

CITY OF PELLA, IOWA
TENTATIVE CITY COUNCIL MEETING AGENDA
June 7, 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. Proposed Ordinance Amending Water Rates.
2. Approval of tentative agenda.
3. Appointment of Rachel Sparks to the Library Board of Trustees.
4. Appointment of Julio Chiarella to the Planning and Zoning Commission.
5. Certified List of Police Officer Candidates.
6. Announce Closed Session pursuant to Iowa Code Chapter 21.5 1 (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
7. Announce Closed Session pursuant to Iowa Code Chapter 21.5 1 (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

***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 May 17, 2016.
2. Report of Committees
 - a. Policy and Planning Minutes for May 17, 2016.
 - b. Community Services Board Minutes for February 18, 2016.
 - c. Pella Airport Committee Minutes for March 25, 2016.
 - d. Planning and Zoning Commission Special Minutes for May 9, 2016.
 - e. Historic Preservation Commission Minutes for January 21, 2016.
3. Petitions and Communications
 - a. Renewal of Cigarette Permits for Fareway Stores #995; Hy-Vee; Hy-Vee Wine & Spirits, Dollar General Store #8015; Git-N-Go #38; Casey's General Store #2574, #2575, #2598, #2694, #3213.
 - b. Renewal of Class C Beer Permit with Class B Wine Permit and Sunday Sales for Hy-Vee Food Store.
 - c. Renewal of Class C Liquor License with Outdoor Service and Sunday Sales for Warrior Golf Venture, LLC DBA Bos Landen Golf.
4. Administration Reports
 - a. None

D. *PUBLIC HEARINGS

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

1. a. Public Hearing on the Construction of the Water System Improvements Division 3: RO Waste and Raw Water Main Project.
 1. b. Resolution No. 5695 entitled, "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS".
 1. c. Resolution No. 5696 entitled, "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 3: RO WASTE AND RAW WATER MAIN".

E. PETITIONS & COMMUNICATIONS

1. a. Special Event—Unite Midwest.
1. b. Resolution No. 5697 entitled, "A RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "UNITE MIDWEST".
2. Resolution No. 5698 entitled, "A RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "THURSDAYS IN PELLA".
3. New Class E Liquor license (LE) with Class B Native Wine Permit, Class C Beer Permit, and Sunday Sales for Casey's General Store #2598.

F. PLANNING AND ZONING ITEMS

NONE

G. ADMINISTRATION REPORTS

NONE

H. RESOLUTIONS

1. Resolution No. 5699 entitled, "RESOLUTION ADOPTING HEALTH PLAN PREMIUMS".
2. Resolution No. 5700 entitled, "RESOLUTION ADOPTING ANNUAL WAGE SCALE".
3. Resolution No. 5701 entitled, "RESOLUTION APPROVING CHANGE ORDER #3 WITH ERIKSEN CONSTRUCTION CO., INC. FOR CONSTRUCTION OF A NEW RO WATER TREATMENT PLANT".
4. Resolution No. 5702 entitled, "RESOLUTION APPROVING EXTENSION OF MORATORIUM ON THE ISSUANCE OF BUILDING PERMITS FOR SINGLE OR TWO FAMILY NEW CONSTRUCTION IN THE MAIN STREET AND WASHINGTON STREET GATEWAY CORRIDOR DISTRICTS".

I. ORDINANCES

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

NONE

J. CLAIMS

1. Abstract of bills No. 1960.

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

(Public comments are limited to 3 minutes.)

L. CLOSED SESSION

1. Closed Session pursuant to Iowa Code Chapter 21.5 1 (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
2. Closed Session pursuant to Iowa Code Chapter 21.5 1 (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

M. ADJOURNMENT

NOTICE: Items to be presented to the City Council must be in the hands of the City Clerk no later than 4:00 p.m. on the Monday before the week of the Council meeting. A packet containing the agenda and documentation for each item listed on the agenda is then prepared on Friday and delivered to each Councilmember. The next regular Council meeting is scheduled for June 21, 2016. The deadline for items is June 13, 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: Proposed Ordinance Amending Water Rates of the City of Pella

DATE: June 7, 2016

BACKGROUND:

Purpose

The FY 16-17 Budget includes a 7% increase in the City's water rates which is needed to fund the long term water supply plan. Listed below is background information on the proposed increase.

