pella Sports Park and will keep a master calendar of events scheduled at the complex. The City and FOF will meet twice yearly to review operations and agree upon any changes.

The Athletic Field Use Guidelines establishes policies for all persons, organizations and groups that use any of the City's athletic fields/courts and also includes the Use Application form and rates. It also provides general information on the facilities available, field condition use restrictions and general rules and regulations. This document outlines the field assignment priorities which include the City of Pella's own recreation programs and activities first, resident based adult and youth sport groups as second and all other user groups last. To be considered a resident-based/local team, 70% of the team members must reside within the City of Pella's Two Mile Extraterritorial Jurisdiction. The document also listed the proposed tournaments and non-tournament rates. Staff was directed to proceed with the proposed guidelines, checking with FOF to see their preference to define a non-resident: the City of Pella's Two Mile Extraterritorial Jurisdiction or by zip code. The rates will be brought to Council for approval by resolution at a future date. The last item on the agenda was a department update from the Library Director, Wendy Street (the Planning and Zoning update was cancelled). Below are highlights:

- The digital touch table is installed and being used regularly.
- The Friends of the Library Book Sale is scheduled for October 9-18.
- The library is moving to a new integrated library system called Symphony. They plan to go live with the new software in January 2016. The new system will offer new features and improved functionality to users.

The meeting adjourned at 9:05 p.m.

Respectfully Submitted,
Ronda Brown, City Clerk

b. Planning and Zoning Minutes for July 27, 2015.

Planning and Zoning Commission
Regular Meeting
July 27, 2015

- 1) The meeting was called to order at 7:00 p.m.
- 2) Roll Call.
Present: Craig Agan, Nelson Bogaard, Cathy Haustein, Bob Smith, Gary Van Vark, Ervin Van Wyk, Ann Visser, Teri Vos.
Absent: Jim Danks, David Landon, Mike Vander Molen.
Others Present: Alan Morrison, Kathy Gray, Randy Jarzombek, Duane Van Maanen, Mary Van Wyk, Brad Uitermarkt, George Wesselhoft.
- 3) Approval of Minutes. The minutes of the June 22, 2015 regular meeting were approved as submitted.
- 4) Public Hearing on Rezoning Application by Russ Van Wyk to Rezone the Property Generally Located at 324 South Street (Legal Description: Lot 11 in Block 20 in the part of the City of Pella, Iowa platted and known as South East Pella, Iowa) from M2 Heavy Industrial Zoning District to M1 Limited/Light Industrial Zoning District with Planned Unit Development Agreement. No written or oral comments were received.
- 5) Rezoning Application by Russ Van Wyk. Russ Van Wyk submitted a rezoning application for the property located at 324 South Street. The current zoning is M2 Heavy Industrial. The proposed zoning is M1 Limited/Light Industrial with PUD Planned Unit Development Agreement. The proposed rezoning is to accommodate a 1,925 square foot storage building use under M1 building setbacks and to allow development on the 6,600 square foot lot (400 square foot below standard minimum for M1 of 7,000 square feet) subject to developer agreed upon restrictions as part of a proposed PUD agreement including 1) building size shall be limited to 2000 square feet or less on one story 2) use shall be indoor storage only and 3) Type C landscaping per 165.31 shall be provided along South Street and residential property to the west for screening. The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Single Family Residential.
Bob Smith asked since it would be stepping down from M2 to M1 are there larger setback requirements on M2.
George Wesselhoft responded in the affirmative that M2 has 50 foot front yard and 40 foot rear yard requirements compared to M1 25 and 25, respectively. There was further discussion about the proposed rezoning including the history of the M2 zoning in the area where there are homes.
Ervin Van Wyk made a motion to recommend approval with direction to amend the Comprehensive Plan subject to a PUD development agreement encompassing the three aforementioned criteria for building size, use and landscaping. Nelson Bogaard seconded the motion. Upon vote, all voted yes. Motion carried 8 to 0.
- 6) Public Hearing on Rezoning Application by Alan and Karla Morrison to Rezone the Property Generally Located at 507 and 509 Jefferson Street (Legal Description: Lot 1, Block 49, North Annex and Lot 2 and the east 5 feet of Lot 3, Block 49, North Annex) from R1C Neo-traditional Single Family Residential Zoning District to R3 Multiple-Family Residential Zoning District. No written or oral comments were received.
- 7) Rezoning Application by Alan and Karla Morrison. Alan & Karla Morrison submitted a rezoning application for the property located at 507 & 509 Jefferson Street. The current zoning is R1C Neotraditional Single Family Residential District. The proposed zoning is R3 Multiple-Family Residential District. The property is 125' by 187.60' or 23,450 square feet. The proposed use is 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, similar to the Mike Verros rezoning for 515 Jefferson Street in 2012, also for a duplex use, the applicant is requesting the R3 designation because of adjacent R3 zoning.
There was discussion about the site location and vicinity of the rezoning.
Nelson Bogaard made a motion to recommend approval with direction to amend the Comprehensive Plan subject to use restriction that the use be limited to single or two family residential. Gary Van Vark seconded the motion. Upon vote, all voted yes. Motion carried 8 to 0.
- 8) Site Plan for RAVE Property Management LLC. RAVE Property Management LLC is proposing a 9,600 square foot building for office use. This 4.68 acre property at 2156 Idaho Drive is zoned CC Community Commercial and is located just outside the City limits in the Marion County Extraterritorial Zoning Jurisdiction. The Community Development Committee approved the Design Permit for this project on July 15, 2015.
Nelson Bogaard made a motion to approve the site plan. Ervin Van Wyk seconded the motion. Upon vote, all voted yes. Motion carried 8 to 0.
- 9) Other Business. None.
- 10) The meeting was adjourned at 7:20 p.m.

Respectfully submitted,
George Wesselhoft
Planning and Zoning Director

3. Petitions and Communications

a. Renewal of Special Class C Liquor License with Class B Native Wine Permit, Outdoor Service, and Sunday Sales for George's Pizza Steakhouse.

SUBJECT: Renewal of Special Class C Liquor License for George's, Inc.
DATE: October 20, 2015

BACKGROUND: George's Inc., DBA George's Pizza & Steakhouse, located at 626 Franklin Street, has applied for renewal of their Special Class C Liquor License with a Class B Native Wine Permit, Outdoor Service, and Sunday Sales privileges. The application was completed with the state online. The term of the new license is twelve months and would expire November 30, 2016.

ATTACHMENTS: None
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDED ACTION: Approve renewal.

b. Renewal of Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales for Hy-Vee Wine and Spirits.

SUBJECT: Renewal of Class E Liquor License for Hy-Vee Wine & Spirits
DATE: October 20, 2015
BACKGROUND: Hy-Vee Wine & Spirits, located at 512 E Oskaloosa, has applied for renewal of their Class E Liquor License with wine, carryout beer, and Sunday Sales privileges. The application was completed with the state online. The term of the new license is twelve months and would expire December 12, 2016.
ATTACHMENTS: None
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDED ACTION: Approve renewal.

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 Marc Vande Noord to Rezone Property from A1 Agricultural District to M1 Limited/Light Industrial District. One written comment from Mr. and Mrs. Carl Horman in opposition to the rezoning was received. Councilmember Schiebout moved to enter the letter into public record, seconded by Councilmember Peterson. On roll call the vote was: AYES: Schiebout, Peterson, Vander Beek, Van Stryland. Oral comments were received and addressed. Councilmember Schiebout moved to close the public hearing, seconded by Councilmember Peterson. On roll call the vote was: AYES: Schiebout, Peterson, Vander Beek, Van Stryland. NAYS: None. Motion carried.

SUBJECT: Rezoning Application by Marc Vande Noord to Rezone Property from A1 Agricultural District to M1 Limited/Light Industrial District
DATE: October 20, 2015
BACKGROUND: Marc Vande Noord is requesting to rezone the property located immediately south of Lots 5 and 6 of Graceland Addition off Graceland Road. The parcel is 1.06 acres in size. The current zoning is A1 Agricultural, and the proposed zoning is M1 Limited/Light Industrial. The proposed use is a storage development which would be adjacent to the applicant's existing storage facility to the north on Graceland Road. The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Residential. Therefore, the rezoning proposal is not consistent with the Plan. The Planning and Zoning Commission at their September 28, 2015 meeting approved the rezoning (7 to 0) with direction to amend the Comprehensive Plan and with condition that the use be limited to indoor storage.
ATTACHMENTS: Ordinance, Zoning Map
REPORT PREPARED BY: Planning and Zoning Director
REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDATION: Recommend approval per Planning and Zoning Commission recommendation.

1. b. Ordinance No. 903 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 Vander Beek moved to place Ordinance No. 903 on its first reading, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Vander Beek, Schiebout, Peterson, Van Stryland. NAYS: None. Motion carried.

2. a. Public Hearing on West Substation Ring Bus Conversion Project. No written comments were received. Oral comments were received and addressed. Councilmember Vander Beek moved to close the public hearing, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Vander Beek, Schiebout, Peterson, Van Stryland. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Plans, Specifications, Form of Contract, Estimate of Costs, and Receiving Bids for the West Substation Ring Bus Conversion Project

DATE: October 20, 2015

BACKGROUND: This resolution approves the plans, specifications, form of contract, estimate of costs, and accepts bids for the West Substation Ring Bus Conversion Project. At the bid opening on October 8, 2015, six bids were received and are summarized below. The cumulative engineer's estimate for the above bid packages is \$498,000. It is important to note that \$229,941.70 of the \$322,546.28 costs are eligible for reimbursement from the Midcontinent Independent System Operator (MISO) transmission rate recovery process. In addition, approximately \$77,403.77 of the above materials will be allocated to the Red Rock Hydroelectric project and ultimately be reimbursed by Western Minnesota Municipal Power Agency

Description of Items Bid	Bid Received	Low Bidder	Manufacturer	Bid Award
Gang Operated Air Break Switches	3	Resco	Hubbell	\$ 85,072.00
69kV Lightning Arresters	3	V&S Schuler	V&S Schuler	\$ 18,057.06
Galvanized Steel Structures	4	Galvanizers, Inc.	Galvanizers, Inc.	\$ 129,933.22
69kV Potential Transformers	3	Resco	Ritz	\$ 74,115.00
69kV Current Transformers	3	Resco	Ritz	\$ 15,369.00
Total				\$ 322,546.28

(WMMPA), the financial agency of Missouri River Energy Services. Staff would also like to mention the above bids includes \$10,031.69 for 69kV lightning arresters for the Southeast Switching Station.

Finally, on Monday November 2nd, staff plans to present a resolution to Council which awards contacts to the apparent low bidders listed above. The reason for the delay is additional time is needed to finalize our letter agreement with WMMPA for project.

ATTACHMENTS: Resolution, Bid Summary, Engineer's Recommendation

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

2. b. Resolution No. 5618 entitled, "RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATE OF COSTS, AND RECEIVING BIDS FOR MATERIAL FOR THE WEST SUBSTATION RING BUS CONVERSION PROJECT." Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson. NAYS: None. Motion carried.

3. a. Public Hearing on 69 kV SF₆ Circuit Breakers for the West Substation Ring Bus Conversion Project. No written comments were received. Oral comments were received and addressed. Councilmember Vander Beek moved to close the public hearing, seconded by Councilmember Peterson. On roll call the vote was: AYES: Vander Beek, Peterson, Van Stryland, Schiebout. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Plans, Specifications, Form of Contract, Estimate of Costs, and Receiving Bids for 69 kV SF₆ Circuit Breakers for the West Substation Ring Bus Conversion Project

DATE: October 20, 2015

BACKGROUND: This resolution approves the plans, specifications, form of contract, estimate of costs, and accepts bids for 69 kV SF₆ Circuit Breakers for the West Substation Ring Bus Conversion Project.

At the bid opening on October 8, 2015, two bids were received and are summarized below.

\$296,250 for six ABB Brand Circuit Breakers by Guggenmos & Associates

\$292,758 for six Mitsubishi Brand Circuit Breakers by Mitsubishi Electric Power Products

The engineer's estimate for the six circuit breakers is \$336,000 or \$56,000 per circuit breaker. It is important to note that \$243,965 of these costs are eligible for reimbursement from the Midcontinent Independent System Operator (MISO) transmission rate recovery process. In addition, the remaining \$48,793 or one circuit breaker will be allocated to the Red Rock Hydroelectric project and ultimately be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financial agency of Missouri River Energy Services.

Finally, on Monday November 2nd, staff plans to present a resolution to Council which awards contacts to the apparent low bidder listed above. The reason for the delay is additional time is needed to finalize our letter agreement with WMMPA for project.

ATTACHMENTS: Resolution, Bid Summary, Engineer's Recommendation

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

3. b. Resolution No. 5619 entitled, "RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATE OF COSTS, AND RECEIVING BIDS FOR 69 KV SF₆ CIRCUIT BREAKERS FOR THE WEST SUBSTATION RING BUS CONVERSION PROJECT". Councilmember Schiebout moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, Peterson, Vander Beek. NAYS: None. Motion carried.

E. PETITIONS & COMMUNICATIONS

NONE

F. PLANNING AND ZONING ITEMS

NONE

G. ADMINISTRATION REPORTS

NONE

H. RESOLUTIONS

1. Resolution No. 5620 entitled, "RESOLUTION APPROVING CHANGE ORDER #2 WITH C.L. CARROLL CO, INC. FOR CONSTRUCTION OF A NEW JORDAN WELL". Councilmember Peterson moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Peterson, Schiebout, Vander Beek, Van Stryland. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Change Order #2 with C.L. Carroll Co., Inc.

DATE: October 20, 2015

BACKGROUND:

On December 16, 2014, the City Council awarded a construction contract to C.L. Carroll Co., Inc. in the amount of \$2,322,000 for construction of a new Jordan Well for the City's water utility.

C.L. Carroll and the City's engineer Howard R. Green are requesting approval of Change Order #2, which will increase the City's construction contract for the new Jordan Well by \$39,695.47 and extend the project's substantial completion date by 65 days to December 4, 2015. Included in the Council packet is a detailed explanation by the City's engineer for approval of Change Order #2. In addition, listed below is a summary of the requested change order:

<u>Item</u>	<u>Description of Change Order Request Item</u>	<u>Cost</u>	<u>Time</u>
1.	Non-removable pins for door hardware	\$58.00	None
2.	Well casing material escalation		
	a. Decrease of \$6.19/ft for 550' of 24" casing	(\$3,404.50)	None
	b. Increase of \$16.24/ft for 1,164' of 18" casing	\$18,903.36	None
3.	Materials and Labor for filling void at approx. 180' Deep	\$33,460.26	None
4.	Time extension for VFD submittal review	None	30 Days
5.	Final installed quantities using Unit Bid Prices		
	a. Surface Borehole: Increase 15' @ \$556.00/ft	\$8,340.00	None
	b. Upper Borehole and 24" Casing: No Change	None	None
	c. Lower Borehole and 18" Casing: Decrease 8' @ \$431.00/ft	(\$3,448.00)	None
	d. Open Hole Drilling: Decrease 41' at \$193.00/ft	(\$7,913.00)	None
	e. Grout: Decrease of 578 sacks at \$26.50/sack	(\$15,317.00)	
6.	Lower Well Pump and Motor 40'	<u>\$9,016.35</u>	65 Days

Total

Staff's Recommendation

In reviewing this change order, staff is recommending denial of Item #2, Well Casing Escalation for a net increase in the contract amount of \$15,498.86. The reason for this is the contractor is claiming the notice to proceed for the project was issued on January 7, 2015 which was a thirty-three day delay which caused an escalation in their material cost. However, Change Order #1 for the project established January 7, 2015 as the notice to proceed for the project. For Council's review, staff has enclosed the approved Change Order #1, which not only identifies the notice proceed date as January 7, 2015, but also states there would not be a net increase in compensation for the contract. Furthermore, the City's legal counsel has reviewed this request by the contractor and believes the City is not obligated under the terms of the City's construction to pay this request.

In addition, staff is also recommending conditional approval of Item #3, Material and Labor for Void at Approximately 180' Depth for \$33,460.26. In considering this request, it is important to note the City's engineer believes the liability for filling voids under the City's construction contractor lies with the contractor. However, in this case, the City's engineer believes this particular void was extraordinary and the City should be responsible for a majority of the cost to fill the void. It is staff's understanding the contractor requested approximately \$46,523.27 to fill this void and the City's engineer is recommending a partial payment of \$33,460.26, which represents the cost above repairing a normal rock fracture.

It is important to note, the City's legal counsel has reviewed this request and believes a reasonable compromise is being proposed by the City's engineer. Likewise, staff believes the compromise is reasonable under the circumstance, but we also believe conditional approval is necessary to limit the City's liability in responding to other potential request for payment for voids. Therefore, the resolution approving Item #3 contains the following language:

Conditional approval of Item #3 of \$33,460.26 due to the extraordinary nature of this void. This approval does not remove the responsibility or liability of repairing normal rock fractures and voids as stated in specification 33 2113, page 10, Article 3.01.E.

Contract Summary

If Council approves Change Order #2 as recommended by staff, listed below is a contract summary:

Original Construction Contract	\$2,322,000.00
Change Order #1	0.00
Change Order #2	<u>24,196.61</u>
Total Revised Construction Contract	<u>\$2,346,196.61</u>

ATTACHMENTS: Resolution, Change Order #2; Engineer's Recommendation; Change Order #1;

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Denial of Item #2 for \$15,498.86; Conditional Approval of Item #3 as stated above. Total recommended change order approval is \$24,196.61.

2. Resolution No. 5621 entitled, "RESOLUTION ACCEPTING CHANGE ORDER NO. 2 WITH SCHOON CONSTRUCTION, INC. IN CONNECTION WITH EAST WASHINGTON UNDERGROUND CONVERSION PROJECT". Councilmember Schiebout moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, Peterson, Vander Beek. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Change Order No. 2 with Schoon Construction, Inc. in Connection with the East Washington Underground Conversion Project.

DATE: October 20, 2015

BACKGROUND: This resolution approves Change Order No. 2 with Schoon Construction, Inc. for the East Washington Street Underground Conversion Project in the amount of \$2,646.46. The reasons for the change order are due to the unexpected removal of several footings in the Oostpoort Alley portion of the project and material differences needed to fill the open trenches crossing the alley.

Due to the footings being underground and in unknown locations, they were not included in the original bid specification. The cost to remove the footings and hauling them away was \$990.00. When the project was originally bid, the Electric Department was unaware that it was a requirement of the Street Department that open trenches crossing the alley needed to be filled with ¾" road stone backfill instead of dirt. The sand was then needed to protect the newly installed conduit from the stone backfill. The stone and sand totaled \$1,656.46 resulting in the total change order of \$2,646.46.

Listed below is a summary of the contract:

Original Contract	\$ 129,506.00
Change Order No. 1 (Franklin Street)	\$ 63,075.00
Change Order No. 2	<u>\$ 2,646.46</u>
Total Revised Contract	\$ 195,227.46

ATTACHMENTS: Resolution, Change Order No. 2 with Schoon Construction, Cost Breakdown

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

3. Resolution No. 5622 entitled, "RESOLUTION APPROVING COMMUNITY SERVICES FEES". Councilmember Vander Beek moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Community Services Fees

DATE: October 20, 2015

BACKGROUND:

This resolution approves the rates and program fees for the Community Services Department which would be effective October 20, 2015. As background, during the Policy and Planning meeting on October 6, 2015, Council discussed the proposed new rates and directed staff to proceed with the proposed rates for the Community Services Department.

The new fees, updated rentals and new programs are summarized below.

Pella Sports Park and Stand Alone Baseball/Softball Fields – Non-Tournament

- No charge to reserve single field "as is" (no lights)
- \$75.00 rental fee Babe Ruth field/day, drag and marking at start only
- \$37.50 rental fee Babe Ruth field per ½ day, drag and marking at start only
- \$50.00 rental fee per field/day, single field, drag and marking at start only
- \$25.00 rental fee per ½ day, single field, drag and marking at start only
- \$25.00 per field for each additional drag and chalk/paint
- \$15.00 per hour per field for lights
- \$10.00 per bag of diamond drying agent
- \$5.00 for additional bag of chalk – regardless of amount used
- \$10.00 per hour for single batting cage rental, no pitching machine
- \$30.00 per hour for single batting cage rental, with pitching machine

Tennis Courts– Non-Tournament

- \$10.00 rental fee per court/day
- \$3.00 per hour single court rental

Soccer Complex & Multipurpose Fields– Non-Tournament

- \$75.00 rental fee game field/day
- \$37.50 rental fee game field per ½ day
- \$50.00 rental fee per field/day
- \$25.00 rental fee per field per ½ day
- \$15.00 per hour for lights on game field

Pella Sports Park – Tournament Rates

Non-Local \$1,300 per day for the 4 plex, \$300 per day for the Babe Ruth Field
Local \$ 650 per day for the 4 plex, \$250 per day for the Babe Ruth Field

Soccer Complex & Multipurpose Fields – Tournament Rates

Non-Local \$1,300 per day for the complex
Local \$ 650 per day for the complex

Tennis Courts – Tournament Rates

Non-Local \$250 per day for the Caldwell Courts, \$150 per day for the Kiwanis courts
Local \$175 per day for the Caldwell Courts, \$100 per day for the Kiwanis courts

For tournament rates, local is defined by the 2-Mile Extraterritorial Jurisdiction. Services provided in the rental fees are included in the Operations Guidelines as on file at the Community Services Department.

Participation Fees for User Groups

\$10-\$60 per participant, negotiated with the user group on an annual basis. Fees to be based on level of service required.

City Youth Programs

City youth programs were revised to include both a minimum and a maximum in order to allow for participation fee adjustments.

		Min	Max
Little Tyke Ball Programs	resident	\$20.00	\$30.00
Little Tyke Ball Programs	non-resident	\$24.00	\$34.00
Youth Flag Football	resident	\$40.00	\$50.00
Youth Flag Football	non-resident	\$48.00	\$58.00
Youth Soccer	resident	\$40.00	\$50.00
Youth Soccer	non-resident	\$48.00	\$58.00

Resident is defined by the City's corporate limits for City recreation programming.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Community Services Director

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve Resolution.

I. ORDINANCES

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

NONE

J. CLAIMS

1. Abstract of bills No. 1945. Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson. NAYS: None. Motion carried.

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

NONE (Comments were received and addressed.)

L. CLOSED SESSION

NONE

M. ADJOURNMENT

There being no further business claiming their attention, Councilmember Vander Beek moved to adjourn, seconded by Councilmember Peterson. On roll call the vote was: AYES: Vander Beek, Peterson, Van Stryland, Schiebout. NAYS: None. Motion carried. Meeting adjourned at 7:39 p.m.

C-2-a

Policy and Planning Minutes
October 20, 2015

No Policy and Planning Meeting was held.

Respectfully Submitted,
Ronda Brown, City Clerk

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
September 8, 2015

I. Call To Order: President Rebecca Manifold called the meeting to order at 4:07 p.m. Board members present were: Alli Bogaard, John Evenhouse, Kenny Nedder, and Mary Barnes. Board members absent were Praveen Mohan and Jane Koogler. Library Director Wendy Street was present.

II. Recognition of Visitors and Visitor Comments: None

III. Approval of Agenda: There were no changes to the agenda. The agenda stood as approved.

IV. Disposition of Minutes: All Board members received the August minutes prior to the meeting. Mary moved to approve the minutes with a correction to the spelling of Praveen's name; John seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the September list of bills prior to the meeting. The OCLC bill came in after printing in the amount of \$382.73. After some general discussion and questions regarding the monthly bills, Alli moved to approve the August bills. Kenny seconded the motion. The bills were unanimously approved.

VI. Unfinished Business: None

VII. New Business:

a. **Summer Reading Program:**

Wendy provided a summary of the 2015 summer reading program. Out of five programs, three saw an increase in participants. The percentage of children completing the program increased to 70% (from 66% last year). The prizes and rewards were well received, especially the experience prizes. The end of the program pool party had the largest attendance in history.

b. **Annual Report:**

Wendy presented the Board with her annual report for FY 2014/2015. There was some discussion of the information provided on the report and a couple of suggestions for minor changes. Overall it looks great.

VIII. President's Report and Announcements: None

IX. Director's Report:

a. **Integrated Library System**

We are moving forward with the implementation of SirsiDynix's Symphony ILS. The contract has been approved and signed. We had our first conference call with our project manager Sheryl Wray on Aug. 24. We sent them our first batch of data files and they are currently analyzing the data. The library is starting to get back some training information and decision trees based on the data files they have already analyzed. We will have more features with this system than our previous one and some decisions will need to be made on whether or not we want those features activated. An example is patrons could have the option of depositing money on their account to cover future late fees.

b. Digital collection online

Chris Brown created a small digital collection using OCLC's ContentDM software. The collection consists of some historical documents and pictures that were in the basement. The software is free and OCLC will host 100 items for free. You can see what Chris has done so far by clicking on the "Digital Collections" tab on our catalog page.

c. Change to movie checkouts

The change has gone fairly smoothly and we have heard positive feedback from our users. We did have a drop in the number of movie checkouts in August (compared to August of last year), which may or may not be due to the longer checkout period.

d. Hoopla

We stopped hitting our daily budget limit in mid-August. In the month of August, we spent \$461 of our \$500 budget. I don't know if this is because the newness has worn off, or because the 5 checkouts per month limit has slowed people down, or if this is just a temporary lull. 31 new users registered in August. The dollars we do not spend when we don't hit our monthly limit do roll-over to the next month. Wendy will continue to monitor the usage of this service and we can determine if any changes need to be made at a later date.

e. Building & Grounds

- The new memorial bench installed in the butterfly garden on August 17. The bill for the bench and the memorial plaque are in this month's list of bills.
- The digital touch table arrived Aug. 25 and Chris has it set up and ready to go. We are waiting for the electrician to install an outlet for it. There are some problems with the box surrounding the outlet in the floor not fitting the outlet that needs to be put in. The box is in cement so it is not easily fixed.
- We have been getting quotes for the quiet room and hope to start on that project soon.

f. Staff activities

Youth Services: August was spent scheduling experience prize tours/parties with winners, finishing up summer reading and planning upcoming story times. On August 11, we had our annual bubble and sidewalk chalk story time outside with 30 kids and parents attending. Park Ranger Spry came on August 19 to present about being a Park Ranger.

Assistant Director: This month, Chris worked with Wendy to begin planning the implementation of the SirsiDynix Symphony ILS. He received and set up the new children's digital interactive touch table, and continued to work on adding materials to the library's digital collections.

Director: Wendy submitted the annual report required by the State Library and also prepared the annual report in your board packets. She worked with Evanced to set up and modify a test site for their new meeting room reservation software. She will be working with 2 Central students this semester for a non-profit writing class. Planned projects include updating our brochure and grant writing. Wendy hopes to have them write grants for a dramatic play area and launch pads (educational tablets) for children.

g. Upcoming events

- September 14 at 10:00 a.m.: LEGO Club Sign Up. LEGO Club will be held during the months of October-April. Sign up is required.
- September 15 at 7:00 p.m.: L.E.M.I.N.G.S. Teen Group. Students in 6th grade and higher are welcome to join us for monthly program.
- September 17 at 10:15 a.m.: Genealogy Club. Anyone interested in family history research is welcome.
- September 23 at 2:00 p.m.: Afternoon Movie. Join us to watch a movie on the big screen in the meeting room. Children under the age of 5 must be accompanied by a mature person watching the movie

with them and children under the age of 8 must be accompanied by a mature person in the library during the program.

- September 24 at noon: The Brown Bag Book Club will discuss *Deep Down Dark* by Hector Tobar. Bring your lunch and bring a friend!
- September 26 at 10:00-11:30 a.m.: Book Bash. There will be activities based on a firehouse theme. The first 100 families with children ages 0-5 will receive a copy of the book *Firehouse!* by Mark Teague. The Book Bash is sponsored by Vermeer Charitable Foundation.
- September 28 at 7:00 p.m.: Celtic Fingerstyle guitarist Jerry Barlow will perform in the Library Meeting Room.

X. Committee reports:

- a. Policy Committee: Reviewed the Bylaws and Sex Offenders policies. No changes were recommended.
- b. Policy Committee: Revised Behavior in the Library policy. Clarified language regarding the prohibition of consumption or possession of alcohol or controlled substances in the library. Added language prohibiting any animals from access to the library unless they are service animals. Therapy animals do not qualify as service animals. John moved to approve the changes to the Behavior in the Library policy. Mary seconded and the motion carried.

XI. Adjournment: President Rebecca Manifold adjourned the meeting at 4:57 p.m. The next regularly scheduled Board Meeting is scheduled for October 13, 2015 at 4 PM.

Historic Preservation Commission
Regular Meeting
August 20, 2015

- 1) The meeting was called to order at 6:00 p.m.
- 2) Roll Call.
Present: Kathy Bruxvoort, Jim Mansueto, Julie Heerema Mueller, Kent Oppenhuizen.
Absent: Rhonda Kermode.
Others Present: Nicole Presley (Pella Chronicle), Jerry Byers, George Wesselhoft.
- 3) Approval of Minutes – July 9, 2015 Meeting. The minutes were approved as submitted.
- 4) Review of Draft Documents.
 - a) Historic District Overlay Ordinance (follow up items from last meeting)

George Wesselhoft reviewed the process chart and the percentages for petitions. He explained that there is already a petition and neighbor notice process built into the existing Zoning Ordinance that would apply to a rezoning and said that the staff recommendation would be whatever petition process the Commission decides that it mirror the existing one so that a second step is not needed. Mr. Wesselhoft mentioned that Des Moines uses a 51% rule where the district can be initiated by petition with the signatures of property owners that represent 51% of the total number of parcels of real estate within the proposed district.

Julie Heerema Mueller asked why was the 60% chosen for the draft ordinance.

Jim Manseuto responded that the 60% was a conservative number that the Ad Hoc Committee proposed.

