

CITY OF PELLA, IOWA
TENTATIVE CITY COUNCIL MEETING AGENDA
January 19, 2016—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. PADCO Budget Presentation.
 - b. Ad Hoc Gateway Corridor Committee Recommendation.
 - c. Council Procedure Rules Review.
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 January 5, 2016.
2. Report of Committees
 - a. Policy and Planning Minutes for January 5, 2016.
 - b. Planning and Zoning Minutes for November 23, 2015.
 - c. Historic Preservation Commission Minutes for November 19, 2015.
 - d. Library Minutes for December 8, 2015.
3. Petitions and Communications
 - a. Renewal of Class B Liquor License with Outdoor Service, Catering, and Sunday Sales for Monarchs.
 - b. Renewal of Class E Liquor License with Class B Wine Permit and Class C Beer Permit (Carryout Beer) for Fareway Stores, Inc. #995.
4. Administration Reports
 - a. None

D. *PUBLIC HEARINGS

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

1. a. Public Hearing on Adding Cocktail Lounge Use as Permitted by Special Use Permit in the Central Business District.
1. b. Ordinance No. 905 entitled, "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF PELLA BY AMENDING CHAPTER 165, ZONING ORDINANCE, 165.12 ZONING DISTRICT REGULATIONS BY AMENDING THE PROVISIONS PERTAINING TO COCKTAIL LOUNGE USES IN THE CENTRAL BUSINESS DISTRICT." (1ST READING)

E. PETITIONS & COMMUNICATIONS

1. New Class C Liquor License with Sunday Sales for The Cellar Peanut Pub.

F. PLANNING AND ZONING ITEMS

NONE

G. ADMINISTRATION REPORTS

1. Set Public Hearing Date for FY 16-17 Budget.

H. RESOLUTIONS

1. Resolution No. 5654 entitled, "RESOLUTION PROPOSING FEDERAL HIGHWAY ADMINISTRATION FEDERAL FUNCTIONAL CLASSIFICATION CHANGES FOR ROADWAYS AS DESCRIBED WITHIN THE CITY OF PELLA, IOWA."

2. Resolution No. 5655 entitled, "RESOLUTION ACCEPTING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT TERMS AND CONDITIONS BETWEEN THE CITY OF PELLA AND DGR ENGINEERING IN CONNECTION WITH THE INCORPORATION OF A 69 KV CAPACITOR BANK INTO THE WEST SUBSTATION RING BUS CONVERSION PROJECT".

3. Resolution No. 5656 entitled, "RESOLUTION ORDERING THE PREPARATION OF PLANS AND SPECIFICATION, FORM OF CONTRACT, NOTICE OF HEARING, SETTING DATE FOR PUBLIC HEARING AND AWARD OF CONTRACT FOR THE OSKALOOSA STREET RECONSTRUCTION PROJECT-FROM PRAIRIE STREET TO SE 16TH STREET, STP-U-5947(615)—70-63".

4. Resolution No. 5657 entitled, "RESOLUTION APPROVING LETTER AGREEMENT WITH THE MUNICIPAL ELECTRIC UTILITY OF CEDAR FALLS (CFU).

I. ORDINANCES

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

NONE

J. CLAIMS

1. Abstract of bills No. 1951.

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

(Public comments are limited to 3 minutes.)

L. 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 February 2, 2016. The deadline for items is January 25, 2016. *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: Pella Area Development Corporation (PADCO) Budget for 2016

DATE: January 19, 2016

BACKGROUND:

Karen Eischen, Executive Director of Pella Area Development Corporation (PADCO) will be in attendance to present their budget and plan of action for 2016.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Information Item



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: B-1-b

SUBJECT: Gateway Corridor Committee Recommendation

DATE: January 19, 2016

BACKGROUND:

At the City Council meeting on December 1, 2015, the Gateway Corridor Ad Hoc Committee was appointed and approved. The Committee was charged with making a recommendation to the City Council whether there should be design standards for new single family and two family residential homes in the City's gateway corridors. They had a target date for making a recommendation to City Council of February 16, 2016.

In order to allow time to review the issue, a moratorium on the issuance of building permits for new single and two family (duplex) homes in the Washington and Main Street corridors was approved through resolution on December 15, 2015. This moratorium extended until March 1, 2016 or until the ad hoc committee makes a recommendation to Council, whichever would occur first. The geography covered by the moratorium included Washington Street from Hazel Street proceeding west to the City limits and Main Street from the northern City limits proceeding south until the intersection with Oskaloosa Street.

The Gateway Corridor Ad Hoc Committee convened on January 7, 2016 and is recommending the City Council adopt design standards for new single and two family residential homes in the City's gateway corridors. Specifically, the Committee believes any new single and two family homes should be designed in a similar fashion as the existing properties which would be in close proximity to the new development.

During the Policy and Planning meeting on January 19th, staff would like to discuss with Council the following items:

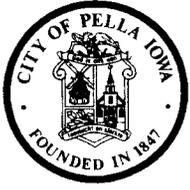
1. Does Council agree with the Ad Hoc Committee's recommendation to adopt design standards for new single and two family homes constructed in the City's Gateway Corridor Districts?
2. If Council agrees with the Ad Hoc Committee's recommendation, then staff would like to discuss the timeline involved in adopting new design standards as well as potentially extending the moratorium for new single and two family homes in the Washington Street and Main Street Corridors.
3. If Council agrees with the Ad Hoc Committee's recommendation, staff would like to discuss with Council hiring a consultant to assist the Ad Hoc Committee in developing new design standards for new single and two family homes.

ATTACHMENTS: Gateway Corridors Map

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Council direction needed.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: B-1-c

SUBJECT: Review of City Council Procedural Rules

DATE: January 19, 2016

BACKGROUND: Council Procedural Rules were adopted on September 17th, 2002 to establish guidelines for conducting Council meetings that are efficient yet allow for orderly participation and sharing of ideas and opinions. These rules are reviewed and approved in January of each even-numbered year.

Staff is seeking Council input as to any changes they would like to consider making to the City Council Procedural Rules.

ATTACHMENTS: Council Procedural Rules

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Seeking Council direction.

CITY OF PELLA, IA. CITY COUNCIL PROCEDURAL RULES

Adopted September 17, 2002
Revised January 20, 2004
Revised January 17, 2006
Revised January 2, 2008
Revised January 19, 2010
Approved January 17, 2012
Approved January 21, 2014

Part I: General Provisions

Rule 1: Scope

These rules shall govern the conduct of the City Council and shall be interpreted to insure fair and open deliberations and decision making.

Rule 2: Rules of Order

The generally accepted rules of procedure found in Robert's Rules of Order, Modern Edition (revised by Darwin Patnode, 1989), shall govern City Council meetings unless a change from those rules is approved by the Mayor and Council for a specific reason. The Council shall generally avoid invoking the finer points of parliamentary rules in order to encourage free and open discussion of issues by members and the public.

Rule 3: Matters Not Covered

Any matter of order or procedure not covered by these rules shall be decided by the presiding officer, with the assistance and advice of the City Attorney. City Attorney shall act as parliamentarian.

Rule 4: Interpretation

These rules are intended to supplement, and shall be interpreted to conform to, the Statutes of the State of Iowa, the Ordinances of the City of Pella and Roberts Rules of Order.

Part II: Time and Place of Meetings

Rule 5: Regular Meetings

Regular meetings of the City Council are held the first and third Tuesday of every month at 7:00 PM in the Training Room of the Pella Police Department 614 Main Street. If the regular Council meeting in November falls on an Election Day (first Tuesday following the first Monday), then the meeting will be moved ahead one day to Monday at the same time and location. Council may continue, reschedule or postpone any regular meeting to another date and time, or may cancel a meeting.

Rule 6: Special Meetings

The Mayor, or in the Mayor's absence, the Mayor Pro-Tempore, may call for a special meeting. Twenty-four hours written advance notice, in accordance with Iowa Code, shall be provided. The call for a special meeting shall specify the place, day, hour and agenda for the meeting and shall be posted on the City Hall public notice bulletin board.

Rule 7: Closed Session

A closed session may be held during a regular or special meeting only by an affirmative vote of either 2/3 of the entire City Council or all of the members present at the meeting. The City Council may hold a closed session only to the extent a closed session is necessary and for discussion of any statutorily authorized purpose, including, without limitation, the following:

- A. Records deemed confidential by State or Federal law,
- B. Application for letters of patent,
- C. Present or imminent litigation,
- D. Licensing examination or investigation,
- E. Law Enforcement matters involving investigations, inspection, auditing, selection, prosecution or settlement of cases,
- F. Evaluation of professional competency of an individual for appointment, hiring, performance or firing, when the individual requests a closed session,
- G. Real estate matters where premature disclosure could increase the cost to the City.

or as otherwise allowed by Iowa Code.

The vote of each member on the question of holding the closed session and the reason for holding the closed session shall be announced publicly at the open session and entered into the minutes. Final action on any matter will be taken in open session. The closed session shall be tape recorded with detailed minutes noting persons in attendance and the general subject discussed. The minutes and tape recording shall be sealed and shall not be public records open to public inspection. However, upon order of the court, the detailed minutes and tape recording shall be unsealed. The detailed minutes and tape recording shall be kept for a period of at least one year from the date of that meeting. The only exception is in the case of the purchase of real estate. Per Iowa Code, the minutes and tape recording of a closed session dealing with the purchase of real estate shall be available for public examination when the transaction discussed is completed.

Council members shall keep confidential all written materials and verbal information provided to them during closed sessions to ensure that the City's position is not compromised

Part III: Agenda

Rule 8: Preparation of the Agenda

Prior to each regular Council meeting, the City Administrator shall prepare and the City Clerk shall post an Agenda which contains all items of business to be presented at the Council meeting. The Council may adopt the agenda as presented, or may amend the agenda as provided by these rules and then adopt the agenda as amended. Additions and deletions to the agenda shall be in accordance with Iowa Code.

Rule 9: Consent Agenda

In order to make more efficient use of meeting time, the Agenda shall separately designate items on a "Consent Agenda" which may be acted upon by the Council with a single vote. The "Consent Agenda" shall consist of routine, non-controversial items that need not be individually considered at the Council meeting. Prior to the time a vote is taken on the Consent Agenda items, the Mayor or any Councilmember may remove an item for individual consideration. That item will then be voted on separately while the rest of the Consent items will be acted on as a whole.

Rule 10: Public Hearings Agenda

The Clerk shall include legally required public hearings in a separate section of the agenda designated as "Public Hearings." A hearing shall commence when declared open by the presiding officer. The presiding officer shall announce the nature of the matter to be heard, call for any written comments received and to be read into the record and then call for oral comments. The hearing shall be closed by formal action of the Council. The presiding officer may, with the approval of the Council, prior to a hearing that is anticipated to be long or controversial, announce special rules to help govern the orderly presentation of public comment.

Part IV: Conduct of Meetings

Rule 11: Roll Call

A majority of all City Councilmembers (four) shall constitute a quorum for the transaction of business. Before proceeding with the business of the Council, the City Clerk shall note members present, and enter those names in the minutes. The Clerk shall determine the presence of a quorum as required by law and these rules.

Rule 12: Call to Order

The Mayor or Mayor Pro-Tempore shall call the meeting to order at the appointed hour. In the absence of the Mayor or Mayor Pro-Tempore, the City Clerk shall call the meeting to order and a temporary presiding officer shall then be selected, in accordance with Rule 13.

Rule 13: Presiding Officer

The Mayor, or in the Mayor's absence or incapacity, the Mayor Pro-Tempore, shall be the

presiding officer at all Council meetings. If both the Mayor and Mayor Pro-Tempore are absent, the Councilmember present with the longest service will serve as the presiding officer, or if he/she declines, the Council shall elect a presiding officer for the meeting.

Rule 14: Presiding Officer Duties

The presiding officer shall preserve order and decorum and facilitate discussion of the Council Agenda items to promote equitable participation in accordance with these rules and ensure that all important topics are covered. The presiding officer has the responsibility for seeing that meetings are run smoothly and in an orderly manner.

Rule 15: Order of Consideration of Agenda

Except as otherwise provided in these rules, each Agenda Item shall be considered in the order shown on the Agenda. Each Agenda item shall be separately announced by the presiding officer for purposes of discussion and consideration. This rule shall not apply to consideration of items listed on the Consent Agenda. If the Mayor or other member of the Council asks to "suspend the rules" for purposes of reordering the Agenda, the Council shall take a vote to modify the placement of the Agenda item(s), for good cause, with two-thirds approval needed.

Rule 16: Call for the Question

The object of a motion to "Call for the Question" is to bring the Council to a vote on the question before it without further debate. This motion must be seconded and debate is not allowed. If the motion calling for the question passes, then a vote must be held on the original motion. Passage of the motion calling for the question requires affirmative votes by 2/3 of the Council present.

Rule 17: Discussion

A Council member shall speak after being recognized by the presiding officer. A Council member, after being recognized, shall not be interrupted, except by the presiding officer, to enforce these rules. The presiding officer cannot close debate as long as any member desires to speak.

Rule 18: Limit on Remarks

Each Council member shall limit his/her remarks to a reasonable length and confine them to the question before the Council.

Rule 19: Presiding Officer's Right to Enter into Discussion

The Mayor, or other presiding officer as a member of the Council, may enter into any discussion.

Rule 20: Votes Necessary for Passage

Four Council members constitute a majority of the Council and are necessary for approval of any policy matters, Resolution or Ordinance. Any other motions before the Council may be approved with a majority of the Council present.

Rule 21: Mayoral Voting Rights

So long as the City is governed by the Mayor-Council form of government composed of a Mayor and a Council consisting of two (2) Councilmembers elected at large, and one (1)

Councilmember from each of the four (4) wards, the Mayor may vote to break a tie vote on motions not involving ordinances, resolutions, or appointments made by the Council alone.

Rule 22: Mayoral Veto Power

The Mayor may sign, veto or take no action on an ordinance, amendment or resolution passed by the City Council. The Mayor may not veto a motion passed by the Council. The Mayor Pro-Tempore may not veto a measure if he was entitled to vote on the measure at the time of passage. The Mayor may exercise his veto power within fourteen (14) days of the passage and he must explain the reason in writing for such veto to the Councilmembers at the time of the veto. The Councilmembers may override the Mayor's veto by a two-thirds (2/3) majority of the Council, or four (4), within thirty (30) days of the veto.

Part V: Citizen Participation

Rule 23: Citizen's Right to Address Council

At certain times during a Council Meeting, members of the audience shall be permitted to address the Council. Other than during the Public Hearing portion of the Agenda, the presiding officer shall, at his/her discretion, recognize members of the audience during consideration of specific items. During the Public Forum portion of the Agenda, members of the audience may address the Council regarding any agenda items. During the Other Business/Public Forum portion of the Agenda, members of the audience may address the Council on various issues.

Rule 24: Manner of Addressing Council: Citizens

A person desiring to address the Council shall step to the microphone and upon being recognized by the presiding officer, state his/her name, address, and group affiliation (if any) and speak clearly into the microphone and direct comments to the Mayor and City Council. If addressing the Mayor and Council during debate on a specific agenda item, the individual shall confine his/her remarks to that item alone. Citizens making personal, impertinent, or slanderous remarks shall be barred by the presiding officer from further comment before the City Council during that meeting.

Rule 25: Time Limit on Citizen's Remarks

An individual citizen shall be limited to three minutes speaking on any subject covered under Rule 23, unless additional time is granted by the presiding officer. Total citizen input on any subject under Council consideration may be limited to a fixed period by the presiding officer. The purpose of this rule is to help the presiding officer run the meeting efficiently. The length of time allowed is somewhat arbitrary.

Part VI: Council Action

Rule 26: Motion Required

All actions requiring a vote shall be moved and seconded by a member of the Council.

Rule 27: Motion to Reconsider

A motion to reconsider a prior vote shall be made by a Council member who was on the prevailing side in the original action. The motion to reconsider may be made at the same meeting of the original action or at either of the next two (2) regularly scheduled meetings of the City Council immediately successive to the original action.

Rule 28: No Motions by Presiding Officer

The presiding officer shall not make a motion, but may vote if the presiding officer is not the Mayor at the time of the vote.

Rule 29: Separate Consideration

Except as otherwise required by these rules, each Agenda Item shall be voted upon separately. Each motion shall require a second and each vote shall be recorded by the City Clerk.

Rule 30: Roll Call Votes

The Mayor or any member of the Council may request that a roll call vote be taken on a specific issue. The presiding officer will then direct the City Clerk to call for each Councilmember present to cast his\her vote individually. The City Clerk will then read the results of the roll call. All Resolutions and Ordinances require a roll call vote.

Rule 31: Council Votes Necessary to Overturn Protests, Amendments or Rezoning

In the case of a written protest against a change or repeal which is **A.** filed with the City Clerk and signed by more than twenty percent (20%) or more of the owners of the lots included in the change, or **B.** by the written protest of the owners of twenty percent (20%) or more of the property which is located within two hundred feet of the exterior boundaries of the property for which the change or repeal is proposed, or **C.** to overturn an amendment or rezoning when the Planning and Zoning Commission denied the application. In these cases, a three-fourths (3/4) vote, or 5 Council members, of all the members of the Council would be necessary for passage. The protests, if filed, must be filed before or at the public hearing.

Rule 32: Council Votes Necessary to Suspend Rules and Waive Readings of an Ordinance

The Council may waive the second and third readings of an ordinance. A three-fourths (3/4) vote is necessary to suspend the Rules and waive the second and third readings of an ordinance.

Rule 33: Abstentions Due to Conflict of Interest

If it is determined by any member of the City Council that he or she has a conflict of interest on an agenda item, said member shall so declare the nature of his\her conflict prior to commencement of discussion of the agenda item. Upon declaration of his\her conflict of interest the Councilmember shall be excused from the dais. He\She shall have the right to address the Council from the floor.

Abstentions due to conflicts of interest shall not count as votes for the purpose of determining whether there has been an affirmative vote of a majority of the members present, but shall be counted for the purpose of determining whether a quorum is present. The vote of member(s) who abstain due to conflict of interest shall be registered as an abstention.

Rule 34: Abstentions Not Due to a Conflict of Interest

Any Member of the City Council who has not declared a conflict of interest but casts a pass vote or abstains from voting shall have that vote registered as a yes vote.

Part VII: Other Provisions

Rule 35: Interaction with Litigants

The Mayor and City Council will not discuss City matters involved in pending/active lawsuits with litigant(s) or litigant's representatives unless the City Attorney is present to provide legal guidance.

Part VIII: Amendment of Procedural Rules

Rule 36: Amendments to Procedural Rules

These rules may be amended through a resolution adopting such a change by a majority vote of the entire Council.

Rule 37: Suspending Procedural Rules

Except as otherwise provided in rule 31 and 33 where a 3/4 vote is necessary, these rules may be suspended by the City Council for the duration of consideration of a specific agenda item following a 2/3 vote of the Council members present.

Part VIII: Rules of Conduct and Decorum

Rule 38: Conduct and Decorum

The rules of conduct and decorum shall consist of the following:

1. While the Council is in session, all persons shall preserve the order and decorum of the session.
2. All persons must conduct themselves in a manner consistent with generally accepted standards of appropriate behavior. Any person making impertinent, slanderous or profane remarks, or who becomes boisterous while addressing the Council shall be called to order by the presiding officer and, if such conduct continues, may, at the discretion of the presiding officer, be ordered barred from further audience before that session of the City Council.
3. All person shall refrain from using electronic equipments, including cellular phones and pagers in the Council chambers unless for emergency purposes. Audio visual recording devices shall be limited to the rear of the Council chambers so as not to interfere with the vision or hearing of other persons at the meeting.

4. A person in the audience who engages in disorderly conduct such as hand clapping, stomping of feet, whistling, using profane language, yelling, and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful order of the presiding officer, shall, at the direction of the presiding officer, be removed from the Council chambers by a member of the police department.
5. Aisles shall be kept clear at all times. Members of the audience shall abide by the seating plan in the Council chambers.
6. No flags, posters, placards or signs shall be carried or placed within the Council chambers unless authorized by the presiding officer. This restriction shall not apply to armbands, emblems, badges or articles worn on personal clothing of individuals, provided that such devices are of a size and nature as not to interfere with the vision or hearing of other persons in attendance, and providing that such devices do not extend from the body in a manner likely to cause injury to another.
7. These rules shall not be construed to prevent news media representatives from performing their duties so long as the manner of performance is not unreasonably disruptive of the meeting.

**CITY OF PELLA, IOWA
OFFICIAL MINUTES
CITY OF PELLA, IOWA
January 5, 2016**

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: Tony Bokhoven, Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, and Larry Peterson. Absent: Mark De Jong. City Administrator Mike Nardini, Acting City Attorney John Judisch, and City Clerk Ronda Brown were present. Eleven staff members and thirteen members of the general public signed the register.

B. MAYOR'S COMMENTS

1. Announce Policy and Planning Meeting following the regular Council meeting to discuss:
 - a. Convention and Visitors Bureau Presentation.
 - b. Positively Pella Request.
 - c. Naming Ballfields at Pella Sports Park.
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, Bokhoven.
3. Proclamation Thanking Nelson Bogaard for His Service to the Planning and Zoning Commission.

SUBJECT: Proclamation Recognizing Nelson Bogaard for Years of Service on the Planning and Zoning Commission

DATE: January 5, 2016

BACKGROUND:

The City would like to recognize the late Nelson Bogaard for his years of outstanding service to the Pella Planning and Zoning Commission. Nelson faithfully served for fifteen years on the Commission.

ATTACHMENTS: Proclamation

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: None

4. Reappointment of Ronda Brown as City Clerk. Councilmember Vander Beek moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Vander Beek, Schiebout, Peterson, Bokhoven, Van Stryland.

SUBJECT: Reappointment of Ronda Brown as City Clerk

DATE: January 5, 2016

BACKGROUND: The City Code requires the Council to appoint a City Clerk at its first meeting in January following the regular City Election. Ronda Brown has served as City Clerk since July 2004. This appointment is for a two year term and expires January 2018.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Reappoint Ronda Brown as City Clerk.

5. Reappointment of Robert L. Stuyvesant as City Attorney. Councilmember Vander Beek moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Vander Beek, Schiebout, Peterson, Bokhoven, Van Stryland.

SUBJECT: Reappointment of Robert L. Stuyvesant as City Attorney

DATE: January 5, 2016

BACKGROUND: Mayor Mueller would like to reappoint Robert L. Stuyvesant as City Attorney. Bob has served as Pella's City Attorney since September 2003. This appointment is for a two year term that expires in January 2018.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Reappoint Bob Stuyvesant as City Attorney.

6. Reappointment of Mark De Jong as Mayor Pro Tem. Councilmember Van Stryland moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Van Stryland, Schiebout, Peterson, Bokhoven, Vander Beek.

SUBJECT: Reappointment of Mark De Jong as Mayor Pro Tem

DATE: January 5, 2016

BACKGROUND: Mayor Mueller requests the reappointment of Mark De Jong as Mayor Pro Tem. The Mayor Pro Tem performs the duties of Mayor in cases of absence or inability of the Mayor to perform such duties. Mark has been a Councilmember since 1978 and was first appointed Mayor Pro Tem in January 1984. This appointment runs for a two year term to expire January 2018.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Reappoint Mark De Jong as Mayor Pro Tem.

7. Reappointment of Jim Corbett to Board of Adjustment. Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, Bokhoven.

SUBJECT: Reappointment of Jim Corbett to the Board of Adjustment

DATE: January 5, 2016

BACKGROUND:

Jim Corbett has served on the Board of Adjustment since January 4, 2011 and is interested in serving another five year term. Jim is employed by Pella Regional Health Center as Plan Operations Manager, Safety Officer, and Security Officer. He has a Bachelor of Science degree in Mechanical Engineering from Iowa State University and resides at 605 East Fifteenth Street. Currently Jim also serves on the Building Code Board of Appeals.

Jim's new term would expire January 4, 2021.

ATTACHMENTS: None

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve the reappointment.

8. Oath of Office for Reserve Police Officer Hunter Boertje.

SUBJECT: New Hire for Reserve Police Officer – Hunter Boertje

DATE: January 5, 2016

BACKGROUND: Hunter Boertje of Pella, Iowa has accepted a position as a police reserve police officer with the City of Pella. Hunter is a graduate of Pella Community High School and attended the DMACC Career Academy Criminal Justice course. He currently works at Vermeer Manufacturing and plans to attend college as a criminal justice major in the near future.

ATTACHMENTS: Oath

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

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Administer Oath of Office.

***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 Peterson. On roll call the vote was: AYES: Vander Beek, Peterson, Bokhoven, Van Stryland, Schiebout. NAYS: None. Motion carried. The following items were approved:

1. Approval of Minutes
 - a. Official Council Minutes for December 15, 2015.
2. Report of Committees
 - a. Policy and Planning Minutes for December 15, 2015.

Policy and Planning Minutes

December 15, 2015

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

ABSENT: Dave Vander Horst

OTHERS: City Staff and Visitors

The Policy and Planning meeting began at 8:18 p.m. The only item on the agenda was a request from the Cellar Peanut Pub. As background, the Cellar Peanut Pub would like to open an establishment at 629 Franklin Street, which is in the Central Business District (CBD). The business would serve specialty micro brews from across the country. It would not brew them at this location, only sell them. Also, since it would only serve peanuts, which is considered "Cocktail Lounge" under current City Code, it would not be a restaurant.

The current City Code for the CBD does not permit "Cocktail Lounge" use. It is important to note the distinction in Code between a "Cocktail Lounge" use which includes the retail sale of alcoholic beverages for consumption on the premises, including taverns, bars, cocktail loungers and similar uses other than a restaurant. A general restaurant is permitted in the CBD, and this may include the sale of alcoholic beverages which conducted as a secondary feature of the use, producing less than fifty percent (50%) of the establishment's gross income.

At the December 1st Policy and Planning meeting, the direction given staff was to consider a text amendment versus a special use permit or rezoning. Specifically, Council wanted to potentially allow craft beer establishments in the Central Business District while maintaining the existing zoning restrictions for traditional bars and taverns. In researching this issue, staff did not find any other city that differentiates between craft beer establishments and taverns. Based on staff's research, it appears craft beer establishments are considered a tavern or bar from a use stand point. Furthermore, based on conversations with the Iowa State Planning and Zoning extension office, staff believes it could be problematic if the City tried to define permissible zoning uses based on the product sold (i.e. craft beer vs Budweiser, etc) rather than the allowable use.

Based on the direction staff received on December 1, 2015, it appeared Council wanted to allow craft beer establishments in the Central Business District but was also concerned with a potential proliferation of bars in the downtown.

After discussion, staff was directed to draft a text amendment with the following:

1. A craft beer establishment would be considered a bar or tavern.
2. Bars or taverns operating in the Central Business District (CBD) would need to obtain a special use permit. By requiring a special use permit, the Board of Adjustment will consider a number of items before a bar or tavern is allowed in the Central Business District. This could include, traffic conditions, operating hours, outside storage, development density, neighboring properties, and residential and church concerns. The Board of Adjustment would have wide authority in granting special use permits, and violations of the special use permit could result in immediate revocation of the permit.