Long-term Water Supply Plan

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

Proposed Rate Structure

The proposed rate increase of 7% would be effective for utility bills due August 20, 2016 for July usage. At that time, the base fee for inside the City limits would increase from \$15.52 per month to \$16.61 per month. In addition to the increase in base fee, the ordinance would amend the cost per 1,000 gallons from \$3.75 to \$4.01.

Impact of Water Rate Increases

The proposed ordinance represents a water rate increase of 7% for all customer classes. The following chart represents the impact of the water rate increase in both dollar amount and percentage of increase for different customer types inside the City limits. As you can see, for the average residential customer using 7,000 gallons per month, the proposed increase is \$2.92 per month. For the average commercial customer using 35,000 gallons per month, the proposed increase is \$10.27 per month. For the average industrial customer using 100,000 gallons per month, the proposed increase is \$27.34 per month.

Residential	7,000	\$41.77	\$44.68	\$2.91	7%
Commercial	35,000	\$146.77	\$156.96	\$10.19	7%
Industrial	100,000	\$390.52	\$417.61	\$27.09	7%

Comparable Cities

The chart below compares water rates of similar sized cities in our region. For the average residential user, Pella would continue to have the highest rate by a minimal amount. For the average commercial user, Pella would pay just slightly more than the City of Knoxville and would still be significantly less than the City of Oskaloosa. For the industrial user, the City of Pella would continue to remain very competitive with the City of Knoxville and continue to be significantly less than the City of Oskaloosa.

It is important to note that when comparing our rates to others in the region one must consider the service level provided by the utilities. For instance, there are utilities who perform minimal water treatment. In comparison, our water treatment process is a significant component of our rates. In order to compensate for the lack of water treatment, their customers will often need to install additional filtration systems to obtain a higher quality of water. Unfortunately, these costs are typically not included in water rate comparisons.

Water Rate Comparisons—In City Limits

Knoxville	\$8.00	\$28.00	\$140.00	\$400.00
Oskaloosa	\$10.26	\$58.26	\$250.28	\$696.04
Pella	\$15.52	\$41.77	\$146.77	\$390.52
Pella Proposed	\$16.61	\$44.68	\$156.96	\$417.61

Summary

As stated previously, the proposed 7% rate increase is needed to fund the City's long term water supply plan. This proposed rate increase reflects the second of four projected rate increases. Once fully implemented, the rate increases are expected to result in an overall 20-30% increase. However, future rate increases will be implemented on an incremental basis. The reason for this approach is to potentially minimize the financial impact to the rate payers while at the same time ensuring the utility has adequate cash flows to fund the plan.

ATTACHMENTS: Proposed Ordinance

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Proceed with Ordinance.

ORDINANCE NO.

AN ORDINANCE AMENDING WATER RATES
OF THE CITY OF PELLA IOWA

Be it Enacted by the City Council or the City of Pella, Iowa:

SECTION ONE:

Chapter 171 Section 8 be hereby amended by deleting the subsection in its entirety and substituting in place thereof the following:

Description

Water-Hydrant meter installation + Hydrant meter water usage per water rates	\$ 30.00
Water – new user (not previously assessed) per lineal front ft.	\$ 8.00
Water hookup fee outside of Corporate Limits	\$800.00
Water reconnect	\$ 30.00
Water reconnect after hours	\$ 60.00
Water – Temporary Vacancy	\$ 30.00
Water vending (located at water treatment) 120 gallons per	\$.25
Water Laboratory Fees:	
Total Coliform Bacteria	\$ 10.00
Nitrate	\$ 13.00
Bacteria and Nitrate	\$ 22.00
Fluoride	\$ 12.00

Monthly Water Rates:

Rates within the Corporate Limits per 1,000 gallons used	
Water User Minimum Charge	\$16.61 per month
Water Use Rate	\$ 4.01 per 1k gal.
Secondary Meter (Garden Meter)	\$ 5.21 per month

Rates outside Corporate Limits per 1,000 gallons used	
Water User Minimum Charge	\$24.91 per month
Water Use Rate	\$ 6.02 per 1k gal.
Secondary Meter (Garden Meter)	\$ 7.82 per month

All ordinances or portions of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION TWO:

This Ordinance shall be in effect with utility bills due August 20, 2016 after its final passage, approval and publication as provided by law.