There was further discussion about the petition requirement. The Committee consensus was to keep the 60% for petition where each property owner (whether they own one or more properties) gets just one “vote”.

Mr. Wesselhoft reviewed economic hardship provisions from Dubuque and explained that Dubuque uses 16 criteria and that their Historic Commission also regulates demolitions of historic structures whereas the current draft ordinance for Pella does not. Mr. Wesselhoft and Mr. Jerry Byers gave examples of possible situations where there could be potential economic hardship to an applicant if they are proposing a change to their structure that requires a historic certificate of appropriateness and the Commission criteria option is a more expensive option than an option which does not meet the criteria.

The Commission discussed the section further and came to the consensus that case by case language should be added to paragraph C. under 6. On the top of page 4.

b) Historic Preservation Handbook (follow up items from last meeting)

Mr. Wesselhoft provided follow up information on regulating the building mass of structures. He mentioned in Des Moines, the Commission has the authority to limit the size of an addition or new building to something less than what would be allowed by zoning or building codes. In general, additions should be smaller than the original building and located in the least visible position on the lot as possible. In Dubuque, their architectural design guidelines manual has guidelines for new buildings that include building mass, scale and design; new construction should fit within the context of established patterns but not necessarily copy them. While Davenport has language built into their Code for certificate of appropriateness review criteria. He mentioned that some of the language is already in the draft Handbook such as roofs, not doing dissimilar roofs, and the 25% rule for additions to generally not exceed 25% of the footprint of the original structure.

Kathy Bruxvoort asked what the concern was with the building mass.

Jim Mansueto responded that there are two items, duplex construction where they take the duplex lot line to lot line, another is where there are two story homes and then they put in a one story ranch. Mr. Mansueto asked Kent Oppenhuizen about the scale of his addition to his historic home. It was noted that Mr. Oppenhuizen under strict application of the 25% rule would not have been able to do his addition.

Ms. Mueller stated she would not want to limit it with a percentage.

Mr. Mansueto suggested we need to give the Commission the opportunity to review because what you do not want to do is discourage building in these areas.

There was further discussion about building mass.

Jerry Byers suggested you could run initial calculations like is done with Board of Adjustment for detached accessory structures and you start with a base number.

Jim Mansueto stated that lot size, architectural style and visibility by neighbors should be criteria.

The Commission consensus was to follow the 25% generally but have language about exceptions being considered based on lot size, architectural style and visibility by neighbors. This for both new construction and additions.

Mr. Wesselhoft reviewed ADA and preservation information. He summarized the U.S. Department of Interior preservation brief and a sample ADA case from Iowa City. They try to suggest maintaining the historical integrity of the structure while meeting ADA requirements at the same time. For example, in Iowa City they recommend having an accessible ramp on the side of the structure so it does not detract from the front of the structure. Mr. Wesselhoft mentioned that in checking with other cities ADA related requests would not likely be frequent but staff could add something to the draft Handbook for ADA.

Ms. Mueller stated she thinks we should as there is someone in her neighborhood that has a ramp and it is out there.

Mr. Byers mentioned the ADA is federal requirements and you have to be careful because you still have to meet the minimum requirements.

The Commission asked staff to add similar language to Iowa City that we will work with applicant for design that meets historic and ADA requirements.

The Commission unanimously moved to approve the four above items discussed for the draft ordinance and handbook documents:

- Keeping the 60% for petition level
- Economic hardship provision –adding case by case language to paragraph C. under number 6 on top of page 4 of the draft ordinance
- Building mass – adding language such that exceptions would be considered based on lot size, architecture, and visibility for both new and additions and alterations
- ADA – add a new paragraph comparable to the Iowa City language

Mr. Wesselhoft mentioned that preamble language from a 1994 historic preservation effort was provided by Rhonda Kermode and adapted into a Pella History introduction in the draft handbook. Other changes include text language changes as highlighted in the draft from the last meeting.

The Commission directed staff to use a picture of the historic home restored by Wayne Stienstra just north of the alley at 925 Broadway Street instead of a commercial downtown picture for the history introduction part of the Handbook.

Mr. Mansueto suggested that a description of the benefits of why they would want to be in a historic district including tax benefits if they go through the process and then along with that reference the Department of Interior National Park Service standards and try to follow.

Mr. Wesselhoft suggested that such information could be in the Handbook guidelines or other information could be in supplemental information sheets that

go with historic preservation permit documents. The Commission consensus was to add general language to the Handbook after the history opening section.

There was further discussion about the process that would be involved to establish a historic district and the role of the Historic Pella Trust.

- 5) Other Business. The next meeting of the Commission is scheduled for September 17 at 6 pm. The Commission also discussed the Gateway Corridors. They asked staff to work on a separate ordinance amendment for Planning and Zoning Commission and City Council consideration that would require design review for single and two family residential new construction in the Gateway Corridors. Mr. Wesselhoft mentioned he would provide the Committee with a Gateway Corridor Overlay Map for the next meeting.
- 6) The meeting was adjourned at 7:00 p.m.

Respectfully submitted,
George Wesselhoft
Planning and Zoning Director



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: C-3-a

SUBJECT: Renewal of Class C Liquor License for Kaldera, Corp.

DATE: November 2, 2015

BACKGROUND: Kaldera, located at 1205 Washington, has applied for renewal of their Class C Liquor License. The application was completed with the state online. The term of the new license is twelve months and would expire November 30, 2016.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve renewal.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: C-4-a

SUBJECT: Urban Renewal Report for Fiscal Year 2015

DATE: November 2, 2015

BACKGROUND: Annually, the City is required to file an Urban Renewal Report with the State of Iowa. The purpose of the report is to increase the transparency of local government reporting of tax increment financing (TIF) districts. The report provides a snapshot of each TIF district for the fiscal year showing such elements as valuations by class, the total increment collected, projects within each TIF, and the debt associated with each urban renewal area.

The enclosed Urban Renewal Report is for the fiscal year ended June 30, 2015 and includes the following TIF districts: Bos Landen, High Point, Mill Farm and the Pella Business Corridor.

The report identifies a TIF fund balance of \$1,216,381 at June 30, 2015. In addition, the report also identifies total outstanding TIF debt of \$2,063,228.

ATTACHMENTS: Urban Renewal Report

REPORT PREPARED BY: Finance

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve Urban Renewal Report.

Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Levy Authority Summary

Local Government Name: PELLA
 Local Government Number: 63G600

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
PELLA BOS LANDEN URBAN RENEWAL	63002	1
PELLA HIGHPOINT URBAN RENEWAL	63013	1
PELLA CORRIDOR AREA URBAN RENEWAL	63019	12
PELLA MILL FARM URBAN RENEWAL	63025	1

TIF Debt Outstanding: **2,063,228**

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014:	1,259,186	0	Amount of 07-01-2014 Cash Balance Restricted for LMI
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TIF Revenue:	640,576
TIF Sp. Revenue Fund Interest:	1,387
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	641,963

Rebate Expenditures:	43,707
Non-Rebate Expenditures:	641,061
Returned to County Treasurer:	0
Total Expenditures:	684,768

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015:	1,216,381	0	Amount of 06-30-2015 Cash Balance Restricted for LMI
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**Year-End Outstanding TIF
Obligations, Net of TIF Special
Revenue Fund Balance:** **162,079**

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Urban Renewal Area Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA BOS LANDEN URBAN RENEWAL
 UR Area Number: 63002

UR Area Creation Date: 11/1991

See attached plan. The Bos Landen TIF District was formally retired on June 5, 2012 by Ordinance No. 864.

UR Area Purpose:

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
PELLA CITY/PELLA SCH/BOS LANDEN INCREM	63072	63073	0

Urban Renewal Area Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	44,202,110	2,818,110	0	0	-12,964	47,007,256	0	47,007,256
Taxable	0	24,046,040	2,677,206	0	0	-12,964	26,710,282	0	26,710,282
Homestead Credits									100

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014: 0 0 **Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 0
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 0

Rebate Expenditures: 0
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015: 0 0 **Amount of 06-30-2015 Cash Balance Restricted for LMI**

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

No activity to report due to the URA being formally retired in March 2012 and not receiving any revenue in FY 11/12.

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area
during FY 2015

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA BOS LANDEN URBAN RENEWAL (63002)
 TIF Taxing District Name: PELLA CITY/PELLA SCH/BOS LANDEN INCREM
 TIF Taxing District Inc. Number: 63073

TIF Taxing District Base Year: 1991
 FY TIF Revenue First Received: 1995
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	11/1991

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	44,202,110	2,818,110	0	0	-12,964	47,007,256	0	47,007,256
Taxable	0	24,046,040	2,677,206	0	0	-12,964	26,710,282	0	26,710,282
Homestead Credits									100

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	98,645	26,710,282	0	26,710,282	745,260

FY 2015 TIF Revenue Received: 0

◆ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Urban Renewal Area Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA HIGHPOINT URBAN RENEWAL
 UR Area Number: 63013

UR Area Creation Date: 11/2000

UR Area Purpose: See attached renewal plan.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
PELLA CITY/PELLA SCH/PELLA HIGHPOINT UR TIF INCREM	63116	63117	0

Urban Renewal Area Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,992,310	0	0	0	3,992,310	0	3,992,310
Taxable	0	0	3,792,695	0	0	0	3,792,695	0	3,792,695
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014:

0

0

Amount of 07-01-2014 Cash Balance Restricted for LMI

TIF Revenue:

0

TIF Sp. Revenue Fund Interest:

0

Property Tax Replacement Claims

0

Asset Sales & Loan Repayments:

0

Total Revenue:

0

Rebate Expenditures:

0

Non-Rebate Expenditures:

0

Returned to County Treasurer:

0

Total Expenditures:

0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015:

0

0

Amount of 06-30-2015 Cash Balance Restricted for LMI

Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA HIGHPOINT URBAN RENEWAL (63013)		
TIF Taxing District Name:	PELLA CITY/PELLA SCH/PELLA HIGHPOINT UR TIF INCREM		
TIF Taxing District Inc. Number:	63117		
TIF Taxing District Base Year:	1999		
FY TIF Revenue First Received:	2001		UR Designation
Subject to a Statutory end date?	Yes	Slum	No
Fiscal year this TIF Taxing District		Blighted	No
statutorily ends:	2021	Economic Development	11/2000

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,992,310	0	0	0	3,992,310	0	3,992,310
Taxable	0	0	3,792,695	0	0	0	3,792,695	0	3,792,695
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	7,302	3,792,695	0	3,792,695	105,822

FY 2015 TIF Revenue Received: 0

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Urban Renewal Area Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA CORRIDOR AREA URBAN RENEWAL
 UR Area Number: 63019

 UR Area Creation Date: 11/1996

 UR Area Purpose: See attached plan.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
PELLA CITY/PELLA SCH/MOLENGRACHT TIF INCREM	63082	63083	0
PELLA CITY/PELLA SCH/W INTERCG INCREM	63096	63097	0
PELLA CITY AG/PELLA SCH/W INTERCG INCREM	63098	63099	375,632
PELLA CITY/PELLA SCH/MOLENGRACHT ADDEN TIF INCREM	63106	63107	0
PELLA CITY/PELLA SCH/PELLA SOUTHGATE UR TIF INCREM	63118	63119	8,159,930
PELLA CITY AG/PELLA SCH/PELLA SOUTHGATE UR TIF INCREM	63120	63121	0
PELLA CITY/PELLA SCH/PELLA CORRIDOR INCREMENT	63132	63133	0
PELLA CITY AG/PELLA SCHOOL/CORRIDOR AMEND #1 INCREMENT	63144	63145	33,162
PELLA CITY AG/PELLA SCHOOL/CORRIDOR AMEND #1 INCREMENT CITY EXEMPT	63146	63147	0
PELLA CITY/PELLA SCHOOL/CORRIDOR AMENDMENT INCREMENT	63152	63153	9,088,120
PELLA CITY/PELLA SCH/CORRIDOR AMEND #2 TIF INCREMENT	63156	63157	5,699,124
PELLA CITY AG/PELLA SCH/CORRIDOR AMEND #2 TIF INCREMENT	63158	63159	140,103

Urban Renewal Area Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,647,720	9,594,630	92,077,684	54,268,700	0	-12,964	157,575,770	0	157,575,770
Taxable	715,109	5,219,494	87,473,890	51,555,277	0	-12,964	144,950,806	0	144,950,806
Homestead Credits									35

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014: **1,259,186** **0** **Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 640,576
 TIF Sp. Revenue Fund Interest: 1,387
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: **641,963**

Rebate Expenditures: 43,707
 Non-Rebate Expenditures: 641,061
 Returned to County Treasurer: 0
Total Expenditures: **684,768**

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015: **1,216,381** **0** **Amount of 06-30-2015 Cash Balance Restricted for LMI**

Projects For PELLA CORRIDOR AREA URBAN RENEWAL

ICE Technologies Development Agreement

Description: Development agreement for economic development and public improvements
Classification: Commercial - office properties
Physically Complete: Yes
Payments Complete: No

View Pointe Development Agreement

Description: Development agreement for economic development and public improvements
Classification: Commercial - retail
Physically Complete: Yes
Payments Complete: No

Brumark Development Agreement

Description: Development agreement for economic development and public improvements
Classification: Commercial - retail
Physically Complete: Yes
Payments Complete: No

Lely Development Agreement

Description: Development agreement for economic development
Classification: Agribusiness
Physically Complete: Yes
Payments Complete: No

Molengracht

Description: Molengracht Infrastructure
Classification: Municipal and other publicly-owned or leased buildings
Physically Complete: Yes
Payments Complete: No

Oskaloosa Street

Description: Street Repair
Classification: Roads, Bridges & Utilities
Physically Complete: No
Payments Complete: No

Castle Metal

Description: Development agreement for economic development

Classification: Industrial/manufacturing property
Physically Complete: No
Payments Complete: No

CBD Sidewalk Repairs

Description: Sidewalk Repair in the CBD
Classification: Roads, Bridges & Utilities
Physically Complete: Yes
Payments Complete: Yes

Debts/Obligations For PELLA CORRIDOR AREA URBAN RENEWAL

2008A GO (99 Mol TIF)

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	560,000
Interest:	54,470
Total:	614,470
Annual Appropriation?:	No
Date Incurred:	03/28/2008
FY of Last Payment:	2018

2008B GO (2000 Mol TIF)

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	800,000
Interest:	100,424
Total:	900,424
Annual Appropriation?:	No
Date Incurred:	03/28/2008
FY of Last Payment:	2020

2010A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	224,000
Interest:	6,720
Total:	230,720
Annual Appropriation?:	No
Date Incurred:	01/01/2010
FY of Last Payment:	2015

Brumark Rebate Obligation

Debt/Obligation Type:	Rebates
Principal:	78,029
Interest:	0
Total:	78,029
Annual Appropriation?:	No
Date Incurred:	11/03/2001
FY of Last Payment:	2015

ICE Technologires

Debt/Obligation Type:	Rebates
Principal:	22,985
Interest:	0
Total:	22,985
Annual Appropriation?:	Yes
Date Incurred:	02/15/2009
FY of Last Payment:	2018

Lely, USA

Debt/Obligation Type:	Rebates
Principal:	134,000
Interest:	0
Total:	134,000
Annual Appropriation?:	Yes
Date Incurred:	04/19/2014
FY of Last Payment:	2018

Oskaloosa Street

Debt/Obligation Type:	Internal Loans
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	No
Date Incurred:	06/24/2014
FY of Last Payment:	2016

Castle Metal

Debt/Obligation Type:	Rebates
Principal:	61,100
Interest:	0
Total:	61,100
Annual Appropriation?:	Yes
Date Incurred:	09/27/2013
FY of Last Payment:	2021

CBD Sidewalk Repairs

Debt/Obligation Type:	Internal Loans
Principal:	21,500
Interest:	0
Total:	21,500
Annual Appropriation?:	No
Date Incurred:	06/30/2015
FY of Last Payment:	2015

Non-Rebates For PELLA CORRIDOR AREA URBAN RENEWAL

TIF Expenditure Amount:	151,405
Tied To Debt:	2008A GO (99 Mol TIF)
Tied To Project:	Molengracht
TIF Expenditure Amount:	151,567
Tied To Debt:	2008B GO (2000 Mol TIF)
Tied To Project:	Molengracht
TIF Expenditure Amount:	230,970
Tied To Debt:	2010A
Tied To Project:	Molengracht
TIF Expenditure Amount:	76,797
Tied To Debt:	Oskaloosa Street
Tied To Project:	Oskaloosa Street
TIF Expenditure Amount:	21,500
Tied To Debt:	CBD Sidewalk Repairs
Tied To Project:	CBD Sidewalk Repairs
TIF Expenditure Amount:	8,822
Tied To Debt:	Castle Metal
Tied To Project:	Castle Metal

Rebates For PELLA CORRIDOR AREA URBAN RENEWAL

Lely Development Agreement

TIF Expenditure Amount:	43,707
Rebate Paid To:	Lely, USA
Tied To Debt:	Lely, USA
Tied To Project:	Lely Development Agreement
Projected Final FY of Rebate:	2017

Jobs For PELLA CORRIDOR AREA URBAN RENEWAL

Project: ICE Technologies Development Agreement
Company Name: ICE Technologies
Date Agreement Began: 02/17/2009
Date Agreement Ends: 11/01/2017
Number of Jobs Created or Retained: 34
Total Annual Wages of Required Jobs: 1,700,000
Total Estimated Private Capital Investment: 750,000
Total Estimated Cost of Public Infrastructure: 40,000

Project: View Pointe Development Agreement
Company Name: View Pointe
Date Agreement Began: 07/17/2007
Date Agreement Ends: 07/17/2017
Number of Jobs Created or Retained: 75
Total Annual Wages of Required Jobs: 0
Total Estimated Private Capital Investment: 5,205,797
Total Estimated Cost of Public Infrastructure: 800,000

Project: Brumark Development Agreement
Company Name: Brumark Properties
Date Agreement Began: 11/05/2001
Date Agreement Ends: 12/31/2018
Number of Jobs Created or Retained: 54
Total Annual Wages of Required Jobs: 0
Total Estimated Private Capital Investment: 6,444,449
Total Estimated Cost of Public Infrastructure: 1,625,000

Company Name: Castle Metal
Date Agreement Began: 07/01/2014
Date Agreement Ends: 06/01/2021
Number of Jobs Created or Retained: 26
Total Annual Wages of Required Jobs: 948,563
Total Estimated Private Capital Investment: 3,245,000
Total Estimated Cost of Public Infrastructure: 0

Project: Lely Development Agreement
Company Name: Lely USA, Inc.
Date Agreement Began: 04/19/2011
Date Agreement Ends: 12/31/2018
Number of Jobs Created or Retained: 34
Total Annual Wages of Required Jobs: 1,781,437
Total Estimated Private Capital Investment: 3,000,000
Total Estimated Cost of Public Infrastructure: 0

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

The Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance is viewed by the City of Pella to be restricted cash designated for future bond payments within the Pella Business Corridor.

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area
during FY 2015

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY/PELLA SCH/MOLENGRACHT TIF INCREM		
TIF Taxing District Inc. Number:	63083		
TIF Taxing District Base Year:	1995		
FY TIF Revenue First Received:	1997	Slum	UR Designation No
Subject to a Statutory end date?	Yes	Blighted	No
Fiscal year this TIF Taxing District statutorily ends:	2017	Economic Development	11/1996

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	2,734,450	13,108,274	0	0	-5,556	15,837,168	0	15,837,168
Taxable	0	1,487,547	12,452,871	0	0	-5,556	13,934,862	0	13,934,862
Homestead Credits									5

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	1,896,759	13,934,862	0	13,934,862	388,805

FY 2015 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY/PELLA SCH/W INTERCG INCREM		
TIF Taxing District Inc. Number:	63097		
TIF Taxing District Base Year:	1997		
FY TIF Revenue First Received:	1998	Slum	UR Designation No
Subject to a Statutory end date?	Yes	Blighted	No
Fiscal year this TIF Taxing District statutorily ends:	2018	Economic Development	09/1998

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	1,728,670	31,520,550	3,948,340	0	0	37,197,560	0	37,197,560
Taxable	0	940,399	29,944,546	3,750,925	0	0	34,635,870	0	34,635,870
Homestead Credits									9

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	4,115,006	33,082,554	0	33,082,554	923,057

FY 2015 TIF Revenue Received: 0

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY AG/PELLA SCH/W INTERCG INCREM		
TIF Taxing District Inc. Number:	63099		
TIF Taxing District Base Year:	0		
FY TIF Revenue First Received:	1998	Slum	UR Designation No
Subject to a Statutory end date?	Yes	Blighted	No
Fiscal year this TIF Taxing District statutorily ends:	2018	Economic Development	09/1998

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	869,780	0	0	0	0	-1,852	867,928	0	867,928
Taxable	377,484	0	0	0	0	-1,852	375,632	0	375,632
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	176,378	375,632	375,632	0	0

FY 2015 TIF Revenue Received: 7,675

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY/PELLA SCH/MOLENGRACHT ADDEN TIF INCREM		
TIF Taxing District Inc. Number:	63107		
TIF Taxing District Base Year:	1998		
FY TIF Revenue First Received:	1999	Slum	UR Designation No
Subject to a Statutory end date?	Yes	Blighted	No
Fiscal year this TIF Taxing District statutorily ends:	2019	Economic Development	03/1999

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	717,300	99,670	0	0	0	816,970	0	816,970
Taxable	0	390,212	94,687	0	0	0	484,899	0	484,899
Homestead Credits									4

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	606,250	210,720	0	210,720	5,879

FY 2015 TIF Revenue Received: 0

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA CORRIDOR AREA URBAN RENEWAL (63019)
 TIF Taxing District Name: PELLA CITY/PELLA SCH/PELLA SOUTHGATE UR TIF INCREM
 TIF Taxing District Inc. Number: 63119
 TIF Taxing District Base Year: 0
 FY TIF Revenue First Received: 2000
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2020

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		11/2000

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	4,318,110	28,251,880	28,682,180	0	-5,556	61,246,614	0	61,246,614
Taxable	0	2,349,057	26,839,322	27,248,081	0	-5,556	56,430,904	0	56,430,904
Homestead Credits									17

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	37,914,827	23,337,343	8,159,930	15,177,413	423,475

FY 2015 TIF Revenue Received: 216,759

TIF Taxing District Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA CORRIDOR AREA URBAN RENEWAL (63019)
 TIF Taxing District Name: PELLA CITY AG/PELLA SCH/PELLA SOUTHGATE UR TIF INCREM
 TIF Taxing District Inc. Number: 63121
 TIF Taxing District Base Year: 1999
 FY TIF Revenue First Received: 2002
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2020

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		08/2002

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	378,710	0	0	0	0	0	378,710	0	378,710
Taxable	164,360	0	0	0	0	0	164,360	0	164,360
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	385,021	0	0	0	0

FY 2015 TIF Revenue Received: 0

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY/PELLA SCH/PELLA CORRIDOR INCREMENT		
TIF Taxing District Inc. Number:	63133		
TIF Taxing District Base Year:	2002		
FY TIF Revenue First Received:	2003		
Subject to a Statutory end date?	Yes	Slum Blighted Economic Development	UR Designation No No 02/2003
Fiscal year this TIF Taxing District statutorily ends:	2023		

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	5,911,240	0	0	0	5,911,240	0	5,911,240
Taxable	0	0	5,615,689	0	0	0	5,615,689	0	5,615,689
Homestead Credits	0								

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	4,082,290	1,828,950	0	1,828,950	51,031

FY 2015 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY AG/PELLA SCHOOL/CORRIDOR AMEND #1 INCREMENT		
TIF Taxing District Inc. Number:	63145		
TIF Taxing District Base Year:	0		
FY TIF Revenue First Received:	2005		
Subject to a Statutory end date?	Yes	Slum Blighted Economic Development	UR Designation No No 09/2005
Fiscal year this TIF Taxing District statutorily ends:	2025		

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	76,410	0	0	0	0	0	76,410	0	76,410
Taxable	33,162	0	0	0	0	0	33,162	0	33,162
Homestead Credits	0								

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	40,080	33,162	33,162	0	0

FY 2015 TIF Revenue Received: 680

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA CORRIDOR AREA URBAN RENEWAL (63019)
 TIF Taxing District Name: PELLA CITY AG/PELLA SCHOOL/CORRIDOR AMEND #1 INCREMENT CITY EXEMPT
 TIF Taxing District Inc. Number: 63147
 TIF Taxing District Base Year: 2004
 FY TIF Revenue First Received: 2005
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2025

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		09/2005

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	0	0	0	0	0

FY 2015 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA CORRIDOR AREA URBAN RENEWAL (63019)
 TIF Taxing District Name: PELLA CITY/PELLA SCHOOL/CORRIDOR AMENDMENT INCREMENT
 TIF Taxing District Inc. Number: 63153
 TIF Taxing District Base Year: 0
 FY TIF Revenue First Received: 2005
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2025

	Slum	UR Designation
	Blighted	No
	Economic Development	No
		09/2005

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	11,591,530	0	0	0	11,591,530	0	11,591,530
Taxable	0	0	11,011,958	0	0	0	11,011,958	0	11,011,958
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	9,699	11,011,958	9,088,120	1,923,838	53,678

FY 2015 TIF Revenue Received: 253,573

▲ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY/PELLA SCH/CORRIDOR AMEND #2 TIF INCREMENT		
TIF Taxing District Inc. Number:	63157		
TIF Taxing District Base Year:	0		
FY TIF Revenue First Received:	2008	Slum	UR Designation No
Subject to a Statutory end date?	Yes	Blighted	No
Fiscal year this TIF Taxing District statutorily ends:	2028	Economic Development	04/2008

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	96,100	1,594,540	21,638,180	0	0	23,328,820	0	23,328,820
Taxable	0	52,279	1,514,817	20,556,271	0	0	22,123,367	0	22,123,367
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	17,629,696	5,699,124	5,699,124	0	0

FY 2015 TIF Revenue Received: 159,014

TIF Taxing District Data Collection

Local Government Name:	PELLA (63G600)		
Urban Renewal Area:	PELLA CORRIDOR AREA URBAN RENEWAL (63019)		
TIF Taxing District Name:	PELLA CITY AG/PELLA SCH/CORRIDOR AMEND #2 TIF INCREMENT		
TIF Taxing District Inc. Number:	63159		
TIF Taxing District Base Year:	0		
FY TIF Revenue First Received:	2008	Slum	UR Designation No
Subject to a Statutory end date?	Yes	Blighted	No
Fiscal year this TIF Taxing District statutorily ends:	2028	Economic Development	04/2008

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	322,820	0	0	0	0	0	322,820	0	322,820
Taxable	140,103	0	0	0	0	0	140,103	0	140,103
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	120,250	140,103	140,103	0	0

FY 2015 TIF Revenue Received: 2,875

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Urban Renewal Area Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA MILL FARM URBAN RENEWAL
 UR Area Number: 63025

UR Area Creation Date:

UR Area Purpose:

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
PELLA CITY/PELLA SCHOOL/MILL FARM TIF INCREMENT	63164	63165	0

Urban Renewal Area Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	280,880	0	0	0	280,880	0	280,880
Taxable	0	0	266,836	0	0	0	266,836	0	266,836
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014: 0 0 **Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 0
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 0

Rebate Expenditures: 0
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015: 0 0 **Amount of 06-30-2015 Cash Balance Restricted for LMI**

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name: PELLA (63G600)
 Urban Renewal Area: PELLA MILL FARM URBAN RENEWAL (63025)
 TIF Taxing District Name: PELLA CITY/PELLA SCHOOL/MILL FARM TIF INCREMENT
 TIF Taxing District Inc. Number: 63165

TIF Taxing District Base Year:	2013		UR Designation
FY TIF Revenue First Received:		Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	No

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	280,880	0	0	0	280,880	0	280,880
Taxable	0	0	266,836	0	0	0	266,836	0	266,836
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	280,880	0	0	0	0

FY 2015 TIF Revenue Received: 0



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: D-1a & 1b

SUBJECT: Public Hearing and Resolutions for the Construction of the Water System Improvements
Division 1: RO Water Treatment Plant

DATE: November 2, 2015

BACKGROUND:

Resolutions 5623 and 5624 adopts the plans, specifications, form of contract, estimate of cost, and awards the construction contract to Eriksen Construction Col, Inc. for the Water System Improvements Division 1 improvements. These improvements consist of furnishing all labor, materials, and equipment needed for the partial demolition of the existing building and process components, and construction of a new Reverse Osmosis (RO) Water Treatment Plant (WTP) to parallel the existing Lime Softening Plant. Improvements for the new RO WTP include rehabilitation of the existing Jordan well pump at the WTP site, a building addition for the RO process, forced draft aerators, an aeration detention tank, RO membrane skids, rehabilitation of the existing gravity filters, baffling and rehabilitation of the existing buried concrete clearwell, associated chemical feed systems, sitework including regrading, pavement work, and site piping, associated electrical and mechanical equipment, and other associated work and miscellaneous improvements.

As Council is aware, these proposed improvements are a key component of the City's long-term water supply plan, which is intended to meet the community's supply and treatment needs through the year 2037. Overall, the plan includes a new 3.0 million gallon per day (MGD) reverse osmosis (RO) treatment process, an additional Jordan Well and new water main, and improvements to the existing lime softening treatment plant. The estimated cost of the plan is \$16 million, and the tentative completion date for the plan is the fall of 2017.

On October 20, 2015 a bid letting was held for this project. Six bids were received and are summarized below.