After discussion, staff was directed to draft an ordinance that would limit the number of special use permits to two in the CBD. Since any zoning amendment is required to be initiated by the Planning and Zoning Commission, the item will be on the Planning and Zoning Special meeting agenda for January 11, 2016. Concerning the special zoning issues with permitting microbreweries in the Central Business District, staff requested additional time to perform the necessary research on this issue.

The meeting adjourned at 9:12 p.m.

Respectfully Submitted,
Ronda Brown, City Clerk

b. Community Services Board Minutes for September 18, 2015.

COMMUNITY SERVICES BOARD

September 18, 2015

Present: Arvin Van Zante, Lauri Amelse, Teresa Thompson, and Glenn Steimling

Staff: Jeanette Vaughan, Mallary Herring, Chandler Nunnikhoven, Kevin Vos, Cynthia Vaske, and Brenda Ross

Unless otherwise noted, all actions were taken unanimously.

Vaughan called the meeting to order at 12:03 p.m.

Minutes

Motion by Amelse, second by Thompson to approve the Community Services Board Meeting minutes of May 15, 2015.

Introductions

Introductions of staff and Community Services Board members were made.

Guiding Philosophy for the Pella Sports Park

Vaughan reviewed with staff and Board members the guiding philosophy verbiage for the Pella Sports Park. Van Zante asked whether a bike path will be constructed. Vaughan replied that Fields for Our Future, Inc. (FOF) will be contributing around \$300,000.00 for a bike trail, Vermeer will contribute approximately \$700,000.00, and the City of Pella will contribute around \$100,000.00. It is possible that a future referendum for the Community Center would include a bike trail.

Vaughan said FOF is working on designing an entrance sign for the Sports Park. Van Zante stated that he is concerned about the ability of children to reach the complex without a motorized vehicle. Vaughan replied that Garden & Associates, LTD will be working on the Vermeer portion of the land acquisition for a trail. She said the plan is to begin construction around Tulip Time 2016. The City did apply for a Rural Energy for America Program (REAP) grant, but the City was not awarded any funding. However, the City still has some available options.

Vaughan said, in looking at the Access and Safety portion of the Guiding Philosophy, that the April 1st through October 31st dates are flexible for when the complex will be open.

Vaughan referred to the Economic Vitality portion of the Guiding Philosophy. She said three-day tournaments would be difficult for the complex and staff to support. Steimling said having more than a two-day tournament for kids is difficult.

Vaughan referred to the Mechanics portion of the Guiding Philosophy. She said the proposed lottery for teams wanting to reserve practice times will be a quick process. It would be possible for teams to switch times amongst themselves after they are assigned. Vaughan mentioned that the practice and game times of users will be protected in their lease agreements with the City. However, there is the potential that a team's time may be bumped if they are not paying the City for usage of the facility.

In regards to the Use Fees portion of the Guiding Philosophy, Vaughan said she did three months of research on comparable facilities. She said the City will never be able to support the facility solely from fees. Oskaloosa's Lacey Recreation Complex charges \$1,500.00 per day for a non-local tournament, while the City is proposing to charge \$1,300.00 per day.

Vaughan said the City will run a concession stand similar to the one at the Aquatic Center. There is the potential for profit and bidding out the management of the concession stand is something the City could consider. She said Hy-Vee has not shown interest in managing it.

Vaughan referred to the Fields portion of the Guiding Philosophy. She said only City staff will be permitted to operate vehicles on fields. Van Zante asked what dragging a field entails. Vos said dragging a field involves scarifying it and filling in lows spots, using various techniques to keep the surface consistent and provide for drainage. He said hand raking done by those without proper training can cause issues, and the City wants to maintain a high-quality playing surface. Nunnikhoven said hand raking can cause material to be pushed into the grass, creating lips, which can create an unsafe area for players and cause injuries. Vos said the City wants to have a safe playing surface, while also being aesthetically pleasing.

Vaughan referred to the Storage portion of the Guiding Philosophy. She said Prairie Ridge Sports Complex in Ankeny, Iowa allows user groups to create sheds. The City may consider allowing sheds to be built that fit certain criteria.

Athletic Field Use Guidelines

Vaughan said the City's use application is standard, and the packet refers to the Sports Park, stand-alone fields, the Soccer Complex, and the tennis courts. She said the City will likely not have portable fencing available for a while, due to cost.

Vaughan referred to Appendix B: Rules and Regulations. She asked staff and Board members to let her know if something should be added to the list.

Steimling referred to Appendix C: Field Conditions. He asked if Vos will be the staff member charged with checking soil saturation of the fields. Vos replied yes.

Facility Use Agreement

Vaughan said, for tournaments, the City will need to collect more information than is currently requested on the Facility Use Agreement form. Amelse asked who will be responsible for making sure that the rules and regulations are followed. Vaughan replied that Vos will. She said if staff is working at the complex,

they will take care of minor infractions. However, if anything serious occurs, then the Police will be called. Vos said it is helpful that the City will know who will be practicing when and on what field, so that could help narrow down who is at fault. Also, Vos will be present for tournaments. Vaughan said the City is tentatively looking into security systems for the complex. She said she was told by the Police Department to make sure that any cameras that are purchased have adequate resolution. Van Zante asked when there will be staff present at the Sports Park. Vaughan replied that staff will be present Monday through Friday and during tournaments. There will also be staff present on game nights to manage the concessions. Steimling said an issue to consider is that of pedophiles. Thompson asked if the Sports Park parking lot is lighted. Nunnikhoven responded yes. Van Zante said the parking lot will likely be patrolled periodically by the police. Steimling asked where the availability schedule for the complex will be posted. Vaughan replied that the schedule will be posted online. Staff will also post hard copies at the complex. Thompson asked whether there will be batting cages at the complex. Vaughan said yes, and she is looking into batting cage charges, which could be worked into lease agreements with Little League. Nunnikhoven said batting cages are high traffic areas and require quite a bit of maintenance. Vaughan said she has looked into pitching machines and their associated costs. Thompson suggested reviewing the batting cages at the end of one year to see whether the need for pitching machines is there. Vaughan referred to the sample lease agreement documents. She said whether a user group is charged per player or per team will depend on the level of service that they require. She said she did ask Little League whether they are interested in using the concession stands as a fundraising method, but they declined. Vaughan said the fees range from \$10.00 to \$60.00 per participant and the City is looking at increasing the fees by \$10.00. She said Little League would pay approximately \$12,000 per season and the Pella Soccer Club would pay approximately \$6,000 per season. The Pella Soccer Club currently pays the City nothing for use of its fields. Vaughan mentioned that users are paying for the convenience of having several sports in one place, hard surface parking, and permanent restrooms, among other things. Thompson asked whether local companies will be able to place signs at the complex for advertising purposes. Vaughan said no. Nunnikhoven said there has been discussion of having a donor wall on the side of the concession stand. Vaughan mentioned that advertising signs would be one more thing that would have to require maintenance. She said the City will work with special events, but there will not be advertising at the complex year round. Amelse said she pays close to \$16.00 per person to watch her son play in indoor tournaments. She asked if Vaughan knew why many outdoor tournaments do not charge fees to those who come to watch. Vaughan said the City decided not to track whether users are making money from those coming to watch events. Van Zante asked how the City defines a "for-profit" entity. Vaughan said Pella City Administrator Mike Nardini would like to eliminate the \$325.00 per day fee for a local not-for-profit tournament and only charge \$650.00 per day for local tournaments and \$1,300.00 per day for non-local tournaments. This would eliminate the for-profit and not-for-profit designations. She said \$650.00 will cover staff, but not materials. However, the City is not in this to make money. Ross said non-local tournaments will benefit the local economy, with hotel stays, restaurant visits, etc. Vaughan said Lacey Recreation Complex books 17 to 18 tournaments per year. Van Zante said even if the City books 15 non-local tournaments per year, that is only \$39,000.00 in revenue. The operating cost of the complex are estimated to be \$175,000.00 per year. Vaughan mentioned that while Pella will charge less than Lacey Recreation Complex, Pella has one less field. She said several user groups are interested in renting both the Lacey and Pella complexes for tournaments. Vos said with the Soccer Complex, there is more mowing, grass seed, and fertilizer involved. Also, it takes longer to mark soccer fields than baseball fields. Steimling said he can see people wanting to use the green space for activities other than soccer or cricket, such as ultimate Frisbee. Vaughan said it has been brought to her attention that some City Council members do not want any of the in-town fields in use next year, once the complex is open. Nunnikhoven said he disagrees and it is important for communities to have neighborhood ball fields. Thompson asked how users will be notified of the lottery system. Vaughan said it will be posted on the City website, in local newspapers, and through word-of-mouth. She said the City also has contact information for previous users. Motion by Van Zante, second by Steimling to approve the Guiding Philosophy for the Pella Sports Park. Motion by Van Zante, second by Steimling to approve the 2015 Fee Schedule, with the elimination of the \$325.00 per day fee for local non-profit tournaments and the elimination of the distinction between for-profit and non-profit users. Amelse said it is apparent that a lot of research went into these documents being reviewed. Updates Van Zante said 1,517 people attended Union Street Players' recent production of Fiddler on the Roof. He said the drama camp was also well-received. Vaughan reported that 715 surveys were returned regarding Community Center usage. Next Meeting The next meeting is scheduled for Friday, November 20, 2015 at noon in room 204 of the Community Center. Adjournment Motion by Amelse, second by Van Zante to adjourn at 1:18 p.m. Respectfully submitted: Cynthia Vaske September 18, 2015

c. Board of Adjustment Minutes for November 9, 2015.

Board of Adjustment
Meeting Minutes
November 9, 2015

1.) Call the meeting to Order

Chairperson Jim Corbett called the meeting of the Board of Adjustment to order at 6:00 p.m.

2.) Roll Call.

Members Present: Jim Corbett, Vince Nossaman, Merlan Rolffs, John Van Den Berg, Lyle Vander Meiden, Mike Vander Wert, Karissa Hastings.

Members Absent: Glenn Van Wyk.

Others Present: Mike Nardini – City Administrator, George Wesselhoff – Planning and Zoning Director, Jerry Byers – Board Secretary, Dwaine Meyer, Dan Vander Beek, Ross Davidson, T Waldmann Williams, Brett Wiersma, Emily Wiersma, Kosta Bastas, Renee Bastas, Wayne Steinstra, Jim Nieboer, Lauri Nieboer, Merlan Van Dyk, Verna Van Dyk, Keith Van Nimwegen, Joe Seekamp, Sherri Seekamp, JoAnne Dyar, Gary Van Vark, Michael Robinson, Christine Robinson, Caleb Woods, Dennis Vander Beek, Joyce Vander Beek, Darrell Dobernecker, Adam Hale, Jacqueline Hale, Dan Spotten, Jen Spotten, Fred Kreykes, Wally Pelds, Dennis Vander Horst, Mike Brown, Ronda Brown, Bob Van Essen, Willeda Van Essen, Ken Haman, Joan Haman, Rhonda Kermod, Dave Kermod, Rich Heimstra, Eileen Heimstra, Ray Bisbee, Julie Bisbee, Jim De Boer, Jane Smith.

3.) Approval of Agenda

Merlan Rolffs made a motion to approve the agenda as submitted. Mike Vander Wert seconded the motion. Upon vote, all voted yes. The agenda was approved.

4.) Approval of Minutes

John Van Den Berg made a motion to approve the Minutes of the September 22, 2015 meeting as submitted. Lyle Vander Meiden seconded the motion. Upon vote, all voted yes. The minutes were approved as submitted.

5.) Public Hearing on Variance Application by Casey's Marketing Company for a proposed new Convenience Store (Casey's General Store) located at 505-513 Main Street and 705 Union Street.

Chairperson Corbett asked Mr. Byers if there were any written. No written comments were received.

Chairperson Corbett informed the crowd that the Board of Adjustment was a nine member board and that seven members were present and a minimum of five members would have to vote yes for any motion to pass. He continued by stating that the applicant could ask for a continuance until all Board members were present.

David Kermode, neighbor at 510 Broadway, spoke to the Board about how fast the process was going and that they had only seven days from receiving notice about the project. He indicated that more time would allow them the time to compile a list of objections.

Mr. Chairman said that the applicant can ask for a continuance but was unsure if an audience member could.

Bob Benton, City Attorney, asked Mr. Kermode if he was asking because he wanted the delay or because he wanted more than seven members of the Board present.

Mr. Kermode stated that democratic process would be better served with a delay.

Michael Robinson, neighbor at 513 Broadway, asked for a continuance due to he felt that it was poorly announced to the neighborhood. He continued by stating that he didn't get a notice and he felt that the meeting did not live up to the spirit of the Iowa Open Meetings Act. He continued by stating that this was a rush to judgement and a foregone conclusion that the Board was going to grant a variance. He continued by stating that this is not how a democracy is supposed to work, and he would like a continuance so others could be informed of the meeting.

Mr. Benton informed the audience that only the applicant (Casey's General Stores) could ask for a continuance.

Discussion ensued.

Wally Pelds, with Leo Pelds Engineering, representing Casey's General Stores, stated that they were not opposed to deferring this to allow citizens more time to review the information presented. They did not ask for this timeline, they are just complying with what was asked of them by the law.

Mr. Benton stated that Casey's would have to request a continuance or not.

Mr. Pelds respectively requested a continuance for the next meeting.

There was discussion as to the Board's next action and the request to have all members present.

Vince Nossaman made a motion to support the continuance request of Casey's General Stores.

Merlan Rolffs seconded the motion.

Upon vote, motion passed seven to zero to allow for the continuance request.

6.) Other Business

None

7.) Adjournment

The meeting adjourned at 6:18p.m.

Respectfully submitted,

Jerry Byers

Building Official

d. Community Development Committee Special Minutes for September 16, 2015.

Community Development Committee Special Meeting Minutes September 16, 2015

1.) Acting Chairman Vote

Robyn Van Berkum nominated Wayne Stienstra as acting Chairperson. Lorie Parisee seconded the motion. Upon vote, motion passed unanimously.

2.) Call the Meeting to Order

The meeting of the Community Development Committee was called to order by acting Chairperson Wayne Steinstra at 5:30 p.m.

3.) Roll Call.

Members Present: Linda Groendendyk, Phil Groendendyk, Mike Kiser, Lori Parisee, Wayne Stienstra, Robyn Van Berkum, Dennis Vander Beek, Patsy Cody (5:44).

Members Absent: Jerry Brummel, Jody Lautenbach, Ginny Moore.

Others Present: George Wesselhoft – Director of Planning and Zoning, Jerry Byers – CDC Secretary, Travis DeWitt – Pro Image Sign & Lighting.

4.) Sign Permit – Mattress Wholesale Center

Travis DeWitt, representative for Mattress Wholesale Center, 504 Oskaloosa Street, Pella, Iowa, spoke to the Committee about what he feels was a temporary solution to an existing problem due to the existing canopies located at the old Movie Gallery property.

He continued by stating there was a temporary lease and the owner doesn't want to put money into a sign, until the business establishes a footing, in the community, and signs a long term lease.

Lori Parisee asked if there was a logo for Mattress Wholesale Center.

Mr. DeWitt stated that the design submitted is the same signage used on all of the stores and was his brand.

Mr. DeWitt said that the reason they did such a large white area on the signs is that the old Movie Gallery was so large and they had to cover up the old sign.

Robyn Van Berkum asked about covering the old sign with something that had a more attractive shape.

There was discussion about shape of the sign.

Mr. DeWitt stated that in his professional opinion that the awning has to come down at some time to provide a professional looking sign.

The Committee gave Mr. DeWitt some input for design options.

Discussion ensued.

Mr. DeWitt said he would submit a couple new sign options to Planning and Zoning Staff for approval by the Sign Sub-Committee.

Lori Parisee made a motion to have Mattress Wholesale Warehouse submit two addition options with pin stripping in the corners to soften the sign. The options will be reviewed by subcommittee as well as emailed to all Committee members for input.

Linda Groendendyk second the motion.

Upon vote, motion passed 8 to 0.

5.) Approval of Minutes

Approval of the August 26, 2015 Special Meeting minutes were approved as submitted.

6.) Other Business

There was discussion about downtown vacancies and business use and percentage of retail.

7.) Adjourn

Acting Chairperson Wayne Stienstra adjourned the meeting at 6:06 p.m.

Respectfully submitted.

Jerry Byers

Building Official

3. Petitions and Communications

a. Designate The Pella Chronicle as Official Newspaper for 2016.

SUBJECT: Official Newspaper Designation

DATE: January 5, 2016

BACKGROUND: The Iowa Code requires the City of Pella to designate an official newspaper for legal publications. The Pella Chronicle has a long relationship with the City and meets all four requirements outlined in the Code of Iowa Chapter 618.3 which are:

1. A newspaper of general circulation that has been published at least once a week for at least fifty weeks per year within the area and regularly mailed through the post office of entry for at least two years.
2. Has a list of subscribers who have paid, or promised to pay, at more than a nominal rate, for copies to be received during a stated period.
3. Devotes at least 25% of its total column space in more than one-half of its issues during any 12 month period to information of a public character other than advertising.
4. Is paid for by at least 50% of the persons or subscribers to whom it is distributed.

Staff recommends designating the Pella Chronicle as the official newspaper for 2016 for the City of Pella.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Designate the Pella Chronicle as the Official Newspaper for 2016.

b. Renewal of Class E Liquor License with Wine, Carryout Beer, and Sunday Sales for Wal-Mart Supercenter #751.

SUBJECT: Renewal of Class E Liquor License for Wal-Mart Stores, Inc.

DATE: January 5, 2016

BACKGROUND: Wal-Mart Stores, Inc., DBA Wal-Mart Supercenter #751, located at 1650 Washington Street, 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 January 31, 2017.

ATTACHMENTS: Application

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve renewal.

4. Administration Reports

a. None

D. *PUBLIC HEARINGS

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

1. a. Public Hearing on Furnishing 69 kV Control Panels in Connection with the West Substation 69 kV Ring Bus Improvements. No written or oral comments were received. Councilmember Vander Beek moved to close the public hearing, seconded by Councilmember Van Stryland. On roll call, the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, Bokhoven. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Plans, Specifications, Form of Contract, Estimate of Costs, Receiving Bids, and Making Award of Contract for Furnishing 69kV Control Panels for the West Substation Ring Bus Conversion Project

DATE: January 5, 2016

BACKGROUND: This resolution approves plans, specifications, form of contract, estimate of costs, receives bids, and makes award of contract for furnishing 69kv control panels for the West Substation Ring Bus Conversion Project. Listed below is a description of the project material:

Four (4) transmission line breaker control panels, two (2) distribution transformer control panels, one (1) transformer bus and breaker failure control panel, one (1) capacitor bank control panel, one (1) communications equipment panel, one (1) synchronism control panel with related controls and accessories.

At the bid opening on December 22, 2015, three bids were received and are summarized below.

Electrical Power Products (EP2)	\$251,559
HK Scholz	\$255,800
Schweitzer Engineering Laboratories	\$400,538

After reviewing the bid proposals, the project Engineer, DGR, recommends awarding the contract to Electrical Power Products (EP2) of 1800 Hull Avenue, Des Moines in the amount of \$251,559. The engineer's estimate was \$264,000. The Electric Distribution Superintendent is very familiar with EP2, having commissioned many substation control buildings in previous years, and believes the company's quality control is exceptional.

It is important to note that \$100,032 of these costs are eligible for reimbursement thru the Midcontinent Independent System Operator (MISO) transmission rate recovery process. In addition, \$90,433, will be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financial agency of MRES that is funding the Red Rock Hydroelectric Project. The remaining \$61,094 will be part of the substation distribution upgrades.

This resolution approves the purchase of the 69kV control panels from EP2 in the amount of \$251,559 and authorizes the Electric Distribution Superintendent to issue the notice to proceed once the Agreements are in proper order and fully executed.

ATTACHMENTS: Resolution, Bid Summary, Engineer's Recommendation

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve resolution.

1. b. Resolution No. 5651 entitled, "RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATE OF COSTS, RECEIVING BIDS, AND MAKING AWARD OF CONTRACT FOR FURNISHING 69 KV CONTROL PANELS 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, Bokhoven, 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. 5652 entitled, "RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN AMENDMENT TO THE AGREEMENT FOR PRIVATE DEVELOPMENT BY AND BETWEEN THE CITY OF PELLA AND CASTLE METAL, INC.". Councilmember Peterson moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Peterson, Schiebout, Bokhoven, Vander Beek, Van Stryland. NAYS: None. Motion carried.

SUBJECT: Resolution Approving an Amendment to a Development Agreement with Castle Metal, Inc.

DATE: January 5, 2016

BACKGROUND:

This resolution approves an amendment to the City's development agreement with Castle Metal that was approved by Council on July 1, 2014. The development agreement was necessary for Castle Metal to secure financial incentives from the Iowa Economic Development Authority (IEDA). Recently, City staff was contacted by the attorney representing Castle Metal, Inc. who indicated that due to financial concerns, the timeline for the project had been delayed. As a result, Castle Metal is not able to complete construction or hire new employees by the deadlines provided in the approved development agreement. As a result, Castle Metal, Inc. has requested to amend the development agreement, to extend the project's completion and milestone dates by one year. In addition to the amending of associated dates, they have also requested a change in the tax increment financing (TIF) rebate schedule to accommodate the upcoming sunset date associated with the City's associated TIF district. It should be noted that while the proposed TIF rebate schedule has changed, the total amount of all incentives, including TIF, will remain the same.

Background Information

As a reminder, Castle Metal, Inc. is a subsidiary of Kasteel Metal B.V., which is a leading Dutch worker of steel and aluminum. Castle Metal plans to lease a 40,000 square foot existing facility within the corporate limits in order to conduct its specialty steel working operations. Specialties will be laser cutting, automatic bending and robot welding in combination with after-treatment as pickling and powder coating. Stainless steel parts for milking robots will be the company's main focus. These products will be sold only to Lely USA with the possibility of additional customers being added once the company is established in Pella.

Project Description

Castle Metal has proposed to lease a facility located at 214 S. Clark Street. To prepare the facility for production, extensive improvements would need to be made that include the construction of new walls, improvements to the foundation, and installation of heating, cooling, and ventilation systems. Castle Metal estimates the required investment to the existing facility will be approximately \$290,000 in real property improvements and \$2,955,000 for machinery and equipment. In addition, within three years Castle Metal is expected to create twenty-six high quality jobs. It is important to note, Castle Metal believes twenty-five of these new positions would have a wage of \$17.54 per hour or greater by the third year.

Economic Development Assistance

As previously mentioned, in order to secure the financial incentives from the Iowa Economic Development Authority, Castle Metal, Inc. is required to secure a local match equivalent to 20% of the direct financial assistance provided by the IEDA and the required match for the tax credits provided by IEDA, which is based on the value of increased local taxes computed under the five year sliding scale used for tax abatement under Chapter 427 of the Iowa Code.

Listed below is a comparison of the financial incentives approved in the original agreement by IEDA and the City of Pella:

Financial Incentive	IEDA Contribution	City of Pella Contribution
Forgivable Loan	\$100,000	\$20,000
60 month no interest loan	100,000	20,000
Tax Credits	184,200	-
Tax Increment Financing	-	21,100
Total Incentives	<u>\$384,200</u>	<u>\$61,100</u>

Proposed Amendment

The following are the proposed material requests from the Developer as they relate to the original agreement:

<u>Items</u>	<u>Original</u>	<u>Amended</u>
Period to Construct	Minimum Improvements must be completed by December 31, 2015	Minimum Improvements must be completed by December 31, 2016
First Full Assessment	First Assessment including improvements as January 1, 2016	First Assessment including improvements as January 1, 2017
Original Valuation	The date which establishes the base value as January 1, 2015	The date which establishes the base value as January 1, 2016
Employment Requirements	26 Full Time Employees - November 1, 2016 thru October 15, 2021	26 Full Time Employees - November 1, 2017 thru October 15, 2022
Economic Dev Grants	June 1, 2018 75% of Tax Increments for Fiscal Year 17-18 June 1, 2019 60% of Tax Increments for Fiscal Year 18-19 June 1, 2020 45% of Tax Increments for Fiscal Year 19-20 June 1, 2021 45% of Tax Increments for Fiscal Year 20-21	June 1, 2019 75% of Tax Increments for Fiscal Year 18-19 June 1, 2020 75% of Tax Increments for Fiscal Year 19-20 June 1, 2021 75% of Tax Increments for Fiscal Year 20-21
Termination Date	December 31, 2021	December 31, 2022

It should be noted that the proposed amendment is wholly contingent on the approval of Castle Metal receiving an extension from the Iowa Economic Development Authority, to which they are expected to present by April of 2016.

Summary

Castle Metal, Inc. has requested to delay their economic development project by one year and amend the contract to allow for such a delay. In addition to the amending of associated dates, they have also requested a change in the TIF rebate schedule to accommodate the upcoming sunset date associated with the City's associated TIF district. While the proposed TIF rebate schedule has changed, the total amount of all incentives, including TIF, will remain the same. In addition, this amendment is contingent on Castle Metal, Inc. receiving approval from the Iowa Economic Development Authority (IEDA). If Castle Metal, Inc. has not received approval by December 31, 2016 from the IEDA to amend the State Agreement to extend the time for construction of the project, this amendment is null and void.

ATTACHMENTS: Resolution
 REPORT PREPARED BY: City Administration
 REPORT REVIEWED BY: CITY ADMINISTRATOR
 CITY CLERK
 RECOMMENDATION: Approve resolution.

2. Resolution No. 5653 entitled, "A RESOLUTION NAMING DEPOSITORIES". Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, Bokhoven. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Depositories

DATE: January 5, 2016

BACKGROUND:

Iowa Code Chapter 12C requires cities to approve financial institutions where public funds are deposited.

This resolution approves the following list of financial institutions to be depositories of the City of Pella funds and also maintains their authorized deposit levels of \$20 million.

DEPOSITORY NAME	APPROVED MAXIMUM BALANCE
U S Bank	\$20,000,000
Marion County Bank	\$20,000,000
Wells Fargo	\$20,000,000
MidWestOne	\$20,000,000
Leighton State Bank	\$20,000,000

ATTACHMENTS: Resolution
 REPORT PREPARED BY: Finance Department
 REVIEWED BY: CITY ADMINISTRATOR
 CITY CLERK
 RECOMMENDATION: Approve Resolution.

I. ORDINANCES

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

1. Ordinance No. 904 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE R2 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. 904 on its second reading, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, Bokhoven. NAYS: None. Motion carried. It was moved by Councilmember Schiebout, and seconded by Councilmember Bokhoven that the statutory rule requiring said ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended. On roll call the vote was: AYES: Schiebout, Bokhoven, Vander Beek, Van Stryland, Peterson. NAYS: None. Motion carried. Councilmember Schiebout moved that Ordinance No. 904 be adopted, seconded by Councilmember Vander Beek. On roll call the vote

was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, Bokhoven. NAYS: None. Mayor Mueller declared the motion carried and the ordinance duly passed and adopted.