SECTION THREE:

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.

PASSED and ADOPTED by the Council of the City of Pella, Iowa, this ____ day of _____, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: B-3

SUBJECT: Appointment to the Library Board of Trustees

DATE: June 7, 2016

BACKGROUND:

The Mayor would like to appoint Rachel Sparks to serve on the Pella Public Library Board of Trustees. Members of the Board of Trustees are appointed to three year terms and are eligible to serve two terms.

Rachel is a stay-at-home mom with two young children. Her husband is the manager of the Pella Hy-Vee. They recently moved to Pella from Omaha and now live at 1300 North Prairie St. in Pella.

Her term will begin July 1, 2016 and expire July 1, 2019.

ATTACHMENTS: None

REPORT PREPARED BY: Library staff

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve the appointment.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: B-4

SUBJECT: Appointment of Julio Chiarella to the Planning and Zoning Commission

DATE: June 7, 2016

BACKGROUND:

Julio Chiarella is interested in serving on the Planning and Zoning Commission. Previously, he served on the Planning & Zoning Commission from 1992 to 2015. Mr. Chiarella is retired from Pella Corporation, having been employed in architectural services. He resides at 1532 Pleasant Drive. The term Julio would be filling will expire on May 1, 2021.

ATTACHMENTS: None

REPORT PREPARED BY: Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve the Appointment.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: B-5

SUBJECT: Police Officer Candidates

DATE: June 7, 2016

BACKGROUND: On June 1-2, 2016, the Pella Civil Service Commission conducted oral interviews and performed a comprehensive review of all competitive testing of qualifying candidates for the position of police officer. The candidates passing all phases of the competitive process and satisfying the standards set by the Pella Police Department and the City of Pella Civil Service Commission are listed below. As required under Iowa Code Chapter 400, this roster constitutes the Pella Civil Service Commission's formal certified list of police officer candidates.

Eric Orr	Agency, IA
Devin Mandi	Pella, IA
Victoria Mens	Kansas City, MO
Hunter Boertje	Pella, IA
Andrew Shinkle	Bellevue, NE
Skyler Verros	Pella, IA

ATTACHMENTS: None

REPORT PREPARED BY: Marcia Slycord / Clerk / Pella Civil Service Commission

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Accept the Pella Civil Service Commission's certified list of candidates for the police officer position as required in Iowa Code 400.11.

**CITY OF PELLA, IOWA
CITY COUNCIL
OFFICIAL MINUTES
May 17, 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: Mark De Jong, Tony Bokhoven, Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, Larry Peterson. Absent: None. City Administrator Mike Nardini, City Attorney Bob Stuyvesant, Attorney John Webber, and City Clerk Ronda Brown were present. Four staff members and 102 members of the general public signed the register.

B. MAYOR'S COMMENTS

1. Announce Policy and Planning Meeting following the regular Council meeting to discuss:
NONE
2. Approval of tentative agenda. Councilmember Bokhoven moved to approve the tentative agenda, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Bokhoven, Van Stryland, Schiebout, Peterson, De Jong, Vander Beek. NAYS: None. Motion carried.

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

1. Approval of Minutes
 - a. Official Council Minutes for May 2, 2016.
2. Report of Committees
 - a. Policy and Planning Minutes for May 2, 2016.

Policy and Planning Minutes
May 2, 2016

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

ABSENT: None

OTHERS: City Staff and Visitors

The Policy and Planning meeting began at 8:35 p.m. The only agenda item was concerning the Ad Hoc Gateway Corridor Committee recommendations. Mike Nardini gave brief highlights of the recommendations before turning the meeting over to Gary Lozano from RDG Planning and Design. Three proposed ordinances were for Council consideration:

1. *Ordinance Amendment for Lot Widths for Duplexes*
2. *Ordinance Amendment Establishing Design Guidelines for Residential Properties in the Washington Street and South Main Street Gateway Corridors.*
3. *Ordinance Amendment Adding Additional Housing Definitions.*

Gary reviewed Section 165 of the zoning code. He said it was very unusual to allow duplexes to be built on 50 ft wide lots. The standard language is for a single family dwelling, not a duplex to be allowed. Also, it was suggested to establish a design review district for new single and two family homes along the Gateway Corridor—the Dutch Residential District-Gateway Corridor (DURE-GC). A design permit would be reviewed and issued by the Community Development Committee.