Bidder	Base Bid	Bid as % of Engineer's OPCC	Bid Alternate A
Eriksen Construction Co., Inc.	\$8,655,000	-6.43%	\$8,730,000
Story Construction Co.	\$8,987,000	-2.84%	\$9,007,000
Gridor Construction, Inc.	\$9,289,000	0.42%	\$9,369,000
Rice Lake Contracting	\$9,369,400	1.29%	\$9,378,400
Williams Brothers Co., Inc.	\$9,430,000	1.95%	\$9,440,000
Arrowhead Contracting	\$10,931,000	18.17%	\$10,941,000

Eriksen Construction Co., Inc. is the apparent low bidder with a bid of \$8,655,000 for the Base Bid. Eriksen's Base Bid is approximately 6.4% lower than the Engineer's Opinion of Probable Construction cost (OPCC) of \$9,250,000.

It is important to note, the Base Bid includes a complete project with a two-pump system for the RO treatment equipment. The only difference between the Base Bid and Bid Alternate A is that the Alternate included a one-pump system as opposed to the two-pump system for the RO treatment equipment. Based on analysis by HR Green, staff believes the two pump system would likely be more energy efficient than a single pump system and would likely result in lower operating costs. Therefore, staff is recommending the City Council proceed with the Base Bid or the two pump system.

Eriksen's Base Bid included RO equipment supplied by Harn R/O Systems. References were provided for both Eriksen and Harn R/O Systems. Eriksen Construction is a Contractor with whom HR Green is familiar and has successfully completed similar work in the past. HR Green has also successfully worked with Harn R/O Systems on a project with a similar application of direct RO treatment of deep wells.

Engineer and Staff Recommendation

HR Green believes Eriksen and Harn R/O are qualified to complete this project. Therefore, HR Green and staff are recommending the City Council award the construction contract for the Division 1: RO Water Treatment Plant project to Eriksen Construction Co., Inc. for the base bid amount of \$8,655,000.

If Council approves this construction contract, the project is scheduled to be substantially completed and ready for operation on or before April 14, 2017, and shall be fully complete on or before July 28, 2017.

Funding Source

If approved, funding for the proposed project would be a twenty year loan from the State Revolving Fund with an approximate interest rate of 2%. If Council proceeds with the project, necessary water rate increases will be evaluated on an annual basis. However, at this time staff believes rates may need to be increased an additional 23% over the next three years to fund the projected debt service for the project. For the typical residential household, this would mean an increase of approximately \$7.00 per month once the rate increases are fully phased in.

ATTACHMENTS: Resolutions, Contract, Bid Summary/Engineer's Recommendation.

REPORT PREPARED BY: Public Works Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve Resolutions No. 5623 & 5624.

November 2, 2015

The City Council of the City of Pella, State of Iowa, met in _____ session, in the Council Chambers, 614 Main Street, Pella, Iowa, at 7:00 o'clock P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

* * * * *

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the Water System Improvements Division 1: RO Water Treatment Plant, the Mayor called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the Clerk reported that no written objections thereto had been filed.

Council Member _____ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 1: RO WATER TREATMENT PLANT", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

Resolution No. 5623

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 1: RO WATER TREATMENT PLANT

WHEREAS, on the _____ day of _____, 2015, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the Water System Improvements Division 1: RO Water Treatment Plant; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law:

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

Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 2nd day of November, 2015.

Mayor

ATTEST:

City Clerk

Whereupon, there was received and filed the City Clerk or her designee's report of the bids received on October 20, 2015, at 2:00 o'clock P.M., and publicly opened pursuant to the resolution of the Council and notice duly published for construction of certain public improvements described in general as the Water System Improvements Division 1: RO Water Treatment Plant, in accordance with the plans and specifications now adopted, as attached following:

(Attach copy of report of bids received)

Council Member _____ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 1: RO WATER TREATMENT PLANT", and moved:

- that the Resolution be adopted.
- ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at _____ o'clock _____.M. on _____, 2015, at this place.

Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

Resolution No. 5624
RESOLUTION MAKING AWARD OF CONSTRUCTION
CONTRACT FOR THE WATER SYSTEM IMPROVEMENTS
DIVISION 1: RO WATER TREATMENT PLANT

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

Section 1. That the following bid for the construction of certain public improvements described in general as the Water System Improvements Division 1: RO Water Treatment Plant, described in the plans and specifications heretofore adopted by this Council on November 2, 2015, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: _____ of _____

Amount of bid: _____

Portion of project: All construction costs

Section 2. That the Mayor and Clerk are hereby directed to execute the contract with the contractor for the construction of the public improvements, such contract not to be binding on the City until approved by this Council.

PASSED AND APPROVED this 2nd day of November, 2015.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF MARION)

I, the undersigned City Clerk of the City of Pella, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of public hearing and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2015.

City Clerk, City of Pella, State of Iowa

(SEAL)

**SECTION 00520
AGREEMENT**

THIS AGREEMENT is dated as of the _____ day of _____, 2015, by and between the City of Pella, Iowa (hereafter called Owner) and Eriksen Construction Co., Inc. (hereafter called Contractor).

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1. WORK.

Contractor shall complete all Work as specified or indicated under the Contract Documents entitled Water System Improvements Division 1: RO Water Treatment Plant generally described as follows:

Furnish all labor, materials, and equipment needed for the partial demolition of the existing building and process components, construction of a new Reverse Osmosis (RO) Water Treatment Plant (WTP) to parallel the existing Lime Softening Plant. Improvements for the new RO WTP include rehabilitation of the existing Jordan well pump at the WTP site, a building addition for the RO process, forced draft aerators, an aeration detention tank, RO membrane skids, rehabilitation of the existing gravity filters, baffling and rehabilitation of the existing buried concrete clearwell, associated chemical feed systems, sitework including regrading, pavement work, and site piping, associated electrical and mechanical equipment, and other associated work and miscellaneous improvements.

ARTICLE 2. CONTRACT TIMES.

Work under the proposed Contract Documents shall be commenced upon written Notice to Proceed to be issued on or before November 17, 2015. The south cell of the clearwell and associated site piping and high service pumpage improvements shall be completed on or before a Milestone Date of July 15, 2016. The project shall be substantially completed and ready for operation on or before April 14, 2017, and shall be fully complete on or before July 28, 2017, subject to any extension of time, which may be granted by the OWNER.

ARTICLE 3. LIQUIDATED DAMAGES.

Owner and the contractor recognize that time is of the essence of this Agreement and that the owner will suffer financial loss if the Work is not completed within the time specified in Article 2 herein, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal proceeding the actual loss suffered by the owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, the owner and the Contractor agree that as liquidated damages for delay (but not as a penalty) the Contractor shall pay the Owner Five Hundred (\$500) dollars for each day that expires after the Milestone Date, One Thousand Five Hundred (\$1,500) dollars for each day that expires after the Substantial Completion time, and Five Hundred (\$500) dollars for each day that expires after the Final Completion time specified

in Article 2 herein. Liquidated damages for the Milestone Date, Substantial Completion, and Final Completion shall not be additive.

ARTICLE 4. CONTRACT PRICE.

Owner shall pay Contractor for completion of the Work pursuant to the Contractor's Bid Form and in accordance with the Contract Documents in current funds as follows: Eight Million Six Hundred Fifty Five Thousand and No/100 Dollars, (\$8,655,000.00).

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

ARTICLE 6. ASSIGNMENT.

No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Contract Documents.

ARTICLE 7. CONTRACT DOCUMENTS.

The Contract Documents, which comprise the entire contract between Owner and Contractor concerning the Work, consist of this Agreement; Contractor's Bid Form; Questionnaire; Notice to Proceed; Performance, Payment, and Maintenance Bond; General Conditions; Supplementary General Conditions; and Drawings and Technical Specifications; and all written amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to paragraph 3.04 of the General Conditions, which may be fully executed after the effective date of the Agreement, for the said project.

ARTICLE 8. ENGINEER'S ADDITIONAL SERVICES AND ATTORNEY'S FEES

The Contractor shall reimburse the Owner for any Engineer's additional services or attorney's fees made necessary by the Contractor's failure to complete the Work within the times specified in Article 2 herein.

ARTICLE 9. ATTORNEY'S FEES

In the event the Owner should prevail in any legal action arising out of the performance or non-performance of this Agreement, the Contractor shall pay, in addition to any damages, all expenses of such action including reasonable attorney's fees, all expert witness fees, costs, and

HR Green, Inc.
Project No. 40130026

Water System Improvements
Division 1: RO Water Treatment Plant
Pella, Iowa

litigation expenses incurred by the Owner, including those incurred on appeal. The term "legal action" shall be deemed to include any arbitration, administrative proceedings, and all actions at law or in equity, including appeals.

IN WITNESS WHEREOF, Owner and Contractor have caused this Agreement to be executed the day and year first above written.

City of Pella, Iowa

Eriksen Construction Co., Inc.

By:

By:

James Mueller, Mayor

Timothy J. Shaw, President

CORPORATE SEAL

Attest:

Attest:

Ronda Brown, City Clerk

(Name, Title)

Address for giving notices

Address for giving notices

City of Pella, Iowa
825 Broadway Street
Pella, IA 50219

Eriksen Construction Co., Inc.
2546 S. Hwy. 30, P.O. Box 610
Blair, NE 68008

END OF SECTION 00520

SECTION 00610
PERFORMANCE, PAYMENT, AND MAINTENANCE BOND
BOND NO. _____

KNOW ALL BY THESE PRESENTS:

That we, Eriksen Construction Co., Inc. as Principal (hereinafter the "Contractor" or "Principal" and _____, as Surety are held and firmly bound unto the City of Pella, Iowa, as Obligee (hereinafter referred to as "the Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Eight Million Six Hundred Fifty Five Thousand and No/100 Dollars, (\$8,655,000.00) lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the _____th day of _____, 2015, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

Furnish all labor, materials, and equipment needed for the partial demolition of the existing building and process components, construction of a new Reverse Osmosis (RO) Water Treatment Plant (WTP) to parallel the existing Lime Softening Plant. Improvements for the new RO WTP include rehabilitation of the existing Jordan well pump at the WTP site, a building addition for the RO process, forced draft aerators, an aeration detention tank, RO membrane skids, rehabilitation of the existing gravity filters, baffling and rehabilitation of the existing buried concrete clearwell, associated chemical feed systems, sitework including regrading, pavement work, and site piping, associated electrical and mechanical equipment, and other associated work and miscellaneous improvements.

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.

2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.
3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:
 - A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of Two (2) year(s) from the date of Substantial Completion of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work.
 - B. To keep all work in continuous good repair.
 - C. To pay the Jurisdiction's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section; and
 - D. Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the Jurisdiction at the time such work was accepted.
4. **GENERAL:** The Contractor and every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
 - A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
 - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and
 - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract

period has elapsed and the liquidated damage penalty is being charged against the Contractor.

- D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys' fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself with respect to any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Marion County, State of Iowa. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action or actions or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the

Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, in triplicate, this _____ day of _____, 20_____.

Surety Countersigned By:

PRINCIPAL:

Name of Resident Commission Agent

Contractor

Company Name

By: _____
Signature

Company Address

Title

City, State, Zip Code

SURETY:

Company Telephone Number

Surety Company

By: _____
Signature Attorney-in-Fact Officer

Name of Attorney-in-Fact Officer

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

NOTE:

1. All signatures on this performance, maintenance & payment bond must be original signatures in ink; copies or facsimile of any signature will not be accepted.
2. This bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.

END OF SECTION 00610



October 26, 2015

Denny Buyert
City of Pella
100 Truman Road
Pella, Iowa 50219

**Re: Division 1: RO Water Treatment Plant – Recommendation of Award
HR Green Project No. 40130026**

Dear Denny:

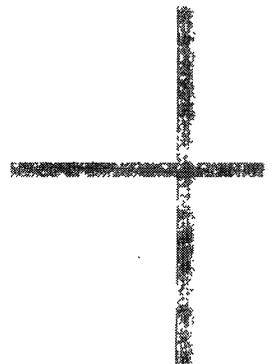
As you are aware, City of Pella received bids from Contractors for the construction of the Division 1: Reverse Osmosis Water Treatment Plant project on October 20, 2015. The six bids received are summarized below. Attached is a full breakdown of the bid results.

Bidder	Base Bid	Bid as % of Engineer's OPCC	Bid Alternate A
Eriksen Construction Co., Inc.	\$8,655,000	-6.43%	\$8,730,000
Story Construction Co.	\$8,987,000	-2.84%	\$9,007,000
Gridor Construction, Inc.	\$9,289,000	0.42%	\$9,369,000
Rice Lake Contracting	\$9,369,400	1.29%	\$9,378,400
Williams Brothers Co., Inc.	\$9,430,000	1.95%	\$9,440,000
Arrowhead Contracting	\$10,931,000	18.17%	\$10,941,000

Eriksen Construction Co., Inc. is the apparent low bidder with a bid of \$8,655,000 for the Base Bid. Eriksen's Base Bid is approximately 6.4% lower than the Engineer's Opinion of Probable Construction cost (OPCC) of \$9,250,000.

The bids ranged from approximately 6.4% lower than the Engineer's OPCC to approximately 18.2% higher than the Engineer's OPCC. The range of the five lowest bids received was \$775,000, or within 8.4% of the OPCC. This tight range of bid results and the large number of bids received indicates that the bids were competitive.

The Base Bid includes a complete project with a 2-pump system for the RO treatment equipment. The only difference between the Base Bid and Bid Alternate A is that the Alternate included a 1-pump system as opposed to the 2-pump system for the RO treatment equipment. It was anticipated that the Base Bid would be a higher cost due to perceived higher capital costs associated with the extra pump, but would be more energy efficient and therefore result in lower operational costs. However, all bidders provided higher costs for the Bid Alternate. Therefore, it is recommended that City proceed with the Base Bid due to the lower capital costs and lower operational costs.





Eriksen's Base Bid included RO equipment supplied by Harn R/O Systems. References were provided and contacted for both Eriksen and Harn R/O. Eriksen Construction is a Contractor with whom HR Green is familiar and has successfully completed similar work in the past. HR Green has also successfully worked with Harn R/O Systems on a project with a similar application of direct RO treatment of deep wells.

Due to satisfactory references and past experience with HR Green, we believe Eriksen and Harn R/O are qualified to complete this project. Therefore, due to their satisfactory qualifications, along with their lowest bid, we recommend that the City award the construction of the Division 1: RO Water Treatment Plant project to Eriksen Construction Co., Inc. based upon their Base Bid for the total contract amount of \$8,655,000.00

Enclosed are three (3) copies of a Notice of Award for the project along with a copy of the Agreement and bonds, the original bids received, and the tabulated bid results. The City will be required to conduct a Public Hearing to receive public comments on the project which is scheduled for November 2, 2015. The City may proceed with award of the project after the Public Hearing assuming no significant objections to the project are received. After Pella's execution, the three copies of the Notice of Award should be forwarded to the Contractor for their acknowledgment and return of copies to Pella and HR Green. HR Green will then work with the Contractor to obtain appropriate insurance and bond certificates prior to execution of the Agreement.

If you have any questions or comments, please contact me at (515) 278-2913.

Sincerely,

HR GREEN

Heath Picken, P.E.
Project Manager

Enclosures

cc: Bob Campbell, Iowa Department of Natural Resources
file

HR GREEN, INC.
 5525 MERLE HAY RD., STE. 200
 JOHNSTON, IOWA 50131
 PH: 515-278-2913
 FAX: 515-278-1846

Bid Date: October 20, 2015 - 2:00 PM
 HR Green Project Number: 40130026

Engineer's Opinion of
 Probable Cost = \$9,250,000



**WATER SYSTEM IMPROVEMENTS
 DIVISION 1: REVERSE OSMOSIS
 WATER TREATMENT PLANT
 CITY OF PELLA, IOWA**

		Eriksen Const. Co., Inc. 2546 South Hwy. 30 P.O. Box 610 Blair, NE 68008	Story Construction Co. 300 South Bell Avenue P.O. Box 1668 Ames, IA 50010	Gridor Constr., Inc. 3990 27th St. SE Buffalo, MN 55313	Rice Lake Contracting 22360 County Road 12 P.O. Box 517 Deerwood, MN 56444	Williams Brothers Construction, Inc. 1200 East Kelly Avenue Peoria Heights, IL 61616	Arrowhead Contracting 1308 N 14th St Indianola, IA 50125
	UNIT	Total	Total	Total	Total	Total	Total
BASE BID							
Complete Project with RO Train Alternative 1	LS	\$ 8,655,000.00	\$ 8,987,000.00	\$ 9,289,000.00	\$ 9,369,400.00	\$ 9,430,000.00	\$ 10,931,000.00
BID ALTERNATIVE A							
Complete Project with RO Train Alternative 2	LS	\$ 8,730,000.00	\$ 9,007,000.00	\$ 9,369,000.00	\$ 9,378,400.00	\$ 9,440,000.00	\$ 10,941,000.00
UNIT PRICE ADJUSTMENTS							
Replacement of girts/purlins	LF	\$ 41.00	\$ 23.50	\$ 80.00	\$ 40.00	\$ 71.40	\$ 100.00
Crack repair Bldg Area 1 concrete seeping	LF	\$ 20.00	\$ 140.00	\$ 110.00	\$ 110.00	\$ 100.00	\$ 60.00
Structural crack repair Bldg Area 1 concrete columns	CI	\$ 20.00	\$ 11.00	\$ 59.00	\$ 60.00	\$ 7.00	\$ 70.00
Structural crack repair for Clearwell roof	CI	\$ 20.00	\$ 95.00	\$ 110.00	\$ 110.00	\$ 40.00	\$ 50.00
Off-site earthwork borrow	CF	\$ 10.00	\$ 25.00	\$ 21.50	\$ 24.00	\$ 23.00	\$ 2.80

**SECTION 00510
NOTICE OF AWARD**

TO: Eriksen Construction Co., Inc.
2546 S. Hwy. 30
P.O. Box 610
Blair, Nebraska 68008

The extent of Work on this project is the furnishing of all labor, equipment, and materials for the construction of Water System Improvements Division 1: RO Water Treatment Plant for the City of Pella, Iowa, generally described as follows:

Furnish all labor, materials, and equipment needed for the partial demolition of the existing building and process components, construction of a new Reverse Osmosis (RO) Water Treatment Plant (WTP) to parallel the existing Lime Softening Plant. Improvements for the new RO WTP include rehabilitation of the existing Jordan well pump at the WTP site, a building addition for the RO process, forced draft aerators, an aeration detention tank, RO membrane skids, rehabilitation of the existing gravity filters, baffling and rehabilitation of the existing buried concrete clearwell, associated chemical feed systems, sitework including regrading, pavement work, and site piping, associated electrical and mechanical equipment, and other associated work and miscellaneous improvements.

The Owner has considered the Bid submitted by you for the above-described Work.

You are hereby notified that your Bid has been accepted for items in the amount of Eight Million Six Hundred Fifty Five Thousand and No/100 Dollars, (\$8,655,000.00).

You are required by the Instruction to Bidders to execute the Agreement and furnish the required Contractor's Performance, Payment, and Maintenance Bond, and Certificates of Insurance within Ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said Bonds within Ten (10) calendar days after the date of receipt of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. The Owner will be entitled to such other rights as may be granted by law.

HR Green, Inc.
Project No. 40130026

Water System Improvements
Division 1: RO Water Treatment Plant
Pella, Iowa

You are required to return an acknowledged copy of this NOTICE OF AWARD to the Owner.

Dated this _____ day of _____, 2015

City of Pella, Iowa

By _____

Title _____

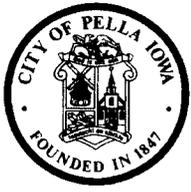
ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by:

this the ____ day of _____, 2015.

By _____
Timothy J. Shaw, President

END OF SECTION 00510



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: E-1

SUBJECT: Special Event Permit Request for 2015 Christmas Tour of Homes

DATE: November 2, 2015

BACKGROUND: Pella Convention and Visitors Bureau has requested a special event permit for "2015 Christmas Tour of Homes" scheduled for Thursday, December 3th from 1:00 p.m. to 9:00 p.m.; Friday, December 4th from 10:00 a.m. to 9:00 p.m.; and Saturday, December 5th from 10:00 a.m. to 2:00 p.m. Set-up/take down time is requested for Wednesday, December 2nd from 9:00 am through Saturday, December 5th at 5:00 pm.

The houses on tour this year are located at 1357 Main Street, 2400 Drenthe Laan, 2070 Hawthorne Drive, and 909 W 3rd Street. A shuttle service will run from the United Methodist Church at 1414 University Street to the house at 2070 Hawthorne. No personal vehicles will be allowed due to parking issues and one-lane only traffic. The event will also include refreshments at the Pella Opera House, 611 Franklin. Signage will be used to identify the locations on the tour. No street closures have been requested.

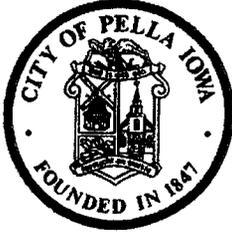
All pertinent City Departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Application, Department Comments, Map

REPORT PREPARED BY: City Hall Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve special event.



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.

For Office Use Only:			
Date Received: <u>10/2/15</u>	Received by: <u>[Signature]</u>	Fee Paid: <u>[Signature]</u>	Insurance Certificate: <u>Yes</u>

Name of Event: 2015 CHRISTMAS TOUR OF HOMES

Date of Application: <u>10-2-2015</u>	Fee Paid: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 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.) - PURPOSE IS TO INCREASE VISITOR SPENDING AND LOCAL SPENDING DURING THIS ANNUAL EVENT. 4 HOMES ON TOUR, ONE WITH SHUTTLE SERVICE. 3 DAY EVENT DECEMBER 3-5. GOAL FOR ATTENDANCE THIS YEAR IS SET AT 2500 TICKETS TO BE SOLD. (2267 SOLD IN 2014) REFRESHMENTS SERVED AT PELLA OPERA HOUSE.

PROMOTER AND CONTACT PERSON INFORMATION

Promoter's Name: <u>PELLA CVB</u>	Contact Person: <u>JILL VANDEVORT</u>
Signature: <u>[Signature]</u>	Signature: <u>[Signature]</u>
Address: <u>818 WASHINGTON ST. PELLA</u>	Address: <u>818 WASHINGTON ST. PELLA</u>
Phone: <u>641.628.2626</u> Cell Phone:	Phone: <u>641.628.2626</u> Cell Phone: <u>641.781.5989</u>

EVENT INFORMATION

DATE(S) AND TIME(S) OF EVENT: <u>THURSDAY, DEC 3 (1:00-9:00 PM) FRIDAY, DEC 4 (10:00-9:00) SATURDAY, DEC 5 (10:00-2:00)</u>
DATE(S) AND TIME(S) OF SET-UP/TAKE DOWN: <u>SET-UP: WEDNESDAY, DEC 2 @ 3PM TEAR-DOWN: SATURDAY, DEC 5 @ 5:00 P.M.</u>
LOCATION OF EVENT: Name streets, parks, area, etc and ATTACH map or drawing. 1.) PELLA OPERA HOUSE: 611 FRANKLIN ST. 2.) JOE & RUTHANN VANDEN BERG: 1357 MAIN ST. 3.) DUANE VAN MAANEN AND MARY VAN WYK-VAN MAANEN: 2400 PRENTISS LAAN 4.) DEVIN AND KRISTINE REIMER: 2070 HAWTHORNE DR. 5.) DAN AND KEATHER VROON: 909 W. 3RD ST.

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.

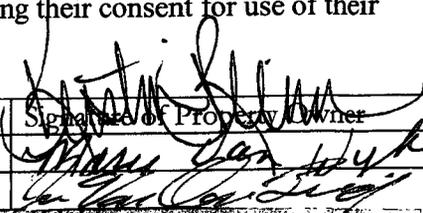
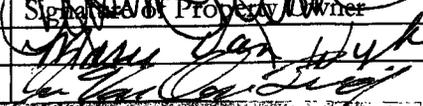
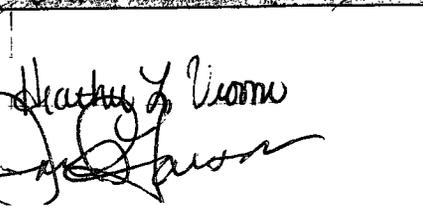
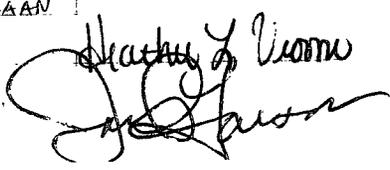
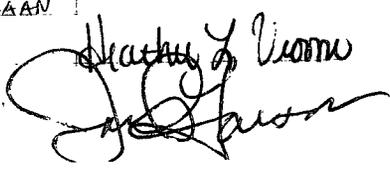
WILL ADDITIONAL ELECTRICITY BE REQUIRED? Yes No If Yes, complete the Special Event Electrical Information Sheet.

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.

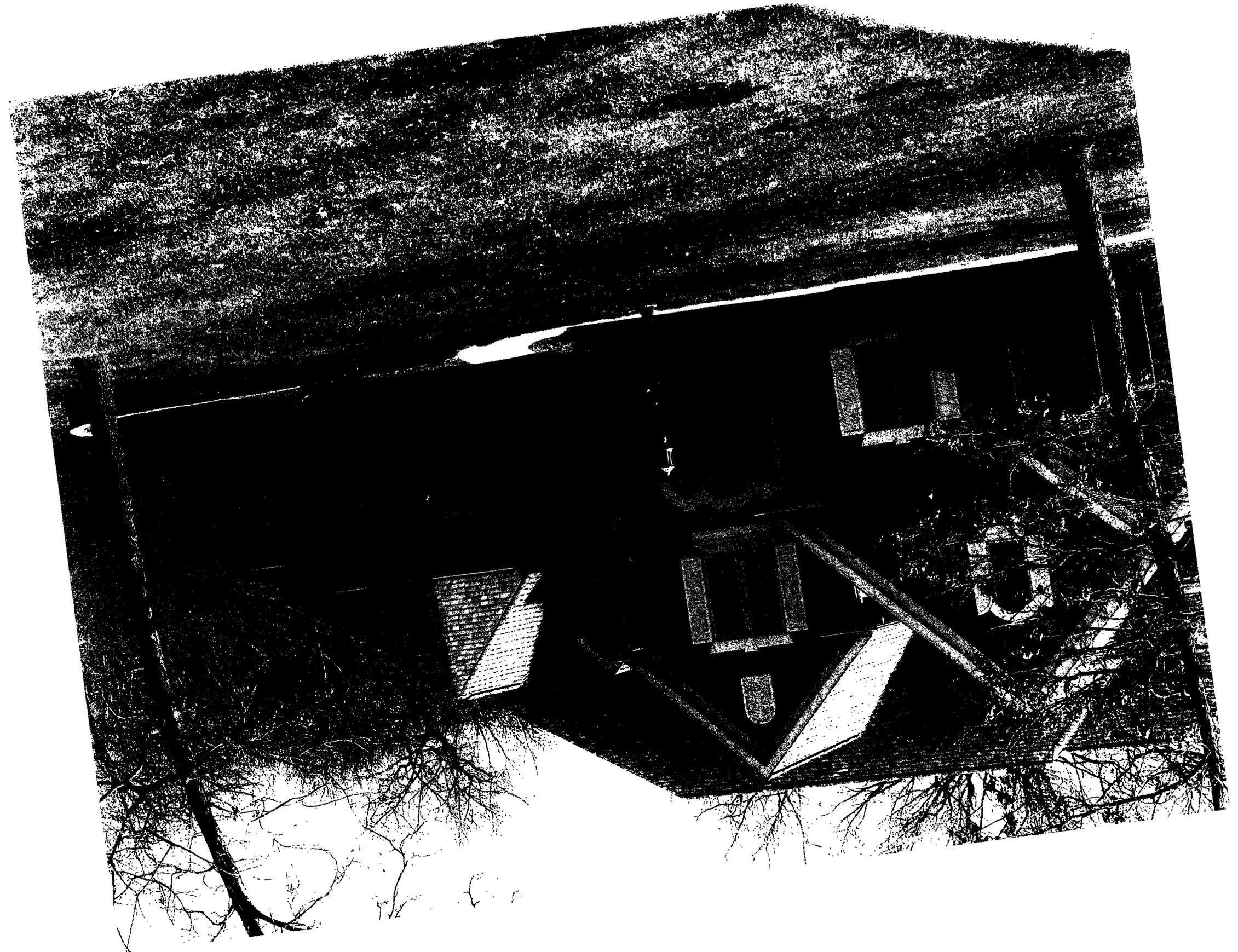
WILL ANY PART OF THE EVENT BE HELD ON PRIVATE PROPERTY? Yes No If Yes, list the address of the property and have the property owner sign below giving their consent for use of their property for this special event. (SEE ATTACHED)

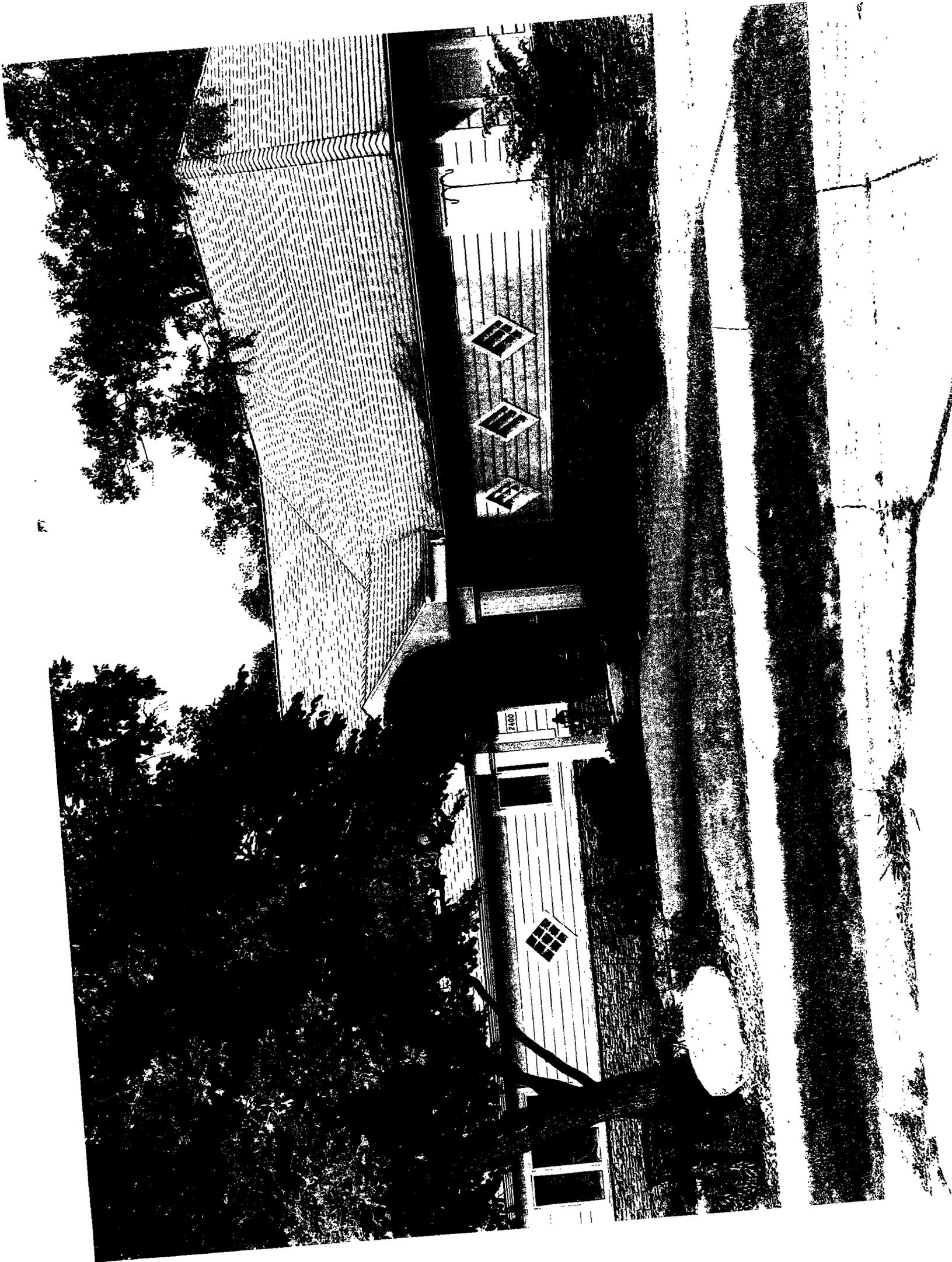
Property Owner	Address	Signature of Property Owner
DEVIN & KRISTINA REIMER	2070 HAWTHORNE DR.	
JOE & RUTHANN VANDEN BERG	1357 MAIN ST.	
DUANE VAN MAANEN & MARY VAN WYK-VAN MAANEN	2400 DRENTHE LAAN	
DAN & HEATHER VECOM	909 W. 3RD ST.	
UNITED METHODIST CHURCH (SHUTTLE)	141A UNIVERSITY ST.	