SUBJECT: Rezoning Application by Kevin Langstraat to Rezone Property from M1 Limited/Light Industrial District to R2 Two Family Residential District

DATE: January 5, 2016 (2nd Reading)

BACKGROUND:

Kevin Langstraat is requesting to rezone 194 Franklin Street from M1 Limited/Light Industrial to R2 Two Family Residential. This is an 11,400 square foot lot with an existing legal nonconforming single family residential use.

The purpose of the rezoning request is to bring the use into conformance with Code so that a new house can be placed on the property. A new house cannot be placed on the property until the property would be rezoned. The existing house would be removed.

The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Residential.

The Planning and Zoning Commission at their November 23, 2015 meeting approved the rezoning (9 to 0).

ATTACHMENTS: Ordinance, Zoning Map, Citizen Letter

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approval Ordinance.

J. CLAIMS

1. Abstract of bills No. 1950. Councilmember Schiebout moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, Peterson, Bokhoven, Vander Beek. NAYS: None. Motion carried.

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

NONE

L. CLOSED SESSION

NONE

M. ADJOURNMENT

There being no further business claiming their attention, Councilmember Vander Beek moved to adjourn, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Vander Beek, Schiebout, Peterson, Bokhoven, Van Stryland. NAYS: None. Motion carried. Meeting adjourned at 7:32 p.m.

Policy and Planning Minutes
January 5, 2016

PRESENT: Mayor Jim Mueller, Tony Bokhoven, Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, Larry Peterson

ABSENT: Mark De Jong

OTHERS: City Staff and Visitors

The Policy and Planning meeting began at 7:35 p.m. First on the agenda was a presentation from Jill Vandevoort, Convention and Visitors Bureau (CVB) Director. She presented the CVB's 2016 Budget and goals. Highlights to look for in 2016 are:

- Advertising Pella with a traveling semi wrapped in Pella pictures.
- Replacement of the I-80 directional signage.
- Heavier focus on social media.
- Level #2 Educational Session for front line employees.
- FAM (familiarization) Tour for local meeting planners to visit Pella meeting facilities and hotels.
- Create a Pella Kerstmarkten (outdoor Dutch Christmas market).

The second item on the agenda was a request from Lyndsey Van Soelen, Director of Positively Pella, for the City to become a gold sponsor at a cost of \$5,000 per year. As background, Positively Pella is a service that is intended to provide prospective and new residents with resources to promote a smooth transition into the Pella Community. Positively Pella helps prospective residents gather information about the community, helps new residents with housing needs as well as provides services after they have settled in by providing connections. The request for the \$5,000 will be discussed at upcoming budget meetings tentatively scheduled for February 8th & 9th.

The last item was naming of ball fields at the Pella Sports Park. As background, on March 6, 2012, the Pella City Council approved a 28E agreement between the City of Pella and Fields for Our Future, Inc. (FOF) for the purpose of constructing a sports park for the community. Under section 13 of the agreement, its states that names for major components of the complex, including the names of individual fields and the concession stand, will be subject to approval of the City.

FOF proposed field names as follows:

1. Blake Van Vark Memorial Field
2. LDJ Field
3. De Vries Field
4. Marion County Bank Field
5. PPI Field

Section 13 of the agreement also states that the City will provide a location for donor recognition. FOF is in the final design stages of planning a donor wall to be located on the west side of the concessions building. After discussion, the Mayor and Council approved of the field names.

The meeting adjourned at 8:20 p.m.

Respectfully Submitted,
Ronda Brown, City Clerk

Planning and Zoning Commission
Regular Meeting
November 23, 2015

- 1) The meeting was called to order at 7:00 p.m.
- 2) Roll Call.
Present: Craig Agan, Jim Danks, David Landon, Bob Smith, Mike Vander Molen, Gary Van Vark, Ervin Van Wyk, Ann Visser, Teri Vos.
Absent: Nelson Bogaard, Cathy Haustein.
Others Present: Kevin & Amanda Langstraat, Wally Pelds, Tom Johnston, Tim Pol, George Wesselhoft.
- 3) Approval of Minutes. The minutes of the September 28, 2015 regular meeting were approved as submitted.
- 4) Public Hearing on Rezoning Application by Kevin Langstraat to Rezone Property (Legal Description: Part of the NW quarter of the NW quarter of Section 11, Township 76 North, Range 18 West of the 5th P.M. described as follows: Beginning at a point 589 feet East and 18 feet south of the NW Corner of Said Section 11, Thence South 190 feet, Thence East 60 feet, Thence North 190 feet, Thence West 60 feet to the Place of Beginning) from M1 Limited/Light Industrial District to R2 Two Family Residential Zoning District.

No written or oral comments were received.

- 5) Rezoning Application by Kevin Langstraat to Rezone Property from M1 Limited/Light Industrial District to R2 Two Family Residential Zoning District. Kevin Langstraat submitted a rezoning application for the property located at 194 Franklin Street. This is an 11,400 square foot lot with an existing legal nonconforming single family residential use. The current zoning is M1 Limited/Light Industrial. The proposed zoning is R2 Two Family Residential. The purpose of the rezoning request is to bring the use into conformance with Code so that a new house can be placed on the property. A new house cannot be placed on the property until the property would be rezoned. The existing house would be removed. The Comprehensive Plan, Future Land Use Map targets the area proposed to be rezoned for Low Density Residential.

Gary Van Vark asked if a duplex is proposed.

Kevin Langstraat responded a ranch style house is proposed.

Ervin Van Wyk made a motion to recommend approval of the rezoning. Mike Vander Molen seconded the motion. Upon vote, all voted yes. Motion carried 9 to 0.

- 6) Site Plan for Geetings Inc. Geetings Inc. is proposing a 76' by 131' building at the Southeast corner of Clark Street and Truman Road. The property is 1.0 acres in size. The proposed uses for the building include warehouse and equipment sales/service.

Ervin Van Wyk inquired about storm water detention for the project.

Wally Pelds, engineer for the developer, responded that the detention would be underground with piping connected to it as part of a Storm Tech chamber.

David Landon made a motion to approve the site plan. Gary Van Vark seconded the motion. Upon vote, all voted yes. Motion carried 9 to 0.

- 7) 2016 Meeting Schedule. George Wesselhoft mentioned the proposed 2016 schedule follows the same general schedule for meeting dates as prior years. The Commission did not direct any changes to the proposed schedule.
- 8) Other Business. Ann Visser asked about the zoning as it pertains to the proposed Casey's on the 500 block of Main Street.

Mr. Wesselhoft noted the zoning for the property is CUC Mixed Use Urban Corridor Commercial which permits the use. He explained that Casey's has to go before the Board of Adjustment for requested variances pertaining to building and parking lot location.

There was further discussion about the Casey's proposed development on Main Street.

- 9) The meeting was adjourned at 7:17 p.m.

Respectfully submitted,
George Wesselhoft
Planning and Zoning Director

Historic Preservation Commission
Regular Meeting
November 19, 2015

- 1) The meeting was called to order at 6:00 p.m.
- 2) Roll Call.
Present: Jim Mansueto, Julie Heerema Mueller, Rhonda Kermode, Kent Oppenhuizen.
Absent: Kathy Bruxvoort,
Others Present: Jerry Byers, Mike Nardini, George Wesselhoft.
- 3) Approval of Minutes – October 15, 2015 Meeting. The minutes were approved as submitted.
- 4) November 2 Policy & Planning Review of Draft Ordinance and Handbook Documents.

George Wesselhoft mentioned that one of the major points of discussion at the November 2 Policy & Planning meeting was the percentage requirements for property owner signatures to initiate historic district overlay process. Whether or not property owners that own more than one property should have more than one “vote” for petition purposes. He added that he checked with Paula Mohr with the State Historic Preservation Office and she is not aware of any city that gives a property owner more than one vote regardless of number of properties owned. She confirmed that cities of Davenport and Des Moines require 51% for their process and that Iowa City does not have a threshold but if more than 20% of the property owners object to the historic designation then it triggers a super majority to approve the designation.

Mike Nardini stated that the Council would like to thank the Commission for all their efforts and that seeing it for the first time these are some of the questions they had on it. He added that the City Attorney was of the opinion that for most parcels it is joint ownership, husband and wife, and that it is one vote but it has to be 100% agreement for the parcel. Another example would be if they own a parcel with their wife but then another parcel with someone else. The Attorney position is that it has to be by parcel.

There was discussion about the percentage requirements and ownership of parcels.

Julie Heerema Mueller stated she would not want to change from one vote per person.

Jim Mansueto asked staff to research how parcel ownership is defined in other cities.

Mike Nardini mentioned that what he and Mr. Wesselhoft were talking about was a happy medium for instance the Iowa City model they do not define a percentage but if there is 20% of property owners that object it triggers a super majority of Council or 4 members to pass an ordinance with a super majority 5 members.

There was discussion about multiple persons involved in ownership and also about conflict of interest situation.

Mr. Wesselhoft reviewed the elements of concern in the Handbook draft document. One comment was that only elements which would require a building permit should be required to obtain a historic review permit. Also regulation of windows, doors, colors, items which do not currently require any permit through the City.

The Commission asked staff to prepare a red lined copy of the Handbook document for the next meeting showing concern areas.

Ms. Heerema Mueller stated that we could include guidelines that if you want to further but not require it.

Mr. Wesselhoft added there could be a separate voluntary guidelines section that is separated from the rest of the elements in the Handbook document.

Jerry Byers clarified that what requires a permit is anything that expands the outer dimensions of the structure or total reconstruction.

Rhonda Kermode mentioned that if you make too many changes then the house may not be able to be contributing to the historical designation; she mentioned Will Page will present his research effort to the State which has taken three years and we have lost six homes and how do you defend that.

There was discussion about the effort for the State and what is trying to be accomplished.

Ms. Heerema Mueller suggested that we need to get people on board, preserve things to a certain extent, then as people get more on board you can add things as you go. She does not want to hinder people but make them more aware and respect what they have and save what they have.

Kent Oppenhuizen stated if you start throwing out too many rules people are going to back away right away.

There was discussion about changing out windows and what that would involve and how far some cities go with regulating historic districts.

Mike Nardini stated from City Council they were concerned about changing the structure with something new but where there is concern is having to get permits to change windows and doors. Also how would people that move into the districts become aware of the guidelines. You might be more successful if it starts off slowly and then adding things incrementally.

Ms. Heerema Mueller asked what about once you get it established and someone wants to make a change, can you offer guidelines, teaching, informing and getting people on board.

Mr. Wesselhoft mentioned you could have voluntary reviews and not just requirements. He also mentioned education process came up at City Council as well.

Jim Mansueto mentioned that the Historic Trust could do that.

Mr. Nardini clarified the concern at Council was how people would know that move into a historic district.

There was further discussion about requirements, enforcement and public education process.

Jim Mansueto suggested to look at stronger language for new construction.

The Commission asked staff to research other cities in so far as demolition permit requirements.

- 5) 2016 Meeting Schedule. The Commission was fine with continuing to meet on the third Thursday of the month for the regular meeting. The Commission decided to not have a December meeting but to have two meetings in January: January 7 and January 21.
- 6) Other Business. None.
- 7) The meeting was adjourned at 6:48 p.m.

Respectfully submitted,
George Wesselhoft
Planning and Zoning Director

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
December 8, 2015

I. Call To Order: President Rebecca Manifold called the meeting to order at 3:59 p.m. Board members present were: Alli Bogaard, Kenny Nedder, Praveen Mohan (4:15), Jane Koogler, and Mary Barnes. John Evenhouse was excused. Library Director Wendy Street was present.

II. Recognition of Visitors and Visitor Comments: Nicole Presley, Pella Chronicle reporter

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 November minutes prior to the meeting. Jane moved to approve the minutes. Mary seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the December list of bills prior to the meeting. The Board discussed the annual expense most of our magazine and newspaper subscriptions in the amount of \$7,020.41. This is an annual expense that includes almost all of our periodical subscriptions, including some that are quite expensive such as ValueLine Investment at around \$800-\$900 annually, and the Sunday edition of the NY Times. The Board discussed the service call from Gritters Electric. The library is in the process of trying out different types of LED bulbs as replacements since many of our current bulbs are dimming or burned out. In order to try out the latest one, a ballast needed to be by-passed and an electrician was required for the job. The board discussed the annual HeritageQuest database charge (\$940). Alli moved to approve the bills. Mary seconded the motion. The bills were unanimously approved.

VI. Unfinished Business: None

VII. New Business:

FY 16/17 Budget: Wendy provided the board with an overview of her proposed budget for FY 16/17, including the following assumptions:

1. We will ask the Friends to pay half the cost of hoopla (\$3,000). Total cost is \$6000 per year. Our plan is to step this out over the next few years to where Hoopla is in our general budget.
2. Building maintenance projects should be CIP rather than supplemental requests.
3. We will continue to use our state funding to pay for Syndetics (cover art and reviews) and Envisionware (computer reservations and print control) as we have in the past. We will also use state funding to pay for the new internet content filter. These costs we would also like to eventually move to the general budget.
4. If necessary, we will use state funding to pay for part of the cost of EBSCO EDS (the part of our new catalog that integrates magazine articles, and any other unbudgeted expenses associated with our new Integrated Library System. The first year this is in our budget with the amendment for the whole new system. Each year it will increase during the seven year contract.

Revenue

Decreased our projected Fines & Fees (all monies from printing, copies, fines, lost/damaged materials) revenue by \$1,650. Last year's total was \$20,680 and we are currently running behind last year's income. In addition, the city has decided to absorb the costs associated with credit card payments, which will further reduce our fine income. Once we start accepting fine payments via credit card, the credit card company takes a "cut" of each transaction. We will not accept credit card payment for anything less than \$10.

Personnel

The changes in the salaries line items reflect expected Cost of Living increases, merit increases, and increases in taxes and IPERS for our existing staff. There are no increases in hours or number of staff. City Hall provides the numbers for health/dental insurance and Worker's Compensation.

Increases

Increases in the following line items:

- Telecommunications Expense (6373): \$220 to offset the planned reduction of e-rate funding (there will no longer be an e-rate refund for telephone service).
- Water (6374) and Wastewater (6375): \$40 each to cover planned rate increases
- Rents & Leases-Equipment (6418): \$130 to cover increased copier costs (the color copier is more expensive).
- Technology Services (6422): \$524 for EBSCO EDS or other expenses associated with the move to SirsiDynix.
- Print subscriptions (6537): \$500 to cover increased subscription costs. We will overspend this line item this year.

Decreases

None.

Gift/Memorial Fund

- Increased the expected state grant revenue (4440) to \$14,000. It has been over \$14,000 for the past three years.
- Since we spend the majority of our state funds from the Technology Services (6422) line item, that line was increased proportionally.
- Increased the Miscellaneous AV (6529) by \$1,500 for hoopla.

Supplemental Requests

Supplemental Requests are submitted when we expect expenses that will exceed our target number. One supplemental request which we discussed at our November meeting:

- \$2,300 for a washer/dryer unit. This includes plumbing and electrical work needed for the installation (in the basement).

Capital Improvements Projects

We have five CIP projects proposed:

- Replacing the carpet in the Story time room in 2016/17. This CIP project was approved last year.
- Replacing the carpet and wall paper in the Meeting Room in 2017/18. This is a new CIP request. I don't have a complete quote for this yet, so the \$3,000 is an estimate which I will update before I turn the budget in to City Hall. The plan is to remove the current wall paper and paint the walls, however if the wall is damaged underneath we may need to put up new wall paper.
- An architect to evaluate our building needs and design a remodel or mezzanine addition in 2018/19. This is a goal on our 5 year plan. This project was approved last year. There are some discussions happening within the city administration on a bond referendum being proposed for a remodel of the Community Center. We may be included in this for our upcoming remodel. If that occurs, we will move forward with the architect earlier via a budget

amendment. At that time we would mostly likely include new chairs and the RFID project (see next two bullets).

- Replacing the upholstered chairs (16-20) in the public areas of the library in 2019/20. This is a new CIP request. This is an estimate for replacing the chairs with something similar to what we currently have.
- RFID conversion in 2020/21. This is a new CIP request. This would be converting from our current electro-magnetic system to RFID. You have to put a tag in each piece of our entire collection. The cost of the tags had dropped considerably to \$0.25/tag. If we make this conversion, we would also have to update or replace our security gates, check out stations, self-check machine. This system would be more accurate and use updated technology. Many other libraries similar in size or circulation are already using this system.

Timeline

Budget proposals are due to City Hall by Dec. 21. Wendy will meet with the City Manager and City Finance Director on January 6. The Budget presentations to Council are scheduled for February 8 and 9.

Rebecca moved to approve the proposed budget, Jane seconded. The motion carried.

VIII. President's Report and Announcements: None

IX. Director's Report:

A. Integrated Library System progress report

Training completed in November: Administration, Enterprise (OPAC), Serials, and Acquisitions. In December, we will start testing our data and setting up how the catalog will look to the public. December 11 the Library is closed for staff training. Some trainings will be held in small groups and others will be self-guided. They will be working on circulation in the morning and catalog in the afternoon. The Friends of the Library are providing lunch. We currently have a test site of our data that the Board will see in January. Everything is going very well. Wendy plans to put up some signs during the transition for patrons as the process might be slower than normal.

B. Building & Grounds

- Work has started on the Quiet Room.
- We are still trying to find the best bulbs to put in the light fixtures in the great room. We have tested a couple of LED bulbs and have some more on order.
- The damaged fence has been removed from the parking lot.
- Ryan (City of Pella Maintenance) replaced the stained sections of carpet in the meeting room with spare carpet squares.
- During our staff in-service day (Dec. 11), we will have the carpet shampooed and the upholstered chairs cleaned.

C. Staff activities

Youth Services: In October and November, Katie offered a Book to Movie Club. The group read *The Borrowers* by Mary Norton and *Mrs. Frisby and the Rats of NIMH* by Robert C. O'Brien. Holiday Story Times will be held on December 15 and 16 at 10:30 a.m. and December 17 at 6:30 p.m.

Assistant Director: This month, Chris has focused heavily on training for the new SirsiDynix Symphony system. He started the process of re-writing procedures, set up and managed the circulation staff training, and worked to get the new software installed on staff computers.

Director: I attended all the SirsiDynix classes and planning sessions. I coordinated our staff training day, put together the budget, and submitted our application for state accreditation.

D. Upcoming events

- December 8 at 4:00 p.m.: Girls LEGO Club for girls in grades K and up. No sign up is needed.
- December 11: Library CLOSED for staff training.
- December 15 and 16 at 10:30 a.m.: Holiday Story Time. Join us for stories, songs and simple craft. All ages are welcome for this special Holiday Story Time.
- December 17 at 10:15 a.m.: Genealogy Club will meet in the Meeting Room.
- December 17 at 6:30 p.m.: Holiday Story Time. Join us for stories, songs and simple craft. All ages are welcome for this special Holiday Story Time.
- Drop In LEGO Club Dates
 - Thursday, December 3 from 4:00 to 5:00 p.m. for students in grades K and up.
 - Tuesday, December 8 from 6:00 to 7:00 p.m. for children of all ages with parent/caregiver.
 - Wednesday, December 16 from 2:30 to 3:30 p.m. for students in grades K and up.
- The Brown Bag Book Club does not meet in December.
- Winter Session of Story Time, Tot Time and Lap Sit will start the week of January 11, 2015

X. Committee reports: None

XI. Adjournment: Alli Bogaard will be absent at the next meeting. Praveen volunteered to take the minutes. The Board will vote on appreciation ideas to provide for the staff during the transition to the new system. President Rebecca Manifold adjourned the meeting at 5:03 p.m. The next regularly scheduled Board Meeting is scheduled for January 12, 2016 at 4 PM.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: C-3-a

SUBJECT: Liquor License Renewal for Monarchs

DATE: January 19, 2016

BACKGROUND: Monarchs, Inc., DBA Monarchs, at 705 E. First Street has applied for renewal of their Class B Liquor License with Outdoor Service, Catering, and Sunday Sales privileges. The application was completed with the state online and is pending dram shop insurance. The term of the new license is twelve months and would expire January 31, 2017.

Staff is recommending approval pending receipt of dram shop insurance.

ATTACHMENTS: Application

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

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

Applicant License Application (LB0001957)

Name of Applicant: <u>Monarchs, Inc.</u>		
Name of Business (DBA): <u>Monarchs</u>		
Address of Premises: <u>705 E. First St.</u>		
City <u>Pella</u>	County: <u>Marion</u>	Zip: <u>50219</u>
Business	<u>(641) 628-1633</u>	
Mailing	<u>705 E. First St.</u>	
City <u>Pella</u>	State <u>IA</u>	Zip: <u>50219</u>

Contact Person

Name <u>Kellie Phillips</u>
Phone: <u>[REDACTED]</u> Email <u>[REDACTED]</u>

Classification Class B Liquor License (LB) (Hotel/Motel)

Term: 12 months

Effective Date: 02/01/2016

Expiration Date: 01/31/2017

Privileges:

Catering Privilege

Class B Liquor License (LB) (Hotel/Motel)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>
Corporate ID Number: <u>[REDACTED]</u> Federal Employer ID <u>[REDACTED]</u>

Ownership

Kellie Phillips

First Name: Kellie

Last Name: Phillips

City: Pella

State: Iowa

Zip: 50219

Position: owner

% of Ownership: 50.00%

U.S. Citizen: Yes

Richard Phillips

First Name: Richard

Last Name: Phillips

City: Pella

State: Iowa

Zip: 50219

Position: owner

% of Ownership: 50.00%

U.S. Citizen: No

Insurance Company Information

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: C-3-b

SUBJECT: Liquor License Renewal for Fareway Stores, Inc. #995

DATE: January 19, 2016

BACKGROUND: Fareway Stores, Inc., dba Fareway Stores, Inc. #995, at 2010 Washington Street has applied for renewal of their Class E Liquor License with Class B Wine Permit and Class C Beer Permit (Carryout Beer). The term of the new license is twelve months and would expire March 21, 2017. The application has been completed online with the State, and staff is recommending approval.

ATTACHMENTS: Application

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve renewal.

Applicant License Application (LE0001627)

Name of Applicant: <u>Fareway Stores, Inc.</u>		
Name of Business (DBA): <u>Fareway Stores, Inc. #995</u>		
Address of Premises: <u>2010 Washington Street</u>		
City <u>Pella</u>	County: <u>Marion</u>	Zip: <u>50219</u>
Business	<u>(641) 628-9995</u>	
Mailing	<u>2300 Industrial Park Road</u>	
City <u>Boone</u>	State <u>IA</u>	Zip: <u>50036</u>

Contact Person

Name <u>Tracey L. Wilson</u>
Phone: <u>[REDACTED]</u> Email <u>[REDACTED]</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 03/22/2016

Expiration Date: 03/21/2017

Privileges:

Class B Wine Permit

Class C Beer Permit (Carryout Beer)

Class E Liquor License (LE)

Status of Business

BusinessType: <u>Privately Held Corporation</u>
Corporate ID Number: <u>[REDACTED]</u> Federal Employer ID <u>[REDACTED]</u>

Ownership

Fred E. Vitt Trust

First Name: Fred E. **Last Name:** Vitt Trust
City: Boone **State:** Iowa **Zip:** 50036
Position: Trust
% of Ownership: 10.85% **U.S. Citizen:** Yes

Frederick Greiner

First Name: Frederick **Last Name:** Greiner
City: Boone **State:** Iowa **Zip:** 50036
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Paul S. Beckwith Trust

First Name: Paul S. **Last Name:** Beckwith Trust
City: Boone **State:** Iowa **Zip:** 50036

Position: Trust

% of Ownership: 55.78%

U.S. Citizen: Yes

Various Individuals & Trust each

holding less than 5%

First Name: Various Individuals & Trust Last Name: each holding less than 5%

City: Unknown

State: Iowa

Zip: 55555

Position: Stockholders

% of Ownership: 33.37%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Merchants Bonding Company</u>		
Policy Effective Date:	<u>03/22/2016</u>	Policy Expiration	<u>01/01/1900</u>
Bond Effective	<u>2</u>	Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective		Temp Transfer Expiration Date:	



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: D-1a & 1b

SUBJECT: Ordinance Amending Zoning Regulations, Table 165.12-2 Permitted Uses by Zoning Districts by Adding Cocktail Lounge Use as Permitted by Special Use Permit in the Central Business District.

DATE: January 19, 2016

BACKGROUND:

The Cellar Peanut Pub would like to open an establishment at 629 Franklin Street, which is in the Central Business District (CBD). The business would serve specialty micro brews from across the country. It would not brew them at this location, only sell them. Also, since it would only serve peanuts, which is considered “Cocktail Lounge” under current City Code, it would not be a restaurant.

The current City Code does not permit Cocktail Lounge uses in the CBD, though they are permitted in the other commercial zoning districts. It is important to note the distinction in Code between Cocktail Lounge use which includes the retail sale of alcoholic beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses other than a restaurant. A general restaurant is permitted in the CBD, and this may include the sale of alcoholic beverages which conducted as a secondary feature of the use, producing less than fifty percent (50%) of the establishment’s gross income.

After discussing this issue during multiple Policy and Planning meetings, Council directed staff to proceed with an ordinance change which would allow Cocktail Lounges in the CBD zoning district. However, this use type would be required to obtain a special use permit through the Board of Adjustment. In addition, the overall number of special use permits for Cocktail Lounge uses in the CBD would be two.

This proposed ordinance permits Cocktail Lounge uses in the CBD subject to obtaining a Special Use Permit through the Board of Adjustment. In addition, the ordinance also limits the number of special use permits in the CBD to 2 (two). It is also important to note that existing Cocktail Lounge uses in the CBD would be grandfathered in under this proposed ordinance and not subject to the special use permit requirements. The Planning and Zoning Commission at their January 11, 2016 special meeting approved this proposed ordinance on a 8 to 2 vote.

Betsy and Marty Duffy, owners of the Cellar Peanut Pub, have also requested that Council waive the second and third readings of the ordinance to allow them to move forward in a timely matter.

ATTACHMENTS: Ordinance, CBD Zoning Map, Special Use Permit Criteria, Request to Waive 2nd and 3rd Ordinance Readings, Emails

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve Ordinance

ORDINANCE NO. 905

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF PELLA BY AMENDING CHAPTER 165, ZONING ORDINANCE, 165.12 ZONING DISTRICT REGULATIONS BY AMENDING THE PROVISIONS PERTAINING TO COCKTAIL LOUNGE USES IN THE CENTRAL BUSINESS DISTRICT

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, 165.12 Zoning District Regulations as follows:

Amendment to Table 165.12-2 Permitted Uses by Zoning Districts by adding S for Special Use Permit requirement for Cocktail Lounge Use in the CBD Central Business District with notation that a maximum of two (2) special use permits for said use type shall be permitted in the CBD at any one time.

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 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 _____, 2016.