Gary stated that a garage shouldn't be a dominant feature. His PowerPoint slides had various examples to show the different looks in garage placement. He proposed to have the garage to the rear of the main structure, accessed from the street by a driveway alongside the dwelling or an alley entrance. Another option would be to have the garage setback at least 5 feet from the front facade.

Gary also discussed changes to the Dutch Residential Design Manual and presented pictures of various architectural elements.

The third proposed ordinance allows for additional housing types which are consistent with other communities.

- (1.) *Single-Family Residential (Detached):* A single-family residential use in which one dwelling unit is located on a single lot, with no physical or structural connection to any other dwelling unit.
- (2.) *Single-Family Residential (Attached):* A single-family residential use in which one dwelling unit is located on a single lot and is attached by a party wall to only one other adjacent dwelling unit on another single lot. Said party wall shall meet the requirements of the City's Building Code.
- (3.) *Townhouse Residential:* The use of a site for three or more attached dwelling units, each occupied by one family and separated by party walls extending from foundation through roof without openings. Each townhouse unit must have at least two exposed exterior walls and be located on a separate lot. Said party walls shall meet the requirements of the City's Building Code.

Several citizens spoke about a structure fitting into the neighborhood along the Gateway Corridor. Developers voiced concerns if too restrictive parameters were put in place.

After discussion, Council wanted more information on the proposed ordinance for lot widths for duplexes. Staff was asked to check on how many 50 ft lots were in the Gateway Corridor.

Council was supportive of establishing design guidelines for residential properties in the Gateway Corridor. There was discussion on how far to extend the Gateway Corridor. Council was supportive of the proposed ordinance amendment that would add additional housing definitions.

Discussion on the proposed ordinances will continue at Planning and Zoning for their consideration.

The meeting adjourned at 9:40 p.m.
Respectfully Submitted,
Ronda Brown, City Clerk

b. Planning and Zoning Commission Minutes for March 28, 2016.

Planning and Zoning Commission Regular Meeting March 28, 2016

1) The meeting was called to order at 7:00 p.m.

2) Roll Call.

Present: Craig Agan, Jim Danks, Cathy Haustein, David Landon, Robin Pfalzgraf, Bob Smith, Mike Vander Molen, Gary Van Vark, Ann Visser, Teri Vos.
Absent: Ervin Van Wyk.

Others Present: Dan Vander Beek, Jerry Byers, Russ Van Wyk, Sandie Mc Daniel, Dennis Mc Daniel, Joel Templeman, Dan Manning, Doty Boat, Joyce Vander Beek, Dennis Vander Beek, Tony Bokhoven, Joan Haman, Ken Haman, Lynn Branderhorst, Merlin Van Dyk, Verna Van Dyk, Rick Heimstra, Jim Mansueto, Julie Mueller, Jim Mueller, Dave Kermod, Larry Peterson, Mike Nardini, George Wesselhoft.

3) Approval of Minutes. The minutes of the February 22, 2016 regular meeting and the March 14, 2016 special meeting were approved as submitted.

4) Public Hearing on Ordinance Amending Zoning Regulations Chapter 165 by Adding a New Section 165.13.5 Historic District Overlay Zone.

No written comments were received.

Jim Mansueto (1304 Main Street) stated he serves as Chair of the Historic Preservation Commission and feels they came up with a good ordinance that is a good starting point if they ever develop a historic district; they took a lot of learning from the cities of Des Moines, Iowa City and Dubuque but also looked at what the CDC went through and they are really starting at a very early stage where a lot of the ordinances are advisory and will serve as educational tools for people considering remodeling if their homes are ever in a historic district and feels it is a very good first step.

The public hearing was closed.

5) Ordinance Amending Zoning Regulations 165 by Adding a New Section 165.13.5 Historic Overlay Zone. George Wesselhoft reviewed the staff report: The Historic Preservation Commission was appointed in May of 2015. One of their duties as delineated in City Code includes studies for the identification and designation of historic districts and landmarks meeting the definitions established by ordinance. At the present time, the only ordinance that exists pertaining to historic preservation is the ordinance which establishes the Historic Preservation Commission. In order to establish historic districts under City Code, the regulatory framework ordinance setting forth the process would first need to be established. The Historic Preservation Commission over the span of over six months reviewed draft ordinance provisions for historic overlay zone. The City Council at the November 2, 2015 and February 2, 2016 Policy & Planning meetings reviewed overlay guidelines recommended by the Historic Preservation Commission. Direction was received at the February 2, 2016 Policy and Planning meeting to proceed with formal Historic Overlay Zone ordinance amendment.