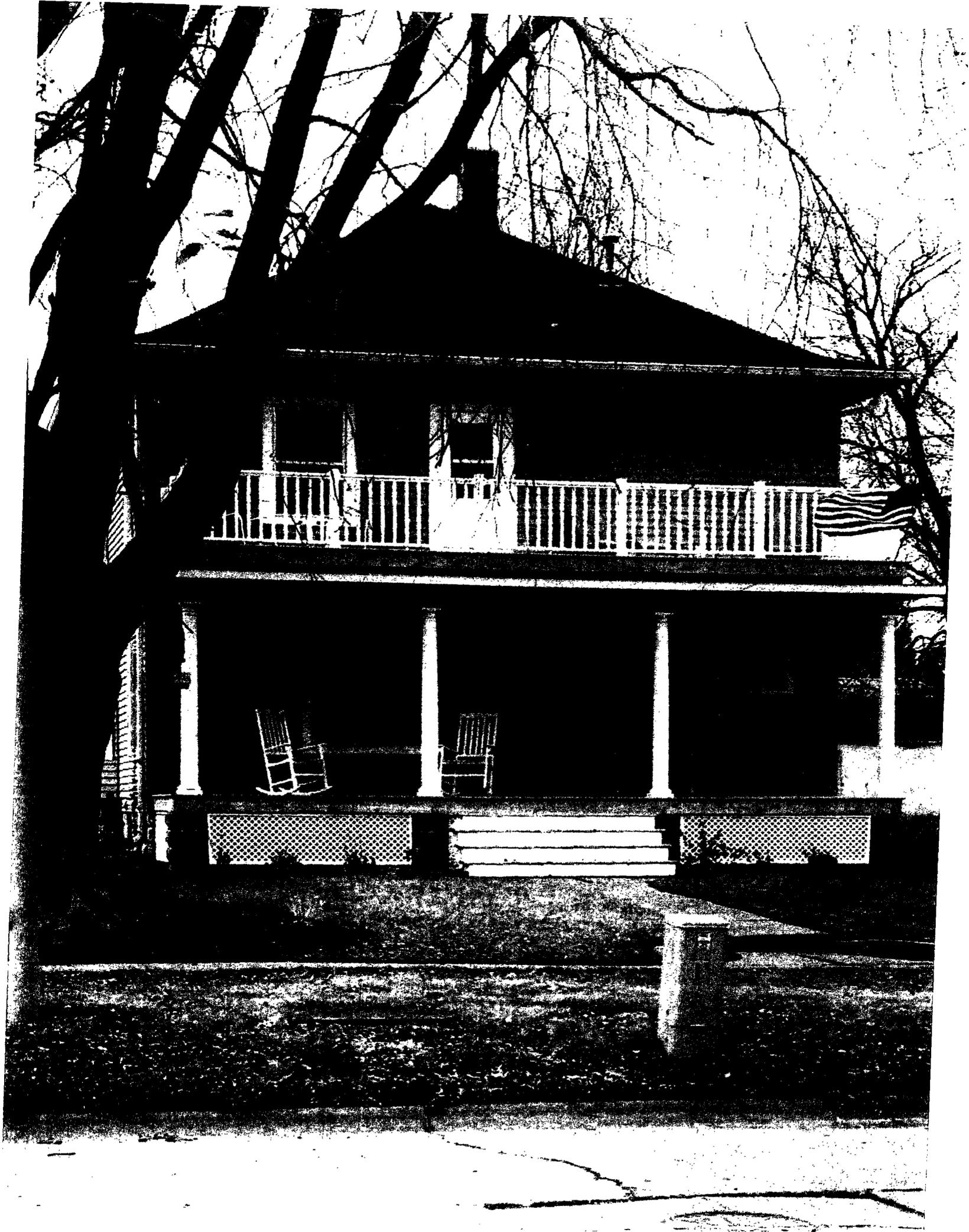
Locations for the 2015 Christmas Tour of Homes:

(Please see attached city map for all locations)

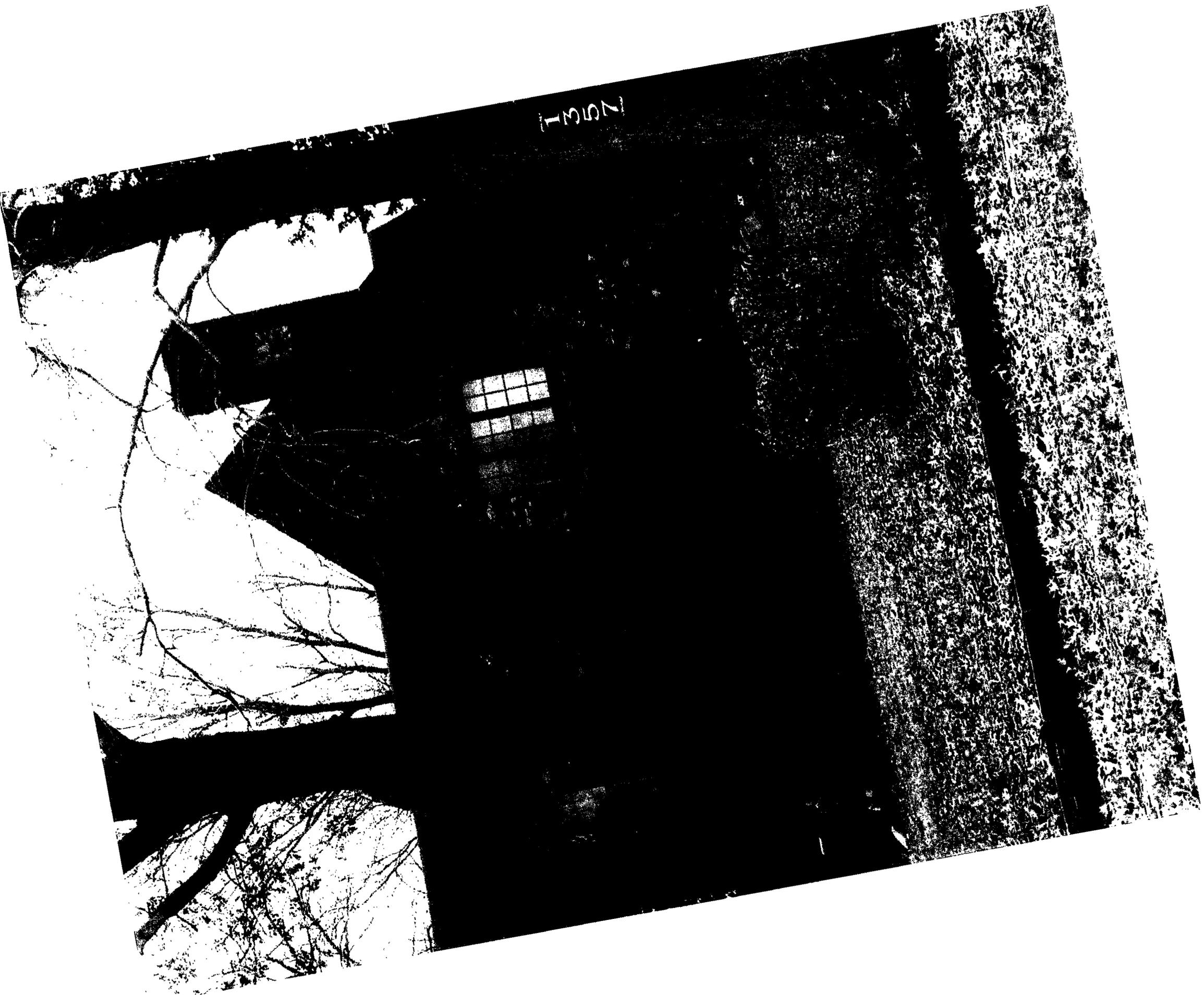
- Devin & Kristin Reimer
2070 Hawthorne Dr.
- Joe & Ruthann Van Den Berg
1357 Main St.
- Duane & Mary Van Wyk-Van Maanen
2400 Drenthe Laan
- Dan & Heather Vroom
909 W. 3rd St.
- Pella Opera House
611 Franklin Street
- A shuttle will run from the United Methodist Church at 1414 University St. to the Reimer's home as no personal vehicles will be allowed due to no parking and one-lane only traffic on that road.







13021





THE
CITY of PELLA

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 checked="" type="checkbox"/> portable <input type="checkbox"/> sandwich board <input type="checkbox"/> traffic directional <input type="checkbox"/> vehicle mounted <input type="checkbox"/> window <input type="checkbox"/> other (please describe)	
Size of Sign(s): SEE ATTACHMENT PLEASE	
Time of Sign Placement: WED. DEC. 2 @ 5PM	Time of Sign Removal: SATURDAY, DEC 5 BY 7:00 PM
Colors and Materials of Proposed Sign: METAL LAWN SIGNS	
Any Proposed Lighting:	
Proposed Location(s) of Signage: SEE ATTACHED PLEASE	

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.

Signage request for 2015 Tour of Homes:

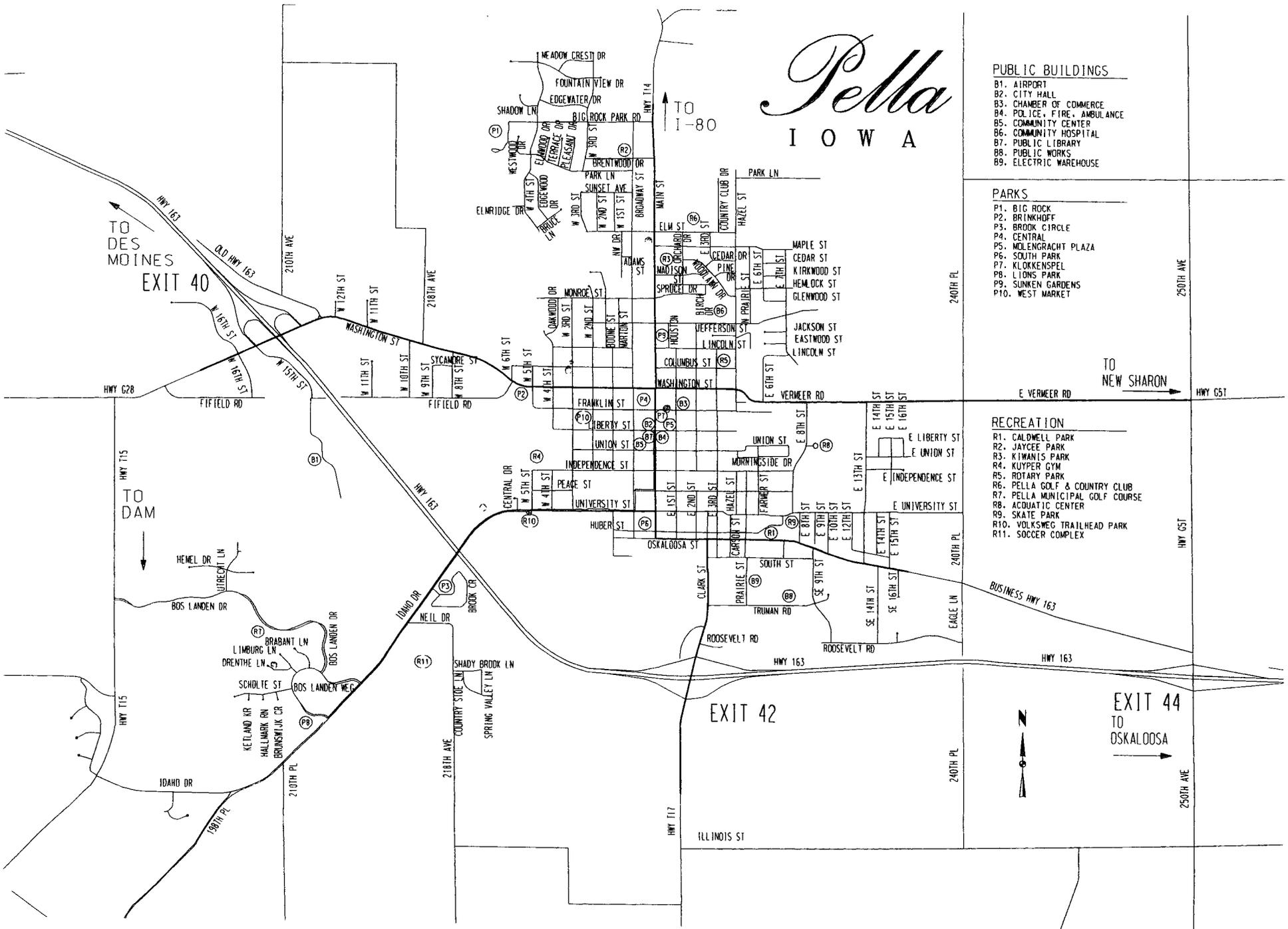
1. 30-day request to post the “Tour of Homes Tickets Sold Here” banner along our Chamber of Commerce lawn entrance at 818 Washington Street.
(Start date: November 2)

2. One Sandwich Board sign will be placed just outside the Pella Opera House entrance to inform ticket-holders of this year’s location hosting the Refreshments.

3. Portable bracket signs will be added in the following locations:
 - ❖ Reimer Home: 2070 Hawthorne Dr.
 - ❖ Van Den Berg Home: 1357 Main St.
 - ❖ Van Wyk-Van Maanen Home: 2400 Drenth Laan
 - ❖ Vroom Home: 909 W. 3rd St.
 - ❖ Entrance to United Methodist Church: 1414 University St. with words: Tour of Homes Shuttle.
 - ❖ Sign just past Methodist Church entrance on Idaho Dr. with arrow to continue straight for Van Wyk-Van Maanen home.
 - ❖ Corner of Idaho Dr. and Bos Landen Weg
 - ❖ Corner of Bos Landen Weg and Bos Landen Dr.
 - ❖ Corner of Bos Landen Weg and Limburg Laan
 - ❖ Corner of Limburg Laan and Drenthe Laan
 - ❖ Corner of Washington St. and West 3rd directing attendees to the Vroom House
 - ❖ Curbside at Sunken Gardens straight north on Main to Van Den Berg Home.

Pella

IOWA



- PUBLIC BUILDINGS**
- B1. AIRPORT
 - B2. CITY HALL
 - B3. CHAMBER OF COMMERCE
 - B4. POLICE, FIRE, AMBULANCE
 - B5. COMMUNITY CENTER
 - B6. COMMUNITY HOSPITAL
 - B7. PUBLIC LIBRARY
 - B8. PUBLIC WORKS
 - B9. ELECTRIC WAREHOUSE

- PARKS**
- P1. BIG ROCK
 - P2. BRINKHOFF
 - P3. BROOK CIRCLE
 - P4. CENTRAL
 - P5. MOLENGRACHT PLAZA
 - P6. SOUTH PARK
 - P7. KLOKKENSPEL
 - P8. LIONS PARK
 - P9. SUNKEN GARDENS
 - P10. WEST MARKET

- RECREATION**
- R1. CALDWELL PARK
 - R2. JAYCEE PARK
 - R3. KIWANIS PARK
 - R4. KUYPER GYM
 - R5. ROTARY PARK
 - R6. PELLA GOLF & COUNTRY CLUB
 - R7. PELLA MUNICIPAL GOLF COURSE
 - R8. AQUATIC CENTER
 - R9. SKATE PARK
 - R10. VOLKSWEG TRAILHEAD PARK
 - R11. SOCCER COMPLEX



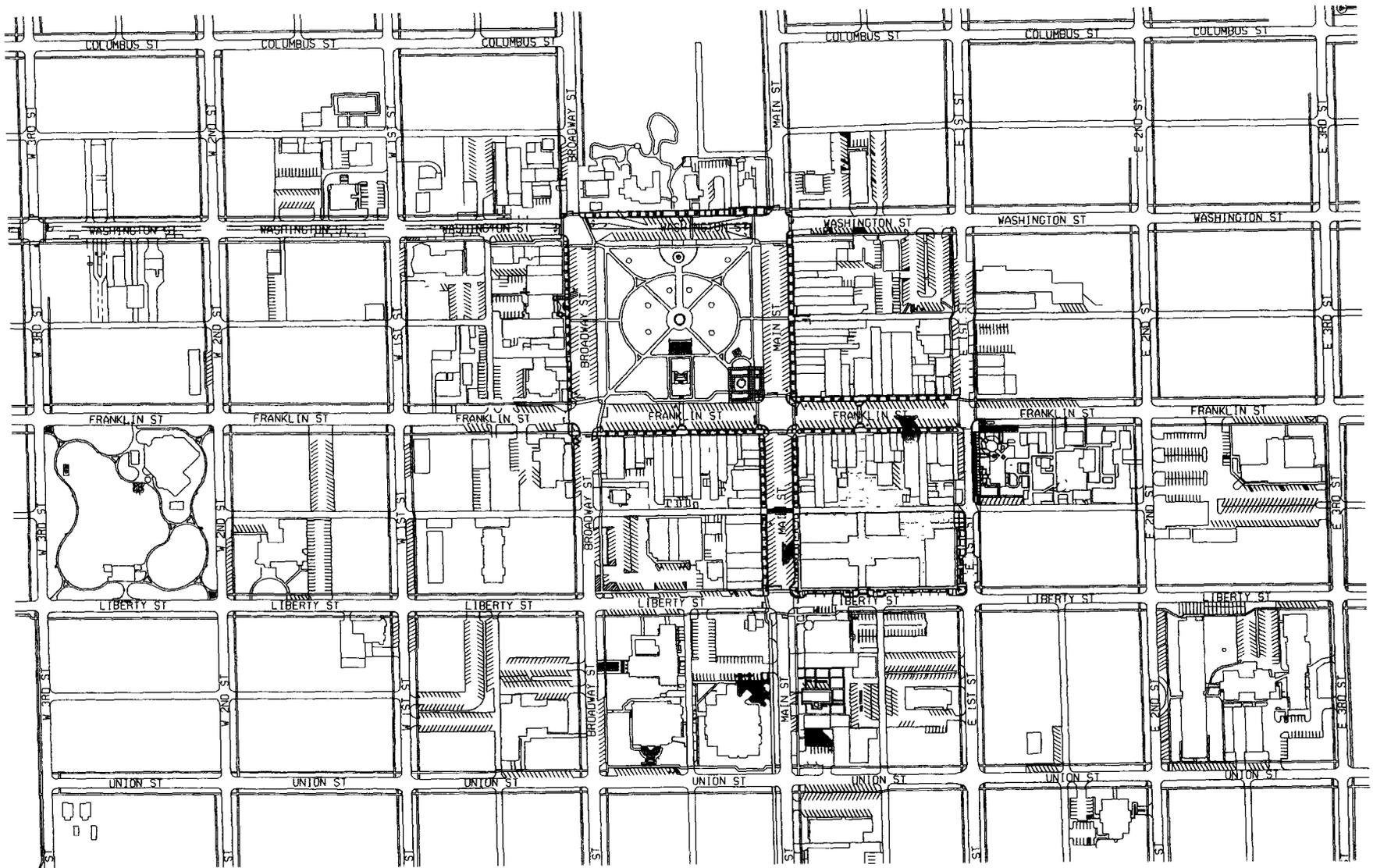
TO DES MOINES
EXIT 40

TO DAM

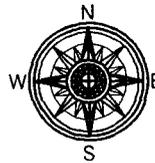
TO NEW SHARON

EXIT 42

EXIT 44
TO OSKALOOSA



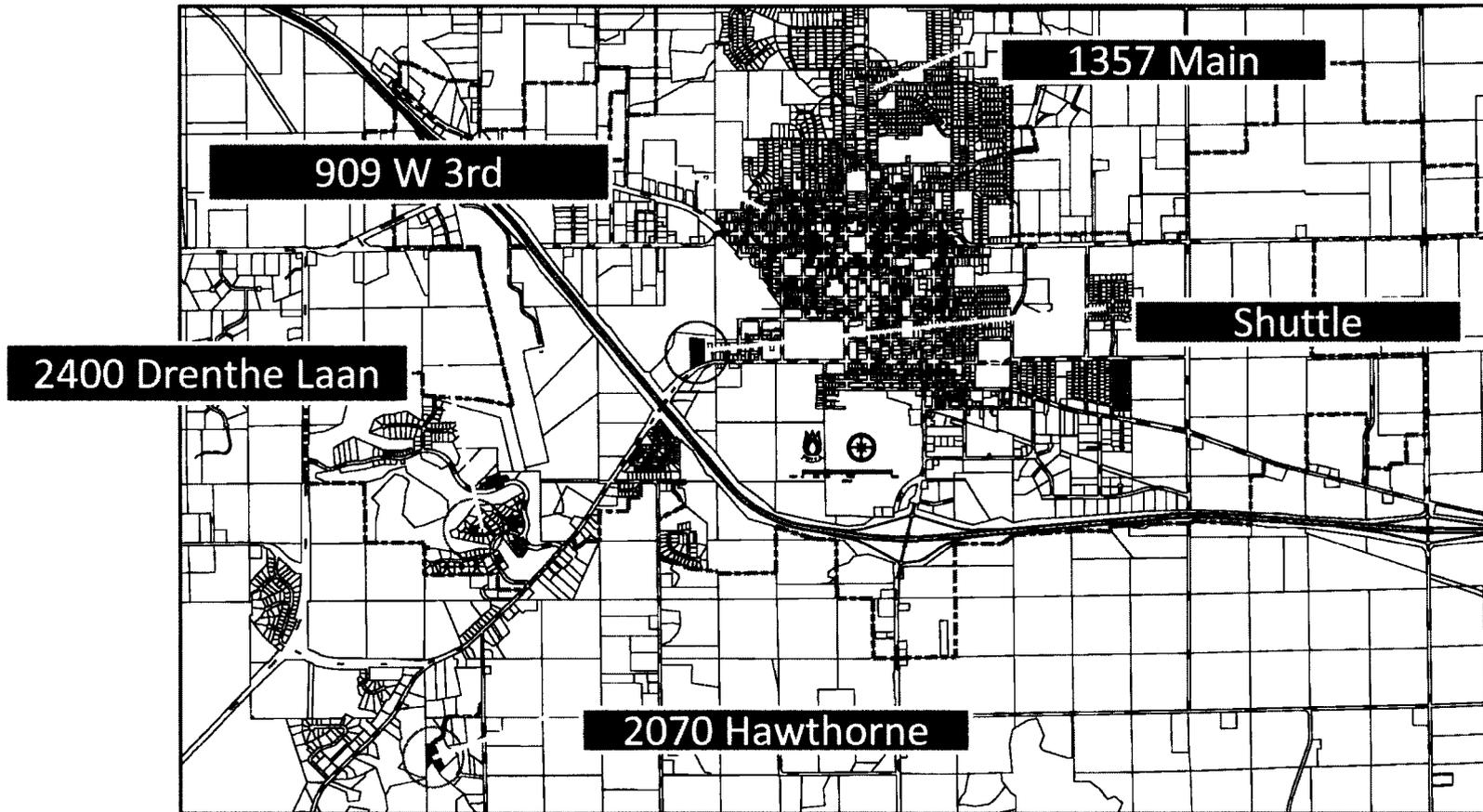
CENTRAL
BUSINESS
DISTRICT

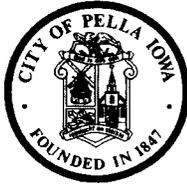


• PELLA OPERA HOUSE
(REFRESHMENTS)

Pella, Iowa

2015 Tour of Homes





CITY OF PELLA SPECIAL EVENTS DEPARTMENT REVIEW

Event:	2015 Christmas Tour of Homes
Add Comments by:	October 12, 2015
City Hall Contact:	Ronda Brown
Date of Event:	December 3, 4, 5
If questions, contact:	Jill Vandevort 641.628.2626

Police-Comments

As a function of event popularity and patronage, I anticipate parking issues at the N. Main St. location. The Police Dept. will evaluate further on how to assure the No Parking zone on the east side of Main Street is honored. Recommend approval. RAB

Public Works-Comments

Recommend approval. DR DB

Planning & Zoning-Comments

30 day banner sign permit required for banner sign. Otherwise signage if temporary and for duration of the special event can be approved as part of special event permit. Recommend approval. GW

Electric-Comments

Recommend approval. DM

Community Services/Parks-Comments

No CS services requested. Recommend approval. JV



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: E-2a & 2b

SUBJECT: Special Event Permit for Holiday Season in Pella

DATE: November 2, 2015

BACKGROUND: Pella Chamber of Commerce has requested a special event permit for “Holiday Season in Pella”, which includes special holiday events in the downtown area. The requested dates are November 23—Dec 19. Listed below are details of the event:

Nov. 23: Tree Lighting Ceremony with Children’s Community Choir @ 6 pm; roaming street entertainers; Santa at the Information Windmill 5-8 pm; horse-drawn carriage rides 5-8 pm

Nov. 28: Horse-drawn carriage rides 10 am-5 pm; roaming and in-store street entertainers

Dec. 4: Horse-drawn carriage rides 1 pm-8 pm; roaming and in-store entertainers

Dec. 5: Horse-drawn carriage rides 10 am-2:30 pm; Free hot cocoa bar in front of Klokkenspel; roaming and in-store entertainers; Santa in Information Windmill 11 am-2 pm

Dec. 12: Horse-drawn carriage rides 11 am-4 pm; Santa at Windmill 11 am-2 pm; free hot cocoa bar in front of Klokkenspel; roaming and in-store entertainers

Dec. 19: Horse-drawn carriage rides 12-4 pm; Santa at Windmill 11 am-2 pm; free hot cocoa bar in front of Klokkenspel; roaming and in-store entertainers

No street closures have been requested. However, a resolution is included with this request to reserve six parking spaces on Franklin Street south of the Information Windmill to load/unload passengers for the carriage rides on November 23, 28 and December 4, 5, 12, & 19.

The fee and insurance certificate 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 Hall Staff

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve Special Event and Resolution.

RESOLUTION NO. 5625

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

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, Pella Chamber of Commerce has requested six reserved parking spaces on Franklin Street south of the Information Windmill on November 23, 28 and December 4, 5, 12, 19.

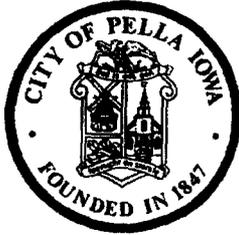
NOW THEREFORE, BE IT RESOLVED pursuant to Iowa Code Section 364.12 (2)(a), the City Council of the City of Pella does hereby temporarily reserve the parking spaces as stated above.

PASSED AND ADOPTED this 2nd day of November, 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.

For Office Use Only:			
Date Received: 10/15/15	Received by: RB	Fee: \$75	Insurance Certificate:

Name of Event: Holiday Season In Pella
--

Date of Application: 10/15/15	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
Make check payable to City of Pella	

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

Various holiday activities designed to bring residents and visitors to Pella for the holidays. (See activities list attached.)