James Mueller, Mayor

ATTEST: _____
Ronda Brown, City Clerk

COLUMBUS ST

WEST 2ND ST

WEST ST

BROADW

MAIN ST

EAST 1ST S

EAST 2ND

WASHINGTON ST

FRANKLIN ST 800 BLOCK

700 BLOCK

600 BLOCK

500 BLOCK

800 BLOCK

700 BLOCK

LIBERTY ST

CBD DISTRICT BOUNDARY

UNTON ST

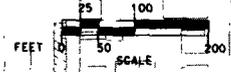


TABLE 165.36/37-1: Criteria For Site Plan Review And Special Use Permits

CRITERION	APPLICATION TO:	
-----------	-----------------	--

Land Use Compatibility	Site Plan Review	Special Use Permit
------------------------	------------------	--------------------

Development Density	Site area per unit or floor area ratio should be similar to surrounding uses if not separated by major natural or artificial features.	X	
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Height and Scale

Height and Bulk	Development should minimize differences in height and building size from surrounding structures. Differences should be justified by urban design considerations.	XX	
Setbacks	Development should respect pre-existing setbacks in surrounding area. Variation should be justified by site or operating characteristics.	XX	
Building Coverage	Building coverage should be similar to that of surrounding development if possible. Higher coverage should be mitigated by landscaping or site amenities.	XX	

Site Development

Frontage	Project frontage along a street should be similar to lot width.	XX	
Parking and Internal Circulation	Parking should serve all structures with minimal conflicts between pedestrians and vehicles. Structures must be accessible to public safety vehicles.	XX	
	Development must have access to adjacent public streets and ways. Internal circulation should minimize conflicts and congestion at public access points.	XX	
Landscaping	Landscaping should be integral to the development, providing street landscaping, breaks in uninterrupted paved areas, and buffering where required by surrounding land uses. Parts of site	XX	

	with sensitive environmental features or natural drainageways should be preserved.		
Building Design	Architectural design and building materials should be compatible with surrounding areas or highly visible locations		X

Operating Characteristics

Traffic Capacity	Project should not reduce the existing level of traffic service on adjacent streets. Compensating improvements will be required to mitigate impact on street system operations.	XX	
External Traffic Effects	Project design should direct non-residential traffic away from residential areas.	XX	
Operating Hours	Projects with long operating hours must minimize effects on surrounding residential areas.	XX	
Outside Storage	Outside storage areas should be screened from surrounding streets and less intensive land uses.	XX	

TABLE 165.36/37-1: Criteria For Site Plan Review And Special Use Permits (continued)

CRITERION	APPLICATION TO:
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Public Facilities	Site Plan Review	Special Use Permit
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Sanitary Waste Disposal	Developments within 300 feet of a public sanitary sewer must connect to sewer system. Individual disposal systems, if permitted, shall not adversely affect public health, safety, or welfare. Sanitary sewer must have adequate capacity to serve development.	XX	XX
Storm Water Management	Development should handle storm water adequately to prevent overloading of public storm water management system. Development should not inhibit development of other properties. Development should not increase probability of erosion, flooding, landslides, or other run-off	XX	XX

	related effects.		
Utilities	Project must be served by utilities. Rural estate subdivisions should be located in designated areas which can accommodate utility and infrastructure installation consistent with the need to protect the environment and public health.	XX	XX

Comprehensive Plan

Projects should be consistent with the City of Pella's Comprehensive Development Plan.	XX	
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**The Cellar Peanut Pub
629 Franklin St
Pella, IA 50219**

January 7, 2016

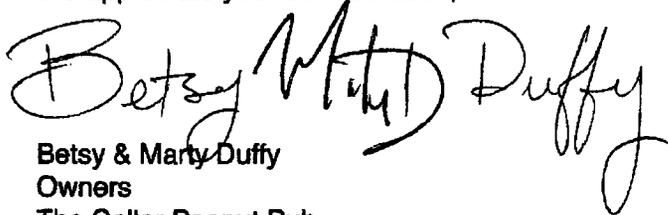
Mr. George Wesselhoft
Planning & Zoning Director
100 Truman Rd.
Pella, IA 50129

Mr. Wesselhoft,

As the tenants and future business owners at 629 Franklin St., we would like to request that the second and third public readings in regards to the matter of zoning for The Cellar Peanut Pub - Pella be waived.

There is almost universal support among the community for the rezoning amendment in the Central Business District. We have worked tirelessly to complete the renovations of the inside of the the property and waiving the second and third readings will allow us to move forward in a timely matter with the balance of licensing and inspections that are required for our business to open.

We appreciate your consideration,

A handwritten signature in black ink that reads "Betsy & Marty Duffy". The signature is written in a cursive, flowing style.

Betsy & Marty Duffy
Owners
The Cellar Peanut Pub
641-295-4418

Ronda Brown

From: Julie Richardson <jrichardson4211@aol.com>
Sent: Sunday, January 10, 2016 3:50 PM
To: George Wesselhoft
Subject: Cellar Peanut Pub

Mr Wesselhoft,

I would like to show my support for the Cellar Peanut Pub! Marty and Betsy Duffy are a wonderful family and are excited to bring this one of a kind business into Pella. I think in a very short time, you will see people driving into Pella to visit this establishment and hopefully expanding their sales to other businesses as well.

Sincerely,

Julie Visser
jrichardson4211@aol.com

Ronda Brown

From: Amy Riddle <amyriddle@live.com>
Sent: Sunday, January 10, 2016 10:40 PM
To: George Wesselhoft
Subject: Central Business District by use of a special use permit

Mr. Wesselhoft,

I fully support an amendment to rezone the Central Business District by use of a special use permit. The Cellar Peanut Pub will be a welcome addition to Pella.

Sincerely,
Amy Riddle
Pella, IA



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: E-1

SUBJECT: New Class C Liquor License for The Cellar Peanut Pub

DATE: January 19, 2016

BACKGROUND: The Cellar Peanut Pub, located at 629 Franklin Street, has applied for a new Class C Liquor License with Sunday Sales. The application was completed with the state online. The term of the new license is twelve months and would expire February 1, 2017. The approval of the new license would be contingent on Council approving Ordinance No. 905 and The Cellar Peanut Pub obtaining a special use permit.

ATTACHMENTS: Application

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve license contingent on Council approval of Ordinance No. 905 and obtaining a special use permit.

Applicant License Application ()

Name of Applicant:	<u>The Cellar Peanut Pub L.L.C.</u>		
Name of Business (DBA):	<u>The Cellar Peanut Pub</u>		
Address of Premises:	<u>629 Franklin Street</u>		
City	County:	Zip:	
<u>Pella</u>	<u>Marion</u>	<u>50219</u>	
Business	<u>(641) 295-4418</u>		
Mailing	<u>629 Franklin Street</u>		
City	State	Zip:	
<u>Pella</u>	<u>IA</u>	<u>50219</u>	

Contact Person

Name	<u>Marty Duffy</u>		
Phone:	<u>(641) 295-4418</u>	Email	<u>Cellarpeanutpub@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 02/01/2016

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>276632</u>	Federal Employer ID	<u>42-1413350</u>

Ownership

Marty Duffy

First Name: Marty

Last Name: Duffy

City: Oskaloosa

State: Iowa

Zip: 52577

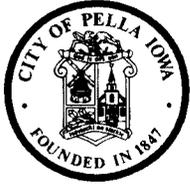
Position: Owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Founders Insurance Company</u>		
Policy Effective Date:	<u>02/01/2016</u>	Policy Expiration	<u>02/01/2017</u>
Bond Effective	Dram Cancel Date:		
Outdoor Service Effective	Outdoor Service Expiration		
Temp Transfer Effective	Temp Transfer Expiration Date:		



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: G-1

SUBJECT: Requesting Council to Set March 1, 2016 as the Public Hearing Date for Approval of the FY 16-17 Annual Budget

DATE: January 19, 2016

BACKGROUND:

Staff requests permission to set March 1, 2016 as the public hearing date for approval of the FY 16-17 Budget.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Set March 1, 2016 as the public hearing date for approval of the FY 16-17 Budget.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-1

SUBJECT: Proposed Changes to the Federal Highway Administration Federal Functional Classification

DATE: January 19, 2016

BACKGROUND:

This resolution proposes changes to the Federal Highway Administration (FHWA) Federal Functional Classification (FFC). As background, the Federal Functional Classification is the process by which streets and highways are grouped into classes according to the character of traffic service they are intended to provide. There are three roadway functional classifications: arterial, collector, and local roads. Functional classification defines roadway design, including speed, vehicle quantity, and types of vehicle use. Arterials serve major activity centers and have the highest traffic volumes, collectors gather traffic from local roads and funnel them to the arterial network, and locals provide access to adjacent land and provide travel over relatively short distances. By default, if not classified as an arterial or collector, they are locals. It should be noted, federal legislation continues to use functional classification in determining eligibility for funding under the Federal-aid program.

After a recent review of our roadway system by City staff, some changes to Pella's FFC were identified due to traffic counts and vehicle types. The proposed changes, which are consistent with current traffic patterns, are listed below.

Revise the Federal Functional Classification from local to minor arterial.

Washington Street from Main Street to Hazel Street;	0.35 mile
Vermeer Road from Hazel Street to the former Van Lint Street tie-in	0.10 mile

Revise the Federal Functional Classification from local to collector.

E Third Street from Franklin Street to Washington Street;	0.09 mile
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Revise the Federal Functional Classification from minor arterial to collector.

Franklin Street from Main Street to E Third Street	0.26 mile
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Revise the Federal Functional Classification from minor arterial to local.

Franklin Street from E Third Street to Hazel Street	0.07 mile
Hazel Street from Franklin Street to Van Lint Street	0.05 mile
Van Lint St/vacated street from Hazel St to former Vermeer Rd tie in	0.10 mile

Revise the Federal Functional Classification from collector to local.

Hazel Street from Van Lint Street to Washington Street	0.06 mile
--	-----------

Summary

Changes to the Federal Functional Classification must first be approved by the Iowa Department of Transportation (IDOT). City staff has worked closely with IDOT personnel to create the appropriate documentation for submittal to the Federal Highway Administration. This proposed resolution simply requests that IDOT submit the changes to the Federal Highway Administration for their final approval.

ATTACHMENTS: Resolution, IDOT Maps

REPORT PREPARED BY: Public Works

REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve Resolution

RESOLUTION NO. 5654

RESOLUTION PROPOSING FEDERAL HIGHWAY ADMINISTRATION FEDERAL
FUNCTIONAL CLASSIFICATION CHANGES FOR ROADWAYS AS DESCRIBED
WITHIN THE CITY OF PELLA, IOWA

WHEREAS, Federal Functional Classification (FFC) is the process by which streets and highways are grouped into classes according to the character of service they are intended to provide; and,

WHEREAS, the City of Pella, Iowa, periodically reviews the system of streets and highways for appropriate changes to classification of the various segments of the system; and,

WHEREAS, a recent review of the system has revealed the need for changes to the Federal Functional Classification (FFC) of road segments due to traffic counts and vehicle types.

NOW, THEREFORE, BE IT RESOLVED that the City of Pella, Iowa, hereby requests the Iowa Department of Transportation to request the Federal Highway Administration to make the following changes in the Federal Functional Classification (FFC).

CHANGES TO FEDERAL FUNCTIONAL CLASSIFICATION SYSTEM

Revise the Federal Functional Classification from local to minor arterial.

Washington Street from Main Street to Hazel Street; 0.35 mile
Vermeer Road from Hazel Street to the former Van Lint Street tie-in 0.10 mile

Revise the Federal Functional Classification from local to collector.

E Third Street from Franklin Street to Washington Street; 0.09 mile

Revise the Federal Functional Classification from minor arterial to collector.

Franklin Street from Main Street to E Third Street 0.26 mile

Revise the Federal Functional Classification from minor arterial to local.

Franklin Street from E Third Street to Hazel Street 0.07 mile
Hazel Street from Franklin Street to Van Lint Street 0.05 mile
Van Lint St/vacated street from Hazel St to former Vermeer Rd tie in 0.10 mile

Revise the Federal Functional Classification from collector to local.

Hazel Street from Van Lint Street to Washington Street 0.06 mile

PASSED and ADOPTED this 19th day of January, 2016.

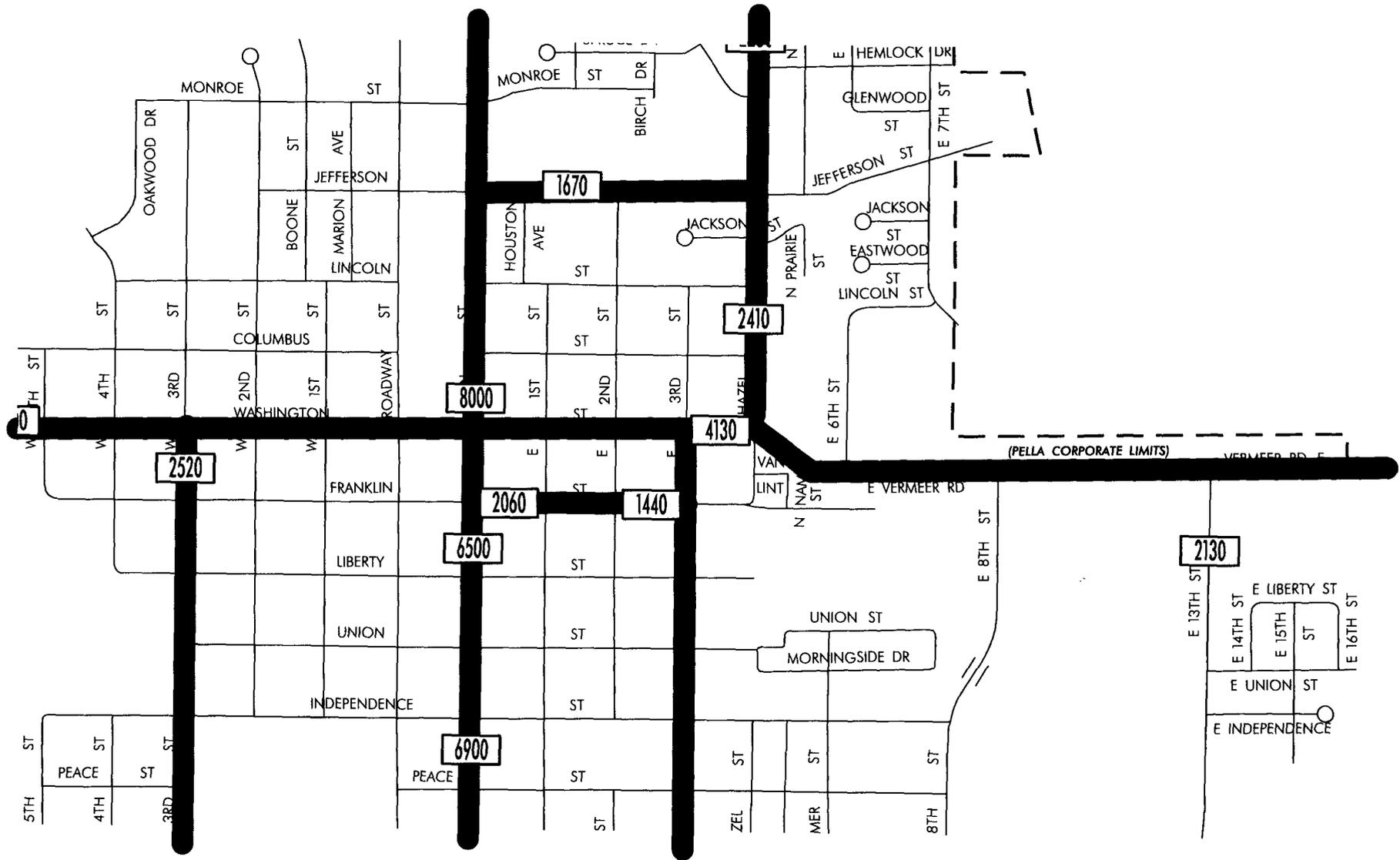
James Mueller, Mayor

ATTEST:

Ronda M. Brown, City Clerk

January 2016 - Pella Proposed Federal Functional Classification (FFC). This map depicts how the FFC would appear if approved by FHWA.

2014 AADT





LEGEND

- INTERSTATE
- OTHER PRINCIPAL ARTERIAL
- MINOR ARTERIAL
- COLLECTOR
- LOCAL
- URBAN AREA BOUNDARY
- FUTURE CLASSIFIED ROUTES SHOWN AS DASHED LINES



URBAN FEDERAL FUNCTIONAL CLASSIFICATION MAP OF

PELLA IOWA

Proposed
FFC Changes
January 2016

1 - Washington St
Local
to Minor Arterial
0.35 mi

8 - Hazel St
Collector to
Local
0.06 mi

2 - Vermeer Rd
Local
to Minor Arterial
0.10 mi

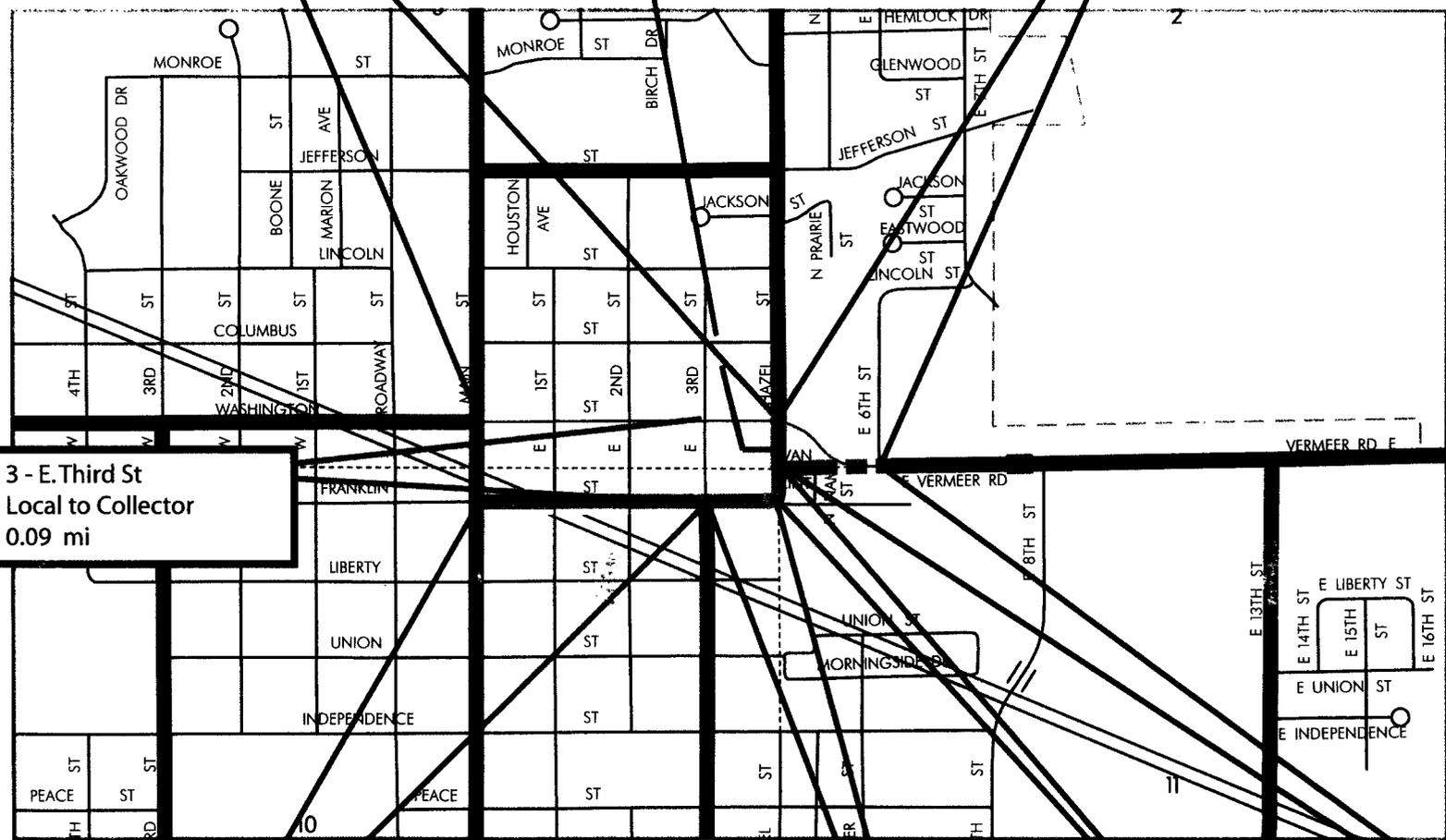
3 - E. Third St
Local to Collector
0.09 mi

4 - Franklin St
Minor Arterial to
Collector
0.26 mi

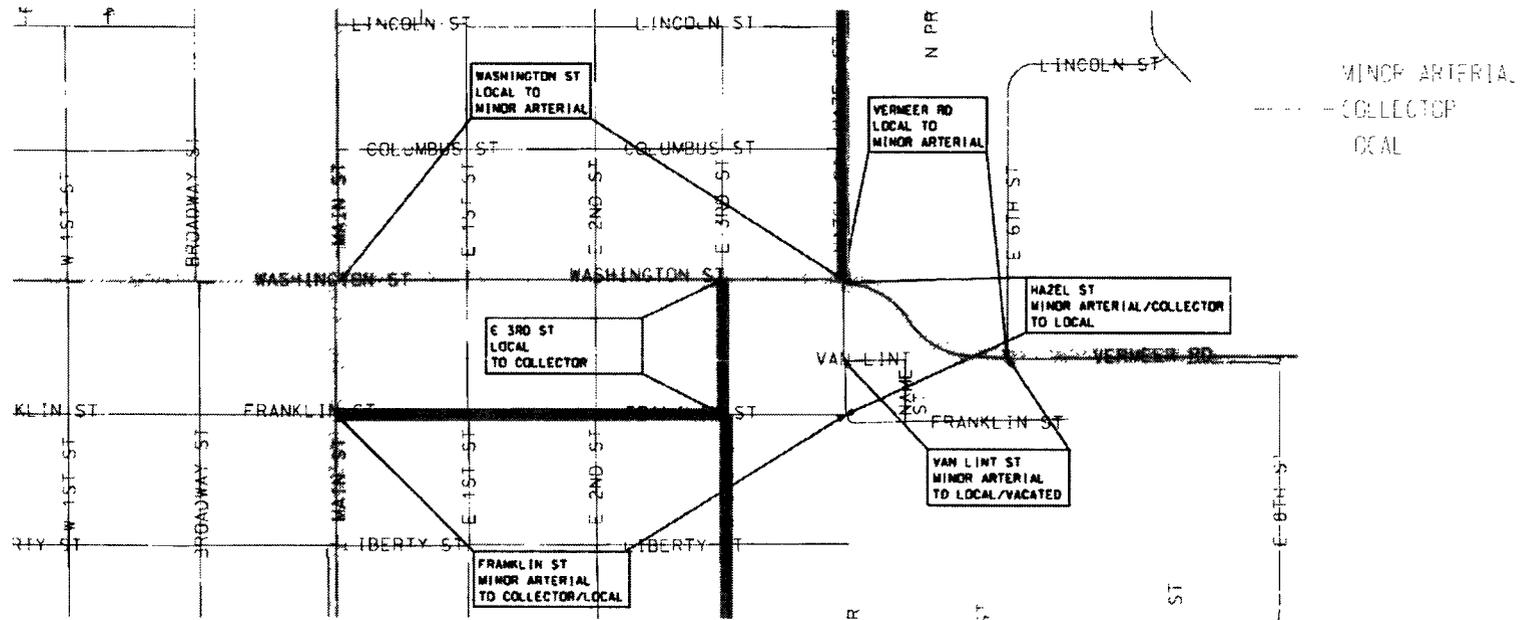
5 - Franklin St
Minor Arterial to
Local
0.07 mi

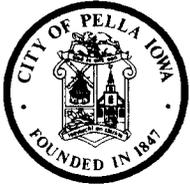
6 - Hazel St
Minor Arterial to
Local
0.05 mi

7 - Van Lint/Proposed
Vermeer Rd
Minor Arterial to Local
0.10 mi



Federal Highway Administration Federal Functional Classification – City Change Map





THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-2

SUBJECT: Resolution Amending the Professional Services Agreement with DeWild Grant Reckert and Associates Company d/b/a DGR Engineering in Connection with the Incorporation of a 69 kV Capacitor Bank to the West Substation Ring Bus Conversion Project

DATE: January 19, 2016

BACKGROUND: This resolution amends the Professional Services Agreement with DGR Engineering for design, engineering, and specification of a 69 kV Capacitor Bank to be incorporated into the West Substation Ring Bus Conversion Project.

On May 19, 2015, Council approved the Engineering Services Agreement with DGR for \$293,400 for engineering and design of the West Substation Ring Bus Conversion Project. After lengthy review of the Red Rock Hydroelectric Project (RRHP) generation interconnection request, the regional transmission organization (RTO) for our region, Midcontinent Independent System Operator (MISO) determined that the RRHP would require a power factor correcting capacitor bank be installed on the transmission line entering Pella's West Substation.

This resolution approves Amendment No. 1 to the Engineering Services Agreement with DGR for \$17,000 for the incorporation of a 69 kV Capacitor Bank into the West Substation Ring Bus Conversion Project and increases the total contract fees to \$310,400. The engineer's estimate for the purchase of materials for this portion of the project is \$225,000. This includes the capacitor bank, synchronous circuit breaker, control panel, and steel structures. It is important to note that any and all fees associated with this capacitor bank will be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), the financing company behind RRHP, under a facility cost reimbursement agreement.

If approved by Council, the 69 kV capacitor bank will be incorporated into the West Substation Ring Bus Conversion Project with construction scheduled to begin in the spring of 2016.

ATTACHMENTS: Resolution, Amendment No. 1

REPORT PREPARED BY: Electric Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5655

RESOLUTION ACCEPTING AMENDMENT NO. 1 IN CONNECTION WITH PROFESSIONAL SERVICES AGREEMENT TERMS AND CONDITIONS BETWEEN THE CITY OF PELLA AND DGR ENGINEERING IN CONNECTION WITH THE INCORPORATION OF A 69 KV CAPACITOR BANK INTO 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 May 19, 2015, the City of Pella executed an Engineering Services Agreement with DeWild Grant Reckert and Associates Company d/b/a DGR Engineering to provide engineering services related to the West Substation Ring Bus Conversion Project; and,

WHEREAS, the City of Pella Electric Department is requesting Amendment No. 1 to the Engineering Services Agreement with DGR Engineering for the incorporation of a 69 kV Capacitor Bank into the West Substation Ring Bus Conversion Project; and,

WHEREAS, Amendment No. 1 with DGR Engineering is for \$17,000 and covers engineering costs associated with the incorporation of a 69 kV Capacitor Bank into the West Substation Ring Bus Conversion Project, making the total contract cost \$310,400; and,

WHEREAS, staff believes the proposed engineering fees are reasonable in consideration of the complexity of the project; and,

WHEREAS, the amendment includes engineering fees of \$17,000 of direct facility assignment cost to Western Minnesota Municipal Power Agency for the incorporation of the 69 kV Capacitor Bank into the West Substation Ring Bus Conversion Project.

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

That Amendment No. 1 to the Professional Services Agreement with DGR Engineering in the amount of \$17,000 for services relating to the incorporation of a 69 kV Capacitor Bank into the West Substation Ring Bus Conversion Project be approved.

PASSED and ADOPTED this 19th day of January, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk

AMENDMENT #1

**RE: West Substation 69 kV Improvements
City of Pella, IA
DGR Project No. 414943**

Original Contract Date: May 19, 2015

Amendment Items: This amendment modifies the Scope of Work and Fee for the project, as described below.