The proposed ordinance would follow the approach similar to what is required to rezone property within the City limits as outlined in Chapter 165.38 of the City Code. In order for the historic district to proceed, the application would need to be approved by the Historic Preservation Commission, the Planning and Zoning Commission, and the Pella City Council similar to other zoning ordinance map amendment. It is important to note, that as contained in the current Chapter 165.38 of the City Code, if a petition is presented by the owners of twenty percent (20%) or more of the area included in the proposed historic district or by the owners of twenty percent (20%) or more of the property which is located within two hundred feet (200') of the exterior boundaries of the proposed historic district, then a super majority of City Council would be required for approval.

The historic overlay district would upon establishment of a district require a permit for new structures within a historic district and for additions to existing structures. In addition, historic review and associated permit would be required anytime a demolition permit is submitted. Further, the proposed ordinance is proposing for alterations which do not require a building or demolition permit, would be subject to voluntary historic review only with no certificate of appropriateness required.

All decisions of the Historic Preservation Commission, under the proposed ordinance similar to CDC can be appealed to the city Council.

Bob Smith asked the commission called for in the proposed ordinance is appointed by Council?

George Wesselhoft responded in the affirmative.

Mr. Smith stated he is struggling with the word decision as doesn't the commission truly make recommendations to City Council?

Mr. Wesselhoft responded generally it would be similar to the Community Development Committee design review process where those are reviewed at the CDC level; generally speaking it would be similar to that process unless there would be an appeal triggered, then it could go to City Council.

Mr. Smith questioned under section 5a ii "materials changes to exterior features of landmarks..." where situations don't require a building permit are voluntary. He asked whether to look at whether or not you mean to ensure as in cases when its voluntary they can only attempt to promote and be careful with that wording. Also he mentioned 3a) the very last sentence ends with a period but then has six things called out under it, assume you would want a colon. Also, number 6 the very last sentence it says the Commission may grant exception; if you believe it is appropriate for the Council to delegate that authority to the Commission but his personal opinion is it ought to be recommend.

Teri Vos mentioned wording issue on page 4 of the Architecture Handbook first edition draft with "historic review is also required on a voluntary basis..." which seemed a little contradictory to itself.

Mr. Wesselhoft explained that under a prior draft that was reviewed it was actually a requirement but Council identified a concern that was too steep of a requirement, so there may have been some wording that just did not get changed but staff could certainly change that.

Mike Vander Molen asked what other cities were reviewed?

Mr. Mansueto responded they looked at Iowa City, Dubuque, Mt. Vernon and Des Moines.

Gary Van Vark stated he has a little bit of heartburn about taking a specific area in town and requiring certain obligations for remodel and so forth but was any thought given to other houses or other structures that are historic in nature as well: could we have made this a voluntary situation anywhere in the community as opposed to requiring a specific area to jump through these hoops?

Mr. Mansueto responded they developed this thinking these ordinances would apply no matter what section of the City; North Main is an area that people think maybe that should be an area; of course you know about the University District where the Historic Pella Trust doing a study on those historic homes; with his job now he visits a lot of cities and Oak Park, Illinois just did an inventory of every historically significant home in their community.

Mr. Van Vark stated that would be more fair but he still has a problem with setting down an area so many blocks and doing the requirements.

Mr. Mansueto responded these guidelines are if some group of home owners get together and decide we would like to be a historic district.

There was further discussion about the proposed ordinance.

Mr. Smith mentioned that the opt-in piece would be much more palatable to him and he has troubles with it because it could be managed badly but could also be managed very well; if there is a city that ought to have a historic ordinance it ought to be Pella. He added that it will not affect him personally but it is troubling to him.

Julie Mueller stated that she is a member of the Historic Preservation Commission and what they are trying to set up here is something that is advisory; they are not saying that this area has to be a historic area; they want to set up something that will advise people and explain why they are historic and if they want to change things then maybe have suggestions; they are not trying to make anybody do anything they do not want to do.