PROMOTER AND CONTACT PERSON INFORMATION

Promoter's Name: Pella Chamber of Commerce	Contact Person: Karen Eischen
Signature:	Signature:
Address: 818 Washington Pella IA 50219	Address:
Phone: 628-2626	Cell Phone:
	Phone: 780-5759
	Cell Phone:

EVENT INFORMATION

DATE(S) AND TIME(S) OF EVENT: Nov 23 - Dec 19, 2015
DATE(S) AND TIME(S) OF SET-UP/TAKE DOWN: See Attached
LOCATION OF EVENT: Name streets, parks, area, etc and ATTACH map or drawing. Central Park, carriage ride route attached.

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 <i>6 spaces on the SE corner of Central Park on Franklin St.</i>	# of Cones <i>6</i>
---	------------------------

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



THE
CITY of PELLA

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 checked="" type="checkbox"/> A-frame <input type="checkbox"/> banner <input type="checkbox"/> portable <input type="checkbox"/> sandwich board <input type="checkbox"/> traffic directional <input type="checkbox"/> vehicle mounted <input type="checkbox"/> window <input type="checkbox"/> other (please describe)	
Size of Sign(s): 24" x 36"	
Time of Sign Placement: 7am	Time of Sign Removal: 9pm
Colors and Materials of Proposed Sign:	
Any Proposed Lighting: black; wood	
Proposed Location(s) of Signage: SE corner of Centres Park by Windmill	

Traffic Safety

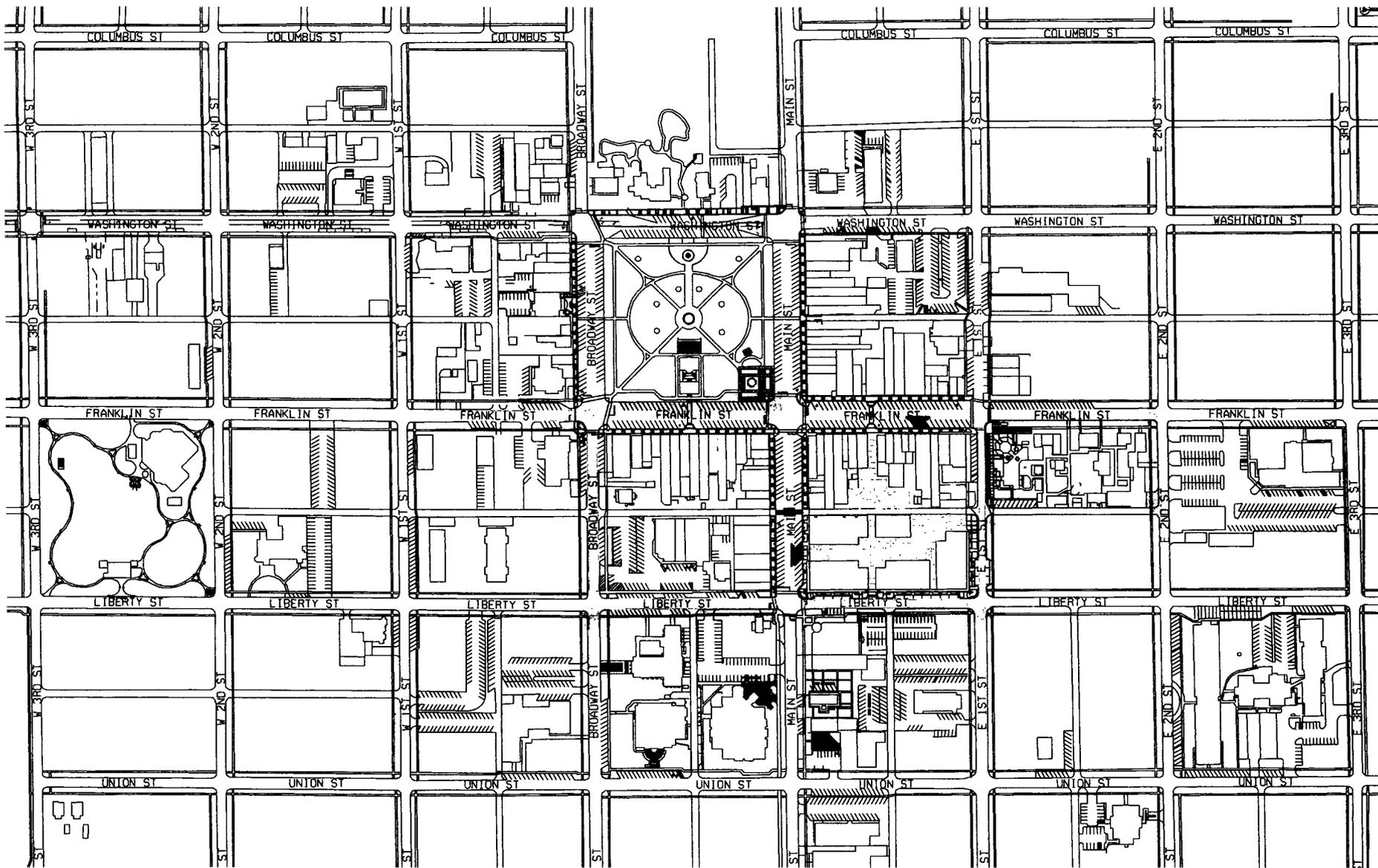
Signs shall not create a traffic hazard or impede vehicular or pedestrian traffic. Signs in the public right of way are prohibited unless expressly authorized by the Special Event Permit. The City of Pella reserves the right to require additional signage, which may be at the expense of the Special Event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

Prompt Removal of Signs

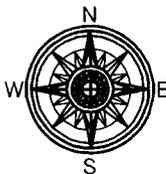
Temporary signs associated with a Special Event Permit must be removed immediately upon the termination of the event.

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.

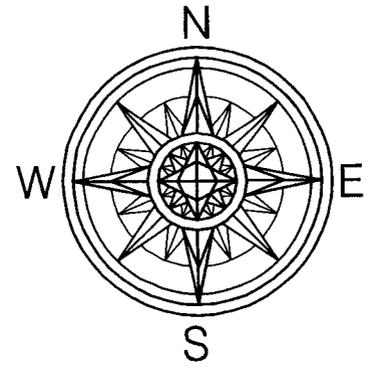
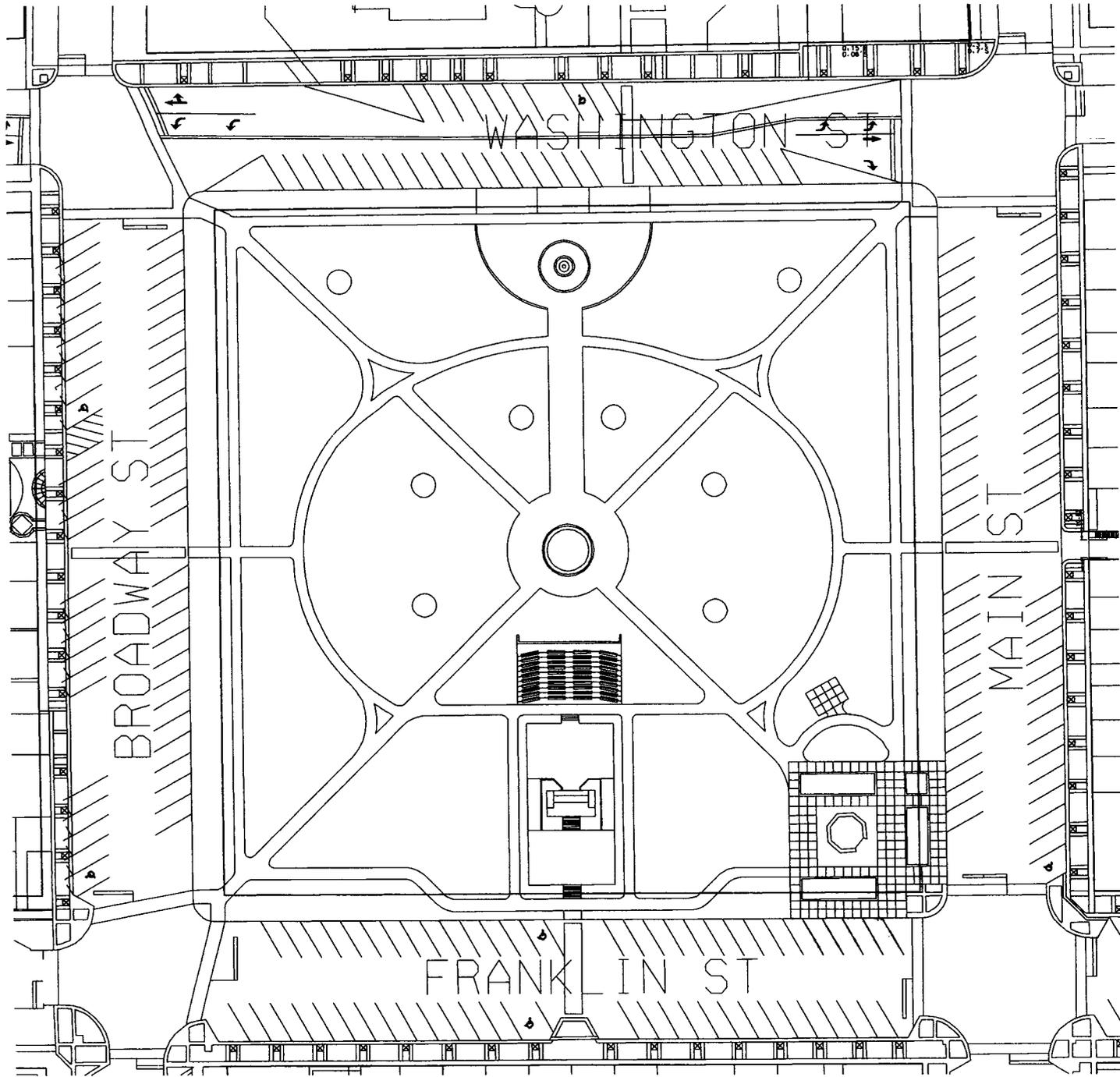


CENTRAL
BUSINESS
DISTRICT



*Horse-drawn carriage
route*

Pella, Iowa



CENTRAL PARK

Pella, Iowa

- load/unload zone
carriage rides
- Tree Lighting
(Nov 23 ceremony)

Additional Dates/Service Attachment

The Pella Chamber would like to bring special holiday events to our downtown area to enhance the experience for our residents and visitors during the Holiday season. We are proposing the following events from Monday, Nov 23 – Saturday Dec 19:

- Nov 23 Tree Lighting Ceremony @ 6 pm; (would like tree lighted each evening through Dec 31)
Children's Community Choir
Roving street entertainment
Santa at the Information Windmill from 5 – 8 pm
Horse-drawn carriage rides 5-8 pm
- Nov 28 Horse-drawn Carriage Rides 10 am -5 pm
Roaming and in-store street entertainers
- Dec 4 Horse-drawn Carriage Rides 1 pm – 8 pm
Roaming and in-store street entertainers
- Dec 5 Horse-drawn Carriage Rides 10 am – 2:30 pm
Santa at Windmill 11 am – 2 pm
Free hot cocoa bar in front of Klokkenspel
Roaming and in-store street entertainers
- Dec 12 Horse-drawn carriage rides 11 am – 4 pm
Santa at Windmill 11 am – 2 pm
Free hot cocoa bar in front of Klokkenspel
Roaming and in-store street entertainers
- Dec 19 Horse-drawn carriage rides 12-4 pm
Santa at Windmill 11 am – 2 pm
Free hot cocoa bar in front of Klokkenspel
Roaming and in-store street entertainers

Additional services from City departments:

Parks Department:

- Assistance with placing and stabilizing tree on the Tulip Toren. Tree ideally placed by Nov 18 (Nov 19 & 20 as inclement weather dates, final date to be scheduled with Parks Department around weather conditions/staff's schedule).
- Assistance with removal/disposal of the tree any time after 12/31/15.
- No water will be needed throughout the display time of tree.

Electric Department:

- Assistance with electricity at stage level of Toren to power 15 strands (100 bulbs per strand) of twinkling Christmas lights from 11/23-12/31.
- Switch for the Mayor to flip that will light the tree during Tree Lighting ceremony on 11/23 at 6 pm.
Switch may be removed any time after 7 pm on 11/24.
- Assistance with dimming spotlights on the Toren during lighting ceremony on 11/23 at 6 pm.



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO. E-3

SUBJECT: New Commercial Garbage Hauler's License for Tomorrow's Resources

DATE: November 2, 2015

BACKGROUND: Tomorrow's Resources, owned by Kevin Van Weelden, located at 2080 Mc Kimber in Harvey, Ia has applied for a Commercial Garbage Hauler's License. This company will be hauling general refuse and demolition material. Under the 28E Agreement with the Marion County landfill, all garbage/waste collected in Pella must be disposed of at the Marion County landfill with the exception of items declared as recyclable.

Tomorrow's Resources has previously had a Commercial Garbage Hauler's License, but it expired in September, 2015. Therefore, they are required to reapply for a new license. The application, certificate of insurance, and the \$50 fee have been received.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve license.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: E-4

SUBJECT: Renewal of Class C Liquor License for The Lamp Post Lounge, Corp.

DATE: November 2, 2015

BACKGROUND: The Lamp Post Lounge, located at 813 Washington Street, has applied for renewal of their Class C liquor license with Living Quarters Privilege. The application was completed with the state online. The term of the proposed license would be for twelve months and expire on October 30, 2016.

It should be noted that over the course of the past three (3) years the Pella Police Department has investigated criminal incidents, disorderly and assaultive behaviors, and discovered violations of state and city liquor laws directly associated with the Lamp Post Lounge. This pattern of misconduct is out of character for the community and for other local businesses holding liquor licenses. A summary of noteworthy calls for service associated with the Lamp Post Lounge during the period 2013-2015 follows:

<u>Date</u>	<u>Incident</u>
3/24/13	Fight investigated by Marion Co S.O.
3/24/13	Ambulance Call – Injured elbow incurred during fight
3/30/13	Assault/Public Intoxication (1 arrest)
1/26/14	Auto stolen from Lamp Post parking lot. Owner left wallet and ID in the vehicle.
3/15/14	Stolen Vehicle; Intoxicated patron drove away in the wrong vehicle.
11/01/14	Patron from the bar fighting with other patrons - Public Intoxication arrest
12/06/14	Patrons fighting – 1 assault arrest.
3/29/15	After hours consumption on premises
3/29/15	Over serving (approximately 40 patrons of college age in a highly intoxicated state)
5/10/15	Underage on premises (1 charged)
5/10/15	Underage on premises (4 charged with false ID's, 3 underage consumption)
5/10/15	Underage on premises (25-30; two charged)
5/28/15	Altercation/Public Intoxication arrest – Intoxicated patron attempting to drive.
8/23/15	Assault investigated – no charges filed.

Further, the Iowa Department of Public Safety recently filed a complaint against The Lamp Post Lounge for violating Section 123.49(2)(b) of the Iowa Code for selling or permitting the consumption of an alcoholic beverage to an individual between the hours of 2:00 AM and 8:00 AM on Sunday, March 29, 2015.

Staff Recommendation

In considering the renewal of the Lamp Post Lounge liquor license, the applicant needs to show they have both 'good financial standing' and a 'good reputation', which indicates they will comply with all laws and rules governing the license. After reviewing the number and severity of incidents on the previous page, staff believes it is questionable whether the Lamp Post Lounge satisfies the 'good reputation' requirement for their liquor license.

As a result, the Police Department and City Administration are recommending conditional approval of the liquor license renewal. Specifically, staff is recommending by Tuesday, November 17, 2015 the Lamp Post Lounge receives approval by the Pella Police Department of an action plan that addresses the following issues:

1. A plan of action to prevent the selling to and consumption of alcohol by underage individuals.
2. A plan of action to prevent the overconsumption of alcohol by patrons.
3. A plan of action to abide by all state and local requirements in selling alcohol.

Secondly, staff is recommending that any additional issues of non-compliance by the Lamp Post Lounge with regards to their liquor license could result in revocation of their liquor license.

ATTACHMENTS: State of Iowa Applicant Requirements for Liquor Licenses

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Conditional approval of liquor license subject to the Pella Police Department approving an action plan that addresses previous non-compliance issues/violations by Tuesday, November 17, 2015. In addition, any future violations of the Lamp Post Lounge's liquor license could result in revocation of their liquor license.



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: H-1

SUBJECT: Resolution Approving Change Order #10 for the Pella Sports Park, Phase 1 Improvements

DATE: November 2, 2015

BACKGROUND: This resolution approves Change Order #10 in the total amount of \$2,316.00 with Todd Hackett Construction Co. for the Pella Sports Park. Listed below is a summary of the Change Order:

Change Order #10 Summary

1. Add sidewalks adjacent to batting cage (approximately 824 SF) and main entry sidewalk (approximately 92 SF) and change bike rack locations as shown on attached drawing. This includes relocating planted shrubs to accommodate new bike rack location.

Add \$6,006.00

2. Seeding Changes

- a. Change from Type 3 to Type 4 Seed for areas around the pond that are not established. Total of 0.7 acre.

Deduct \$ (773.50)

- b. Deducted for areas seeded as Type 1 that should have been seeded as Type 3. Total 0.75 acre.

Deduct \$ (370.50)

- c. Deducted for seeding along west fence line, south of the building switch from Type 3 to Type 1. Total of 0.6 acre.

Deduct \$ (296.00)

3. Change in steel gutters to seamless aluminum gutters and downspouts on the concession building.

Deduct \$ (2,250.00)

Total for Change Order #10 is: **\$ 2,316.00**

Construction Contract Summary:

If Council approves this Change Order, the City's contract with Todd Hackett Construction would be revised as follows:

Original Construction Contract:	\$5,283,000
CO #1-9	477,753
CO #10	<u>2,316</u>
Revised Construction Contract:	<u>\$5,763,069</u>

It should be noted, Fields for Our Future has agreed to fund 100% of the cost of Change Order #10 for a total of \$2,316.00.

Substantial Completion Date

Change Order #10 also extends the substantial completion date for the project from November 10, 2014 to November 14, 2014.

ATTACHMENTS: Resolution, Change Order #10 w/attachments

REPORT PREPARED BY: Public Works Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5626

RESOLUTION APPROVING CHANGE ORDER #10 WITH TODD HACKETT
CONSTRUCTION CO. FOR THE PELLA SPORTS PARK, PHASE 1 IMPROVEMENTS

WHEREAS, on August 7th, 2013, the City of Pella entered into a contract with Todd Hackett Construction Co. for the Pella Sports Park, Phase 1 Improvements within the City of Pella; and,

WHEREAS, the City Council has deemed it advisable and necessary to adjust the contract amount with Todd Hackett Construction Co. with Change Order #10 in the amount of \$2,316.00; and,

WHEREAS, the following is a summary of Change Order #10:

1. Add sidewalks adjacent to batting cage (approximately 824 SF) and main entry sidewalk (approximately 92 SF) and change bike rack locations as shown on attached drawing. This includes relocating planted shrubs to accommodate new bike rack location.

Add \$6,006.00

2. Seeding Changes

- a. Change from Type 3 to Type 4 Seed for areas around the pond that are not established. Total of 0.7 acre.

Deduct \$ (773.50)

- b. Deducted for areas seeded as Type 1 that should have been seeded as Type 3. Total 0.75 acre.

Deduct \$ (370.50)

- c. Deducted for seeding along west fence line, south of the building switch from Type 3 to Type 1. Total of 0.6 acre.

Deduct \$ (296.00)

3. Change in steel gutters to seamless aluminum gutters and downspouts on the concession building.

Deduct \$ (2,250.00)

Total for Change Order #10 is: **\$ 2,316.00**

WHEREAS, Fields For Our Future will be responsible for 100% of Change Order #10; and,

WHEREAS, Change Order #10 extends the substantial completion date for the project from November 10 to November 14, 2014; and,

WHEREAS, Section 8.3 of the City's construction contract with Todd Hackett Construction Company provides for liquidated damages of \$250 per day for every working day the contractor fails to meet the project's substantial completion date.

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

Section 1: That Change Order #10 in the City's contract with Todd Hackett Construction for the Pella Sports Park, Phase 1 Improvements Project in the amount of \$2,316.00 as detailed above be approved by Council.

Original Construction Contract:	\$5,283,000.00
Previous Change Orders #1-9	477,753.00
CO #10	<u>2,316.00</u>
Revised Construction Contract:	<u>\$5,763,069.00</u>

PASSED AND APPROVED this 2nd day of November, 2015.

James Mueller, Mayor

Attest: _____
Ronda Brown, City Clerk

Change Order #10

PROJECT: Pella Sports Park Phase 1 Improvements	DATE OF ISSUANCE:	Sept. 2, 2015	<u>Distribution:</u>
	CONTRACT FOR:	Construction	Owner: <input checked="" type="checkbox"/>
TO CONTRACTOR: Todd Hackett Construction Co. 2925 Cedar Street, Suite #1 Muscatine, Iowa 52761	CONTRACT DATE:	August 7, 2013	Architect: <input checked="" type="checkbox"/>
	ENGINEER'S PROJECT NO:	1207.287	Engineer: <input checked="" type="checkbox"/>
			Contractor: <input checked="" type="checkbox"/>

THE CONTRACT IS CHANGED AS FOLLOWS:

1. **ADD** concrete for bike racks at new locations as described in attached Proposal Request #13 response (with exception to additional days requested).
2. **REVISE** seeding as described in attached Proposal Request #14 response (with exception to additional days requested).
3. **REVISE** gutters to seamless aluminum as described in attached Change Order Request #15 from THCC (with exception to additional days requested).

The Original Contract Sum was:	\$	5,283,000.00
The net change by previously authorized Change Orders is:	\$	477,753.00
The Contract Sum prior to this Change Order was:	\$	5,760,753.00
The Contract Sum will be changed by this Change Order in the amount of (see below for breakdown):	\$	2,316.00
Change #1 from above:	\$	6,006.00
Change #2 from above:	\$	(1,440.00)
Change #3 from above:	\$	(2,250.00)
The new Contract Sum, including this Change Order, will be:	\$	5,763,069.00

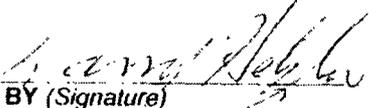
The Contract Time will be **changed** by four (4) days for all improvements except for the fire damage repairs.

The date of Substantial/Final Completion as of the date if this change Order, for the fire damage repairs, is: October 8, 2015

The date of Substantial/Final Completion as of the date if this change Order, for all improvements except the fire damage repairs, is: November 14, 2014

Note: This Change Order does not include changes in the Contract Sum, Contract Time, or Guaranteed Maximum Price, which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ENGINEER, CONTRACTOR, AND THE OWNER.

Civil Design Advantage ENGINEER	Todd Hackett Construction Company CONTRACTOR	City of Pella OWNER
3405 SE Crossroads Drive Suite G Grimes, Iowa 50111 ADDRESS	2925 Cedar Street Suite 1 Muscatine, Iowa 52761 ADDRESS	825 Broadway Street Pella, Iowa 50219 ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
Keith Weggen (Typed Name)	Larry Hetzler (Typed/Written Name)	DENNY BUYERT (Typed/Written Name)
September 2, 2015 DATE	September 3, 2015 DATE	SEPT. 8, 2015 DATE

Proposal Request #13

PROJECT: Pella Sports Park Phase 1 Improvements	DATE OF ISSUANCE: July 30, 2015	Owner	<input checked="" type="checkbox"/>
	CONTRACT FOR: Construction	Architect	<input checked="" type="checkbox"/>
OWNER: City of Pella 825 Broadway Street Pella, Iowa 50219	CONTRACT DATE: August 7, 2013	Engineer:	<input checked="" type="checkbox"/>
	ENGINEER'S PROJECT NO: 1207.287	Contractor:	<input checked="" type="checkbox"/>
		Other:	<input type="checkbox"/>
TO CONTRACTOR: Todd Hackett Construction Co. 2925 Cedar Street Suite #1 Muscatine, Iowa 52761	FROM ENGINEER: Civil Design Advantage 3405 SE Crossroads Drive Suite G Grimes, Iowa 50111		

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. All major scope items shall be separated within the proposal and the Unit Prices identified within the Contract shall be used where applicable. Within seven (7) days, the Contractor must submit this proposal or notify the Engineer, in writing, of the date on which submission is anticipated.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

Drawings

1. **ADD** sidewalks adjacent to batting cage (approximately 824 SF) and main entry sidewalk (approximately 92 SF) and change bike rack locations as shown on attached Supplemental Drawing C15.
2. **RELOCATE** recently planted shrubs as shown on attached Supplemental Drawing L3.

REQUESTED BY THE ENGINEER:

CIVIL DESIGN ADVANTAGE

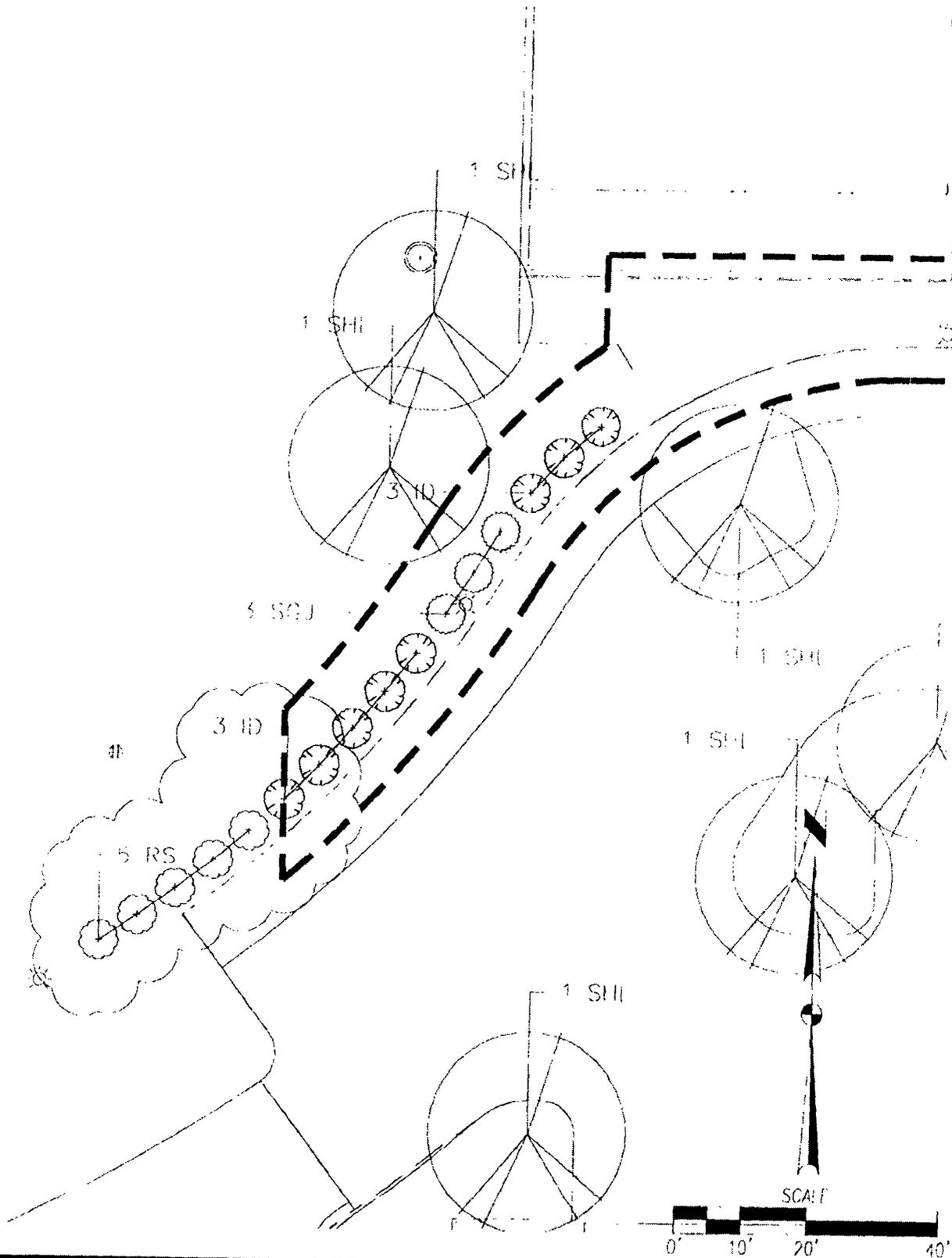


Keith Weggen, ASLA

Copy:

Denny Buyert, City of Pella
Jeanette Vaughan, City of Pella
Larry Hetzler, THCC

Chandler Nunnikhoven, City of Pella
Kevin Vos, City of Pella
Ryan Hardisty, CDA
File



ISSUED FOR
PR #13
L3

DATE: JULY 20, 2015
 REVISION DRAWING: 1.6
 PROJECT NUMBER: 1207281

**PELLA SPORTS PARK
 PHASE 1 IMPROVEMENTS**

CIVIL DESIGN ADVANTAGE
 3405 SE CROSSROADS DRIVE, SUITE G
 GRIMES, IOWA 50111
 PH: (515) 369 4430 FAX: (515) 369 4410





2925 Cedar Street, Suite 1
 PO Box 481
 Muscatine, IA 52761

Ph: 563-264-1539
 Fax: 563-288-2553
 Email:

COR#13R - Bike Rack Relocation

DATE: August 19, 2015 Revised

Project

Pella Sports Park - Ph. 1
 2465 Old Highway 163
 Pella, IA 50219

Owner

City of Pella
 825 Broad Street
 Pella, IA 50219

Civil Engineer/Project Consultant

Civil Design Advantage
 3105 SE Crossroads Drive
 Grimes, IA 50111

Architect

DLR Group
 6200 Aurora Ave. Suite 210W
 Des Moines, IA 50322

DESCRIPTION: Grade for Concrete pad, pour and install bike racks at two different locations one west of main sidewalk entrance and another south in front of batting cages with extra concrete to fill in between parking batting cages. Several plants will have to be relocated to make room for concrete at batting cages.