ADDED SCOPE OF WORK:

Missouri River Energy Services has determined that a 69 kV capacitor bank will need to be added to the Pella West Substation to accommodate the Red Rock 69 kV transmission line interconnection. The following services will be added to the Scope of Work:

Design Phase:

- Prepare plans and specifications for the City to purchase the capacitor bank.
- Provide electronic bidding documents to interested bidders, issue plan holder lists, and respond to bidder questions.
- Modify plans and specs to expand the substation yard and install the additional equipment.

Construction Phase:

- Review material shop drawings.
- Develop protective relay settings.

FEE ARRANGMENT:

We propose the following fee arrangement to replace existing fee arrangement for distribution design, bidding, and construction phases of the project.

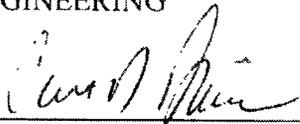
<u>Substation Component</u>	<u>Original Fee</u>	<u>Revised Fee w/ Amend #1</u>
Preliminary Planning (Hourly)	\$ 25,000	\$ 25,000
Final Design & Bidding Phases (Lump Sum)	\$ 183,400	\$ 195,400
Construction & Final Phases (Estimate – hourly)	\$ 60,000	\$ 65,000
Final Phase (Hourly)	\$ 5,000	\$ 5,000
Subtotal:	\$ 273,400	\$ 290,400

<u>Transmission Component:</u>	<u>Original Fee</u>	<u>Revised Fee w/ Amend #1</u>
Line Design (Lump Sum)	\$ 13,000	\$ 13,000
Construction Admin and Field Staking (Hourly)	\$ 5,000	\$ 5,000
Final Phase (Hourly)	\$ 2,000	\$ 2,000
Subtotal	\$ 20,000	\$ 20,000
TOTAL	\$ 293,400	\$ 310,400

If additional assistance is needed, we will bill for those tasks at our Hourly rates.

DGR ENGINEERING

CITY OF PELLA

By 
Curt D. Dieren, Vice-President

By _____

By _____

Date 1-11-16

Date _____



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-3

SUBJECT: Resolution Ordering the Preparation of Plans and Specifications, Form of Contract, Notice of Hearing, Setting Date for Public Hearing and Award of Contract for the Oskaloosa Street Reconstruction Project from Prairie Street to SE 16th Street. STP-U-5947(615)—70-63

DATE: January 19, 2016

BACKGROUND: This resolution establishes February 2, 2016 as the public hearing date for the Oskaloosa Street Reconstruction Project, which extends from Prairie Street to SE 16th Street. The project generally consists of the reconstruction of approximately 4,000 linear feet of street pavement, installation of storm sewer and intakes, replacement of 1,220 linear feet of sanitary sewer, replacement of 3,285 linear feet of water main, and other associated project work.

The Engineer's estimate of the total project cost is \$2,474,847.

The proposed timeline for the project is:

01/20/2016	DOT Bid Letting
02/02/2016	Receive Bids and Award of Contract
02/12/2016	Notice to Proceed Issued
11/15/2016	Substantial Completion (Project is based on 100 working days)

Proposed financing for the project is as follows:

Federal Funds	\$1,500,000
<u>Tax Increment Financing Fund</u>	<u>974,847</u>
Total Project Cost	<u>\$2,474,847</u>

ATTACHMENTS: Resolution

REPORT PREPARED BY: Public Works Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

RESOLUTION NO. 5656

RESOLUTION ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS,
FORM OF CONTRACT, NOTICE OF HEARING, SETTING DATE FOR PUBLIC
HEARING TO ACCEPT BIDS AND AWARD CONTRACT FOR THE OSKALOOSA
STREET RECONSTRUCTION PROJECT – FROM PRAIRIE ST TO SE 16TH ST
STP-U-5947(615)—70-63

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

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

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

The work generally consists of the following: reconstruction of Oskaloosa Street from Prairie Street to SE 16th Street, approximately 3,999 feet. Work includes construction of 38 feet wide Portland cement concrete pavement, installation of storm sewer and intakes, replacement of 1,220 feet of sanitary sewer, replacement of 3,285 feet of water main, removal and replacement of driveways, excavation work and miscellaneous associated work for complete construction.

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

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to publish notice of hearing once in said newspaper, said publication to be not less than four days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of contract and estimate of costs for said project, said hearing to be at 7:00 o'clock p.m. on February 2, 2016.

PASSED and ADOPTED this 19th day of January.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-4

SUBJECT: Resolution Approving Letter Agreement between the City of Pella and the Municipal Electric Utility of Cedar Falls, Iowa.

DATE: January 19, 2016

BACKGROUND: This resolution approves a Letter Agreement with the Municipal Electric Utility of Cedar Falls, Iowa (CFU). It is important to note, the approval of the letter agreement is necessary for the transmission line of the Red Rock Hydroelectric Plant to connect with the Pella West Substation and subsequently deliver power to the nation's transmission grid.

As background, in December of 2009, the City of Pella entered into a transmission facilities assignment agreement with CFU in which CFU would serve as the City's transmission owner within the Midcontinent Independent System Operator (MISO) regulatory framework. The reason the City entered into this relationship with CFU is in order to receive rate recovery for our transmission assets, entities need to be either a transmission owner in MISO or have a MISO transmission owner act as an agent for your transmission assets. In evaluating the City's options at the time, staff believed it was more cost effective to contract with CFU than to be a transmission owner in MISO. It is also important to note, CFU serves as the transmission owner for four other smaller municipal electric utilities in Iowa. In addition, the City of Pella is scheduled to receive approximately \$2.4 million in transmission rate recovery in FY 15-16.

As Council is aware, Missouri River Energy Services (MRES) and Western Minnesota Municipal Power Agency (WMMPA) are in the process of constructing a hydroelectric facility at the Lake Red Rock Dam. This is approximately a \$390 million project and once constructed will be the second largest hydroelectric plant in the State of Iowa. In addition, the new plant will be capable of supplying power to 18,000 homes and businesses. The tentative completion date for the Red Rock Hydroelectric project is 2018. Furthermore, the new plant is planned to connect directly to the Pella West Substation. Once that occurs, the plant will be connected with the nation's transmission system.

In order for the new plant to connect to the Pella West Substation, MISO requires a completed Generation Interconnection Agreement (GIA) between MISO, MRES/WMMPA, and the transmission owner. Since CFU serves as the City's transmission agent, they will be signing the GIA on behalf of the City of Pella. However, before CFU signs the GIA, they are requiring the City of Pella approve the proposed letter agreement. Listed on the following page is a summary of the key terms of the letter agreement.

Proposed Letter Agreement

1. CFU will continue to serve as the transmission owner for the Pella transmission assets under the MISO Tariff.
2. Before signing the GIA or any other required agreement to interconnect the Red Rock Hydroelectric facilities to the Pella West Substation, CFU will seek approval from the City of Pella.
3. The City of Pella will be required to comply will applicable terms of the GIA.
4. The City of Pella will be required to construct and own the transmission assets stated in the generation interconnection agreement. As Council is aware, the estimated cost of these assets is \$1.3 million, and they will be reimbursed by Western Minnesota Municipal Power Agency (WMMPA), which is the financing agency of Missouri River Energy Services (MRES).
5. The City of Pella is required to maintain all insurance required under the GIA. In order to accommodate this request, the City will be required to purchase liability insurance of \$20 million. The estimated annual cost of this additional insurance is \$13,500. It is important to note, this additional insurance expense is eligible for reimbursement from WMMPA through our separate letter agreement.
6. The City of Pella will be required to hold harmless and indemnify CFU for its obligations as serving as the transmission owner for the GIA.
7. The City of Pella will be required to reimburse CFU for all outside legal expenses CFU incurs in association with this letter agreement and the GIA. It is important to note, CFU is required to notify the City of Pella before legal expenses are in excess of \$10,000. In addition, these legal fees are eligible for reimbursement from WMMPA through our separate letter agreement.
8. The City of Pella will be required to reimburse CFU for administrative and staff cost in conjunction with the letter agreement and GIA. Once again, this fixed fee of \$6,000 is eligible for reimbursement from WMMPA through our separate letter agreement.
9. The City's legal counsel has reviewed and approved this letter agreement.

Proposed Generation Interconnection Agreement

The Generation Interconnection Agreement is the contractual document MISO utilizes for new generation sources to connect to the nation's transmission system. The agreement is between Western Minnesota Municipal Power Agency, WMMPA, the interconnection customer. Cedar Falls Utilities, CFU, the transmission owner, and Midcontinent Independent System Operator, the transmission provider.

It is important to note, the GIA is a standard document which MISO utilizes for all generation projects throughout the nation. Therefore, MISO only allows for a few items of the contract document to be changed (i.e. required improvements, in service dates of the improvements, etc.).

In summary, the required improvements listed in the GIA are required assets to connect the Red Rock 69 kV transmission line to the Pella West Substation. The estimated cost of these improvements is \$1.3 million, and they will be reimbursed by Western Minnesota Municipal Power Agency. The in-service date for these improvements is August 1, 2017, which the City's engineer DGR believes is feasible. It is also important to note, these improvements will be constructed and owned by the City of Pella.

Finally, the City's legal counsel and staff has reviewed this document and believes it is acceptable from the City of Pella's standpoint.

ATTACHMENTS: Resolution, Letter Agreement; Generation Interconnection Agreement available for review at the Pella City Hall.

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

RESOLUTION NO. 5657

RESOLUTION APPROVING LETTER AGREEMENT WITH THE MUNICIPAL ELECTRIC
UTILITY OF CEDAR FALLS (CFU).

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, in December 2009, the City of Pella entered into a transmission facilities assignment agreement with CFU in which CFU would serve as the City's transmission owner in the Midcontinent Independent System Operator (MISO) regulatory framework; and,

WHEREAS, Missouri River Energy Services (MRES) and Western Minnesota Municipal Power Agency (WMMPA) are currently constructing the Red Rock Hydroelectric project which is scheduled to be completed in 2018; and,

WHEREAS, the transmission line for the Red Rock Hydroelectric project is scheduled to be connected to the Pella West Substation; and,

WHEREAS, WMMPA is responsible for 100% of the estimated \$1.3 million cost to connect the Red Rock Hydroelectric Transmission Line to the Pella West Substation; and,

WHEREAS, MISO requires a Generation Interconnection Agreement (GIA) before the Red Rock Hydroelectric Transmission Line can be connected to the Pella West Substation; and,

WHEREAS, CFU will be required to sign the GIA on behalf of the City of Pella in fulfilling their role as the transmission owner for the City of Pella's facilities in MISO; and,

WHEREAS, the proposed letter agreement outlines the roles and responsibilities for CFU and the City of Pella as it pertains to the GIA agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA that the proposed letter agreement with CFU is approved and the Mayor is authorized to sign the agreement on behalf of the City of Pella.

PASSED and ADOPTED this 19th day of January, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk

[CFU LETTERHEAD; ADDRESSED TO PELLA]

Dear _____:

This Letter Agreement confirms the mutual understanding of the Municipal Electric Utility of Cedar Falls, Iowa (“CFU”) and the City of Pella, Iowa (“Pella”) with respect to the obligations of CFU and Pella under (1) the Transmission Facilities Assignment Agreement between CFU and Pella and dated December 18, 2009, as amended (the “FA”); and (2) the Transmission Owner Revenue Sharing Service Agreement between CFU and Pella and dated December 18, 2009, as amended (the “TOR”). Pursuant to the FA and the TOR, Pella turned operational control over certain transmission facilities identified in the FA and the TOR (the “Pella Facilities”) to CFU with the intention that CFU enter into an arrangement with the Midcontinent Independent System Operator (“MISO”) whereby CFU would serve as the Transmission Owner, as that term is defined in the MISO FERC Electric Tariff (the “MISO Tariff”), with respect to the Pella Facilities.

Missouri River Energy Services (“MRES”) and Western Minnesota Municipal Power Agency (“WMMPA”) are developing the Red Rock Hydroelectric Facility (the “Project”). It is the intent of CFU, Pella, MRES, and WMMPA to interconnect the Project to the Pella Facilities. CFU and Pella understand that, in order for the Project to be interconnected with the Pella Facilities, the MISO Tariff requires that CFU, as Transmission Owner with respect to the Pella Facilities, must execute a Generator Interconnection Agreement (“GIA”) with MISO and the owner of the Project. A *pro forma* version of the GIA is included as Appendix 6 of Attachment X of the MISO Tariff. CFU and Pella further understand that the MISO Tariff may also require that CFU execute a Facilities Construction Agreement (“FCA”) with MISO and the Interconnection Customer, as that term is used and defined in the MISO Tariff. A *pro forma* version of the FCA is included as Appendix 8 of Attachment X of the MISO Tariff. (CFU and Pella understand that the Interconnection Customer will be WMMPA, but the understandings confirmed in this Letter Agreement apply if MRES, WMMPA, or MRES and WMMPA execute the GIA.) CFU and Pella further understand that, although not identified in the MISO Tariff, additional agreements between some or all of CFU, MISO, MRES, and WMMPA may be necessary in order to complete the interconnection of the Project to the Pella Facilities.

To clarify the obligations of CFU and Pella with respect to the interconnection of the Project to the Pella Facilities, and to the extent required pursuant to Sections 14.7 and 14.8 of the TOR, hereby modify the TOR, CFU and Pella state as follows:

- A. CFU obligations under the FA and the TOR with respect to the interconnection of the Project with the Pella Facilities, include but are not limited to:
 1. CFU shall cooperate with Pella and shall provide all information that Pella may request to enable Pella to comply with Pella’s obligations under the GIA, the FCA, or Additional Agreements. Such information includes, but is not limited to, all documentation necessary to document CFU’s costs and expenses for which CFU may seek reimbursement.

2. CFU shall transmit to Pella copies of all notices, invoices, and such other communications CFU receives pursuant to the GIA, FCA, or such Additional Agreements as provided in Section 10.0 Notices of the TOR to the extent such communications were not provided to Pella directly.
3. CFU shall comply with all applicable terms of the GIA, FCA, or Additional Agreements when performing the obligations of the Transmission Owner under the GIA, FCA, or Additional Agreements.
4. Provided the GIA and FCA are substantially similar to the *pro forma* versions of the GIA and FCA in the MISO Tariff, CFU shall seek Pella's approval prior to executing the GIA and the FCA as the Transmission Owner for the Pella Facilities.
5. If necessary, consistent with CFU's role as Transmission Owner of the Pella Facilities and with reasonable notice to Pella, CFU shall seek Pella's approval before executing such additional agreements with MISO, MRES, WMMPA, or a combination of MISO, MRES, and WMMPA to achieve the interconnection of the Project with the Pella Facilities ("Additional Agreements").
6. CFU shall transmit to Pella copies of all notices, invoices, and such other communications CFU receives pursuant to the GIA, FCA, or such Additional Agreements as provided in Section 10.0 Notices of the TOR to the extent such communications were not provided to Pella directly.
7. To the extent permitted by the GIA, FCA, or such Additional Agreements, CFU shall comply with the reasonable instructions of Pella with respect to the implementation of the GIA, FCA, or Additional Agreements.
8. CFU may request any or all obligations of the Transmission Owner under the GIA, FCA, or Additional Agreements be delegated to Pella, which such request shall not unreasonably withheld by Pella. In the event Pella, does not comply with the requirements of the GIA, FCA, or Additional Agreements, CFU, in its sole discretion, may undertake to complete the obligations set forth in those Agreements or delegate such obligations to a third party.
9. To the extent requested by Pella and to the extent supported by appropriate documentation from Pella, as the Transmission Owner to the GIA, FCA, or Additional Agreements, CFU shall seek reimbursement of all costs and expenses to which a Transmission Owner may be entitled under those agreements.
10. CFU shall disburse all payments it receives from MISO, MRES, or WMMPA pursuant to the GIA, FCA, or Additional Agreements to Pella less amounts Pella has agreed in this Letter Agreement to pay to CFU. To the extent CFU, as Transmission Owner, must, pursuant to Section 3.2.2 of the FCA, make a payment to the Interconnection Customer, CFU may offset any payments otherwise due to Pella pursuant to the FA, the TOR, or this Letter Agreement by the amounts owed to the Interconnection Customer.

11. CFU's obligations to Pella as clarified in this Letter Agreement shall continue for the term of the GIA, FCA, or Additional Agreements notwithstanding the amendment or termination of the FA or the TOR.
- B. Pella obligations under the FA and the TOR with respect to the interconnection of the Project with the Pella Facilities, include but are not limited to:
1. Pella shall cooperate with CFU and shall provide all information that CFU may request to enable CFU to comply with CFU's obligations under the GIA, the FCA, or Additional Agreements. Such information includes, but is not limited to, all documentation necessary to document Pella's costs and expenses for which Pella may seek reimbursement
 2. Pella shall transmit to CFU copies of all notices, invoices, and such other communications Pella receives pursuant to the GIA, FCA, or such Additional Agreements as provided in Section 10.0 Notices of the TOR to the extent such communications were not provided to CFU directly.
 3. Pella shall comply with all applicable terms of the GIA, FCA, or Additional Agreements when performing the obligations of the Transmission Owner under the GIA, FCA, or Additional Agreements.
 4. Pella shall construct and own the Transmission Owner's Interconnection Facilities ("TOIF") as that term is defined in the GIA. Pella's construction of a modification, addition, or upgrade to the TOIF shall comply with the GIA and any other applicable requirements.
 5. Pella shall construct and own all Network Upgrades and System Protection Facilities, as those terms are defined in the GIA. Pella's construction of such Network Upgrades and System Protection Facilities shall comply with the GIA.
 6. Pella shall maintain all insurance required pursuant to the GIA. Pella's Commercial General Liability Insurance, Comprehensive Automobile Insurance and Excess Public Liability Insurance Policies shall name CFU, its Board of Trustees, directors, officers, agents, servants and employees as additional insured with respect to the GIA. All policies shall contain provisions whereby the insurers waive all rights of subrogation in accordance with the provisions of the GIA against CFU and provide thirty (30) Calendar Days' advance written notice to CFU prior to the anniversary date of cancellation or any material change in coverage or condition. To the extent CFU must obtain additional insurance to comply with its obligations as Transmission Owner under the GIA, Pella shall reimburse CFU for the cost of its additional insurance.
 7. Notwithstanding Section 14.4 of the TOR, Pella shall indemnify and hold CFU, its employees and its Board of Trustees individually and personally, harmless from any cost, including but not limited to attorneys' fees, loss, damages, including but not limited to liquidated damages, claim or cause of action brought against them by any party in connection with CFU's performance of its obligations as Transmission Owner under the GIA, FCA, or Additional Agreements unless such loss, claim or cause of action arises

from the gross negligence of CFU, or if CFU violates Section A(4) or A(5) of this Agreement.

8. Pella shall reimburse CFU for all outside legal expenses CFU has incurred or may incur with respect to this Letter Agreement, the GIA, and required additional agreements by MISO up to \$10,000. If CFU believes the outside legal fees will be in excess of \$10,000 CFU will notify Pella before obligating outside legal services in excess of \$10,000. Furthermore, the parties agree to work together in good faith to reimburse CFU for necessary outside legal expenses while at the same time striving to limit Pella's legal fee reimbursement. Pella shall also reimburse CFU for its administrative expenses in connection with this Letter Agreement, the GIA, and required Additional Agreements by MISO the following fixed amount: \$6,000.
 9. Pella's obligations to CFU as clarified in this Letter Agreement shall continue for the term of the GIA notwithstanding the amendment or termination of the FA or the TOR.
- C. CFU and Pella shall take all such additional actions as may be required for CFU to execute and implement the GIA, and Additional Agreements and effect the interconnection of the Project with the Pella Facilities.

Please countersign below to confirm Pella's agreement with the mutual understandings set forth above in this Letter Agreement.

Sincerely,

James R. Krieg
CEO/General Manager
Municipal Electric Utility of Cedar Falls, Iowa

CITY OF PELLA, IOWA

By: _____
Name: _____
Title: _____
Date: _____

J-1

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
AHLERS & COONEY P C (1048)						
704027	MILL FARM LEGAL EXPENSE	12/27/2015	01/19/2016	180.01	01/16	133.5.08.5500.6405
704028	LEGAL FEES	12/27/2015	01/19/2016	391.51	01/16	132.5.08.5500.6490
Total AHLERS & COONEY P C (1048):				571.52		
ALLIANT-IES (GAS) (1060)						
122115WWTP	NATURAL GAS SERVICE- 198 LIFT	12/21/2015	01/19/2016	9.92	01/16	350.5.05.8330.6371
122115WWTP	NATURAL GAS SERVICE- 198 LIFT	12/21/2015	01/19/2016	9.91	01/16	300.5.05.8130.6371
1222015 - CC	NATURAL GAS - CC	12/22/2015	01/19/2016	76.75	01/16	100.5.04.4100.6371
1222015 - CC 2	NATURAL GAS - CC	12/22/2015	01/19/2016	1,972.99	01/16	100.5.04.4100.6371
122215LIB	GAS-LIB	12/22/2015	01/19/2016	210.60	01/16	100.5.03.4000.6371
122315CDSHOP	NATURAL GAS SERVICE- CD SHOP	12/23/2015	01/19/2016	50.29	01/16	350.5.05.8330.6371
122315CDSHOP	NATURAL GAS SERVICE- CD SHOP	12/23/2015	01/19/2016	50.29	01/16	300.5.05.8130.6371
122315CDSHOP	NATURAL GAS- OLD SHOP PK	12/23/2015	01/19/2016	27.09	01/16	100.5.09.4200.6371
122315PWO	GAS BILL- PWO	12/23/2015	01/19/2016	135.13	01/16	100.5.05.6500.6371
122315PWS	GAS BILL- PW	12/23/2015	01/19/2016	279.03	01/16	100.5.05.6500.6371
122815198LIFT	NATURAL GAS SERVICE- 198 LIFT	12/28/2015	01/19/2016	49.55	01/16	350.5.05.8320.6371
1229154UNION	NATURAL GAS SERVICE- 4 UNION	12/29/2015	01/19/2016	100.55	01/16	350.5.05.8320.6371
122915PD	UTILITY - GAS EXPENSE - PD	12/29/2015	01/19/2016	841.91	01/16	100.5.01.1000.6371
123015AIRHANGE	GAS BILL- AIRPORT	12/30/2015	01/19/2016	106.15	01/16	100.5.05.2200.6371
123015AIROFFICE	GAS BILL- AIRPORT OFFICE	12/30/2015	01/19/2016	64.20	01/16	100.5.05.2200.6371
12312015 - CC	NATURAL GAS - PK	12/31/2015	01/19/2016	38.66	01/16	100.5.09.4200.6371
Total ALLIANT-IES (GAS) (1060):				4,023.02		
AMAZON (1070)						
121015LIB	ADULT DVDS-LIB	12/10/2015	01/19/2016	209.15	01/16	151.5.03.4000.6516
121015LIB	JUVENILE DVDS-LIB	12/10/2015	01/19/2016	246.82	01/16	151.5.03.4000.6517
121015LIB	ADULT AUDIOBOOK-LIB	12/10/2015	01/19/2016	13.53	01/16	100.5.03.4000.6518
121015LIB	JUVENILE AUDIOBOOK-LIB	12/10/2015	01/19/2016	10.99	01/16	100.5.03.4000.6519
121015LIB	ADULT BOOKS-LIB	12/10/2015	01/19/2016	251.55	01/16	100.5.03.4000.6529
121015LIB	JUVENILE BOOKS-LIB	12/10/2015	01/19/2016	102.83	01/16	100.5.03.4000.6534
121015LIB	YP BOOKS-LIB	12/10/2015	01/19/2016	46.17	01/16	100.5.03.4000.6535
121015LIB	SUPPLIES-LIB	12/10/2015	01/19/2016	50.68	01/16	100.5.03.4000.6543
121015LIB	CLEANING SUPPLIES-LIB	12/10/2015	01/19/2016	29.99	01/16	100.5.03.4000.6544
Total AMAZON (1070)				961.71		
ARNOLD MOTOR SUPPLY (1126)						
37-497446	ST-2	12/22/2015	01/19/2016	7.72	01/16	115.5.05.2100.6330
37-498022	PARTS	01/04/2016	01/19/2016	53.69	01/16	115.5.05.2100.6330
37-498101	SNOW REMOVAL	01/05/2016	01/19/2016	23.52	01/16	115.5.05.2100.6420
37-498163	SNOW REMOVAL	01/05/2016	01/19/2016	36.68	01/16	115.5.05.2100.6420
Total ARNOLD MOTOR SUPPLY (1126):				121.61		
BAKER & TAYLOR INC-BOOKS (1158)						
2031418958	JUVENILE BOOK-LIB	11/27/2015	01/19/2016	134.70	01/16	100.5.03.4000.6534
2031419390	JUVENILE BOOK-LIB	11/27/2015	01/19/2016	9.51	01/16	100.5.03.4000.6534
2031420120	ADULT BOOKS-LIB	11/28/2015	01/19/2016	81.42	01/16	100.5.03.4000.6529
2031420120	JUVENILE BOOK-LIB	11/28/2015	01/19/2016	49.21	01/16	100.5.03.4000.6534
2031445257	ADULT BOOKS-LIB	12/03/2015	01/19/2016	106.64	01/16	100.5.03.4000.6529
2031460197	JUVENILE BOOK-LIB	12/07/2015	01/19/2016	24.05	01/16	100.5.03.4000.6534
2031473359	MEMORIAL BOOKS-LIB	12/10/2015	01/19/2016	76.79	01/16	151.5.03.4000.6534
2031476260	ADULT BOOKS-LIB	12/10/2015	01/19/2016	85.24	01/16	100.5.03.4000.6529
2031505351	ADULT BOOKS-LIB	12/18/2015	01/19/2016	319.99	01/16	100.5.03.4000.6529
2031522751	JUVENILE BOOK-LIB	12/21/2015	01/19/2016	68.29	01/16	100.5.03.4000.6534