Cathy Haustein stated she is in favor of it as Pella needs to have a broad revenue base some of the revenue base is history and this is a step in protecting an important part of Pella and part of the revenue base.

Lynn Branderhost (227 Oskaloosa Street) stated she needs to speak to the depth of the establishment of this district and she is also the Executive Director of the Historic Pella Trust. In the Collegiate Historic District they are currently trying to establish, this is a very long, arduous task. They had to hire a private historian that had to establish that this area was worthy of the State deeming it historic area; every property in that district had to have a background search; in some cases where the houses were not historically significant they earmarked the garages where the original home was torn down but the garage was kept; to date they have spent \$30,000; the process is not meant to harm anyone; so is not anything that four or five homeowners can get together and can call it good as it is very long and very tedious. In their draft of the Collegiate Historic District every house is now being color coded as to what date it was built and its historical significance; that is the depth of a historic district.

Jim Danks stated he has some familiarity with historic preservation and there are only two or three people in Iowa who can make the decision you are talking about: Will Page and Molly Bauman in Ottumwa and he is not sure the other. In his block if there are five houses and he is one of them. If he wants to have his house on the National Register which is a long and costly process, does that process stop the neighbors from making any changes to their home? How do we protect those other four people that do not want to be part of a historic district?

Mr. Wesselhoft responded that if the Planning and Zoning Commission recommends denial or if the 20% objection, then that triggers the supermajority at Council. He added that Iowa City follows the same procedure, it is treated as rezoning.

Mr. Danks asked if the other four houses have any rights or responsibilities.

Mr. Mansueto responded if you do an addition and do it historically compatible to the Department of Interior Standards they you could get 45% tax credits. David Landon stated he is a little confused because they talk about an overlay district in the ordinance but then we are talking about applying for a historic home which is way outside of what they are talking about here. He would like to keep focus on the overlay district. He asked if there is a minimum size for historic district.

Mr. Smith suggested under 3a on page 2 it says "to qualify for designation it has to be abutting pieces under diverse ownership".

Mr. Landon stated back to Jim's point if two or three people in that area are not supportive of this and it goes through and has the supermajority and gets approved then they are stuck with it versus being voluntary.

There was further discussion about establishment of a district versus single property designation in terms of City ordinance and other programs.

Ms. Mueller mentioned they want to start the process by designating historic overlays of homes that have a lot of historic value; they want to inform people and make advice; it could be just a door that is historic; all these different things make this historic; they want to make people aware of the value of the value of their home is much more than just monetary; they would like to preserve that and this is just the beginning; at this point they want to create an overlay of the neighborhood that has a lot of historic value.

Mr. Landon asked if they can take the step without the mandatory language.

Mr. Mansueto commented on the mandatory language, they have language for building and demolition permit.

Ms. Branderhorst added that this is really no different than a new neighborhood having covenants because instead of the houses being brand new and shiny the houses are 100 years old. Based on the fact that it is been there so long, it is no different than covenants and it is not that offensive when you spin it down that simplistically.

Mr. Danks asked if we have a duplication of roles and he is all for protecting the houses but he also wants to protect people that have property there. As he read this he does not think they are trying to read too much into it. If they are going to amend or add into the City Code it better be pretty specific.

Mr. Wesselhoft mentioned to address an earlier question that although the Commission focused more on the historic district there is language in the ordinance for a historic landmark.

Jim Danks questioned how is the review process going to take place and who is going to manage and decides if it is historic? It makes it very difficult if you are asking the Planning and Zoning Commission and City Council to approve it. He saw some house with a brand new porch, does that automatically knock out the district; he is concerned about voting up or down on this; there is value in where they are headed but he is not sure how they get to it where it becomes simpler and easily understood by the Commission and Council.

Gary Van Vark suggested tabling the ordinance.

There was further discussion.

Mike Nardini stated a public hearing would be required for an overlay district to be adopted and under that scenario if there were property owners where there was 80% objection the City Council would give that serious consideration.

Mike Vander Molen asked how many property owners could apply.

Mr. Wesselhoft responded under 3A it talks about the definition of historic district but is not aware of a specific number.

Mr. Smith asked the only one that can initiate a rezoning are the property owners themselves or the City and it looks like it would have to be abutting property owners.