Concrete Pads & Bike Rack installation

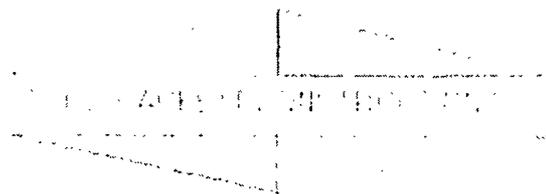
Material	\$ 1,500.00	
Equipment	750.00	
Labor	2,250.00	4,500.00
Relocate Plants		
Labor	\$ 300.00	300.00

Clean-up, seed etc.			
Equipment	\$	200.00	
Labor		360.00	
Material		<u>100.00</u>	
			660.00
THCC overhead & profit	\$	<u>546.00</u>	
			<u>546.00</u>
Total Cost			\$ 6,006.00

INCREASE CALENDAR DAYS BY 4

Acceptance/Notice to Proceed

	x
By: Larry Retzler	For Owner
Todd Hackett Construction Co.	Date Accepted



2925 Cedar Street, Suite J
 P.O. Box 481
 Mendota, IA 52151

Ph: 563 203 1530
 Fax: 563 203 2354
 Email:

COR # 14R - Change Type 3 Seeding

DATE: August 27, 2015 Revised

Project
 Pella Sports Park - Ph. 1
 2465 Old Highway 163
 Pella, IA 50219

Owner
 City of Pella
 825 Broad Street
 Pella, IA 50219

Civil Engineer/Project Consultant
 Civil Design Advantage
 3465 SE Crossroads Drive
 Grimes, IA 50111

Architect
 DLR Group
 6200 Aurora Ave, Suite 210W
 Des Moines, IA 50322

DESCRIPTION:

Switch from Type 3 to Type 4 at areas
 Around the pond that are not established
 Total of 0.7 acre Deduct \$(773.50)

At areas seeded in Type 1 but had been
 Specified as Type 3
 Total 0.75 acres Deduct \$(370.50)

At west fence line, south of the building
 Switch from Type 3 to Type 1
 Total of 0.6 acres Deduct \$(296.00)

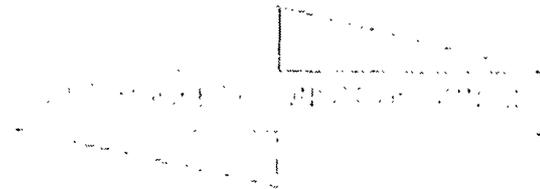
Total Deduct \$(1,440)

INCREASE CALENDAR DAYS BY 4

Acceptance/Notice to Proceed

By Larry Hetzler
 Todd Hackett Construction Co.

X
 For Owner:
 Date Accepted:



2925 Cedar Street, Suite 1
PO Box 481
Muscatine, IA 52761

Ph: 563-264-1539
Fax: 563-288-2553
Email:

COR # 15 - Change Concession Gutters

DATE: August 27, 2015

Project

Pella Sports Park - Ph. 1
2465 Old Highway 163
Pella, IA 50219

Owner

City of Pella
325 Broad Street
Pella, IA 50219

Civil Engineer/Project Consultant

Civ. Design Advantage
1305 SE Crossroads Drive
Grimes, IA 50111

Architect

DLP Group
c. 200 Aurora Avenue, Suite 200
Des Moines, IA 50321

DESCRIPTION:

Switch from Steel gutters to seamless Aluminum Gutter and downspouts on the Concession building. Deduct (2,250.00)

Total Deduct \$(2,250.00)

INCREASE CALENDAR DAYS BY 4

Acceptance/Notice to Proceed

By: Larry Helzler
Dodd Hackett Construction Co.

X
For Owner
Date Accepted



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: H-2

SUBJECT: Resolution Making Award of Contract for Materials for the West Substation Ring Bus Conversion Project

DATE: November 2, 2015

BACKGROUND: This resolution awards material contracts to the following vendors for the West Substation Ring Bus Conversion Project.

Description of Items Bid	Bid Received	Low Bidder	Manufacturer	Bid Award
Gang Operated Air Break Switches	3	Resco	Hubbell	\$ 85,072.00
69kV Lightning Arresters	3	V&S Schuler	V&S Schuler	\$ 18,057.06
Galvanized Steel Structures	4	Galvanizers, Inc.	Galvanizers, Inc.	\$ 129,933.22
69kV Potential Transformers	3	Resco	Ritz	\$ 74,115.00
69kV Current Transformers	3	Resco	Ritz	\$ 15,369.00
Total				\$ 322,546.28

The cumulative engineer's estimate for the above bid packages is \$498,000. It is important to note that \$229,941.70 of the \$322,546.28 costs are eligible for reimbursement from the Midcontinent Independent System Operator (MISO) transmission rate recovery process. In addition, approximately \$77,403.77 of the above materials will be allocated to the Red Rock Hydroelectric project and ultimately be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financial agency of Missouri River Energy Services. Staff would also like to mention the above bids include \$10,031.69 for 69kV lightning arresters for the Southeast Switching Station.

ATTACHMENTS: Resolution, Bid Summary, Engineer's Recommendation

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

RESOLUTION NO. 5627

RESOLUTION MAKING AWARD OF CONTRACT
FOR MATERIALS FOR THE WEST SUBSTATION RING BUS CONVERSION PROJECT

WHEREAS, the City of Pella owns and operates an electric utility that provides electricity to residents of the City of Pella and also to residents outside the City limits but within the service area boundary established by the State of Iowa; and,

WHEREAS, on the 1st day of September, 2015 plans, specifications, form of contract, and estimate of costs were filed with the Clerk for material for the West Substation Ring Bus Conversion Project; the material more specifically described as:

Five (5) separate bids consisting of the following electrical material:

- Bid No. 1 – Sixteen 69 kV GOAB Switches
- Bid No. 2 – Twenty-Seven 69 kV Lightning Arresters
- Bid No. 3 – Various Steel Structures
- Bid No. 4 – Fifteen 69 kV Potential Transformers
- Bid No. 5 – Three 69 kV Current Transformers

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

Section 1. That on October 20, 2015 said plans, specifications, form of contract and estimate of costs as described above were adopted and approved by the Pella City Council.

- Bid No. 1 – Sixteen 69 kV GOAB Switches – Resco Distribution --\$85,072.00
- Bid No. 2 – Twenty-Seven 69 kV Lightning Arresters – V&S Schuler Engineering--\$18,057.06
- Bid No. 3 – Various Steel Structures – Galvanizers, Inc. --\$129,933.22
- Bid No. 4 – Fifteen 69 kV Potential Transformers – Resco Distribution--\$74,115.00
- Bid No. 5 – Three 69 kV Current Transformers – Resco Distribution--\$15,369.00

Section 2. The engineer's estimate of costs for bid packages in Section 1 was \$498,000.

Section 3. The Mayor and Clerk are hereby directed to execute material contracts with the vendors identified in Section 1 of this resolution for material for the West Substation Ring Bus Conversion Project.

Section 4. The Electric Superintendent is authorized to issue the notice to proceed once Agreements are in proper order and fully executed.

PASSED and ADOPTED this 2nd day of November, 2015.

James Mueller, Mayor

ATTEST: _____
Ronda Brown, City Clerk

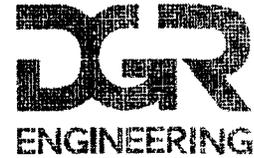
BID SUMMARY

**FURNISHING SUBSTATION MATERIALS
CITY OF PELLA
PELLA, IOWA**

DGR
ENGINEERING
1302 South Union Street
Rock Rapids, IA 51246
DGR Project No. 418603

October 8, 2015
1:00 p.m.
City Office: 825 Broadway

Bidder and Address	Bid Security	Bid No. 4 69 kV Potential Transformers					Bid No. 5 69 kV Current Transformers				
		Item No.	Qty.	Unit Price	Total Bid	Manuf.	Item No.	Qty.	Unit Price	Total Bid	Manuf.
WESCO Distribution 2301 Fleur Dr. Des Moines, IA 50321	10% Bid Bond	A	15	\$5,425.00	\$81,375.00	ABB	A	3	\$6,850.00	\$20,550.00	ABB
RESCO 2250 Pinehurst Dr. Middleton, WI 53562	10% Bid Bond	A	15	\$4,941.00	\$74,115.00	Ritz	A	3	\$5,123.00	\$15,369.00	Ritz
V&S Schuler Engineering 2240 Allen Ave., S.E. Canton, OH 44707	10% Bid Bond	A	15	\$6,103.73	\$91,555.95	ITEC	A	3	\$6,286.33	\$18,858.99	ITEC
SEECO 4045 Hargrove Ave. Charlotte, NC 28208		A	15		No Bid		A	3		No Bid	
Galvanizers, Inc. 1202 7th Ave., N.E. West Fargo, ND 58078		A	15		No Bid		A	3		No Bid	
ROHN Products, LLC 1 Fairholm Ave. Peoria, IL 61603		A	15		No Bid		A	3		No Bid	



October 13, 2015

Nate Spurgeon
Superintendent – Electric Distribution
City of Pella
222 Truman Road
Pella, IA 50219

**Re: Recommendation of Award of Contracts
Furnishing Substation Materials
DGR Project No. 414943**

Dear Nate:

We have reviewed the bids received on October 8, 2015 for the above referenced project. A summary of the bids is enclosed. We have checked the bids for mathematical accuracy and compliance with the bid specifications. We are hereby prepared to offer the following recommendations.

Bid No. 1 – 69 kV GOAB Switches:

There was little variation in the pricing of the switches. RESCO submitted the low bid of \$85,072.00 with Hubbell Power – USCO being the switch manufacturer which is on the approved bidders list.

Additionally, with the addition of a capacitor bank required for the Red Rock line terminal, an additional switch will be required. RESCO has agreed to add the switch to the original bid at the unit price bid of \$5,317.00. We recommend that you award this order to RESCO for a total contract bid price of \$90,389.00.

Bid No. 2 – 72 kV Lightning Arresters:

There was little variation in the pricing for the lightning arresters. V&S Schuler Engineering submitted the low bid with Hubbell Power – Ohio Brass being the lightning arrester manufacturer which is on the approved bidders list. We recommend that you award this order to V&S Schuler Engineering for a total contract bid price of \$18,057.06.

Bid No. 3 – Substation Steel Structures:

There was considerable variation in the pricing of the substation steel structures. Galvanizers Inc., West Fargo, North Dakota submitted the low bid of \$129,933.22.

Additionally, with the addition of the capacitor bank, one (1) additional steel 69 kV GOAB Switch Structure – High (\$2,205.48) and one (1) Grounding Platform (\$460.94). Galvanizers has agreed to add these items to the original bid. . We recommend that you award this order to Galvanizers, Inc. for a total contract bid price of \$132,599.64. The final freight amount to be determined due to the added steel structures for this project.

Bid No. 4 – 69 kV Potential Transformers:

There was some variation in the pricing of the potential transformers. The low bid was submitted by RESCO. The potential transformers that they proposed to furnish are a solid dielectric unit in lieu of an oil filled unit. They are manufactured by Ritz Instrument Transformers. We have reviewed their proposed unit and have concluded that they should provide satisfactory performance for the intended use. We recommend that you award this order to RESCO for a total contract price of \$74,115.00.

Bid No. 5 – 69 kV Current Transformers:

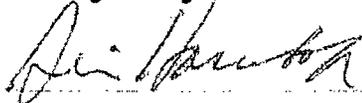
There was little variation in the pricing of the current transformers. The low bid was submitted by RESCO. The current transformers that they proposed to furnish are a solid dielectric unit in lieu of an oil filled unit. They are manufactured by Ritz Instrument Transformers. We have reviewed their proposed unit and have concluded that they should provide satisfactory performance for the intended use. We recommend that you award this order to RESCO for a total contract price of \$15,369.00.

As directed in the bidding instructions, note that taxes, as applicable, are not included in the above prices and will be added to the final invoices.

Please review our recommendation and feel free to contact Todd or me with any questions you or the Council may have. Please let us know when an award has been made, and we will prepare the contract documents for signatures.

Sincerely,

DGR Engineering



Dennis Haselhoff, P.E.

DJH:tab

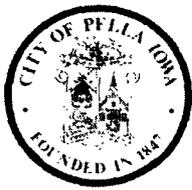
BID SUMMARY

**FURNISHING SUBSTATION MATERIALS
CITY OF PELLA
PELLA, IOWA**

DGR
ENGINEERING
1302 South Union Street
Rock Rapids, IA 51246
DGR Project No. 414943

October 8, 2015
1:00 p.m.
City Office; 825 Broadway

Bidder and Address	Bid Security	Bid No. 1 69 KV GQAB Switches						Bid No. 2 72 KV Lightning Arresters					Bid No. 3 Steel Structures		
		Item No.	Qty.	Unit Price	Total Bid	Overall Total	Manuf.	Item No.	Qty.	Unit Price	Total Bid	Manuf.	Qty.	Total Bid	Manuf.
WESCO Distribution 2301 Fleur Dr. Des Moines, IA 50321	10% Bid Bond	A	12	No Bid				A	27	\$765.00	\$20,655.00	ABB	Lot	No Bid	
		B	4												
RESCO 2250 Pinehurst Dr. Middleton, WI 53562	10% Bid Bond	A	12	\$5,317.00	\$63,804.00	\$85,072.00	Hubbell Power - USCO	A	27	\$704.00	\$19,008.00	Ohio Brass - Hubbell Power Systems	Lot	\$157,008.00	Valmont
		B	4	\$5,317.00	\$21,268.00										
V&S Schuler Engineering 2240 Allen Ave., S.E. Canton, OH 44707	10% Bid Bond	A	12	\$5,847.00	\$70,164.00	\$93,552.00	Hubbell Power - USCO	A	27	\$668.78	\$18,057.06	Ohio Brass - Hubbell Power Systems	Lot	\$146,789.00	V&S Schuler Tubular Products
		B	4	\$5,847.00	\$23,388.00										
SEECO 4045 Hargrove Ave. Charlotte, NC 28208	10% Bid Bond	A	12	\$5,404.12	\$64,849.44	\$87,185.00	SEECO	A	27	No Bid			Lot	No Bid	
		B	4	\$5,583.89	\$22,335.56										
Galvanzers, Inc. 1202 7th Ave., N.E. West Fargo, ND 58078	10% Bid Bond	A	12	No Bid				A	27	No Bid			Lot	\$129,933.22	Galvanzers
		B	4												
ROHN Products, LLC 1 Fairholm Ave. Peoria, IL 61603	10% Bid Bond	A	12	No Bid				A	27	No Bid			Lot	\$277,750.00	ROHN
		B	4												



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-3

SUBJECT: Resolution Making Award of Contract for 69 kV SF₆ Circuit Breakers for the West Substation Ring Bus Conversion Project

DATE: November 2, 2015

BACKGROUND: This resolution awards a contract for 69 kV SF₆ Circuit Breakers for the West Substation Ring Bus Conversion Project Mitsubishi Electric Power Products.

At the bid opening on October 8, 2015, two bids were received and are summarized below.

\$296,250 for six ABB Brand Circuit Breakers by Guggenmos & Associates

\$292,758 for six Mitsubishi Brand Circuit Breakers by Mitsubishi Electric Power Products

The engineer's estimate for the six circuit breakers is \$336,000 or \$56,000 per circuit breaker. It is important to note that \$243,965 of these costs are eligible for reimbursement from the Midcontinent Independent System Operator (MISO) transmission rate recovery process. In addition, the remaining \$48,793 or one circuit breaker will be allocated to the Red Rock Hydroelectric project and ultimately be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financial agency of Missouri River Energy Services.

ATTACHMENTS: Resolution, Bid Summary, Engineer's Recommendation

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

RESOLUTION NO. 5628

RESOLUTION MAKING AWARD OF CONTRACT FOR 69 KV SF₆ CIRCUIT BREAKERS
FOR THE WEST SUBSTATION RING BUS CONVERSION PROJECT

WHEREAS, the City of Pella owns and operates an electric utility that provides electricity to residents of the City of Pella and also to residents outside the City limits but within the service area boundary established by the State of Iowa; and,

WHEREAS, on the 1st day of September, 2015 plans, specifications, form of contract, and estimate of costs were filed with the Clerk for material for the West Substation Ring Bus Conversion Project--the material more specifically described as:

69 kV SF₆ Circuit Breakers

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

Section 1. That on October 20, 2015 said plans, specifications, form of contract and estimate of costs, as described above were adopted and approved by the Pella City Council.

69 kV SF₆ Circuit Breakers – Mitsubishi Electric Power Products - \$292,758

Section 2. The engineer's estimate of costs was \$336,000.

Section 3. The Mayor and Clerk are hereby directed to execute a contract with Mitsubishi Electric Power Products for 69 kV SF₆ for the West Substation Ring Bus Conversion Project.

Section 4. The Electric Superintendent is authorized to issue the notice to proceed once the Agreement is in proper order and fully executed.

PASSED and ADOPTED this 2nd day of November, 2015.

James Mueller, Mayor

ATTEST: _____
Ronda Brown, City Clerk

BID SUMMARY

**FURNISHING 69 KV SF6 CIRCUIT BREAKERS
CITY OF PELLA
PELLA, IOWA**



ENGINEERING
1302 South Union Street
Rock Rapids, IA 51246
DGR Project No. 414943

October 8, 2015
1:30 p.m.
City Office; 825 Broadway

Bidder and Address	Bid Security	Quantity	Unit Price	Total Base Price	Manufacturer	Comments
Mitsubishi Electric 520 Keystone Dr. Warrendale, PA 15086	10% Bid Bond	6	\$48,793.00	\$292,758.00	Mitsubishi	Delivery: 16-20 Weeks ARO
Guggenmos & Associates 3201 South Lakeport Sioux City, IA 51106	10% Bid Bond	6	\$49,375.00	\$296,250.00	ABB Inc.	Delivery: 16-18 Weeks ARO



October 13, 2015

Nate Spurgeon
Superintendent – Electric Distribution
City of Pella
222 Truman Road
Pella, IA 50219

**Re: Recommendation of Award of Contract
Furnishing 69 kV SF₆ Circuit Breakers
DGR Project No. 414943**

Dear Nate:

We have reviewed the bids received on October 8, 2015 for the above referenced project. Two (2) bids were received; a summary of the bid results is enclosed. We have checked the bids for mathematical accuracy and compliance with the bid specifications. We are hereby prepared to offer the following recommendation.

The low bidder, Mitsubishi Electric Power Products Inc. (MEPPI), submitted a price of \$292,758.00. In the previous two projects (Southeast Switchstation and Clark St. Substation), MEPPI breakers were supplied and installed and to our knowledge have performed well for the City.

Thus, we recommend that you award this contract to MEPPI for a total price of \$292,758.00. As directed in the bidding instructions, note that taxes, as applicable, are not included in this price and will be added to the final invoice.

Please review our recommendation and feel free to contact Todd or me with any questions you or the Council may have. Please let us know when an award has been made, and we will prepare the contract documents for signatures.

Sincerely,

DGR Engineering

A handwritten signature in black ink, appearing to read 'Dennis Haselhoff', written over a horizontal line.

Dennis Haselhoff, P.E.

DJH:tab

DGR Engineering — 1302 South Union Street — P.O. Box 511 — Rock Rapids, IA 51246
phone: 712.472.2531 — fax: 712.472.2710 — dgr.com

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THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: H-4

SUBJECT: Resolution Approving Change Order No. 1 with Galvanizers, Inc. for Additional Substation Materials in Connection with the West Substation Ring Bus Conversion Project.

DATE: November 2, 2015

BACKGROUND: On November 2, 2015, Council will be considering approval of a contract with Galvanizers, Inc. to supply substation materials for the West Substation Ring Bus Conversion Project. Since the time of the bid opening on October 8th, Missouri River Energy Services received word from Midcontinent Independent System Operator (MISO) that a power factor correcting capacitor bank would be a required component of the Red Rock Hydroelectric Project 69 kV transmission line. That capacitor bank would need to be located at the West Substation and construction would be incorporated into the ring bus conversion project. The materials required from Galvanizers, Inc. consists of the following material:

One 69 kV GOAB Switch Structure	\$ 2,205.48
One Grounding Platform	\$ 460.94
Anchor Bolts – 69 kV Circuit Breaker	\$ 26.73
Anchor Bolts – GOAB Structure	\$ 133.30
Increase in Contract Price to Galvanizers, Inc.	<u>\$ 2,826.45</u>
Previous Contract Price	\$ 129,933.22
Contract Price incorporating this Change Order	<u>\$ 132,759.67</u>

This resolution approves Change Order No. 1 with Galvanizers, Inc. to supply substation materials for the West Substation Ring Bus Conversion for \$2,826.45. It is important to note that these costs will be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financial agency of MRES that is funding the Red Rock Hydroelectric Project.

Staff is requesting that Council approve Change Order No. 1 in the amount of \$2,826.45.

ATTACHMENTS: Resolution, Change Order No. 1 with Galvanizers, Inc.

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5629

RESOLUTION ACCEPTING CHANGE ORDER NO. 1 WITH GALVANIZERS, INC. FOR FURNISHING SUBSTATION MATERIALS – STEEL STRUCTURES IN CONNECTION WITH THE WEST SUBSTATION RING BUS CONVERSION PROJECT

WHEREAS, the City of Pella owns and operates an electric utility that provides electricity to residents of the City of Pella and also to residents outside the City limits but within the service area boundary established by the State of Iowa; and,

WHEREAS, on November 2, 2015, Council awarded a contract to Galvanizers, Inc. to Furnish Substation Materials – Steel Structures for the West Substation Ring Bus Conversion Project; and,

WHEREAS, the City of Pella Electric Department is requesting Change Order No. 1 to the Contract Documents with Galvanizers, Inc. for Furnishing Substation Materials – Steel Structures; and,

WHEREAS, Change Order No. 1 with Galvanizers, Inc. is for \$2,826.45 and covers material costs associated with the West Substation Ring Bus Conversion, making the total contract cost \$132,759.67; and,

WHEREAS, Galvanizers, Inc. has agreed to maintain their contract unit prices for Change Order No. 1; and,

WHEREAS, Change Order No. 1 will maintain a substantial completion date for the material delivery of March 1, 2016; and,

WHEREAS, it is deemed in the best interest of the Electric Department to accept the terms and conditions incorporated in the Contract Documents, and to execute said Change Order No. 1 to purchase additional Furnishing Substation Materials – Steel Structures; and,

WHEREAS, execution of this Change Order No. 1 best represents the interest of the City.

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

Section 1. That Change Order No. 1 to the Contract Document with Galvanizers, Inc. in the amount of \$2,826.45 for Furnishing Substation Materials – Steel Structures relating to the West Substation Ring Bus Conversion Project be approved.

PASSED and ADOPTED this 2nd day of November, 2015.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk

Change Order

No. 1

Date of Issuance: October 27, 2015

Effective Date: November 2, 2015

Project: Furnishing Substation Materials	Owner: City of Pella	Owner's Contract No.: NA
Contract: Furnishing Substation Materials – Steel Structures	Date of Contract: October 2, 2015	
Contractor: Galvanizers, Inc.	Engineer's Project No.: 414943	

The Contract Documents are modified as follows upon execution of this Change Order:

Description: This Change Order #1 is for the addition of one (1) 69 kV GOAB switch structure – high at a unit price of \$2,205.48, one (1) grounding platform at a unit price of \$460.94, 4 anchor bolts for 69 kV SF₆ circuit breakers at a lump sum price of \$26.73, and the additional anchor bolts required for the GOAB structure at a lump sum price of \$133.30. No additional freight costs.

Attachments (list documents supporting change):

Galvanizers, Inc.'s bid form as noted; Bid No. 3-Steel Structures.

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$ 129,933.22

~~Increase~~ ~~Decrease~~ from previously approved Change Orders No. to No. :

\$ 0

Contract Price prior to this Change Order:

\$ 129,933.22

~~Increase~~ ~~Decrease~~ of this Change Order:

\$ 2,826.45

Contract Price incorporating this Change Order:

\$ 132,759.67

Original Contract Times: Working days Calendar days

Substantial completion (days or date): March 1, 2016

Ready for final payment (days or date): March 15, 2016

~~Increase~~ ~~Decrease~~ from previously approved Change Orders No. to No. :

Substantial completion (days): NA

Ready for final payment (days): NA

Contract Times prior to this Change Order:

Substantial completion (days or date): March 1, 2016

Ready for final payment (days or date): March 15, 2016

~~Increase~~ ~~Decrease~~ of this Change Order:

Substantial completion (days or date): NA

Ready for final payment (days or date): NA

Contract Times with all approved Change Orders:

Substantial completion (days or date): March 1, 2016

Ready for final payment (days or date): March 15, 2016

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 10-28-15

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

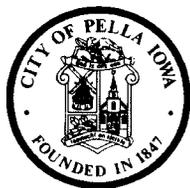
Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 10-27-2015

Date: _____



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-5

SUBJECT: Resolution Approving Change Order No. 1 with Rural Electric Supply Cooperative (RESCO) for Additional Substation Materials in Connection with the West Substation Ring Bus Conversion Project.

DATE: November 2, 2015

BACKGROUND: On November 2, 2015, Council will be considering approval of a contract with Rural Electric Supply Cooperative (RESCO) to supply substation materials for the West Substation Ring Bus Conversion Project. Since the time of the bid opening on October 8th, Missouri River Energy Services received word from Midcontinent Independent System Operator (MISO) that a power factor correcting capacitor bank would be a required component of the Red Rock Hydroelectric Project 69 kV transmission line. That capacitor bank would need to be located at the West Substation and construction would be incorporated into the ring bus conversion project. The materials required from RESCO consists of the following material:

One 69 kV GOAB Switch	\$ 5,317.00
Increase in Contract Price to RESCO	<u>\$ 5,317.00</u>
Previous Contract Price	\$ 85,072.00
Contract Price incorporating this Change Order	<u>\$ 90,389.00</u>

This resolution approves Change Order No. 1 with RESCO to supply substation materials for the West Substation Ring Bus Conversion for \$5,317.00. It is important to note that these costs will be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financial agency of MRES that is funding the Red Rock Hydroelectric Project.

Staff is requesting that Council approve Change Order No. 1 in the amount of \$5,317.00.

ATTACHMENTS: Resolution, Change Order No. 1 with RESCO

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5630

RESOLUTION ACCEPTING CHANGE ORDER NO. 1 WITH RESCO FOR FURNISHING
SUBSTATION MATERIALS – GOAB SWITCH IN CONNECTION WITH THE WEST
SUBSTATION RING BUS CONVERSION PROJECT

WHEREAS, the City of Pella owns and operates an electric utility that provides electricity to residents of the City of Pella and also to residents outside the City limits but within the service area boundary established by the State of Iowa; and,

WHEREAS, on November 2, 2015, Council awarded a contract to RESCO to Furnish Substation Materials – GOAB Switches for the West Substation Ring Bus Conversion Project; and,

WHEREAS, the City of Pella Electric Department is requesting Change Order No. 1 to the Contract Documents with RESCO for Furnishing Substation Materials – GOAB Switch; and,

WHEREAS, Change Order No. 1 with RESCO is for \$5,317.00 and covers material costs associated with the West Substation Ring Bus Conversion, making the total contract cost \$90,389.00; and,

WHEREAS, RESCO has agreed to maintain their contract unit prices for Change Order No. 1; and,

WHEREAS, Change Order No. 1 will maintain a substantial completion date for the material delivery of March 1, 2016; and,

WHEREAS, it is deemed in the best interest of the Electric Department to accept the terms and conditions incorporated in the Contract Documents, and to execute said Change Order No. 1 to purchase additional Furnishing Substation Materials – GOAB Switch; and,

WHEREAS, execution of this Change Order No. 1 best represents the interest of the City.

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

Section 1. That Change Order No. 1 to the Contract Document with RESCO in the amount of \$5,317.00 for Furnishing Substation Materials – GOAB Switch relating to the West Substation Ring Bus Conversion Project be approved.

PASSED and ADOPTED this 2nd day of November, 2015.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk

Change Order

No. 1

Date of Issuance: October 27, 2015

Effective Date: November 2, 2015

Project: Furnishing Substation Materials	Owner: City of Pella	Owner's Contract No.: NA
Contract: Furnishing Substation Materials – GOAB Switch		Date of Contract: October 2, 2015
Contractor: Rural Electric Supply Cooperative (RESCO)		Engineer's Project No.: 414943

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

This Change Order #1 is for the addition of one (1) 69 kV vertical break, horizontal mount GOAB switch at the unit price of \$5,317.00 from Hubbell Power-USCO.