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
2031529292	ADULT BOOKS-LIB	12/23/2015	01/19/2016	185.54	01/16	100.5.03.4000.6529
5013930519	ADULT BOOKS-LIB	12/23/2015	01/19/2016	45.83	01/16	100.5.03.4000.6529
NS15120490	ORDERING SOFTWARE-LIB	12/08/2015	01/19/2016	350.00	01/16	151.5.03.4000.6422
Total BAKER & TAYLOR INC-BOOKS (1158):				1,537.21		
BANKERS TRUST (1173)						
23387	BOND FEE	12/30/2015	01/06/2016	250.00	01/16	401.5.06.9077.6802
Total BANKERS TRUST (1173):				250.00		
BEACON ATHLETICS (1194)						
0451986-IN	BASES, ANCHORS, PLUGS - IN TOWN	01/05/2016	01/19/2016	1,027.00	01/16	100.5.09.4200.6320
0451986-IN	BASES, ANCHORS, PLUGS - SPORTS	01/05/2016	01/19/2016	500.00	01/16	203.5.08.7226.6799
Total BEACON ATHLETICS (1194)				1,527.00		
BENTLEY SYSTEMS INC (1208)						
47727860	MICROSTATION SUBSCRIPTION- EL	01/04/2016	01/19/2016	438.50	01/16	400.5.06.8588.9920
Total BENTLEY SYSTEMS INC (1208):				438.50		
BLICK ART MATERIALS (1251)						
5411499	WHITE PAINT - ART CENTER	12/23/2015	01/19/2016	21.39	01/16	100.5.04.4110.6544
5469416	PAINTING CANVAS - ART CENTER	01/07/2016	01/19/2016	287.64	01/16	172.5.04.4130.6310
Total BLICK ART MATERIALS (1251):				309.03		
BLOMMERS CONSTRUCTION (1256)						
HAZELPP1	HAZEL ST RECON- PP1	12/28/2015	01/19/2016	39,790.04	01/16	215.5.05.2161.6761
Total BLOMMERS CONSTRUCTION (1256):				39,790.04		
BOGAARD, ROSE OR JOSH (5699)						
6-08400-06	DEPOSIT REFUND	01/07/2016	01/19/2016	237.62	01/16	400.2210
Total BOGAARD, ROSE OR JOSH (5699):				237.62		
BUITENWERF, ALAN (5706)						
1511580127	EE REBATE HVAC	01/05/2016	01/19/2016	425.00	01/16	400.2215
1520580044	EE REBATE DEHUMIDIFIER	01/05/2016	01/19/2016	10.00	01/16	400.2215
Total BUITENWERF, ALAN (5706):				435.00		
BURG, CHARLES (5694)						
69-61834-16	DEPOSIT REFUND	12/30/2015	01/19/2016	84.56	01/16	400.2210
Total BURG, CHARLES (5694):				84.56		
CABELA'S INC (1409)						
053156083	SAFETY MUDDER BOOTS	12/31/2015	01/19/2016	194.47	01/16	350.5.05.8330.6546
053156083	SAFETY MUDDER BOOTS	12/31/2015	01/19/2016	194.46	01/16	300.5.05.8100.6546
Total CABELA'S INC (1409):				388.93		
CAPITAL SANITARY SUPPLY (1422)						
C199903	CLEANING SUPPLIES - LIBRARY	12/24/2015	01/19/2016	417.30	01/16	100.5.03.4000.6544

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total CAPITAL SANITARY SUPPLY (1422)				417.30		
CARMODY, JAMES (5700)						
39-10693-17	DEPOSIT REFUND	01/07/2016	01/19/2016	2.66	01/16	400.2210
Total CARMODY, JAMES (5700):				2.66		
CARPENTER UNIFORM CO (1428)						
405026	UNIFORM EXPENSE - PD	12/30/2015	01/19/2016	198.14	01/16	100.5.01.1030.6510
405171	UNIFORM EXPENSE - PD	12/31/2015	01/19/2016	612.91	01/16	100.5.01.1030.6510
405303	UNIFORM EXPENSE - PD	01/05/2016	01/19/2016	129.98	01/16	100.5.01.1030.6510
405470	UNIFORM EXPENSE - PD	01/07/2016	01/19/2016	209.96	01/16	100.5.01.1030.6510
Total CARPENTER UNIFORM CO (1428):				1,150.99		
CENTER POINT LARGE PRINT (1450)						
1339700	LP BOOKS-LIB	12/01/2015	01/19/2016	83.88	01/16	100.5.03.4000.6536
Total CENTER POINT LARGE PRINT (1450):				83.88		
CHEM DRY, SCHNEIDER (1480)						
121115LIB	UPHOLSTERY CLEANING-LIB	12/11/2015	01/19/2016	550.00	01/16	100.5.03.4000.6310
Total CHEM DRY, SCHNEIDER (1480):				550.00		
CIPCO (1494)						
CORP-001370	TRANSMISSION 1/1-12/31/16 - EL	01/07/2016	01/19/2016	1,500.00	01/16	400.5.06.8565.9520
Total CIPCO (1494)				1,500.00		
CITY OF DAVENPORT (5710)						
2016-QSN2AS	TRAINING - PD	01/12/2016	01/19/2016	250.00	01/16	100.5.01.1030.6230
Total CITY OF DAVENPORT (5710)				250.00		
CITY OF PELLA (1503)						
120815WTP	ELECTRICITY- WTP	12/08/2015	01/19/2016	42.00	01/16	300.5.05.8120.6370
121015LIFT1	ELECTRIC SERVICE- LIFT 1	12/10/2015	01/19/2016	1,662.90	01/16	350.5.05.8320.6370
121015LIFT1	WATER SERVICE- LIFT 1	12/10/2015	01/19/2016	15.52	01/16	350.5.05.8320.6374
121115WWTP	ELECTRIC SERVICE- WWTP	12/11/2015	01/19/2016	7,130.90	01/16	350.5.05.8300.6370
121115WWTP	WATER SERVICE- WWTP	12/11/2015	01/19/2016	90.52	01/16	350.5.05.8300.6374
121415HOWELL	ELECTRICITY- HOWELL	12/14/2015	01/19/2016	30.90	01/16	300.5.05.8110.6370
121415HOWELLIF	ELECTRIC SERVICE- HOWELL	12/14/2015	01/19/2016	322.90	01/16	350.5.05.8300.6370
121415JORDAN	ELECTRICITY- JORDAN	12/14/2015	01/19/2016	6,061.45	01/16	300.5.05.8110.6370
121415LIFT3	ELECTRIC SERVICE- LIFT 3	12/14/2015	01/19/2016	862.90	01/16	350.5.05.8320.6370
121415SHALLOW	ELECTRICITY- SHALLOW WELL 2	12/14/2015	01/19/2016	325.90	01/16	300.5.05.8110.6370
121415SHALLOW	ELECTRICITY- SHALLOW WELL 4	12/14/2015	01/19/2016	42.60	01/16	300.5.05.8110.6370
121415SHALLOW	ELECTRICITY- SHALLOW WELL 6	12/14/2015	01/19/2016	80.20	01/16	300.5.05.8110.6370
121515WELLFIELD	ELECTRICITY-WELL FIELD 4	12/15/2015	01/19/2016	3,135.53	01/16	300.5.05.8110.6370
121515WTP	ELECTRICITY- WTP	12/15/2015	01/19/2016	3,782.10	01/16	300.5.05.8120.6370
121615NTOWER	ELECTRICITY- NORTH TOWER	12/16/2015	01/19/2016	54.50	01/16	300.5.05.8130.6370
121715LIFT2	ELECTRIC SERVICE- LIFT 2	12/17/2015	01/19/2016	2,942.90	01/16	350.5.05.8320.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	3,107.94	01/16	100.5.08.2500.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	340.90	01/16	100.5.04.4301.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	1.00	01/16	100.5.04.4301.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	582.90	01/16	100.5.05.6500.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	49.27	01/16	100.5.05.6500.6374

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12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	55.25	01/16	100.5.05.6500.6375
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	4,010.90	01/16	100.5.04.4300.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	140.27	01/16	100.5.04.4300.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	1,306.90	01/16	100.5.04.4100.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	54.02	01/16	100.5.04.4100.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	59.50	01/16	100.5.04.4100.6375
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	942.90	01/16	100.5.00.6100.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	24.02	01/16	100.5.00.6100.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	25.50	01/16	100.5.00.6100.6375
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	2,028.95	01/16	100.5.03.4000.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	54.02	01/16	100.5.03.4000.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	59.50	01/16	100.5.03.4000.6375
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	1,234.80	01/16	100.5.09.4200.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	89.20	01/16	100.5.09.4200.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	63.75	01/16	100.5.09.4200.6375
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	1,697.45	01/16	100.5.01.1000.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	37.39	01/16	100.5.01.1000.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	34.00	01/16	100.5.01.1000.6375
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	836.06	01/16	100.5.02.1100.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	42.77	01/16	100.5.05.2200.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	1,017.40	01/16	100.5.09.4250.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	47.56	01/16	100.5.09.4250.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	297.69	01/16	100.5.09.4245.6370
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	5.87	01/16	100.5.09.4245.6374
12312015	PUBLIC AUTHORITY	12/31/2015	01/19/2016	5.86	01/16	100.5.09.4245.6374
12312015-101	UTILITIES - 101 CLARK SUB - EL	12/31/2015	01/19/2016	217.86	01/16	400.5.06.8588.9950
12312015-1011	UTILITIES - 1011 W 10TH SUB - EL	12/31/2015	01/19/2016	865.21	01/16	400.5.06.8588.9950
12312015-1015	UTILITIES - 1015 ROOSEVELT SUB - E	12/31/2015	01/19/2016	439.12	01/16	400.5.06.8588.9950
12312015-1108	UTILITIES - 1108 VERMEER SUB - EL	12/31/2015	01/19/2016	423.72	01/16	400.5.06.8588.9950
12312015-1875	WATER & ELECTRIC - 1875 WASH. - P	12/31/2015	01/19/2016	4,916.93	01/16	400.5.06.8549.9020
12312015-1875A	WATER - 1875 WASH. A - PP	12/31/2015	01/19/2016	64.27	01/16	400.5.06.8548.9030
12312015-222	UTILITIES - 222 TRUMAN RD - EL	12/31/2015	01/19/2016	635.37	01/16	400.5.06.8588.9920
12312015-222A	UTILITIES - 222 TRUMAN A - EL	12/31/2015	01/19/2016	35.87	01/16	400.5.06.8588.9920
12312015-515	UTILITIES - 515 HUBER SUB - EL	12/31/2015	01/19/2016	406.60	01/16	400.5.06.8588.9950
Total CITY OF PELLA (1503):				52,842.21		
CIVIC SYSTEMS LLC (1508)						
CVC13543	CR SUPPORT	12/30/2015	01/19/2016	200.00	01/16	100.5.00.6310.6405
Total CIVIC SYSTEMS LLC (1508):				200.00		
COPY SYSTEMS INC (5708)						
IN221279	2 INK CARTRIDGES FOR POSTAGE M	01/08/2016	01/19/2016	349.50	01/16	100.5.00.6310.6531
Total COPY SYSTEMS INC (5708):				349.50		
DE JONG DOOR SERVICE (1668)						
15560	GARAGE DOOR REPAIR PARTS- DIST	12/18/2015	01/19/2016	62.25	01/16	300.5.05.8130.6310
15560	GARAGE DOOR REPAIR PARTS- DIST	12/18/2015	01/19/2016	62.25	01/16	350.5.05.8330.6310
Total DE JONG DOOR SERVICE (1668):				124.50		
DE LAGE LANDEN PUBLIC FINANCE LLC (4658)						
4830715	COLOR COPIER LEASE-LIB	12/12/2015	01/20/2016	99.50	01/16	100.5.03.4000.6418
48473716	COPIER LEASE - EL	01/02/2016	01/19/2016	95.71	01/16	400.5.06.8588.9920

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Total DE LAGE LANDEN PUBLIC FINANCE LLC (4658).				195.21		
DE RUITER EQUIPMENT (1685)						
01052016 - PK	NEW POLE SAW TRIMMER - PK	01/05/2016	01/19/2016	529.92	01/16	100.5.09.4200.6350
01072016 - PK	PUSH MOWER REPAIR - SP - PK	01/07/2016	01/19/2016	29.21	01/16	100.5.09.4245.6350
12222015 - PK	REPAIR KUBOTA BROOM - PK	12/22/2015	01/19/2016	286.54	01/16	100.5.09.4200.6350
122415PWS	QUICK CUT SAW	12/24/2015	01/19/2016	53.57	01/16	115.5.05.2100.6545
122915WTP	SNOW BLOWER	12/29/2015	01/19/2016	799.00	01/16	300.5.05.8120.6510
Total DE RUITER EQUIPMENT (1685):				1,698.24		
DENTEL, ABBEY (5690)						
1520580043	EE REBATE	12/22/2015	01/19/2016	80.00	01/16	400.2215
Total DENTEL, ABBEY (5690):				80.00		
DICKINSON CO INC (1753)						
J16001	OUTDOOR WARNING SIREN UPGRAD	01/05/2016	01/19/2016	15,990.00	01/16	201.5.01.7002.6727
Total DICKINSON CO INC (1753):				15,990.00		
DOUG'S 4-WHEELERS INC (1798)						
01072016 - PK	TRUCK DOOR REPAIR # 102 - PK	01/07/2016	01/19/2016	350.00	01/16	100.5.09.4200.6330
Total DOUG'S 4-WHEELERS INC (1798):				350.00		
DOWIE PEST CONTROL (1801)						
18605	RODENT CONTROL-AIRPORT	12/21/2015	01/19/2016	100.00	01/16	100.5.05.2200.6310
18629	PEST CONTROL - JAN - PD	01/04/2016	01/19/2016	30.00	01/16	100.5.01.1000.6310
Total DOWIE PEST CONTROL (1801):				130.00		
DUPRE, BEN (5701)						
79-10550-02	CREDIT BALANCE REFUND	01/07/2016	01/19/2016	8.42	01/16	001.1199
Total DUPRE, BEN (5701):				8.42		
DUTCH MILL SUPPLY (1834)						
160440	PLYWOOD - 2016 CREATURES - PK	12/22/2015	01/19/2016	120.00	01/16	100.5.09.4200.6590
Total DUTCH MILL SUPPLY (1834):				120.00		
ERIKSEN CONSTRUCTION CO INC (5709)						
RO/WTP PP1	RO WTP PP1	12/30/2015	01/19/2016	141,170.00	01/16	310.5.05.8182.6727
Total ERIKSEN CONSTRUCTION CO INC (5709):				141,170.00		
ESPN MAGAZINE (5713)						
ESN00166889961	1 YR SUBSCRIPTION	01/11/2016	01/19/2016	26.00	01/16	100.5.03.4000.6537
Total ESPN MAGAZINE (5713):				26.00		
ETHANOL PRODUCTS CO2 (1909)						
CO2153698	CO2 - WTP	01/07/2016	01/19/2016	1,165.12	01/16	300.5.05.8120.6503
Total ETHANOL PRODUCTS CO2 (1909):				1,165.12		

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FAIRCHILD COMMUNICATIONS (1919)						
061868	NDB MAINTENANCE	12/15/2015	01/19/2016	135.00	01/16	100.5.05.2200.6416
Total FAIRCHILD COMMUNICATIONS (1919):				135.00		
FASTENAL COMPANY (1929)						
IAPEA91386	HARDWARE- WATER PLANT STOCK	12/14/2015	01/19/2016	30.97	01/16	300.5.05.8120.6590
IAPEA91504	SHELVES/SHED	12/17/2015	01/19/2016	2.38	01/16	115.5.05.2100.6545
IAPEA91514	HARDWARE	12/18/2015	01/19/2016	19.01	01/16	115.5.05.2100.6330
IAPEA91620	FIBERGLASS STEP LADDERS- DIST S	12/28/2015	01/19/2016	85.70	01/16	300.5.05.8130.6510
IAPEA91620	FIBERGLASS STEP LADDERS- DIST S	12/28/2015	01/19/2016	85.69	01/16	350.5.05.8330.6510
IAPEA91678	SAFETY GLASSES & EARPLUGS- DIS	12/31/2015	01/19/2016	23.42	01/16	300.5.05.8100.6546
IAPEA91678	SAFETY GLASSES & EARPLUGS- DIS	12/31/2015	01/19/2016	23.41	01/16	350.5.05.8330.6546
IAPEA91766	EAR PLUGS - PK	01/06/2016	01/19/2016	32.32	01/16	100.5.09.4200.6546
Total FASTENAL COMPANY (1929):				302.90		
FOUR SEASONS YARD CARE (1980)						
9164	FLOWER BED CLEANUP, PLANTING -	11/15/2015	01/19/2016	825.00	01/16	400.5.06.8588.9300
Total FOUR SEASONS YARD CARE (1980):				825.00		
FPL ENERGY HANCOCK CTY WIND (1982)						
297952	PURCHASED POWER - RESALE (WIN	01/05/2016	01/11/2016	22,867.17	01/16	400.5.06.8555.9501
Total FPL ENERGY HANCOCK CTY WIND (1982):				22,867.17		
FRANK DUNN CO (1984)						
123015PWS	HIGH PERFORMANCE PATCH	12/30/2015	01/19/2016	420.00	01/16	115.5.05.2100.6549
Total FRANK DUNN CO (1984):				420.00		
GALE/CENGAGE LEARNING INC (2017)						
56798556	LARGE PRINT-LIB	12/02/2015	01/19/2016	50.23	01/16	100.5.03.4000.6536
56894399	ADULT BOOK-LIB	12/17/2015	01/19/2016	19.46	01/16	100.5.03.4000.6529
Total GALE/CENGAGE LEARNING INC (2017):				69.69		
GARDEN & ASSOCIATES LTD (2026)						
33774	VERMEER TRAIL	12/21/2015	01/19/2016	6,035.37	01/16	201.5.09.7205.6799
33775	JEFFERSON ST RECONSTRUCTION	12/21/2015	01/19/2016	7,146.92	01/16	215.5.05.2184.6761
33776	OSKALOOSA ST RECON	12/21/2015	01/19/2016	1,625.00	01/16	215.5.05.2191.6761
33777	WASHINGTON STREET PROJECT	12/21/2015	01/19/2016	11,021.75	01/16	215.5.05.2179.6761
33778	HAZEL ST RECON	12/21/2015	01/19/2016	9,541.32	01/16	215.5.05.2161.6761
Total GARDEN & ASSOCIATES LTD (2026):				35,370.36		
GONOKOBRA ENTERPRISES INC (2072)						
4590	VEHICLE EXPENSE - PD	12/31/2015	01/19/2016	52.00	01/16	100.5.01.1030.6330
Total GONOKOBRA ENTERPRISES INC (2072):				52.00		
GRITTERS ELECTRIC (2104)						
000766632	BATTERIES FOR EXIT LIGHTS - FD	12/24/2015	01/19/2016	22.05	01/16	100.5.02.1100.6310
Total GRITTERS ELECTRIC (2104):				22.05		

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GUIDEPOSTS PUBLICATIONS (5360)						
010516LIB	ADULT BOOK-LIB	01/05/2016	01/20/2016	17.74	01/16	100.5 03.4000.6529
Total GUIDEPOSTS PUBLICATIONS (5360):				17.74		
H R PROPERTIES (4882)						
30-02200-02	CREIDT BALANCE REFUND	01/06/2016	01/19/2016	111.24	01/16	001 1199
Total H R PROPERTIES (4882):				111.24		
HACH COMPANY (2136)						
9717197	LAB SUPPLIES - WTP	12/17/2015	01/19/2016	509.79	01/16	300.5.05.8120.6547
Total HACH COMPANY (2136):				509.79		
HALVORSON TRANE (2155)						
00217176	MOTOR-LIB	09/09/2015	11/17/2015	161.08	01/16	100.5.03.4000.6310
Total HALVORSON TRANE (2155):				161.08		
HAWKEYE TRUCK EQUIPMENT (2197)						
119424	SPREADER MOTOR	12/22/2015	01/19/2016	502.40	01/16	115 5.05 2100.6420
119574	WING PARTS	12/30/2015	01/19/2016	102.95	01/16	115 5.05.2100.6420
Total HAWKEYE TRUCK EQUIPMENT (2197):				605.35		
HAWKINS INC (2198)						
3815053RI	CHEMCIALS	12/18/2015	01/19/2016	3,989.75	01/16	300.5 05 8120.6503
Total HAWKINS INC (2198):				3,989.75		
IA DEPT OF NATURAL RES (2352)						
IA6368033-RO DIV	PERMIT RO DIV 3 WASTEWATER MAI	01/14/2016	01/15/2016	1,349.20	01/16	310.5.05.8182.6727
Total IA DEPT OF NATURAL RES (2352):				1,349.20		
IA DEPT OF NATURAL RESOURCES (2355)						
122915AIR	UNDERGROUND TANK FEES	12/29/2015	01/19/2016	130.00	01/16	100.5.05.2200.6416
Total IA DEPT OF NATURAL RESOURCES (2355):				130.00		
IA LAW ENFORCEMENT ACADEMY (2376)						
303981	TRAINING - TEMPORARY HOLDING F	12/22/2015	01/19/2016	300.00	01/16	100.5.01.1020.6230
303998	TRAINING - DEFENSIVE TACTICS INS	12/22/2015	01/19/2016	400.00	01/16	100.5.01 1030.6230
304052	TRAINING - TEMPORARY HOLDING F	01/07/2016	01/19/2016	150.00	01/16	100.5.01.1020.6230
Total IA LAW ENFORCEMENT ACADEMY (2376):				850.00		
IA LEAGUE OF CITIES (2377)						
068743	ECIC DUES 2016	01/08/2016	01/19/2016	100.00	01/16	100.5.00.6100.6210
Total IA LEAGUE OF CITIES (2377):				100.00		
IA METHODIST OCCUP MEDICINE (2380)						
204476	BOERTJE PHYSICAL - PD	12/31/2015	01/19/2016	643.04	01/16	100.5.01.1050.6405
Total IA METHODIST OCCUP MEDICINE (2380):				643.04		

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IA PRISON INDUSTRIES (2392)						
726429	SIGN REFLECTIVITY	12/18/2015	01/19/2016	27.01	01/16	215.5.05.2192.6761
938537	SIGN REFLECTIVITY	12/16/2015	01/19/2016	1,055.00	01/16	215.5.05.2192.6761
Total IA PRISON INDUSTRIES (2392):				1,082.01		
IA RADIO PLUS (2394)						
12302015	RADIO EXPENSE	12/30/2015	01/19/2016	30.45	01/16	100.5.00.6350.6402
Total IA RADIO PLUS (2394):				30.45		
IA TURFGRASS OFFICE (2409)						
120210	TURFGRASS CONFERENCE - NUNNIK	01/05/2016	01/19/2016	140.00	01/16	100.5.09.4200.6240
120220	TURFGRASS CONFERENCE - VOS - P	01/05/2016	01/19/2016	195.00	01/16	100.5.09.4200.6240
Total IA TURFGRASS OFFICE (2409):				335.00		
IDEXX DISTRIBUTION CORPORATION (2432)						
296275167	BACTERIA TESTING SUPPLIES - WTP	12/23/2015	01/19/2016	646.33	01/16	300.5.05.8120.6547
296364275	BACTERIA TESTING SUPPLIES - WTP	12/28/2015	01/19/2016	192.58	01/16	300.5.05.8120.6547
Total IDEXX DISTRIBUTION CORPORATION (2432):				838.91		
IMPACT COMMUNITY ACTION PARTNERSHIP (5681)						
ACCT 69-16002-17	PAMELA J JENNINGS UVC 2155 SQN:	12/14/2015	01/13/2016	480.00	01/16	001.1199
ACCT 75-21028-01	SANDRA L MUELLER UVC:2155 SQN:6	12/29/2015	01/13/2016	320.00	01/16	001.1199
UVC:2155 SQN:62	69-16002-17 PAMELA J JENNINGS	12/14/2015	01/05/2016	480.00	01/16	001.1199
UVC:2155 SQN:626	75-21028-01 SANDRA L MUELLER	12/29/2015	01/05/2016	263.08	01/16	001.1199
Total IMPACT COMMUNITY ACTION PARTNERSHIP (5681):				56.92		
JEFF ELLIS & ASSOCIATES INC. (2518)						
2007456	SWIMMING LESSON CARDS	12/29/2015	01/19/2016	42.00	01/16	100.5.04.4300.6416
Total JEFF ELLIS & ASSOCIATES INC (2518):				42.00		
JOHN DEER FINANCIAL (2528)						
2534681	SUPPLIES-LIB	12/14/2015	01/19/2016	34.90	01/16	100.5.03.4000.6310
2541252	ST-29	12/23/2015	01/29/2016	102.40	01/16	115.5.05.2100.6330
2541388	SHOP SUPPLIES	12/23/2015	01/29/2016	32.38	01/16	115.5.05.2100.6330
2543878	SNOW PUSHER	12/28/2015	01/19/2016	20.00	01/16	350.5.05.8330.6510
2543878	SNOW SHOVEL	12/28/2015	01/19/2016	19.99	01/16	300.5.05.8130.6510
2543878	SOAP/TRAY LINER	12/28/2015	01/19/2016	5.66	01/16	350.5.05.8330.6310
2543878	SOAP/TRAY LINER	12/28/2015	01/19/2016	5.65	01/16	300.5.05.8130.6544
2543993	WIPER BLADE - PK	12/28/2015	01/19/2016	7.89	01/16	100.5.09.4200.6590
2544830	DROP CORDS	12/30/2015	01/19/2016	62.99	01/16	350.5.05.8330.6510
2544830	DROP CORDS	12/30/2015	01/19/2016	62.98	01/16	300.5.05.8130.6510
2544830	GLOVES	12/30/2015	01/19/2016	16.99	01/16	350.5.05.8330.6546
2544830	GLOVES	12/30/2015	01/19/2016	16.99	01/16	300.5.05.8100.6546
2544908	PAINT/BRUSH/HOOKS	12/30/2015	01/19/2016	26.08	01/16	350.5.05.8330.6310
2544908	PAINT/BRUSH/HOOKS	12/30/2015	01/19/2016	26.07	01/16	300.5.05.8130.6310
2545726	SHOP HARDWARE	12/31/2015	01/29/2016	4.30	01/16	115.5.05.2100.6330
2545894	ELECTRICAL SUPPLIER	12/31/2015	01/19/2016	19.35	01/16	350.5.05.8330.6310
2545894	ELECTRICAL SUPPLIER	12/31/2015	01/19/2016	19.35	01/16	300.5.05.8130.6310
2546460	GLOVES/BLEACH	01/02/2016	01/19/2016	10.99	01/16	350.5.05.8330.6546
2546460	GLOVES/BLEACH	01/02/2016	01/19/2016	10.99	01/16	300.5.05.8130.6544
2547412	GLOVES	01/04/2016	01/19/2016	15.99	01/16	350.5.05.8330.6546
2547412	GLOVES	01/04/2016	01/19/2016	15.99	01/16	300.5.05.8100.6546

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
2547412	HEATER,TOOLS,CLEANERS	01/04/2016	01/19/2016	33.73	01/16	350.5.05.8330.6510
2547412	HEATER,TOOLS,CLEANERS	01/04/2016	01/19/2016	33.72	01/16	300.5.05.8130.6510
2547438	SANDING UNIT, DISKS, PINS - PK	01/04/2016	01/19/2016	81.04	01/16	100.5.09.4200.6590
2547455	GLOVES	01/04/2016	01/19/2016	12.50	01/16	350.5.05.8330.6546
2547455	GLOVES	01/04/2016	01/19/2016	12.49	01/16	300.5.05.8100.6546
2547515	ST-17	01/04/2016	01/29/2016	4.98	01/16	115.5.05.2100.6420
2547528	PVC CAP/SCREWS	01/04/2016	01/19/2016	6.23	01/16	350.5.05.8330.6310
2547528	PVC CAP/SCREWS	01/04/2016	01/19/2016	6.23	01/16	300.5.05.8130.6310
2548521	SNOW SCOOP, SOAP, SEA FOAM, TA	01/06/2016	01/19/2016	36.43	01/16	100.5.09.4200.6590
2548595	AIR COMPRESSOR PLUMBING - PK	01/06/2016	01/19/2016	170.73	01/16	100.5.09.4200.6590
2548697	AIR COMPRESSOR PLUMBING - PK	01/06/2016	01/19/2016	25.40	01/16	100.5.09.4200.6590
2548818	CONCRETE BASE ANCHORS - PK	01/06/2016	01/19/2016	56.54	01/16	100.5.09.4245.6590
2549153	PAINT/MARKER - PK	01/07/2016	01/19/2016	5.18	01/16	100.5.09.4200.6590
2549294	AIR COMPRESSOR PARTS	01/07/2016	01/19/2016	19.77	01/16	350.5.05.8330.6510
2549294	AIR COMPRESSOR PARTS	01/07/2016	01/19/2016	19.76	01/16	300.5.05.8130.6510
2549641	HOOK/HANGER	01/08/2016	01/29/2016	6.48	01/16	350.5.05.8330.6310
2549654	AIR COMPRESSOR COUPLER - PK	01/08/2016	01/19/2016	7.99	01/16	100.5.09.4200.6590
2549662	1200A GEAR OIL - PK	01/08/2016	01/19/2016	14.97	01/16	100.5.09.4200.6350
2549972	PAINT, SPRAYER, FILTER - PK	01/08/2016	01/19/2016	34.35	01/16	100.5.09.4200.6590
2549972	NUTS, BOLTS, SOAP, KNIFE - SP	01/08/2016	01/19/2016	11.13	01/16	100.5.09.4245.6590
Total JOHN DEER FINANCIAL (2528):				1,137.58		
JOHNSTON, JUDY (5696)						
51-13501-10	CREDIT BALANCE REFUND	01/06/2016	01/19/2016	143.20	01/16	001.1199
Total JOHNSTON, JUDY (5696)				143.20		
KELLY SUPPLY CO (2579)						
8159054-0	FURNACE FILTERS-LIB	12/14/2015	01/19/2016	55.93	01/16	100.5.03.4000.6310
8159283-0	FLOURESCENT LAMP	12/22/2015	01/19/2016	11.22	01/16	350.5.05.8330.6310
8159468-0	WIRE CONNECTORS-DIST SHOP	01/06/2016	01/19/2016	13.88	01/16	300.5.05.8130.6544
Total KELLY SUPPLY CO (2579):				81.03		
KEUNING PLBG AND HTG INC (2587)						
18095	REPAIR FURNACE- WTP	11/23/2015	01/19/2016	919.09	01/16	300.5.05.8120.6310
Total KEUNING PLBG AND HTG INC (2587):				919.09		
KEYSTONE LABORATORIES (2590)						
1Y10858	TTHM TESTING-HAAS TESTING	12/30/2015	01/19/2016	440.00	01/16	300.5.05.8100.6405
1Y10859	CONTACT LAB	12/30/2015	01/19/2016	59.00	01/16	350.5.05.8300.6547
Total KEYSTONE LABORATORIES (2590):				499.00		
KNIA KRLS (2630)						
12302015	RADIO EXPENSE	12/30/2015	01/19/2016	354.23	01/16	100.5.00.6350.6402
12302015 - POOL	RADIO ADS - POOL	12/30/2015	01/19/2016	87.95	01/16	100.5.04.4300.6402
Total KNIA KRLS (2630):				442.18		
KOOKER, MICHAEL (5689)						
1520580042	EE REBATE	12/22/2015	01/19/2016	18.00	01/16	400.2215
Total KOOKER, MICHAEL (5689):				18.00		

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
LAFOLLETTE, JESSICA (5711)						
48-06208-15	DEPOSIT REFUND	01/13/2016	01/19/2016	17.31	01/16	400.2210
Total LAFOLLETTE, JESSICA (5711):				17.31		
LAMPERT LUMBER (2653)						
9102972	STREET MATERIALS	12/08/2015	01/19/2016	6.58	01/16	115.5.05.2100.6545
9103812	LUMBER/PAINT SUPPLIES	12/24/2015	01/19/2016	59.27	01/16	350.5.05.8330.6310
9103812	LUMBER/PAINT SUPPLIES	12/24/2015	01/19/2016	59.26	01/16	300.5.05.8130.6310
9103959	LUMBER & BITS	12/30/2015	01/19/2016	15.34	01/16	300.5.05.8120.6310
9104004	MAILBOX POSTS	12/31/2015	01/19/2016	33.36	01/16	115.5.05.2100.6420
9104243	LUMBER,DRILL BIT, ANCHORS	01/08/2016	01/19/2016	44.65	01/16	350.5.05.8330.6310
9104243	LUMBER,DRILL BIT, ANCHORS	01/08/2016	01/19/2016	44.64	01/16	300.5.05.8130.6310
Total LAMPERT LUMBER (2653):				263.10		
LASER RESOURCES LLC (4705)						
AR359072	COPIER USAGE - EL	01/01/2016	01/19/2016	32.84	01/16	400.5.06.8588.9920
AR359372	COLOR COPIER MAINT-LIB	01/01/2016	01/19/2016	65.01	01/16	100.5.03.4000.6418
Total LASER RESOURCES LLC (4705):				97.85		
LEXISNEXIS RISK DATA MANAGEMENT (5606)						
1536252-20151231	LEXIS NEXIS ACCURINT SYSTEM - PD	12/31/2015	01/19/2016	260.00	01/16	100.5.01.1040.6403
Total LEXISNEXIS RISK DATA MANAGEMENT (5606)				260.00		
LIFEGUARD STORE INC., THE (2748)						
INV375817	STAFF UNIFORM - POOL	01/11/2016	01/19/2016	78.00	01/16	100.5.04.4300.6425
Total LIFEGUARD STORE INC., THE (2748):				78.00		
LISCO (2761)						
1616588	INTERNET-LIB	12/08/2015	01/19/2016	82.17	01/16	100.5.03.4000.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.56	01/16	400.5.06.8549.9020
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.56	01/16	100.5.05.6500.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.56	01/16	400.5.06.8588.9920
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.56	01/16	100.5.00.6200.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.56	01/16	350.5.05.8310.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.55	01/16	300.5.05.8100.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.55	01/16	100.5.01.1010.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.55	01/16	100.5.04.4100.6373
1619440	INTERNET ACCESS-1810	01/06/2016	01/19/2016	55.55	01/16	100.5.04.4300.6373
1619654	RDSL - POLICE	01/06/2016	01/19/2016	48.00	01/16	100.5.01.1040.6373
1622137	RDSL - POLICE	01/06/2016	01/19/2016	5.00	01/16	100.5.01.1040.6373
Total LISCO (2761):				635.17		
LLEWELLYN, ROBIN (5697)						
63-35000-02	CREDIT BALANCE REFUND	01/07/2016	01/19/2016	157.00	01/16	001.1199
Total LLEWELLYN, ROBIN (5697)				157.00		
M&M SALES COMPANY (2794)						
255552	6284173-PRINTER MAINT	12/30/2015	01/19/2016	37.16	01/16	100.5.00.6100.6403
Total M&M SALES COMPANY (2794):				37.16		

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MARCO INC (4674)						
INV2983162	COPIER MAINENANCE-LIB	12/01/2015	01/19/2016	27.82	01/16	100.5.03.4000.6418
Total MARCO INC (4674):				27.82		
MARION CTY BANK (2826)						
12302015	ELECTRONIC BANKING FEES	12/30/2015	01/19/2016	124.47	01/16	100.5.00.6310.6499
Total MARION CTY BANK (2826):				124.47		
MARTISOVITSOVA, DANIELA (2847)						
1520580045	EE REBATE - LED	01/05/2016	01/19/2016	28.22	01/16	400.2215
Total MARTISOVITSOVA, DANIELA (2847):				28.22		
MATRE ARMS & AMMUNITION INC (2857)						
649	TRAINING AMMUNITION-PD	12/31/2015	01/19/2016	7,172.00	01/16	100.5.01.1030.6230
Total MATRE ARMS & AMMUNITION INC (2857):				7,172.00		
MEDIACOM (5331)						
121415PWO	INTERNET-PW	12/14/2015	01/19/2016	135.90	01/16	100.5.05.6500.6373
122815PD	INTERNET EXP-PD	12/28/2015	01/19/2016	135.90	01/16	100.5.01.1010.6373
Total MEDIACOM (5331):				271.80		
MENNINGA PEST CONTROL (2913)						
44079	PEST CONTROL - SOCCER	12/28/2015	01/19/2016	26.00	01/16	100.5.09.4200.6403
44391	PEST CONTROL - PP	12/17/2015	01/19/2016	59.92	01/16	400.5.06.8549.9020
44587	PEST CONTROL - EL	01/04/2016	01/19/2016	41.73	01/16	400.5.06.8588.9300
44599	PEST CONTROL - PK	01/04/2016	01/19/2016	27.00	01/16	100.5.09.4200.6403
Total MENNINGA PEST CONTROL (2913):				154.65		
METERING & TECHNOLOGY SOLUTIONS (4934)						
5269	WATER METERS	12/21/2015	01/19/2016	2,446.47	01/16	310.5.05.8145.6727
5297	WATER METERS	12/28/2015	01/19/2016	191.36	01/16	310.5.05.8145.6727
Total METERING & TECHNOLOGY SOLUTIONS (4934):				2,637.83		
MICROMARKETING LLC (2949)						
599964	ADULT AUDIO BOOK-LIB	12/03/2015	01/19/2016	137.93	01/16	100.5.03.4000.6518
600755	ADULT AUDIO BOOK-LIB	12/09/2015	01/19/2016	39.99	01/16	100.5.03.4000.6518
602930	ADULT AUDIO BOOK-LIB	12/23/2015	01/19/2016	39.99	01/16	100.5.03.4000.6518
Total MICROMARKETING LLC (2949):				217.91		
MID-STATES ORGANIZED CRIME (2958)						
122815PD	MEMBERSHIP FEES - PD	12/28/2015	01/19/2016	150.00	01/16	100.5.01.1030.6210
Total MID-STATES ORGANIZED CRIME (2958):				150.00		
MIDTOWN TIRE COMPANY (2961)						
156587	VEHICLE REPAIR - PD	01/04/2016	01/19/2016	1,232.00	01/16	100.5.01.1030.6330
Total MIDTOWN TIRE COMPANY (2961):				1,232.00		

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
MIDWEST MUNI TRANSMISSION GROU (2976)						
1028	MMTG DUES - EL	01/11/2016	01/19/2016	4,936.50	01/16	400.5.06.8930.9840
Total MIDWEST MUNI TRANSMISSION GROU (2976):				4,936.50		
MIDWEST RENEWABLE ENERGY TRACKING (4921)						
5501	MRETS SUBSCRIPTION FEE	01/11/2016	01/19/2016	2,100.00	01/16	400.5.06.8555.9501
5501A	MRETS - ISSUANCE FEE	01/11/2016	01/19/2016	8.40	01/16	400.5.06.8555.9501
Total MIDWEST RENEWABLE ENERGY TRACKING (4921):				2,108.40		
MIDWEST SANITATION (2981)						
01052015	GARBAGE HAULING	01/05/2015	01/19/2016	37,920.59	01/16	195.5.05.8400.6403
Total MIDWEST SANITATION (2981):				37,920.59		
MIDWESTONE INSURANCE SERVICES (1562)						
01052016	AIRPORT YEARLY INSURANCE	01/04/2016	01/19/2016	3,597.00	01/16	100.5.08.6405.6410
01052016	AIRPORT YEARLY INSURANCE	01/04/2016	01/19/2016	3,597.00	01/16	100.5.08.6405.6410
12222015	STREET DEPARTMENT PICKUP INSU	12/22/2015	01/19/2016	141.00	01/16	100.5.08.6405.6409
12222015	STREET DEPARTMENT PICKUP INSU	12/22/2015	01/19/2016	141.00	01/16	100.5.08.6405.6409
34119	STREET DEPARTMENT PICKUP INSU	12/22/2015	01/19/2016	141.00	01/16	100.5.08.6405.6409
34124	AIRPORT YEARLY INSURANCE	12/23/2015	01/19/2016	3,597.00	01/16	100.5.08.6405.6410
34124	AIRPORT YEARLY INSURANCE	12/23/2015	01/19/2016	3,597.00	01/16	100.5.08.6405.6410
34124.	AIRPORT YEARLY INSURANCE	12/23/2015	01/19/2016	3,597.00	01/16	100.5.08.6405.6410
Total MIDWESTONE INSURANCE SERVICES (1562):				3,738.00		
MUNICIPAL SUPPLY INC (3052)						
0611842-IN	STORM WATER PARTS	12/28/2015	01/19/2016	23.50	01/16	115.5.05.2120.6548
0612259-IN	DISTRIBUTION SUPPLIES	12/31/2015	01/19/2016	713.20	01/16	310.5.05.8183.6790
Total MUNICIPAL SUPPLY INC (3052):				736.70		
NALCO (3070)						
63857809	CHEMICALS - PP	12/31/2015	01/19/2016	641.77	01/16	400.5.06.8548.9030
Total NALCO (3070):				641.77		
NATIONAL AUDUBON SOCIETY INC (5704)						
122115LIB	1 YR. SUBSCRIPTION-LIB	12/21/2015	01/19/2016	20.00	01/16	100.5.03.4000.6537
Total NATIONAL AUDUBON SOCIETY INC (5704):				20.00		
NORMAN, MICHAEL (3133)						
2546977	SAFETY APPAREL - PP	01/02/2016	01/19/2016	58.75	01/16	400.5.06.8549.9020
Total NORMAN, MICHAEL (3133):				58.75		
OATI (OPEN ACCESS TECH INTER) (3170)						
116704	TAGGING - EL	01/01/2016	01/19/2016	481.70	01/16	400.5.06.8565.9520
Total OATI (OPEN ACCESS TECH INTER) (3170):				481.70		
OCLC (3172)						
0000438375	MONTHLY SERVICE-LIB	12/31/2015	01/19/2016	382.73	01/16	100.5.03.4000.6422

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total OCLC (3172):				382.73		
OFFICE DEPOT (3174)						
815970054001	INK PENS	12/30/2015	01/19/2016	16.79	01/16	350.5.05.8310.6543
815970055001	PLANNER	12/30/2015	01/19/2016	13.99	01/16	350.5.05.8310.6543
Total OFFICE DEPOT (3174):				30.78		
PELLA CORPORATION (3269)						
1512580002	EE REBATE - HVAC BLDG 5&6	12/22/2015	01/19/2016	9,500.00	01/16	400.2215
1514580008	EE REBATE - BLDG 3 - CONTROLS	12/22/2015	01/19/2016	430.00	01/16	400.2215
1515580003	EE REBATE - BLDG 3 - LED CUSTOM	12/22/2015	01/19/2016	8,012.10	01/16	400.2215
Total PELLA CORPORATION (3269):				17,942.10		
PELLA PRINTING CO (3292)						
48508	DISTR GENER. WORKBOOK - EL	12/07/2015	01/19/2016	650.00	01/16	400.5.06.8921.9020
48593	NEWSLETTER - JAN 2016	12/28/2015	01/19/2016	340.00	01/16	100.5.00.6350.6417
48600	BUSINESS CARDS - POOL	12/16/2015	01/19/2016	120.00	01/16	100.5.04.4100.6543
Total PELLA PRINTING CO (3292)				1,110.00		
PELLA PUBLIC LIBRARY (3294)						
122215LIB	POSTAGE-LIBRARY	12/22/2015	01/19/2016	225.00	01/16	100.5.03.4000.6531
Total PELLA PUBLIC LIBRARY (3294):				225.00		
PELLA REGIONAL HEALTH CENTER (3295)						
123115PD	DETAINEE MEALS - PD	12/31/2015	01/19/2016	16.00	01/16	100.5.01.1020.6425
Total PELLA REGIONAL HEALTH CENTER (3295):				16.00		
PELLA REGIONAL HEALTH CT (3296)						
010416PD	HEP B - PD	01/04/2016	01/19/2016	119.00	01/16	100.5.01.1030.6546
01042016	HEP B - POOL	01/04/2016	01/19/2016	238.00	01/16	100.5.04.4300.6546
01042016-EL	RANDOM DRUG TESTS - EL	01/04/2016	01/19/2016	90.00	01/16	400.5.06.8925.9700
12292015 - POOL	PRE-WORK SCREEN	12/29/2015	01/19/2016	62.00	01/16	100.5.04.4300.6546
Total PELLA REGIONAL HEALTH CT (3296):				509.00		
PELLA RENTAL & SALES INC (3297)						
1-513099	STORM SEWER/ JEFFERSON STREET	12/10/2015	01/19/2016	645.00	01/16	215.5.05.2184.6761
1-513187	RENTAL BOOM - FLAGS - PK	12/11/2015	01/19/2016	145.00	01/16	100.5.09.4200.6418
Total PELLA RENTAL & SALES INC (3297):				790.00		
PETTY CASH (3318)						
011116WTP	PREMIUM FUEL-DIST	01/11/2016	01/19/2016	32.02	01/16	300.5.05.8100.6514
011116WTP-2	PREMIUM FUEL-DIST	01/11/2016	01/19/2016	5.76	01/16	300.5.05.8100.6514
011116WTP-3	PREMIUM FUEL-DIST	01/11/2016	01/19/2016	2.43	01/16	300.5.05.8100.6514
011116WTP-4	PREMIUM FUEL-DIST	01/11/2016	01/19/2016	11.40	01/16	300.5.05.8100.6514
072215PWS	FUEL	07/22/2015	01/19/2016	6.52	01/16	115.5.05.2100.6514
072215PWS-2	FUEL	07/22/2015	01/19/2016	6.53	01/16	115.5.05.2100.6514
081415PWS	FUEL	08/14/2015	01/19/2016	7.17	01/16	115.5.05.2100.6514
082515PWS	FUEL	08/25/2015	01/19/2016	6.41	01/16	115.5.05.2100.6514
091815PWS	FUEL	09/18/2015	01/19/2016	5.94	01/16	115.5.05.2100.6514
102215PWS	BRAKE HOUSING	10/22/2015	01/19/2016	3.18	01/16	115.5.05.2100.6330

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
102215PWS-2	FUEL	10/22/2015	01/19/2016	6.05	01/16	115 5.05.2100.6514
112015PWS	FUEL	11/20/2015	01/19/2016	5.06	01/16	115 5.05.2100.6514
112215PWS	SHOP VAC REPAIRS	11/22/2015	01/19/2016	16.94	01/16	115 5.05.2100.6330
Total PETTY CASH (3318):				<u>115.41</u>		
PFC EQUIPMENT INC. (3323)						
329588	TEST PROBE - PP	12/11/2015	01/19/2016	157.42	01/16	400 5.06.8548.9030
Total PFC EQUIPMENT INC. (3323):				<u>157.42</u>		
PIERRE-PAUL, PETERSON (5702)						
71-10104-17	DEPOSIT REFUND	01/07/2016	01/19/2016	5.44	01/16	400.2210
Total PIERRE-PAUL, PETERSON (5702):				<u>5.44</u>		
PLUMB SUPPLY COMPANY (3357)						
3698577	STORM SEWER PARTS	12/28/2015	01/19/2016	5.75	01/16	115 5.05.2120.6548
Total PLUMB SUPPLY COMPANY (3357):				<u>5.75</u>		
POST OFFICE (3371)						
01132016	PO BOX 88 RENTAL	01/13/2016	01/19/2016	206.00	01/16	100 5.00.6100.6531
Total POST OFFICE (3371):				<u>206.00</u>		
POWER LINE SUPPLY COMPANY (5705)						
5987805	FR SAFETY CLOTHING - EL	01/06/2016	01/19/2016	2,368.99	01/16	400 5.06.8588.9720
Total POWER LINE SUPPLY COMPANY (5705):				<u>2,368.99</u>		
PRAIRIE VILLAGE COOP (5628)						
39-10665-17	CREDIT BALANCE REFUND	01/06/2016	01/19/2016	12.77	01/16	001.1199
Total PRAIRIE VILLAGE COOP (5628):				<u>12.77</u>		
PRAXAIR DISTRIBUTION INC (3385)						
54582677	CYLINDER RENTAL - EL	12/31/2015	01/19/2016	45.21	01/16	400 5.06.8588.9950
Total PRAXAIR DISTRIBUTION INC (3385):				<u>45.21</u>		
QUILL CORPORATION (3420)						
1708727	SHEET PROTECTORS, FOLDERS, LAB	12/22/2015	01/19/2016	138.59	01/16	100 5.01.1010.6543
1721012	LAMINATING FILM - PD	12/22/2015	01/19/2016	12.34	01/16	100 5.01.1030.6543
1731292	OFFICE SUPPLIES	12/23/2015	01/19/2016	2.15	01/16	100 5.05.6500.6543
1739520	OFFICE SUPPLIES	12/23/2015	01/19/2016	72.34	01/16	100 5.05.6500.6543
Total QUILL CORPORATION (3420):				<u>225.42</u>		
REGENT BOOK CO (3458)						
52592	ADULT BOOKS - LIBRARY	12/15/2015	01/19/2016	30.53	01/16	100 5.03.4000.6529
Total REGENT BOOK CO (3458):				<u>30.53</u>		
RICOH USA INC.-DALLAS (3493)						
96041275	P&Z COPIER LEASE	12/25/2015	01/19/2016	50.03	01/16	100 5 05.5000.6403

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total RICOH USA INC.-DALLAS (3493):				50.03		
RISE BROADBAND (5487)						
1/9-2/8/16	ENTERPRISE NETWORK SERVICE - E	01/09/2016	01/19/2016	137.98	01/16	400.5.06.8592.9030
1/9-2/8/16	ENTERPRISE NETWORK SERVICE - E	01/09/2016	01/19/2016	137.98	01/16	400.5.06.8562.9030
Total RISE BROADBAND (5487):				275.96		
ROSS, BRENDA (3550)						
01072016	REIMBURSEMENT FOR BASKETBALL	01/07/2016	01/19/2016	312.36	01/16	172.5.04.4130.6310
01072016	REIMBURSEMENT FOR BASKETBALL	01/07/2016	01/19/2016	18.24	01/16	100.5.04.4442.6510
Total ROSS, BRENDA (3550):				330.60		
SADLER, PATSY (5691)						
1511580126	EE REBATE	12/22/2015	01/19/2016	425.00	01/16	400.2215
Total SADLER, PATSY (5691):				425.00		
SAFE BUILDING COMPLIANCE & TEC (3587)						
1725	BACK UP ELECTRICAL INSPECTION	12/31/2015	01/19/2016	530.26	01/16	100.5.05.5000.6403
Total SAFE BUILDING COMPLIANCE & TEC (3587):				530.26		
SCHOON CONSTRUCTION INC (5568)						
11/5-12/9/15	EAST WASH.CONVERSION - PAY EST.	12/30/2015	01/19/2016	43,925.77	01/16	410.5.06.8993.3670
Total SCHOON CONSTRUCTION INC (5568):				43,925.77		
SHA-RAN WINDOW SERVICES (3668)						
01042016	WINDOW CLEANING - CH	01/04/2016	01/19/2016	18.00	01/16	100.5.00.6100.6310
Total SHA-RAN WINDOW SERVICES (3668):				18.00		
SHEAFFER, NATHAN (3671)						
122915PWS	SHOP VAC FILTERS REIMBURSEMEN	12/29/2015	01/29/2016	38.14	01/16	115.5.05.2100.6330
Total SHEAFFER, NATHAN (3671):				38.14		
SIMPLEXGRINNELL LP (3709)						
78266439	ALARM PANEL MONITORING-LIB	11/30/2015	01/19/2016	384.00	01/16	100.5.03.4000.6399
78327381	FIRE ALARM ANNUAL CONTRACT - P	12/28/2015	01/19/2016	1,104.58	01/16	100.5.01.1000.6310
Total SIMPLEXGRINNELL LP (3709)				1,488.58		
SISCO (3718)						
2213-01042016F	FLEX SPENDING CLAIMS	01/05/2016	01/06/2016	842.35	01/16	191.5.08.9200.6157
2213-12312015H	MEDICAL CLAIMS	01/05/2016	01/06/2016	3,452.57	01/16	191.5.08.9200.6153
2213F	FLEX SPENDING CLAIMS	01/12/2016	01/12/2016	1,810.93	01/16	191.5.08.9200.6157
2213M	MEDICAL CLAIMS	01/12/2016	01/12/2016	1,471.85	01/16	191.5.08.9200.6153
Total SISCO (3718):				7,577.70		
SLYCORD, WILLIAM (5707)						
1512580003	EE REBATE - THERMOSTAT	01/05/2016	01/19/2016	50.00	01/16	400.2215

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total SLYCORD, WILLIAM (5707):				50.00		
SNYDER & ASSOCIATES INC (3748)						
115.0024.01-7	GENERAL ENGINEERING	01/07/2016	01/19/2016	183.00	01/16	100.5.05.5000.6405
Total SNYDER & ASSOCIATES INC (3748):				183.00		
SOUTH CENTRAL IOWA SOLID WASTE (3756)						
357401	LANDFILL FEE - PK	01/04/2016	01/19/2016	10.00	01/16	100.5.09.4200.6320
Total SOUTH CENTRAL IOWA SOLID WASTE (3756):				10.00		
SPORTS PAGE TEAM (3777)						
6.160106.7125	53 GIRLS BASKETBALL SHIRTS	01/06/2016	01/19/2016	322.00	01/16	100.5.04.4442.6530
6.160106.7126	2 GIRLS BASKETBALL SHIRTS	01/06/2016	01/19/2016	12.00	01/16	100.5.04.4442.6530
Total SPORTS PAGE TEAM (3777):				334.00		
STATE OF IOWA-ELEVATOR SAFETY (5534)						
37484	DUMBWAITER INSPECTION & PERMIT	12/04/2015	01/19/2016	175.00	01/16	100.5.03.4000.6310
Total STATE OF IOWA-ELEVATOR SAFETY (5534):				175.00		
STEENHOEK, JOHN (4928)						
1520580041	EE REBATE	12/22/2015	01/19/2016	20.00	01/16	400.2215
Total STEENHOEK, JOHN (4928):				20.00		
STOREY-KENWORTHY CO (3834)						
PINV348471	GARBAGE BAGS	12/02/2015	01/19/2016	15.78	01/16	100.5.00.6100.6543
PINV349005	PAPER, FILES	12/03/2015	01/19/2016	150.62	01/16	100.5.00.6100.6543
PINV349445	INK CARTRIDGES -CC	12/04/2015	01/19/2016	52.29	01/16	100.5.00.6100.6543
PINV350710	FILE FOLDERS	12/09/2015	01/19/2016	10.68	01/16	100.5.00.6100.6543
PINV351249	INK CARTRIDGES -CC	12/10/2015	01/19/2016	91.55	01/16	100.5.04.4100.6543
PINV353125	CLIPBOARDS	12/16/2015	01/19/2016	3.15	01/16	100.5.00.6100.6543
PINV353722	HOLE PUNCH - PK	12/17/2015	01/19/2016	6.97	01/16	100.5.04.4100.6543
PINV354722	USB DRIVE, LEGAL PADS, STAPLES -	12/22/2015	01/19/2016	26.17	01/16	100.5.04.4100.6543
Total STOREY-KENWORTHY CO (3834):				357.21		
STRAVERS TRUE VALUE (3838)						
A221140	LIGHT BULBS, TAPE-DIST	12/02/2015	01/19/2016	22.48	01/16	300.5.05.8130.6310
A221140	LIGHT BULB, TAPE MEASURES	12/02/2015	01/19/2016	22.49	01/16	350.5.05.8330.6510
A221885	SUPPLIES-LIB	12/15/2015	01/19/2016	5.16	01/16	100.5.03.4000.6310
A222256	TP DISPENSER - PK	12/21/2015	01/19/2016	20.00	01/16	100.5.09.4200.6590
A222925	BATTERY - PK	01/05/2016	01/19/2016	20.97	01/16	100.5.09.4200.6590
A222991	HOOK& EYE AND HEX SET - CC	01/06/2016	01/19/2016	7.28	01/16	100.5.04.4100.6590
E53704	PAPER TOWELS - POOL	12/08/2015	01/19/2016	73.38	01/16	100.5.04.4300.6590
E54025	KEYS - PK	12/23/2015	01/19/2016	13.00	01/16	100.5.09.4200.6590
E54165	STAINLESS STEEL CLEANER - POOL	12/30/2015	01/19/2016	10.98	01/16	100.5.04.4300.6590
E54262	BATTERY - CC	01/06/2016	01/19/2016	4.79	01/16	100.5.04.4100.6590
Total STRAVERS TRUE VALUE (3838):				200.53		
STUYVESANT & BENTON (3860)						
11810-S	LEGAL EXPENSE	01/04/2016	01/19/2016	1,453.33	01/16	100.5.00.6100.6430