Attachments (list documents supporting change):

RESCO's bid form as noted; Bid No. 1-69 kV GOAB Switches

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$ 85,072.00

~~Increase~~ ~~Decrease~~ from previously approved
Change Orders No. to No. :

\$ 0

Contract Price prior to this Change Order:

\$ 85,072.00

~~Increase~~ ~~Decrease~~ of this Change Order:

\$ 5,317.00

Contract Price incorporating this Change Order:

\$ 90,389.00

Original Contract Times: Working days Calendar days

Substantial completion (days or date): March 1, 2016

Ready for final payment (days or date): March 15, 2016

~~Increase~~ ~~Decrease~~ from previously approved Change Orders
No. to No. :

Substantial completion (days): NA

Ready for final payment (days): NA

Contract Times prior to this Change Order:

Substantial completion (days or date): March 1, 2016

Ready for final payment (days or date): March 15, 2016

~~Increase~~ ~~Decrease~~ of this Change Order:

Substantial completion (days or date): NA

Ready for final payment (days or date): NA

Contract Times with all approved Change Orders:

Substantial completion (days or date): March 1, 2016

Ready for final payment (days or date): March 15, 2016

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 10-28-15

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

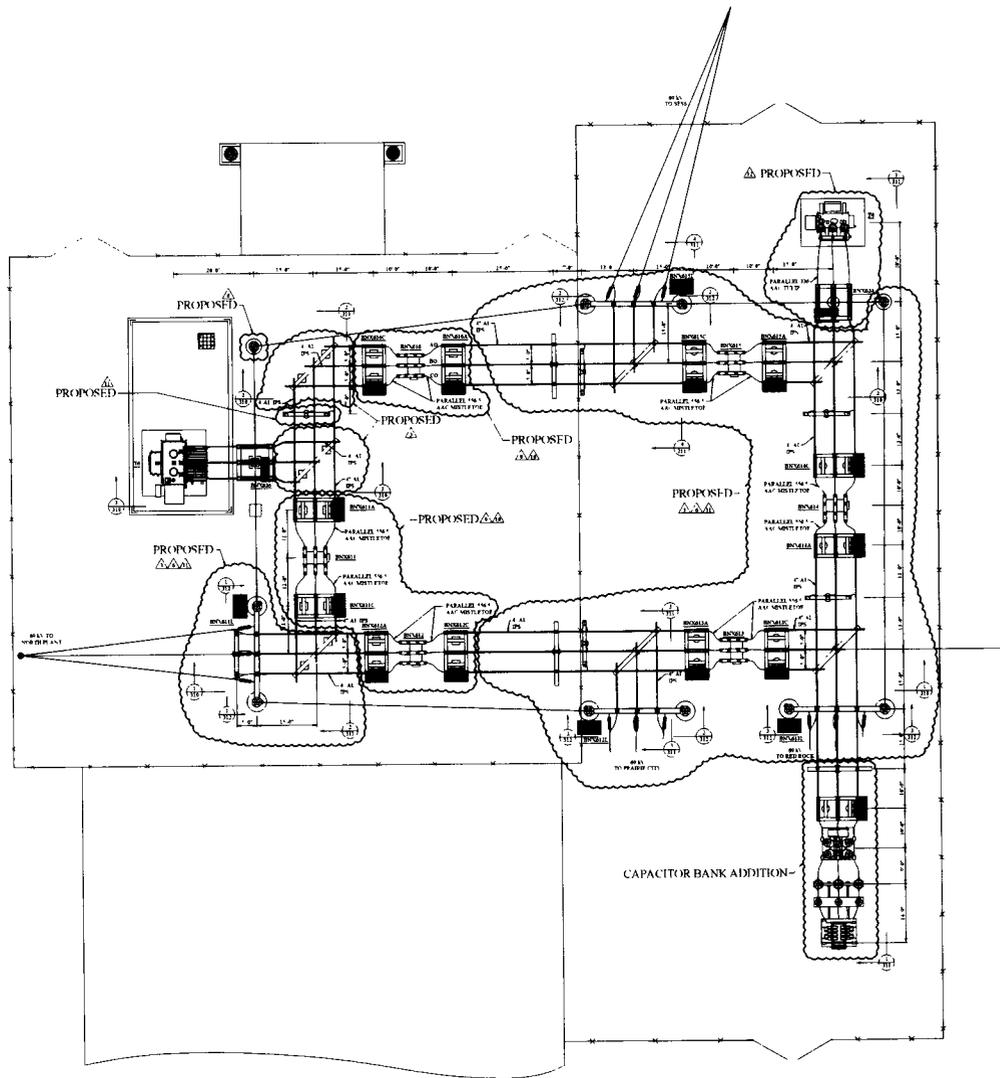
By: [Signature]
Contractor (Authorized Signature)

Date: 10/27/15

Date: _____

DATE: 11/28/2015 10:04 AM

P:\OLD DRAWINGS\RED BORN, AUBANK, HUNTERMAN, LEWIS, WELCH, DOW...



NOTES

- ⚠ A cloud indicates work included in this contract
- ⚠ Fittings shall be fixed, slip, or expansion as noted by the following key:
F - fixed
E - expansion
S - slip
- ⚠ Contractor shall install all new 4" rigid bus as shown on the drawings. The risers from the high to low bus shall be constructed of 2 1/2" rigid bus. Provide 55# ACSR damping cable for all horizontal bus runs. Drill weep holes at low point of all horizontal bus.
- ⚠ Contractor shall install phase identification signs on bus support and deadend structures. Coordinate locations with Engineer.
A phase - Red
B phase - White
C phase - Blue
- ⚠ Coordinate bus height with supplied equipment and existing equipment in service.
- ⚠ Any shield wire that connects to a transmission line structure outside the substation fence (not shown on drawing) will be installed by Others. All shield wires inside the fence will be installed by this Contractor.
- ⚠ All horizontal tubular bus shall be level as viewed from any direction. Minimum ground clearance as shown shall be maintained.
- ⚠ Parallel conductors shall have a cable spacer installed at middle of span not to exceed 8' spans between spacers.
- ⚠ Contractor shall install the Owner-furnished GOAB switches on existing steel stands for switch numbers BNX611A, C, BNX612A, C, and BNX616A, C. All other switches shall be installed on the new proposed Owner-furnished steel structures.
- ⚠ The new Owner-furnished circuit breakers BNA611, BNX612 and BNX616 shall be installed on the existing pads. Contractor shall cut the existing anchor bolts flush to the pad and drill and epoxy in new Owner-furnished anchor bolts for securing the breaker to the pad. Owner-furnished circuit breakers BNN613, BNN614 and BNN615 shall be installed onto new pads.
- ⚠ Contractor shall install the Owner-furnished steel structures as shown and all equipment supplied by the Owner or Contractor onto the steel.
- ⚠ Contractor shall remove and relocate the existing 10 MVA transformer and adjacent circuit switcher and grounding platform from its current location to the east side of the new substation addition. Necessary cranes and equipment to move the equipment shall be provided by the Contractor. Contractor shall supply a new 16'-0" tall steel stand for the relocated circuit switcher for the transition to the high bus.



PRELIMINARY
NOT FOR CONSTRUCTION
 8-13-15

REV.	DATE	DESCRIPTION



Project Manager DJH
 Designer TAB
 Project Number 414943
 Phone (712) 472-2531

CITY OF PELLA
 PELLA, IOWA

BUS PLAN
 WEST SUBSTATION

S H E E T	WS-300
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THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: I-1

SUBJECT: Rezoning Application by Marc Vande Noord to Rezone Property from A1 Agricultural District to M1 Limited/Light Industrial District

DATE: November 2, 2015 (2nd Reading)

BACKGROUND:

Marc Vande Noord is requesting to rezone the property located immediately south of Lots 5 and 6 of Graceland Addition off Graceland Road. The parcel is 1.06 acres in size. The current zoning is A1 Agricultural, and the proposed zoning is M1 Limited/Light Industrial. The proposed use is a storage development which would be adjacent to the applicant's existing storage facility to the north on Graceland Road.

The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Residential. Therefore, the rezoning proposal is not consistent with the Plan.

The Planning and Zoning Commission at their September 28, 2015 meeting approved the rezoning (7 to 0) with direction to amend the Comprehensive Plan and with condition that the use be limited to indoor storage.

ATTACHMENTS: Ordinance, Zoning Map, Citizen Letter

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Recommend approval per Planning and Zoning Commission recommendation.

ORDINANCE NO. 903

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.

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 Marc Vande Noord described in Exhibit A that is within the extraterritorial zoning jurisdiction of the City of Pella, Iowa, from an "A1" (Agricultural Zoning District) to a "M1" (Limited/Light Industrial Zoning District).

SECTION 2. USE LIMITATION. Permitted land use for the property to be rezoned shall be limited to indoor storage only.

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

Parcel H of Lot 2 of the South Half of the NE¼ of Section 34, Township 77 North,
Range 18 West of the 5th PM, Marion County, Iowa



Topic

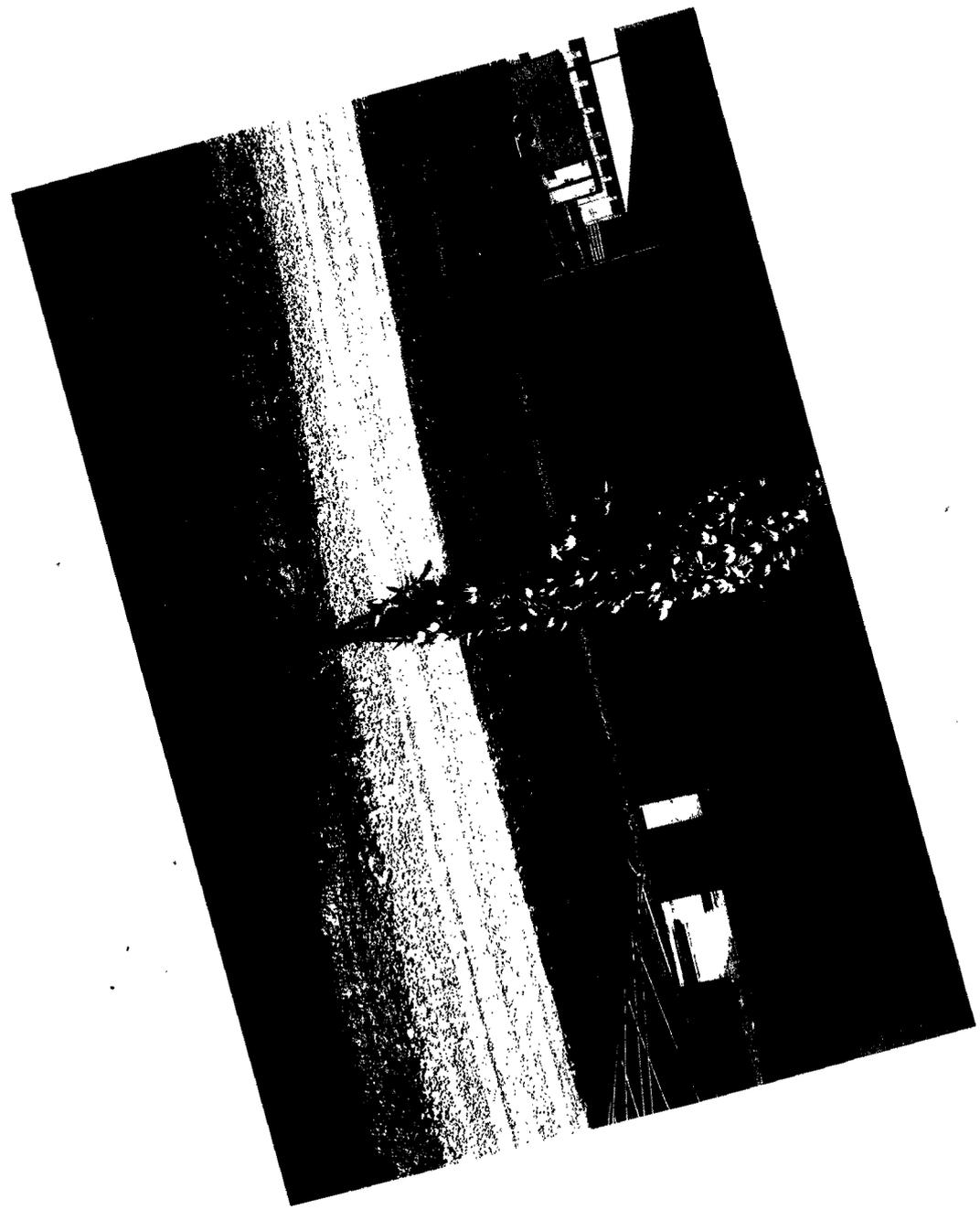
Re Rezoning of Parcel H of Lot of the South
Half of Tract 11 1/4 of Section 34, Township 107 N, R.
Range 18 West of the 5th N. Platina County, Iowa
Our Concern is that this change will
alter the view that we enjoy from our
Living Room window. A view that visitors have
made positive comments about.

The view to the South East of a small
field and the carriage house view of the
property is the focus. The Geese and
the waterfowl are at all seasons.
That we would like if large buildings were
to be built on this lot. The question is
Is a scenic view an asset to our property
or not.

Picture 1 Shows our view from our living Room
window. The house is usually covered in trees
and shrubs. Picture 2 Shows a lot of water
stagnant in the water with many waterfowl
in the water and on the ice. The 3rd picture
is what a farm could be like. The East and
South side of the lot and the view
that we have enjoyed almost for 40 years
now.

We would like that the parcel be
Agriculture

MRS. MRS. [Name]





2



J-1

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
AHLERS & COONEY P C (1048)						
699388	URBAN RENEWAL LEGAL FEES	09/30/2015	11/02/2015	318.00	10/15	132.5.08.5500.6490
699389	MILL FARM LEGAL FEES	09/30/2015	11/02/2015	160.00	10/15	133.5.08.5500.6405
699390	ECONOMIC DEVELOPMENT LEGAL F	09/30/2015	11/02/2015	3,262.00	10/15	132.5.08.5500.6490
Total AHLERS & COONEY P C (1048):				3,740.00		
ALLIANT-IES (GAS) (1060)						
100715 - IN	NATURAL GAS - IN POOL	10/07/2015	11/02/2015	700.51	10/15	100.5.04.4300.6371
102115 - CC	NATURAL GAS - CC	10/21/2015	11/02/2015	78.82	10/15	100.5.04.4100.6371
102115-CC	NATURAL GAS - CC	10/21/2015	11/02/2015	26.85	10/15	100.5.04.4100.6371
102215 - PK	NATURAL GAS - PK	10/22/2015	11/02/2015	28.43	10/15	100.5.09.4200.6371
102215TRUMAN	NATURAL GAS- 120 TRUMAN	10/22/2015	11/02/2015	16.82	10/15	350.5.05.8330.6371
102315198LIFT	NATURAL GAS- 198TH	10/23/2015	11/02/2015	19.09	10/15	350.5.05.8320.6371
102615PD	UTILITY - GAS EXPENSE - PD	10/26/2015	11/02/2015	300.93	10/15	100.5.01.1000.6371
102615UNIONLIFT	NATURAL GAS- UNION	10/26/2015	11/02/2015	18.53	10/15	350.5.05.8320.6371
Total ALLIANT-IES (GAS) (1060):				1,189.98		
AMAZON (1070)						
101015	MISC SUPPLIES	10/10/2015	11/02/2015	362.97	10/15	201.5.01.7010.6721
101015	MISC SUPPLIES	10/10/2015	11/02/2015	483.96	10/15	201.5.01.7010.6721
101015	MISC SUPPLIES	10/10/2015	11/02/2015	241.98	10/15	201.5.01.7010.6721
101015	MISC SUPPLIES	10/10/2015	11/02/2015	57.96	10/15	201.5.01.7010.6721
101015	MISC SUPPLIES	10/10/2015	11/02/2015	41.97	10/15	201.5.01.7010.6721
101015	MISC SUPPLIES	10/10/2015	11/02/2015	149.99	10/15	201.5.00.7099.6725
Total AMAZON (1070):				1,038.85		
AMERICAN TEST CENTER INC (5617)						
2152450	AERIAL TESTING	10/12/2015	11/02/2015	560.00	10/15	201.5.02.7049.6710
Total AMERICAN TEST CENTER INC (5617):				560.00		
B & B BEDDING INC (1146)						
0079188	BROOK CIRCLE PLAYGROUND MULC	10/16/2015	11/02/2015	912.50	10/15	201.5.09.7227.6799
Total B & B BEDDING INC (1146):				912.50		
BAILEY, JUSTIN (1156)						
101415PD	MEAL - TRAINING - PD	10/14/2015	11/02/2015	6.77	10/15	100.5.01.1030.6260
Total BAILEY, JUSTIN (1156):				6.77		
BOATMAN, ROGER D (5616)						
27-19504-17	DEPOSIT REFUND	10/22/2015	11/02/2015	210.32	11/15	400.2210
Total BOATMAN, ROGER D (5616):				210.32		
BROWN SUPPLY CO INC (1354)						
62758	WATER MAIN PIPE	10/09/2015	11/02/2015	3,402.00	10/15	310.5.05.8183.6790
Total BROWN SUPPLY CO INC (1354):				3,402.00		
BROWN, RONDA (1360)						
102615	TRIP TO IMFOA CONFERENCE	10/26/2015	11/02/2015	185.30	10/15	100.5.00.6100.6260

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total BROWN, RONDA (1360):				185.30		
BRUMMEL, JERRY (1366)						
471958	PAINTING SUNDIAL - PK	10/26/2015	11/02/2015	1,263.00	10/15	201.5.09.7222.6799
Total BRUMMEL, JERRY (1366):				1,263.00		
C L CARROLL CO INC (1407)						
JORDANWELLPP0	JORDAN WELL PP9	10/23/2015	11/02/2015	192,071.25	10/15	310.5.05.8152.6780
Total C L CARROLL CO INC (1407):				192,071.25		
CARPENTER UNIFORM CO (1428)						
399459	UNIFORM EXPENSE - PD	10/12/2015	11/02/2015	94.13	10/15	100.5.01.1010.6510
Total CARPENTER UNIFORM CO (1428):				94.13		
CENTRAL IA CHAPTER APA (1457)						
111015	NOV MEETING-K MUSGROVE	10/28/2015	11/02/2015	17.00	11/15	100.5.00.6320.6240
Total CENTRAL IA CHAPTER APA (1457):				17.00		
CENTRAL IA WATER ASSOC (1462)						
102615	WATER BILLS - ANNEXED AREA	10/26/2015	11/02/2015	1,016.13	11/15	300.5.05.8100.6416
Total CENTRAL IA WATER ASSOC (1462):				1,016.13		
CIVIL DESIGN ADVANTAGE LLC (1509)						
17362	PELLA SPORTS PARK	10/09/2015	11/02/2015	2,852.25	10/15	203.5.08.7226.6799
Total CIVIL DESIGN ADVANTAGE LLC (1509):				2,852.25		
CLASSIC AVIATION INC (1519)						
110115	AIRPORT MANAGER PAYMENT	11/01/2015	11/02/2015	3,447.50	11/15	100.5.05.2200.6405
Total CLASSIC AVIATION INC (1519):				3,447.50		
D.J. GONGOL & ASSOCIATES INC (1629)						
11739	PUMP PARTS - WWTP	10/09/2015	11/02/2015	438.65	10/15	350.5.05.8320.6350
11739	SHIPPING - WWTP	10/09/2015	11/02/2015	11.49	10/15	350.5.05.8300.6531
Total D.J. GONGOL & ASSOCIATES INC (1629):				450.14		
DE LAGE LANDEN PUBLIC FINANCE LLC (4658)						
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	148.49	10/15	100.5.00.6100.6550
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	32.18	10/15	100.5.00.6100.6550
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	27.90	10/15	100.5.04.4100.6543
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	59.33	10/15	100.5.05.6500.6418
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	50.68	10/15	400.5.06.8549.9020
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	54.62	10/15	100.5.01.1010.6550
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	54.62	10/15	100.5.01.1030.6550
47362725	624974-COPIER LEASE	10/05/2015	11/02/2015	32.18	10/15	300.5.05.8120.6543
Total DE LAGE LANDEN PUBLIC FINANCE LLC (4658):				460.00		
DE RUITER EQUIPMENT (1685)						
10072015	REPAIR SAW - PK	10/07/2015	11/02/2015	16.50	10/15	100.5.09.4200.6350

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
102315	TILLER - PK	10/23/2015	11/02/2015	297.50	10/15	100.5.09.4200.6510
27845	OIL FOR MOWER- AIRPORT	09/14/2015	11/02/2015	39.65	10/15	100.5.05.2200.6350
27848	WHEEL FOR MOWER- AIRPORT	09/14/2015	11/02/2015	7.99	10/15	100.5.05.2200.6350
Total DE RUITER EQUIPMENT (1685):				361.64		
DE VRIES ELECTRIC INC (4485)						
621	SPORTS PARK	10/06/2015	11/02/2015	1,520.06	10/15	203.5.08.7226.6799
Total DE VRIES ELECTRIC INC (4485):				1,520.06		
DES MOINES STAMP MFG CO (1737)						
1054269	NOTARY STAMP - PD	10/23/2015	11/02/2015	28.30	10/15	100.5.01.1030.6543
Total DES MOINES STAMP MFG CO (1737):				28.30		
DGR ENGINEERING (1706)						
00216680	CONSULTING - ARC FLASH STUDY U	10/12/2015	11/02/2015	10,000.00	10/15	400.5.06.8588.9810
00216681	CONSULTING - FRANKLIN ST CONV. -	10/12/2015	11/02/2015	6,440.00	10/15	410.5.06.8987.3670
00216681	CONSULTING - CONSTRUCTION ADMI	10/12/2015	11/02/2015	5,669.55	10/15	410.5.06.8993.3670
Total DGR ENGINEERING (1706):				22,109.55		
DIAMOND VOGEL PAINTS (1747)						
277163099	TRAFFIC PAINT	10/15/2015	11/02/2015	808.20	10/15	115.5.05.2100.6545
Total DIAMOND VOGEL PAINTS (1747):				808.20		
DUKE'S ROOT CONTROL INC. (1820)						
11408	ROOT CONTROL/SANITARY SEWER	10/09/2015	11/02/2015	4,529.91	10/15	350.5.05.8330.6499
Total DUKE'S ROOT CONTROL INC. (1820):				4,529.91		
DUTCH MEADOWS LANDSCAPING INC (1832)						
1400	GRADING-GRASS SEED & STRAW	10/14/2015	11/02/2015	3,600.00	10/15	310.5.05.8183.6790
Total DUTCH MEADOWS LANDSCAPING INC (1832):				3,600.00		
DUTCH MILL SUPPLY (1834)						
158533	10 TUBES VULKEM - SPORTS PARK	10/21/2015	11/02/2015	50.00	10/15	100.5.09.4245.6590
158641	LIGHT COVER - CC	10/23/2015	11/02/2015	6.50	10/15	100.5.04.4100.6310
Total DUTCH MILL SUPPLY (1834):				56.50		
EAGLE ELECTRIC INC (1845)						
2359	FIBER TERMINATION - METERING - E	10/23/2015	11/02/2015	1,350.00	10/15	400.5.06.8586.9030
Total EAGLE ELECTRIC INC (1845):				1,350.00		
ELECTRONIC ENGINEERING (1878)						
1549082	PAGERS - EL	10/25/2015	11/02/2015	83.65	10/15	400.5.06.8588.9950
Total ELECTRONIC ENGINEERING (1878):				83.65		
EMERGENCY MEDICAL PROD INC (1891)						
1773838	AED TRAINING PADS	10/07/2015	11/02/2015	82.35	10/15	100.5.04.4300.6590

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total EMERGENCY MEDICAL PROD INC (1891):				82.35		
EMMERT, JAMES (1894)						
EASEMENT 7-10/2	EASEMENT NO Y - EMMERT - EL	10/28/2015	11/02/2015	648.00	10/15	410.5.06.8987.3670
Total EMMERT, JAMES (1894):				648.00		
ENCORE COMMERCIAL PRODUCTS INC (1896)						
32852	OOSPORT BALLARDS - EL	10/19/2015	11/02/2015	1,145.74	10/15	410.5.06.8993.3670
Total ENCORE COMMERCIAL PRODUCTS INC (1896):				1,145.74		
FASTENAL COMPANY (1929)						
IAPEA90091	PPE	10/05/2015	11/02/2015	10.01	10/15	115.5.05.2100.6546
IAPEA90169	PPE	10/07/2015	11/02/2015	37.10	10/15	115.5.05.2100.6546
IAPEA90169	SUPPLIES/ STREET	10/07/2015	11/02/2015	16.54	10/15	115.5.05.2100.6330
IAPEA90194	HARDWARE	10/08/2015	11/02/2015	4.88	10/15	300.5.05.8120.6590
IAPEA90206	HARDWARE	10/09/2015	11/02/2015	46.29	10/15	300.5.05.8140.6510
IAPEA90211	HARDWARE - EL	10/12/2015	11/02/2015	5.75	10/15	410.5.06.8986.3730
IAPEA90278	HARDWARE - EL	10/13/2015	11/02/2015	370.02	10/15	400.5.06.8588.9950
IAPEA90331	HARDWARE - EL	10/15/2015	11/02/2015	18.41	10/15	400.5.06.8588.9950
Total FASTENAL COMPANY (1929):				509.00		
FIRE SAFETY USA (1953)						
83227	FIRE HOSE	10/15/2015	11/02/2015	750.00	10/15	310.5.05.8183.6790
Total FIRE SAFETY USA (1953):				750.00		
FISCHER BROS LLC (5238)						
1580	TUBE SLIDE CIP - POOL	10/16/2015	11/02/2015	27,344.80	10/15	201.5.04.7080.6727
Total FISCHER BROS LLC (5238):				27,344.80		
FOUR SEASONS YARD CARE (1980)						
8997	SEED E. 10TH/13TH	09/15/2015	11/02/2015	500.00	10/15	115.5.05.2100.6549
8997	POOL DRIVE	09/15/2015	11/02/2015	1,000.00	10/15	215.5.05.2161.6761
8997 - PK	MOW SOUTH AREA AT SPORTS PARK	09/15/2015	11/02/2015	750.00	10/15	100.5.09.4245.6403
Total FOUR SEASONS YARD CARE (1980):				2,250.00		
FRANK DUNN CO (1984)						
101915PWS	JOINT SEAL	10/19/2015	11/02/2015	1,700.00	10/15	115.5.05.2100.6545
Total FRANK DUNN CO (1984):				1,700.00		
FRANKLIN FUELING SYSTEMS (5604)						
56450558	TRANSFORMER TAP POSITION INDIC	10/15/2015	11/02/2015	1,649.82	10/15	400.5.06.8592.9030
Total FRANKLIN FUELING SYSTEMS (5604):				1,649.82		
GARDEN & ASSOCIATES LTD (2026)						
33561	JEFFERSON STREET PROJECT	10/21/2015	11/02/2015	9,054.57	10/15	215.5.05.2184.6761
33562	OSKALOOSA ST RECON	10/21/2015	11/02/2015	7,324.41	10/15	215.5.05.2191.6761
33563	WASHINGTON STREET PROJECT	10/21/2015	11/02/2015	4,879.93	10/15	215.5.05.2179.6761

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total GARDEN & ASSOCIATES LTD (2026):				21,258.91		
GRITTERS ELECTRIC (2104)						
00076097	ELECTRICAL SUPPLIES	10/16/2015	11/02/2015	202.42	10/15	300.5.05.8120.6350
76040	AIRPORT- BUILDING MAINTENANCE	10/13/2015	11/02/2015	874.91	10/15	100.5.05.2200.6310
76158	REPAIR LIGHT FIXTURE	10/21/2015	11/02/2015	55.00	10/15	350.5.05.8300.6310
Total GRITTERS ELECTRIC (2104):				1,132.33		
HACH COMPANY (2136)						
9604942	LAB CHEMICALS	10/01/2015	11/02/2015	102.30	10/15	300.5.05.8120.6547
Total HACH COMPANY (2136):				102.30		
IA DEPT OF PUBLIC SAFETY (2358)						
102815PD	IOWA SYSTEM OCT-NOV-DEC - PD	10/28/2015	11/02/2015	1,602.00	10/15	100.5.01.1010.6403
Total IA DEPT OF PUBLIC SAFETY (2358)				1,602.00		
IA DIV OF THE IAI (2362)						
102815PD	CONFERENCE FEE - PD	10/28/2015	11/02/2015	75.00	10/15	100.5.01.1030.6230
Total IA DIV OF THE IAI (2362):				75.00		
IA ONE CALL (2385)						
175431	LOCATES WTP	10/07/2015	11/02/2015	89.55	10/15	300.5.05.8100.6405
175431	LOCATES WWTP	10/07/2015	11/02/2015	89.55	10/15	350.5.05.8330.6405
Total IA ONE CALL (2385):				179.10		
IA TURFGRASS OFFICE (2409)						
116260	ISTMA MEMBERSHIP - PARKS	10/15/2015	11/02/2015	50.00	10/15	100.5.09.4200.6220
Total IA TURFGRASS OFFICE (2409):				50.00		
ICMA MANAGEMENT ASSOCIATION (2422)						
1027150-433757	ICMA MEMBERSHIP - NARDINI	10/27/2015	11/02/2015	1,216.00	10/15	100.5.00.6100.6210
Total ICMA MANAGEMENT ASSOCIATION (2422):				1,216.00		
IRBY (2483)						
S009185098.001	STREET LIGHT FIXTURES - EL	10/16/2015	11/02/2015	9,175.00	10/15	410.5.06.8986.3730
Total IRBY (2483):				9,175.00		
JAARSMA BAKERY (2499)						
100915	TREATS - PK	10/09/2015	11/02/2015	8.99	10/15	100.5.09.4200.6425
Total JAARSMA BAKERY (2499):				8.99		
JEFF ELLIS & ASSOCIATES INC. (2518)						
20073900	ELLIS FEE - POOL	11/01/2015	11/02/2015	833.33	11/15	100.5.04.4300.6416
Total JEFF ELLIS & ASSOCIATES INC (2518)				833.33		
JOHN DEER FINANCIAL (2528)						
2497823	OIL - PK	10/13/2015	11/02/2015	13.95	10/15	100.5.09.4200.6350