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total STUYVESANT & BENTON (3860)				1,453.33		
SUMMIT COMPANIES (5585)						
1099874	MONTHLY INSPECTION - EL	12/15/2015	01/19/2016	55.00	01/16	400.5.06.8588.9300
1100019	REFILL EXTINGUISHER	12/18/2015	01/19/2016	38.50	01/16	100.5.02.1100.6510
Total SUMMIT COMPANIES (5585):				93.50		
TEEPLE, CAROLINE OR JEREMIAH (5703)						
45-13001-03	DEPOSIT REFUND	01/07/2016	01/19/2016	39.47	01/16	400.2210
Total TEEPLE, CAROLINE OR JEREMIAH (5703):				39.47		
TEMPLE DISPLAY LTD (5288)						
14479	HOLIDAY BANNERS FOR MOLENGRA	12/04/2015	01/19/2016	1,567.56	01/16	100.5.09.4200.6561
Total TEMPLE DISPLAY LTD (5288):				1,567.56		
TERRY-DURIN CO (3928)						
324163	LED LIBRARY FIXTURES-LIB	12/16/2015	01/19/2016	378.78	01/16	201.5.03.7053.6721
Total TERRY-DURIN CO (3928):				378.78		
THE RESERVES AT MILL FARM (5276)						
75-21039-02	CREDIT BALANCE REFUND	01/09/2016	01/19/2016	19.44	01/16	001.1199
Total THE RESERVES AT MILL FARM (5276):				19.44		
THOMPSON ENVIRONMENTAL CONSULT (3945)						
2015-1002	PERMIT RENEWAL - PP	12/31/2015	01/19/2016	852.00	01/16	400.5.06.8923.9820
Total THOMPSON ENVIRONMENTAL CONSULT (3945):				852.00		
TONY'S AUTO PARTS (3968)						
5797-207081	OIL, FILTER - EL	12/28/2015	01/19/2016	53.70	01/16	400.5.06.8588.9660
5797-207147	TOW STRAP	12/28/2015	01/29/2016	60.33	01/16	115.5.05.2100.6330
5797-207196	ST-28	12/29/2015	01/29/2016	138.88	01/16	115.5.05.2100.6420
5797-207216	ST-28	12/29/2015	01/29/2016	4.96	01/16	115.5.05.2100.6420
5797-207254	SNOW BLOWER	12/30/2015	01/29/2016	11.34	01/16	115.5.05.2100.6420
5797-207349	SHOP SUPPLIES	12/31/2015	01/29/2016	17.09	01/16	115.5.05.2100.6330
5797-207377	AIR FILTERS	12/31/2015	01/29/2016	139.51	01/16	350.5.05.8320.6350
5797-207447	ST-11	01/04/2016	01/29/2016	110.69	01/16	115.5.05.2100.6330
5797-207493	PARTS	01/04/2016	01/29/2016	42.40	01/16	115.5.05.2100.6330
5797-207562	CREDIT INVOICE	01/05/2016	01/29/2016	41.74	01/16	115.5.05.2100.6330
5797-207640	GAUGE	01/05/2016	01/29/2016	75.00	01/16	350.5.05.8320.6350
5797-207679	OIL FILTERS - PK	01/06/2016	01/19/2016	29.46	01/16	100.5.09.4200.6350
5797-207765	AIR FILTER #302- PK	01/07/2016	01/19/2016	33.83	01/16	100.5.09.4200.6350
5797-207813	TOOLS	01/07/2016	01/19/2016	327.70	01/16	350.5.05.8330.6510
5797-207813	TOOLS	01/07/2016	01/19/2016	327.70	01/16	300.5.05.8130.6510
5797-207872	TOOLS	01/08/2016	01/19/2016	330.21	01/16	350.5.05.8330.6510
5797-207872	TOOLS	01/08/2016	01/19/2016	330.21	01/16	300.5.05.8130.6510
Total TONY'S AUTO PARTS (3968)				1,991.27		
TOWN CRIER (3979)						
22761	LINEPERSON JOB POSTING - EL	12/02/2015	01/19/2016	66.00	01/16	400.5.06.8930.9930
23010	LINEPERSON JOB POSTING - EL	12/09/2015	01/19/2016	66.00	01/16	400.5.06.8930.9930

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Total TOWN CRIER (3979):				132.00		
TRANS-IOWA EQUIPMENT INC (3988)						
17160208	ST-22	12/18/2015	01/29/2016	198.24	01/16	115.5.05.2100.6350
Total TRANS-IOWA EQUIPMENT INC (3988):				198.24		
TREASURER STATE OF IOWA (3991)						
6012000762	ALTORFER-SERVICE DP UNITS-TAX -	01/12/2015	01/19/2016	8,051.00	01/16	400.5.06.8553.9030
6012000762	C&H INV.#11362960 TAX - EL	01/12/2015	01/19/2016	275.00	01/16	400.5.06.8588.9950
6012000762	IRBY #S009185098.001 TAX - EL	01/12/2015	01/19/2016	642.00	01/16	410.5.06.8986.3730
6012000762	IRBY #S009145525.001 TAX - EL	01/12/2015	01/19/2016	557.00	01/16	400.5.06.8585.9030
6012000762	USE TAX 4TH QTR - EL	01/12/2015	01/19/2016	2,417.00	01/16	400.5.06.8930.9940
010816	STATE SALES TAX 1ST HALF OF JAN 2	01/08/2016	01/08/2016	16,000.00	01/16	400.2140
010916	STATE SALES TAX 2ND HALF OF DE	01/09/2016	01/09/2016	17,174.49	01/16	400.2140
010916	STATE SALES TAX 2ND HALF OF DE	01/09/2016	01/09/2016	8,586.13	01/16	400.2141
010916	STATE SALES TAX 2ND HALF OF DE	01/09/2016	01/09/2016	721.33	01/16	400.2140
010916	STATE SALES TAX 2ND HALF OF DE	01/09/2016	01/09/2016	120.24	01/16	400.2141
010916	STATE SALES TAX 2ND HALF OF DE	01/09/2016	01/09/2016	19-	01/16	400.5.06.8930.9940
Total TREASURER STATE OF IOWA (3991)				54,544.00		
TREAT AMERICA (3993)						
509768	MEALS - JAIL TRAINING - PD	01/08/2016	01/19/2016	23.61	01/16	100.5.01.1020.6260
Total TREAT AMERICA (3993):				23.61		
TRI-COUNTY VET CLINIC PC (4000)						
248511	ANIMAL CONTROL - PD	01/04/2016	01/19/2016	290.00	01/16	100.5.01.1060.6490
Total TRI-COUNTY VET CLINIC PC (4000)				290.00		
TUCKER TRUCKING, ALAN (4009)						
11012	SNOW HAULING	01/04/2016	01/19/2016	926.25	01/16	115.5.05.2100.6420
Total TUCKER TRUCKING, ALAN (4009):				926.25		
TWO RIVERS COOPERATIVE (4019)						
0226709	LAWN FERTILIZER	12/30/2015	01/19/2016	13.50	01/16	350.5.05.8330.6310
0226709	FERTILIZER-ICE MELT	12/30/2015	01/19/2016	13.50	01/16	300.5.05.8130.6310
0226709-REV	FERTILIZER-ICE MELT/FUEL	12/30/2015	01/19/2016	27.00-	01/16	300.5.05.8100.6514
0226983	KEROSENE	01/06/2016	01/29/2016	30.00	01/16	350.5.05.8330.6514
113015WWTP-CR	FUEL	11/30/2015	01/19/2016	386.79-	01/16	350.5.05.8310.6514
123115AIR	FUEL- AIRPORT	12/31/2015	01/29/2016	29.20	01/16	100.5.05.2200.6514
123115PD	FUEL - PD	12/31/2015	01/19/2016	1,313.02	01/16	100.5.01.1030.6514
123115PD	FUEL - PD	12/31/2015	01/19/2016	74.46	01/16	100.5.01.1070.6514
123115PWS	FUEL- PWS	12/31/2015	01/29/2016	1,013.54	01/16	115.5.05.2100.6514
123115PWS	FUEL -PW SNOW	12/31/2015	01/29/2016	1,296.90	01/16	115.5.05.2100.6420
123115PZ	FUEL- P&Z	12/31/2015	01/29/2016	36.26	01/16	100.5.05.5000.6514
123115WTP	FUEL	12/31/2015	01/19/2016	470.15	01/16	300.5.05.8100.6514
123115WWTP	FUEL	12/31/2015	01/29/2016	68.99	01/16	350.5.05.8310.6514
123115WWTP	FUEL	12/31/2015	01/29/2016	90.19	01/16	350.5.05.8330.6514
123115WWTP-COR	FUEL	12/31/2015	01/19/2016	97.87	01/16	350.5.05.8310.6514
123115WWTP-COR	FUEL	12/31/2015	01/19/2016	129.74	01/16	350.5.05.8330.6514
123115WWTP-REV	FUEL	12/31/2015	01/19/2016	68.99-	01/16	350.5.05.8310.6514
123115WWTP-REV	FUEL	12/31/2015	01/19/2016	90.19-	01/16	350.5.05.8330.6514
12312015 - PK	FUEL - PK	12/31/2015	01/19/2016	441.49	01/16	100.5.09.4200.6514

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
STMT12/31/15-EL	FUEL - EL	12/31/2015	01/19/2016	531.96	01/16	400.5 06.8588.9660
Total TWO RIVERS COOPERATIVE (4019):				5,077.80		
ULRICH MOTOR CO (4028)						
210687	VEHICLE EXPENSE - PD	12/16/2015	01/19/2016	31.82	01/16	100.5.01.1030.6330
211038	VEHICLE EXPENSE - PD	12/29/2015	01/19/2016	22.80	01/16	100.5.01.1030.6330
65075	ST-27	12/31/2015	01/29/2016	73.75	01/16	115.5.05.2100.6330
Total ULRICH MOTOR CO (4028)				128.37		
UNITED RENTALS (NORTH AMERICA) (4037)						
133850626-001	LIFT REPAIR PARTS	12/15/2015	01/29/2016	251.93	01/16	300.5.05.8120.6350
Total UNITED RENTALS (NORTH AMERICA) (4037):				251.93		
UNIVAR USA INC (4040)						
BR560355	FERRIC SULFATE - WTP	12/28/2015	01/29/2016	8,746.00	01/16	300.5.05.8120.6503
Total UNIVAR USA INC (4040):				8,746.00		
USPS-HASLER 0008014227 (5414)						
01062016	REFILL POSTAGE METER	01/06/2016	01/19/2016	200.00	01/16	300.5.05.8100.6531
01062016	REFILL POSTAGE METER	01/06/2016	01/19/2016	180.00	01/16	195.5.05.8400.6531
01062016	REFILL POSTAGE METER	01/06/2016	01/19/2016	180.00	01/16	350.5.05.8310.6531
01062016	REFILL POSTAGE METER	01/06/2016	01/19/2016	240.00	01/16	400.5.06.8921.9020
Total USPS-HASLER 0008014227 (5414)				800.00		
VALLEY ENVIRONMENTAL SERVICES (4056)						
247390	PARTS WASHER RENT	12/31/2015	01/29/2016	24.83	01/16	115.5.05.2100.6330
Total VALLEY ENVIRONMENTAL SERVICES (4056):				24.83		
VAN BERKUM APPLIANCE (4061)						
7377	VACUUM BAGS - CC	12/23/2015	01/19/2016	24.95	01/16	100.5.09.4200.6590
Total VAN BERKUM APPLIANCE (4061):				24.95		
VAN ESSEN AUTO (4075)						
1203153PD	VEHICLE EXPENSE - PD	12/03/2015	01/19/2016	46.40	01/16	100.5.01.1030.6330
121715PD	VEHICLE EXPENSE - PD	12/17/2015	01/19/2016	38.90	01/16	100.5.01.1030.6330
121715PD1	VEHICLE EXPENSE - PD	12/17/2015	01/19/2016	39.90	01/16	100.5.01.1030.6330
121715PD2	VEHICLE EXPENSE - PD	12/17/2015	01/19/2016	849.23	01/16	100.5.01.1030.6330
Total VAN ESSEN AUTO (4075):				974.43		
VAN HAAFTEN PLBG & HTG INC (4093)						
30664	PLUMBING FOR QUIET ROOM-LIB	11/23/2015	01/05/2016	208.51	01/16	201.5.03.7055.6750
Total VAN HAAFTEN PLBG & HTG INC (4093):				208.51		
VANDER HART, THOMAS W (4197)						
1520580039	EE REBATE	12/22/2015	01/19/2016	25.00	01/16	400.2215
1520580040	EE REBATE	12/22/2015	01/19/2016	20.00	01/16	400.2215
Total VANDER HART, THOMAS W (4197)				45.00		

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
VANDER PLOEG BAKERY (4209)						
48657	BIRTHDAY CAKE - POOL	01/07/2016	01/19/2016	17.00	01/16	100.5.04.4300.6590
Total VANDER PLOEG BAKERY (4209):				17.00		
VAN-WALL EQUIPMENT (5434)						
207049	SNOW BLOWER REPAIR #306 - PK	01/04/2016	01/19/2016	79.11	01/16	100.5.09.4200.6350
Total VAN-WALL EQUIPMENT (5434):				79.11		
VEENSTRA, SHAWN (4242)						
010816PD	TOBACCO COMPLIANCE - PD	01/08/2016	01/19/2016	7.90	01/16	100.5.01.1030.6403
Total VEENSTRA, SHAWN (4242):				7.90		
VERIZON WIRELESS (4957)						
150292878	RECORDS PRESERVATION - PD	12/23/2015	01/19/2016	50.00	01/16	100.5.01.1040.6434
742072083-00001	MOBILE VIRTUAL PRIVATE NETWORK	12/23/2015	01/19/2016	200.13	01/16	100.5.01.1010.6373
742072083-00001	CELLULAR TELEPHONE SERVICE - P	12/23/2015	01/19/2016	54.60	01/16	100.5.01.1040.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	54.60	01/16	100.5.05.5000.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	54.60	01/16	100.5.09.4200.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	54.60	01/16	100.5.05.6500.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	54.60	01/16	100.5.09.4245.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	54.60	01/16	100.5.04.4100.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	54.60	01/16	100.5.02.1100.6373
9757729324	CELL PHONES	12/23/2015	01/19/2016	34.21	01/16	100.5.05.5000.6373
9757729325 - PK	INTERNET - PK	12/23/2015	01/19/2016	115.60	01/16	100.5.09.4200.6373
Total VERIZON WIRELESS (4957):				782.14		
VILLAGE INDUSTRIAL LAUNDRY (4263)						
91739	MAT RENTAL 3892	12/30/2015	01/19/2016	15.00	01/16	100.5.00.6100.6310
91740	TOWEL SERVICE - EL	12/31/2015	01/19/2016	15.00	01/16	400.5.06.8588.9300
91742	ROLL TOWELS	12/30/2015	01/29/2016	18.50	01/16	115.5.05.2100.6403
91742	UNIFORM CLEANING	12/30/2015	01/29/2016	61.96	01/16	115.5.05.2100.6413
91743	LAUNDRY SERVICE	12/30/2015	01/29/2016	170.05	01/16	350.5.05.8310.6413
Total VILLAGE INDUSTRIAL LAUNDRY (4263):				280.51		
VRIEZELAAR, VIVIAN (4300)						
01052016	SHIPPING BOX FOR AIR CONDITONE	01/05/2016	01/19/2016	15.68	01/16	100.5.00.6100.6531
Total VRIEZELAAR, VIVIAN (4300):				15.68		
WALMART COMMUNITY (4312)						
029457	OFFICE SUPPLIES	12/29/2015	01/29/2016	139.99	01/16	350.5.05.8310.6543
Total WALMART COMMUNITY (4312):				139.99		
WATER SAFETY PRODUCTS (4330)						
157819	MANIKIN FILLER ATTACHMENT - POO	01/04/2016	01/19/2016	34.05	01/16	100.5.04.4300.6590
Total WATER SAFETY PRODUCTS (4330):				34.05		
WEB.COM (4339)						
010816	WEB SERVICE	01/08/2016	01/08/2016	29.95	01/16	100.5.00.6200.6403

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total WEB COM (4339):				29.95		
WESCO DISTRIBUTION INC (4357)						
254102	UTILITY LOCATOR REPAIR - EL	12/29/2015	01/19/2016	799.35	01/16	400 5.06.8584.9030
254102	UTILITY LOCATOR REPAIR - EL	12/29/2015	01/19/2016	799.35	01/16	400 5.06.8584.9030
Total WESCO DISTRIBUTION INC (4357):				.00		
WESTHOFF, DAVID (5667)						
450390415	CREDIT BALANCE REFUND	01/06/2016	01/19/2016	50.97	01/16	001.1199
Total WESTHOFF, DAVID (5667):				50.97		
WHITTEN, NATHANIEL (5698)						
69-30800-02	DEPOSIT REFUND	01/07/2016	01/19/2016	37.22	01/16	400.2210
Total WHITTEN, NATHANIEL (5698):				37.22		
WINDSTREAM IOWA COMMUNICATIONS (4413)						
010516LIB	PHONE-LIB	01/05/2016	01/19/2016	70.57	01/16	100 5.03.4000.6373
01052016 - PK	PHONE 0-0011 FAX - CC	01/05/2016	01/19/2016	42.50	01/16	100 5.04.4100.6373
01052016-9901	PHONE 9901 - EL	01/05/2016	01/19/2016	14.80	01/16	400 5.06.8562.9030
01052016-9901	PHONE 9901 - EL	01/05/2016	01/19/2016	34.54	01/16	400 5.06.8592.9030
122315AIR	PHONE- AIR	12/23/2015	01/29/2016	40.41	01/16	100 5.05.2200.6373
122315PWS	PHONE- PW	12/23/2015	01/29/2016	202.96	01/16	100 5.05.6500.6373
122315WWTP	TELEPHONE SERVICE- WWTP	12/23/2015	01/29/2016	33.51	01/16	350 5.05.8310.6373
12232015 - CC	PHONE 6830 - CC	12/23/2015	01/19/2016	101.21	01/16	100 5.04.4100.6373
12232015 - CH	PHONE EXPENSE - CH	12/23/2015	01/19/2016	252.72	01/16	100 5.00.6100.6373
12232015 - FD	PHONE 1414 - FD	12/23/2015	01/19/2016	63.77	01/16	100 5.02.1100.6373
12232015 - PK	PHONE 4299 - PK	12/23/2015	01/19/2016	125.77	01/16	100 5.09.4200.6373
12232015 - POOL	PHONE 9212 - POOL	12/23/2015	01/19/2016	77.77	01/16	100 5.04.4300.6373
12232015 - REC	PHONE 4571 - REC	12/23/2015	01/19/2016	28.26	01/16	100 5.04.4100.6373
12232015-1108	PHONE 1108 - EL	12/23/2015	01/19/2016	73.81	01/16	400 5.06.8562.9030
12232015-2300	PHONE 2300 - EL	12/23/2015	01/19/2016	48.00	01/16	400 5.06.8588.9920
12232015-9096	PHONE 9096 - EL	12/23/2015	01/19/2016	78.89	01/16	400 5.06.8592.9030
12232015-9221	PHONE 9221 - EL	12/23/2015	01/19/2016	24.15	01/16	400 5.06.8592.9030
12232015-9221	PHONE 9221 - EL	12/23/2015	01/19/2016	24.15	01/16	400 5.06.8562.9030
Total WINDSTREAM IOWA COMMUNICATIONS (4413):				1,337.79		
WORTHINGTON, RACHEL (5712)						
27-19500-26	DEPOSIT REFUND	01/13/2016	01/19/2016	75.46	01/16	400.2210
Total WORTHINGTON, RACHEL (5712):				75.46		
YOURMEMBERSHIP.COM INC (5695)						
R19678179	LINEPERSON JOB POSTING - EL	12/10/2015	01/19/2016	565.00	01/16	400 5.06.8930.9930
Total YOURMEMBERSHIP.COM INC (5695):				565.00		
ZIEGLER INC (4466)						
SW570051378	GENERATOR SET CONTROL REPAIR	01/05/2016	01/29/2016	8,667.84	01/16	350 5.05.8300.6350
Total ZIEGLER INC (4466):				8,667.84		
ZYLSTRA'S WELDING INC (4477)						
18064	ST-1 PATCH	12/03/2015	01/29/2016	32.35	01/16	115 5.05.2100.6420

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
18077	JEFFERSON STREET PROJECT	12/10/2015	01/29/2016	36.15	01/16	215.5.05.2184.6761
18105	WELD BRACKETS - PK	12/28/2015	01/19/2016	35.60	01/16	100.5.09.4200.6590
Total ZYLSTRA'S WELDING INC (4477):				104.10		
Grand Totals:				578,625.52		

Report GL Period Summary

GL Period	Amount
01/16	578,625.52

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

Report Criteria:

Invoice Detail Input date = 01/06/2016-01/19/2016

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
POST OFFICE (3371)						
123115	MAILING UTILITY BILLS	12/31/2015	12/31/2015	1,705.34	12/15	100.5.00.6310.6531
Total POST OFFICE (3371):				1,705.34		
Grand Totals:				1,705.34		

Report GL Period Summary

GL Period	Amount
12/15	1,705.34

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

<u>Name</u>	<u>Pay Per Date</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
ACH	1/8/2016	DIRECT DEPOSITS	100.2010	133,506.68
CHECK RUN	1/8/2016	PAYCHECKS	100.2010	11,279.27
				<hr/> <u>144,785.95</u>
Grand Totals:				<hr/> <u><u>144,785.95</u></u>

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	160108107	01/02/2016	74-00	SOCIAL SECURITY Pay Period: 1/2/20	100.2165	10,367.55
1	EFTPS	160108107	01/02/2016	74-00	SOCIAL SECURITY Pay Period: 1/2/20	100.2165	10,367.55
1	EFTPS	160108107	01/02/2016	75-00	MEDICARE Pay Period: 1/2/2016	100.2165	3,094.81
1	EFTPS	160108107	01/02/2016	75-00	MEDICARE Pay Period: 1/2/2016	100.2165	3,094.81
1	EFTPS	160108107	01/02/2016	76-00	FEDERAL WITHHOLDING TAX Pay Pe	100.2165	22,744.71
Total 1:							49,669.43
2							
2	IOWA DEPARTMENT OF	160108108	01/02/2016	77-00	STATE WITHHOLDING TAX Pay Period	100.2166	9,379.79
2	IOWA DEPARTMENT OF	160108108	01/02/2016	77-00		100.5.00.6100.6502	.21
Total 2:							9,380.00
3							
3	IPERS	0	01/02/2016	50-01	IPERS-REGULAR Pay Period: 1/2/2016	100.2160	9,995.70
3	IPERS	0	01/02/2016	50-01	IPERS-REGULAR Pay Period: 1/2/2016	100.2160	15,002.07
3	IPERS	0	01/02/2016	50-02	IPERS-ELECTED Pay Period: 1/2/2016	100.2160	27.46
3	IPERS	0	01/02/2016	50-02	IPERS-ELECTED Pay Period: 1/2/2016	100.2160	41.21
Total 3:							25,066.44
4							
4	MUNICIPAL FIRE & POLI	0	01/02/2016	51-01	MFPRSI-POLICE PENSION Pay Period.	100.2161	3,266.37
4	MUNICIPAL FIRE & POLI	0	01/02/2016	51-01	MFPRSI-POLICE PENSION Pay Period:	100.2161	9,649.78
Total 4:							12,916.15
5							
5	ICMA-457	160108104	01/02/2016	52-01	ICMA RETIREMENT 457 Pay Period: 1/	100.2169	4,170.00
5	ICMA-457	160108104	01/02/2016	52-02	ICMA RETIREMENT 457%(GROSS) Pa	100.2169	2,465.27
Total 5:							6,635.27
6							
6	ICMA-401	160108103	01/02/2016	53-00	401A Pay Period: 1/2/2016	100.2167	787.38
Total 6:							787.38
7							
7	ICMA-ROTH	160108105	01/02/2016	52-05	ICMA ROTH IRA Pay Period: 1/2/2016	100.2171	1,247.30
Total 7:							1,247.30
8							
8	AFLAC	0	01/02/2016	42-00	AFLAC SHORT TERM DISABILITY Pay	100.2152	170.50
8	AFLAC	0	01/02/2016	45-01	AFLAC ACCIDENT-SICK Pay Period: 1/	100.2152	397.48
8	AFLAC	0	01/02/2016	45-02	AFLAC CANCER Pay Period: 1/2/2016	100.2152	282.65
Total 8:							850.63

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
9	9 TRANSAMERICA LIFE IN	0	01/02/2016	43-00	SUPLIEMENTAL LIFE INSURANCE P	100.2152	165.66
Total 9:							165.66
10	10 LINCOLN NATIONAL	0	01/02/2016	41-01	DENTAL-SINGLE Pay Period: 1/2/2016	191.4.08.9200.4795	251.40
	10 LINCOLN NATIONAL	0	01/02/2016	41-02	DENTAL-FAMILY Pay Period: 1/2/2016	191.4.08.9200.4795	1,109.43
Total 10:							1,360.83
11	11 CHILD SUPPORT RECOV	160108106	01/02/2016	56-01	CHILD SUPPORT-FLAT AMT Pay Perio	100.2158	556.14
Total 11:							556.14
12	12 TEAMSTERS LOCAL UNI	1521	01/02/2016	55-01	UNION DUES-PUBLIC WORKS Pay Pe	100.2154	938.00
	12 TEAMSTERS LOCAL UNI	1521	01/02/2016	55-02	UNION DUES-ELECTRIC Pay Period: 1	100.2153	55.00
Total 12:							993.00
Grand Totals:							109,628.23

Report Criteria:

Paid transmittals included

Unpaid transmittals included