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
2497963	NUTS, BOLTS - PK	10/13/2015	11/02/2015	1.28	10/15	100.5.09.4200.6350
2498306	SHOP SUPPLIES	10/14/2015	11/02/2015	16.99	10/15	115.5.05.2100.6545
2498448	SHOP SUPPLIES	10/14/2015	11/02/2015	11.07	10/15	115.5.05.2100.6330
2498870	SHOVEL HANDLE	10/15/2015	11/02/2015	5.99	10/15	300.5.05.8120.6510
2503584	GLOVES - PK	10/23/2015	11/02/2015	26.47	10/15	100.5.09.4200.6590
Total JOHN DEER FINANCIAL (2528):				75.75		
KELLY SUPPLY CO (2579)						
8157841-0	LIGHT BULB - PK	10/14/2015	11/02/2015	24.24	10/15	100.5.09.4200.6310
8157862-0	INCANDESCENT LAMPS	10/15/2015	11/02/2015	66.69	10/15	300.5.05.8120.6310
8157868-0	LIGHT REPAIR	10/15/2015	11/02/2015	19.04	10/15	100.5.02.1100.6310
8157869-0	BULBS	10/15/2015	11/02/2015	35.92	10/15	100.5.00.6100.6310
8157887-0	LIGHT BULB - PD	10/15/2015	11/02/2015	19.04	10/15	100.5.01.1000.6310
8157922-0	FESTOON RECEPTACLES - EL	10/19/2015	11/02/2015	111.77	10/15	410.5.06.8986.3730
8157983-0	WIRE NUTS - EL	10/20/2015	11/02/2015	16.17	10/15	410.5.06.8986.3730
Total KELLY SUPPLY CO (2579):				292.87		
KLK CONSTRUCTION (2621)						
15085	WATER LINE BORE	10/20/2015	11/02/2015	11,250.00	10/15	310.5.05.8183.6790
15087	BORE FOR STREET LIGHTING - EL	10/22/2015	11/02/2015	10,925.00	10/15	410.5.06.8986.3730
Total KLK CONSTRUCTION (2621):				22,175.00		
KUNZ, AMBER D (5618)						
6-10801-21	DEPOSIT REFUND	10/27/2015	11/02/2015	109.42	11/15	400.2210
Total KUNZ, AMBER D (5618):				109.42		
LAMPERT LUMBER (2653)						
9100189	CEMENT	10/14/2015	11/02/2015	17.18	10/15	350.5.05.8330.6499
Total LAMPERT LUMBER (2653):				17.18		
LANDGREBE, RICK L (5603)						
390181123	CREDIT BALANCE REFUND	10/21/2015	11/02/2015	71.10	11/15	001.1199
Total LANDGREBE, RICK L (5603):				71.10		
LASER RESOURCES LLC (4705)						
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	7.13	10/15	100.5.00.6100.6550
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	19.25	10/15	100.5.00.6100.6550
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	80.80	10/15	100.5.04.4100.6543
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	1.24	10/15	100.5.05.6500.6418
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	.08	10/15	400.5.06.8549.9020
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	51.08	10/15	100.5.01.1010.6550
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	51.08	10/15	100.5.01.1030.6550
AR350517	101596 COPIER LEASE	10/01/2015	11/02/2015	35.42	10/15	300.5.05.8120.6543
Total LASER RESOURCES LLC (4705):				246.08		
LIFEGUARD STORE INC., THE (2748)						
INV334494	GUARD SUIT- POOL	10/16/2015	11/02/2015	31.25	10/15	100.5.04.4300.6425
Total LIFEGUARD STORE INC., THE (2748):				31.25		

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
MARTIN MARIETTA MATERIALS (2842)						
16256857	ROCK BILL	09/30/2015	11/02/2015	295.00	10/15	115.5.05.2100.6549
16256870	SPORTS PARK PARKING ROCK	09/30/2015	11/02/2015	41.16	10/15	100.5.09.4245.6590
16256874	ROCK FOR OUTDOOR STORAGE - EL	09/30/2015	11/02/2015	347.39	10/15	400.5.06.8588.9300
16336200	ROCK BILL	10/12/2015	11/02/2015	134.46	10/15	115.5.05.2100.6549
Total MARTIN MARIETTA MATERIALS (2842):				818.01		
MC GLADREY LLP (5098)						
M-4678158-019	PC REPLACEMENT	10/09/2015	11/02/2015	212.00	10/15	201.5.00.7090.6725
M-4678159-019	SERVER UPGRADE	10/09/2015	11/02/2015	13,397.00	10/15	201.5.00.7099.6725
M-4678168-019	SEPTEMBER IT BILLING	10/09/2015	11/02/2015	7,944.00	10/15	100.5.00.6200.6405
M-4679293-019	FIREWALL REPLACEMENT	10/13/2015	11/02/2015	3,339.00	10/15	201.5.00.7099.6725
Total MC GLADREY LLP (5098):				24,892.00		
MC MASTER-CARR SUPPLY CO (2886)						
41569670	RAKES/ SWEEPING COMPOUND - EL	10/19/2015	11/02/2015	296.56	10/15	400.5.06.8588.9950
Total MC MASTER-CARR SUPPLY CO (2886):				296.56		
MEDIACOM (5331)						
101415PW	INTERNET-PW	10/14/2015	11/02/2015	135.90	10/15	100.5.05.6500.6373
Total MEDIACOM (5331):				135.90		
MENNINGA PEST CONTROL (2913)						
42867	PEST CONTROL - CH	10/19/2015	11/02/2015	30.00	10/15	100.5.00.6100.6310
42943	PEST CONTROL - PP	10/21/2015	11/02/2015	59.92	10/15	400.5.06.8549.9020
Total MENNINGA PEST CONTROL (2913):				89.92		
METERING & TECHNOLOGY SOLUTIONS (4934)						
4720	WATER METERS	10/05/2015	11/02/2015	2,444.22	10/15	300.5.05.8140.6350
4755	WATER METERS	10/08/2015	11/02/2015	881.95	10/15	300.5.05.8140.6350
4799	WATER METERS	10/14/2015	11/02/2015	2,010.88	10/15	300.5.05.8140.6350
4800	METER SUPPLIES	10/14/2015	11/02/2015	75.00	10/15	300.5.05.8140.6350
Total METERING & TECHNOLOGY SOLUTIONS (4934):				5,412.05		
METRO WASTE AUTHORITY (2929)						
40025290	YARD STICKERS	10/09/2015	11/02/2015	140.00	10/15	195.5.05.8400.6545
Total METRO WASTE AUTHORITY (2929):				140.00		
MID-STATES SUPPLY CO INC (2959)						
4480102-01	CHECK VALVES - WWTP	10/12/2015	11/02/2015	119.62	10/15	350.5.05.8300.6350
4480102-01	SHIPPING - WWTP	10/12/2015	11/02/2015	13.15	10/15	350.5.05.8300.6531
Total MID-STATES SUPPLY CO INC (2959):				132.77		
MIDTOWN TIRE COMPANY (2961)						
154392	REPAIR FLAT- PK	10/14/2015	11/02/2015	14.00	10/15	100.5.09.4200.6350
Total MIDTOWN TIRE COMPANY (2961):				14.00		
MISSOURI RIVER ENERGY SERVICES (3001)						
102815	PURCHASED POWER	10/28/2015	10/28/2015	992,850.82	10/15	400.5.06.8555.9500

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
102815	TRANSMISSION	10/28/2015	10/28/2015	200,466.09	10/15	400.5.06.8565.9520
Total MISSOURI RIVER ENERGY SERVICES (3001):				1,193,316.91		
MTI DISTRIBUTION INC (3042)						
1041192-00	SPORTS PARK IRRIGATION CONTRO	10/19/2015	11/02/2015	617.50	10/15	100.5.09.4245.6510
Total MTI DISTRIBUTION INC (3042):				617.50		
MUNICIPAL SUPPLY INC (3052)						
0604373-IN	STORM SEWER	10/09/2015	11/02/2015	487.50	10/15	115.5.05.2120.6548
0604572-IN	METER COUPLINGS	10/12/2015	11/02/2015	772.00	10/15	300.5.05.8140.6350
0604573-IN	DISTRIBUTION SUPPLIES	10/12/2015	11/02/2015	523.50	10/15	300.5.05.8130.6398
0604574-IN	HOLE SAW	10/12/2015	11/02/2015	127.50	10/15	350.5.05.8330.6510
0604942-IN	DISTRIBUTION SUPPLIES	10/14/2015	11/02/2015	596.00	10/15	310.5.05.8183.6790
0605243-IN	DISTRIBUTION SUPPLIES	10/16/2015	11/02/2015	2,656.55	10/15	310.5.05.8183.6790
0605784-IN	DISTRIBUTION SUPPLIES	10/21/2015	11/02/2015	647.85	10/15	310.5.05.8183.6790
0605813-IN	REPAIR CLAMP	10/21/2015	11/02/2015	122.00	10/15	300.5.05.8130.6398
Total MUNICIPAL SUPPLY INC (3052):				5,932.90		
NALCO (3070)						
63460092	CHEMICALS - PP	10/08/2015	11/02/2015	1,260.81	10/15	400.5.06.8548.9030
Total NALCO (3070):				1,260.81		
NARDINI, MIKE (3074)						
102215	IOWA SOCIETY MEMBERSHIP	10/22/2015	11/02/2015	220.00	10/15	100.5.00.6100.6210
102715	MRES AREA MEETING MILEAGE REIM	10/27/2015	11/02/2015	294.40	10/15	100.5.00.6100.6260
Total NARDINI, MIKE (3074):				514.40		
NSI SOLUTIONS INC (3156)						
325204	LABORATORY CONTROL SAMPLES	10/06/2015	11/02/2015	149.00	10/15	350.5.05.8300.6547
325204	SHIPPING - WWTP	10/06/2015	11/02/2015	21.50	10/15	350.5.05.8300.6531
Total NSI SOLUTIONS INC (3156):				170.50		
OUTDOOR RECREATION PRODUCTS (3208)						
9218	WOMEN'S CLUB BENCH - PK	10/20/2015	11/02/2015	1,243.50	10/15	176.5.09.4230.6560
Total OUTDOOR RECREATION PRODUCTS (3208):				1,243.50		
PELLA CONCRETE CONTRTRS (3265)						
102615JEFFERSO	JEFFERSON STREET RECONSTRUCT	10/26/2015	11/02/2015	201,525.40	10/15	215.5.05.2184.6761
Total PELLA CONCRETE CONTRTRS (3265):				201,525.40		
PELLA HISTORICAL SOCIETY (3277)						
101915	FY 15 TULIP REIMBURSEMENT	10/19/2015	11/02/2015	5,000.00	10/15	100.5.08.5200.6416
Total PELLA HISTORICAL SOCIETY (3277):				5,000.00		
PELLA REGIONAL HEALTH CT (3296)						
092215	PRE-WORK SCREENING	09/22/2015	11/02/2015	62.00	10/15	100.5.04.4300.6546
100415PD	PHYSICAL - PD	10/04/2015	11/02/2015	146.00	10/15	100.5.01.1050.6405
100415PWS	RANDOM DRUG SCREENING- PWS	10/04/2015	11/02/2015	30.00	10/15	115.5.05.2100.6546
100415WWTP	RANDOM DRUG TESTING- WWTP	10/04/2015	11/02/2015	30.00	10/15	350.5.05.8310.6405

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Total PELLA REGIONAL HEALTH CT (3296):				268.00		
PETERSON TILING & EXCAVATING LLC (5180)						
229	RIP/RAP CREEK BANK	09/19/2015	11/02/2015	2,268.40	10/15	350.5.05.8330.6499
Total PETERSON TILING & EXCAVATING LLC (5180)				2,268.40		
PLUMB SUPPLY COMPANY (3357)						
3583119	REPAIR KIT	10/05/2015	11/02/2015	13.88	10/15	300.5.05.8140.6510
Total PLUMB SUPPLY COMPANY (3357):				13.88		
POST OFFICE (3371)						
102315	MAIL 12 DAY NOTICES	10/23/2015	10/23/2015	51.38	10/15	300.5.05.8100.6531
102315	MAIL 12 DAY NOTICES	10/23/2015	10/23/2015	46.24	10/15	195.5.05.8400.6531
102315	MAIL 12 DAY NOTICES	10/23/2015	10/23/2015	46.24	10/15	350.5.05.8310.6531
102315	MAIL 12 DAY NOTICES	10/23/2015	10/23/2015	61.66	10/15	400.5.06.8921.9020
Total POST OFFICE (3371):				205.52		
QUILL CORPORATION (3420)						
8353490	OFFICE SUPPLIES- PZ	10/02/2015	11/02/2015	7.49	10/15	100.5.05.5000.6543
8353490	OFFICE SUPPLIES-PW	10/02/2015	11/02/2015	38.20	10/15	100.5.05.6500.6543
8534710	CLEANING SUPPLIES - EL	10/08/2015	11/02/2015	4.30	10/15	400.5.06.8588.9300
8534710	TONER - EL	10/08/2015	11/02/2015	132.85	10/15	400.5.06.8588.9920
Total QUILL CORPORATION (3420):				182.84		
RESCO (3480)						
624436-00	STREET LIGHT WIRE - EL	10/20/2015	11/02/2015	890.75	10/15	410.5.06.8986.3730
624953-00	STREET LIGHT WIRE - EL	10/20/2015	11/02/2015	2,085.58	10/15	410.5.06.8986.3730
625601-00	PHOTO CELLS - EL	10/22/2015	11/02/2015	127.06	10/15	400.5.06.8585.9030
625601-00	PHOTO CELLS - EL	10/22/2015	11/02/2015	127.07	10/15	410.5.06.8986.3730
625601-01	STREET LIGHT WIRE - EL	10/23/2015	11/02/2015	342.40	10/15	410.5.06.8986.3730
625782-00	H-TAPS - EL	10/22/2015	11/02/2015	167.99	10/15	410.5.06.8987.3670
Total RESCO (3480):				3,740.85		
RILCO (3502)						
0250460-IN	POWER STEERING FLUID	10/13/2015	11/02/2015	493.39	10/15	115.5.05.2100.6514
Total RILCO (3502):				493.39		
ROORDA, PATTY M (5595)						
692090003	CREDIT BALANCE REFUND	10/15/2015	11/02/2015	138.26	10/15	001.1199
Total ROORDA, PATTY M (5595):				138.26		
SCHAEFFER MANUFACTURING (3602)						
SE100640-INV1	OIL	10/06/2015	11/02/2015	164.10	10/15	350.5.05.8300.6350
SE100640-INV1	OIL	10/06/2015	11/02/2015	482.70	10/15	350.5.05.8320.6350
Total SCHAEFFER MANUFACTURING (3602):				646.80		
SCHOON CONSTRUCTION INC (5568)						
EST#2 - 9/3-10/5/1	EAST WASH.CONVERSION - PAY EST	10/12/2015	11/02/2015	53,053.05	10/15	410.5.06.8993.3670

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total SCHOON CONSTRUCTION INC (5568):				53,053.05		
SISCO (3718)						
170962	FIXED INSURANCE COSTS	10/22/2015	10/22/2015	178.50	10/15	191.5.08.9200.6157
170962	FIXED INSURANCE COSTS	10/22/2015	10/22/2015	46,109.67	10/15	191.5.08.9200.6152
170962	FIXED INSURANCE COSTS	10/22/2015	10/22/2015	666.40	10/15	191.5.08.9200.6196
170962	FIXED INSURANCE COSTS	10/22/2015	10/22/2015	1,500.00	10/15	191.5.08.9200.6196
2213*10192015	FLEX SPENDING CLAIMS	10/21/2015	10/21/2015	355.78	10/15	191.5.08.9200.6157
2213*10262015	FLEX SPENDING CLAIMS	10/27/2015	10/27/2015	974.78	10/15	191.5.08.9200.6157
2213-10192015	MEDICAL CLAIMS	10/21/2015	10/21/2015	1,545.56	10/15	191.5.08.9200.6153
2213-10262015	MEDICAL CLAIMS	10/27/2015	10/27/2015	2,592.28	10/15	191.5.08.9200.6153
Total SISCO (3718):				53,922.97		
SLYCORD, MARCIA (3726)						
102815PD	TRAVEL - PD	10/28/2015	11/02/2015	153.12	10/15	100.5.01.1010.6260
102815PD	CONFERENCE REGISTRATION FEES -	10/28/2015	11/02/2015	185.00	10/15	100.5.01.1010.6240
Total SLYCORD, MARCIA (3726):				338.12		
SNAP-ON TOOLS (3742)						
10201515924	GRINDER	10/20/2015	11/02/2015	279.00	10/15	115.5.05.2100.6510
Total SNAP-ON TOOLS (3742)				279.00		
SPIEGEL & MCDIARMID LLP (3767)						
210208416	LEGAL FEES - EL	10/21/2015	11/02/2015	500.00	10/15	400.5.06.8928.9850
210208416	LEGAL FEES - EL	10/21/2015	11/02/2015	500.00	11/15	400.5.06.8928.9850
210208416-	07810.001 LEGAL FEES	10/21/2015	11/02/2015	500.60	10/15	400.5.06.8928.9850
Total SPIEGEL & MCDIARMID LLP (3767):				500.60		
SPORTS PAGE TEAM (3777)						
6.151021.6496	88 BASKETBALL SHIRTS	10/21/2015	11/02/2015	532.00	10/15	100.5.04.4442.6530
Total SPORTS PAGE TEAM (3777):				532.00		
STRAVERS TRUE VALUE (3838)						
10067021PD	LITHIUM BATTERIES - PD	10/21/2015	11/02/2015	35.96	10/15	100.5.01.1030.6544
A218281	HOSE NOZZLE	10/13/2015	11/02/2015	5.49	10/15	350.5.05.8300.6510
A218283	BULBS	10/13/2015	11/02/2015	10.99	10/15	100.5.00.6100.6310
A218390	CHAIN, PADLOCK AND STOPS - PD	10/15/2015	11/02/2015	28.28	10/15	100.5.01.1040.6510
Total STRAVERS TRUE VALUE (3838):				80.72		
SUMMIT COMPANIES (5585)						
1166973	FIRE EXTINGUISHERS- WTP	10/13/2015	11/02/2015	564.70	10/15	300.5.05.8100.6546
1166974	FIRE EXTINGUISHER SERVICE	10/13/2015	11/02/2015	103.05	10/15	100.5.09.4200.6590
1166976	RECERTIFICATION OF FIRE EXTINGUI	10/13/2015	11/02/2015	242.30	10/15	115.5.05.2100.6546
1166977	FIRE EXTINGUISHER INSPECTIONS	10/13/2015	11/02/2015	158.50	10/15	350.5.05.8310.6546
Total SUMMIT COMPANIES (5585):				1,068.55		
TITAN MACHINERY (3959)						
548623-CL	MOWER DRIVE SHAFT REPAIR	09/30/2015	11/02/2015	316.77	10/15	100.5.05.2200.6510

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total TITAN MACHINERY (3959):				316.77		
TONY'S AUTO PARTS (3968)						
5797-201751	HITCH PIN - PK	10/09/2015	11/02/2015	6.13	10/15	100.5.09.4200.6590
5797-201998	SHOP TOOL	10/13/2015	11/02/2015	3.92	10/15	115.5.05.2100.6510
5797-202029	FUSE & TESTER - PK	10/13/2015	11/02/2015	37.97	10/15	100.5.09.4200.6310
5797-202030	FUSE - SOCCER IRRIGATION	10/13/2015	11/02/2015	7.92	10/15	100.5.09.4200.6310
5797-202038	SUPPLIES	10/13/2015	11/02/2015	26.85	10/15	115.5.05.2100.6330
Total TONY'S AUTO PARTS (3968):				82.79		
TOWN CRIER (3979)						
20519	ADVERTISEMENT-WTP	09/23/2015	11/02/2015	49.50	10/15	300.5.05.8100.6402
Total TOWN CRIER (3979):				49.50		
ULINE, INC (4026)						
71415911	TENNIS COURT LINES	10/14/2015	11/02/2015	39.74	10/15	100.5.09.4200.6590
71600717	BLACK BOLLARD REFLECTIVE TAPE -	10/21/2015	11/02/2015	127.99	10/15	410.5.06.8993.3670
Total ULINE, INC (4026):				167.73		
UNITED PARCEL SERVICES (4036)						
103115	UPS BILL	10/31/2015	11/02/2015	15.35	10/15	100.5.00.6100.6531
103115	UPS BILL	10/31/2015	11/02/2015	142.18	10/15	400.5.06.8588.9920
103115	UPS BILL	10/31/2015	11/02/2015	14.48	10/15	350.5.05.8300.6531
Total UNITED PARCEL SERVICES (4036):				172.01		
UPBEAT INC (5289)						
570515	RECYCLE CONTAINER FROM GRANT	10/16/2015	11/02/2015	1,999.13	10/15	176.5.09.4220.6544
Total UPBEAT INC (5289)				1,999.13		
US CELLULAR (4047)						
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	25.93	10/15	400.5.06.8588.9920
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	53.24	10/15	100.5.05.6500.6373
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	52.19	10/15	100.5.00.6100.6373
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	3.22	10/15	100.5.04.4100.6373
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	.23	10/15	100.5.02.1100.6373
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	22.00	10/15	300.5.05.8100.6373
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	46.90	10/15	400.5.06.8584.9030
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	23.45	10/15	350.5.05.8330.6373
0106199401	491953432-CELL PHONE	10/12/2015	11/02/2015	23.45	10/15	300.5.05.8100.6373
Total US CELLULAR (4047):				244.17		
USA BLUE BOOK (4050)						
769746	SWIVEL ADAPTER & VALVE	10/06/2015	11/02/2015	306.76	10/15	300.5.05.8120.6510
Total USA BLUE BOOK (4050):				306.76		
USPS-HASLER 0008014227 (5414)						
102815	REFILL POSTAGE METER	10/28/2015	11/02/2015	400.00	11/15	300.5.05.8100.6531
102815	REFILL POSTAGE METER	10/28/2015	11/02/2015	360.00	11/15	195.5.05.8400.6531
102815	REFILL POSTAGE METER	10/28/2015	11/02/2015	360.00	11/15	350.5.05.8310.6531
102815	REFILL POSTAGE METER	10/28/2015	11/02/2015	480.00	11/15	400.5.06.8921.9020

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total USPS-HASLER 0008014227 (5414):				1,600.00		
VAN DUSSELDORP, HARLEY (4070)						
101315WTP	STEEL TOE BOOT REIMB	10/13/2015	11/02/2015	100.00	10/15	300.5.05.8100.6546
Total VAN DUSSELDORP, HARLEY (4070):				100.00		
VAN HAAFTEN PLBG & HTG INC (4093)						
30336	RED SHED HEATER FIX	10/13/2015	11/02/2015	124.00	10/15	100.5.09.4200.6310
Total VAN HAAFTEN PLBG & HTG INC (4093):				124.00		
VAN-WALL EQUIPMENT (5434)						
167223	ALTERNATOR - PK	10/20/2015	11/02/2015	236.85	10/15	100.5.09.4200.6350
Total VAN-WALL EQUIPMENT (5434):				236.85		
VRIEZELAAR, VIVIAN (4300)						
101515	TRAVEL TO IAMU	10/15/2015	11/02/2015	55.20	10/15	100.5.00.6100.6310
Total VRIEZELAAR, VIVIAN (4300):				55.20		
WALMART COMMUNITY (4312)						
001291PD	REFRESHMENTS - CITIZEN POLICE A	10/10/2015	11/02/2015	29.22	10/15	100.5.01.1050.6240
001722PD	CUPS/REFRESHMENTS - CITIZEN PO	09/18/2015	11/02/2015	16.30	10/15	100.5.01.1050.6240
002565PD	TRASH BAGS - PD	09/20/2015	11/02/2015	3.17	10/15	100.5.01.1000.6411
003205PD	VACUUM - PD	10/12/2015	11/02/2015	48.84	10/15	100.5.01.1000.6411
004021PD	JANITORIAL SUPPLIES - PD	09/28/2015	11/02/2015	114.86	10/15	100.5.01.1000.6411
004074PD	BLEACH - PD	09/29/2015	11/02/2015	10.38	10/15	100.5.01.1000.6411
004074PD	CAR CLEANING SUPPLIES - PD	09/29/2015	11/02/2015	21.80	10/15	100.5.01.1030.6544
007958	KLEENEX & WATER - CC	10/09/2015	11/02/2015	8.45	10/15	100.5.04.4110.6544
007983FD	WASHER DRAIN HOSE - FD	10/09/2015	11/02/2015	12.94	10/15	100.5.02.1100.6310
008427PD	BATTERIES - PD	10/12/2015	11/02/2015	32.91	10/15	100.5.01.1030.6544
009095	OFFICE TABLE & PENS	10/09/2015	11/02/2015	45.12	10/15	300.5.05.8120.6543
009304PD	DVDS AND BATTERIES - PD	10/04/2015	11/02/2015	48.85	10/15	100.5.01.1030.6544
023515	OFFICE SUPPLIES	09/23/2015	11/02/2015	33.12	10/15	300.5.05.8120.6543
030252	BUILDING SUPPLIES/AUTO SUPPLIES	09/30/2015	11/02/2015	43.68	10/15	300.5.05.8120.6590
1016150 - CC	PARTY SUPPLIES - CC	10/16/2015	11/02/2015	18.16	10/15	100.5.04.4300.6590
1016150 - CC	PHONE - CC	10/16/2015	11/02/2015	69.88	10/15	100.5.04.4300.6590
528800628814	EMPLOYEE BREAKFAST	10/15/2015	11/02/2015	10.26	10/15	100.5.00.6320.6412
Total WALMART COMMUNITY (4312):				567.94		
WATER ENGINEERING INC (4325)						
IN10892	WATER TESTING SUPPLIES - CC	10/08/2015	11/02/2015	36.36	10/15	100.5.04.4100.6590
Total WATER ENGINEERING INC (4325):				36.36		
WEB DEVELOPMENT BY BRIAN MCMILLIN LLC (4627)						
101915	SCRAA WEBSITE RENEWAL	10/19/2015	11/02/2015	215.00	10/15	141.5.05.2200.6490
Total WEB DEVELOPMENT BY BRIAN MCMILLIN LLC (4627)				215.00		
WEB.COM (4339)						
102115	WEB SERVICE	10/21/2015	10/21/2015	29.95	10/15	100.5.00.6200.6373

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total WEB.COM (4339):				29.95		
WESCO DISTRIBUTION INC (4357)						
205067	STREET LIGHT BREAKAWAY BASES -	10/22/2015	11/02/2015	2,923.15	10/15	410.5.06.8986.3730
Total WESCO DISTRIBUTION INC (4357):				2,923.15		
WINDSTREAM IOWA COMMUNICATIONS (4413)						
101515WWTP	TELEPHONE SERVICE- WWTP	10/15/2015	11/02/2015	25.82	10/15	350.5.05.8310.6373
10222015-1456	PHONE 1456 - PP	10/22/2015	11/02/2015	224.48	10/15	400.5.06.8549.9020
10222015-8334	PHONE 8334 - EL	10/22/2015	11/02/2015	20.04	10/15	400.5.06.8562.9030
10222015-8334	PHONE 8334 - EL	10/22/2015	11/02/2015	20.04	10/15	400.5.06.8588.9920
Total WINDSTREAM IOWA COMMUNICATIONS (4413):				290.38		
Grand Totals:				1,910,860.02		

Report GL Period Summary

GL Period	Amount
11/15	6,804.80
10/15	1,904,055.22

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

Report Criteria:

Invoice.Payment due date = 10/21/2015-11/02/2015

Report Criteria:

Paid transmittals included
Unpaid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
1							
1	EFTPS	0	10/24/2015	74-00	SOCIAL SECURITY Pay Period: 10/24/	100.2165	10,690.72
1	EFTPS	0	10/24/2015	74-00	SOCIAL SECURITY Pay Period: 10/24/	100.2165	10,690.72
1	EFTPS	0	10/24/2015	75-00	MEDICARE Pay Period: 10/24/2015	100.2165	3,024.31
1	EFTPS	0	10/24/2015	75-00	MEDICARE Pay Period: 10/24/2015	100.2165	3,024.31
1	EFTPS	0	10/24/2015	76-00	FEDERAL WITHHOLDING TAX Pay Pe	100.2165	20,875.95
Total 1:							48,306.01
2							
2	IOWA DEPARTMENT OF	0	10/24/2015	77-00	STATE WITHHOLDING TAX Pay Period	100.2166	9,123.18
Total 2:							9,123.18
3							
3	IPERS	0	10/24/2015	50-01	IPERS-REGULAR Pay Period: 10/24/20	100.2160	9,909.43
3	IPERS	0	10/24/2015	50-01	IPERS-REGULAR Pay Period: 10/24/20	100.2160	14,872.54
3	IPERS	0	10/24/2015	50-02	IPERS-ELECTED Pay Period: 10/24/20	100.2160	27.46
3	IPERS	0	10/24/2015	50-02	IPERS-ELECTED Pay Period: 10/24/20	100.2160	41.21
Total 3:							24,850.64
4							
4	MUNICIPAL FIRE & POLI	0	10/24/2015	51-01	MFPRSI-POLICE PENSION Pay Period:	100.2161	3,261.71
4	MUNICIPAL FIRE & POLI	0	10/24/2015	51-01	MFPRSI-POLICE PENSION Pay Period:	100.2161	9,636.00
Total 4:							12,897.71
5							
5	ICMA-457	0	10/24/2015	52-01	ICMA RETIREMENT 457 Pay Period: 1	100.2169	4,470.00
5	ICMA-457	0	10/24/2015	52-02	ICMA RETIREMENT 457%(GROSS) Pa	100.2169	574.17
Total 5:							5,044.17
6							
6	ICMA-401	0	10/24/2015	53-00	401A Pay Period: 10/24/2015	100.2167	757.09
Total 6:							757.09
7							
7	ICMA-ROTH	0	10/24/2015	52-05	ICMA ROTH IRA Pay Period: 10/24/201	100.2171	997.30
Total 7:							997.30
11							
11	CHILD SUPPORT RECOV	0	10/24/2015	56-01	CHILD SUPPORT-FLAT AMT Pay Perio	100.2158	556.14
Total 11:							556.14
Grand Totals:							102,532.24

<u>Name</u>	<u>Pay Per Date</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
ACH	10/30/2015	DIRECT DEPOSITS	100.2010	132,542.25
CHECK RUN	10/30/2015	PAYCHECKS	100.2010	12,604.12
				<u>145,146.37</u>
Grand Totals:				<u><u>145,146.37</u></u>