Mr. Wesselhoft responded that you could have a third entity makes a petition but only the City Council could follow through on the overlay rezoning like 165.38 of the current Code for rezonings.

Mr. Vander Molen suggested taking the City out of it and leaving it voluntary.

Cathy Hausteink asked if anyone has been to Iowa City and seen any of the historic districts such as Brown Street and the City took it upon themselves to make it into a historic district to help people renovate that street; it is beautiful now, it is filled with bed and breakfasts; it is not something that is a penalty for people, it is something can really save a part of a town.

Mr. Vander Molen mentioned if it such a great program he does not see a problem making it voluntary and allowing the homeowners to choose and he worries about it being forced on those that do want to be part of it.

Ken Haman (707 Union Street) mentioned it encourages people to buy in there because the neighborhood is going to be held that way which is very important if you are going to fork \$100,000 in an old home.

David Kermode (510 Broadway Street) stated it is becoming evident they have not educated the Commission enough and suggested tabling to educate them more.

Teri Vos stated she totally agreed with what Mr. Kermode said and she is hearing what people are saying and could only imagine what they have here took a long time to put together and the Commission should give equal presence of mind to get their questions answered they give it a up or down vote. Because there was so much work that went into this and would love to give that opportunity to the group and then vote more confidently one way or the other.

Gary Van Vark asked if the Commission has given the people a direction as to what questions they want answered.

Teri Vos made a motion to table the ordinance with opportunity for a focus group to study the issue. Gary Van Vark seconded the motion.

The specific concerns of the Commission mentioned:

Bob Smith mentioned as concern burdens without specific benefit, that this could be foisted on somebody and if they did not voluntarily buy into that it ought to take ¾ of the City Council.

Jim Mansueto stated they were operating under the premise once a district was established these are the guidelines.

Mr. Smith stated that this is not a guideline, it is presented as an ordinance and the only thing missing is for the City to say and this is a district, they won't be guidelines, they will be rules.

Mike Vander Molen asked if they are charged with the Handbook review.

George Wesselhoft responded the handbook because it is referenced by the ordinance it is included as an information item but the Commission would not approve, it would go with recommendation from the Historic Preservation Commission to the City Council which they would approve through resolution.

David Landon added in the very beginning there were comments on specific wording in the ordinance, since this is being tabled let's get the specific wording addressed. He also mentioned he likes the idea of providing examples including a district is established it includes people that do not want their property included in the district are there limitations to what they can and cannot do with their property.

Upon vote, Vos, Van Vark, Agan, Danks, Landon, Pfalzgraf, Smith, Vander Molen, Visser voted yes. Haustein abstained. Motion carried 9 to 0 with 1 abstention.

- 6) Public Hearing on Comprehensive Plan Amendments to the Future Land Use Map Concerning Approved Rezoning Applications Since 2014 Pella Comprehensive Plan Update. No written comments were received. David Kermode questioned the purpose of the amendments. Gary Van Vark responded it is clean up.
- 7) Comprehensive Plan Amendments to the Future Land Use Map Concerning Approved Rezoning Applications Since 2014 Pella Comprehensive Plan Update. George Wesselhoft reviewed the staff report: The City of Pella is proposing amendments to the Comprehensive Plan for rezonings which have been approved since the 2014 Comprehensive Plan update. This would be clean up as per direction from the prior rezoning approvals and include the following:
- a) Missouri River Energy Services for Rezoning to amend the Future Land Use Map from Preserve to Light Industrial (Ordinance 900, approved 8-8-15)
 - b) Russ Van Wyk for Rezoning to amend the Future Land Use Map from Low Density Residential to Light Industrial (Ordinance 901, approved 9-15-15)
 - c) Alan and Karla Morrison for Rezoning to amend the Future Land Use Map from Medical and Assisted Living to High Density Residential (Ordinance 902, approved 9-15-15)
 - d) Marc Vande Noord for Rezoning to amend the Future Land Use Map from Low Density Residential to Light Industrial (Ordinance 903, approved 11-17-15)

Mr. Smith asked so this is to amend the Comprehensive Plan to whatever each of the four were rezoned to. Mr. Wesselhoft responded yes so the zoning and Comprehensive Plan are consistent. Mr. Vander Molen asked if there were any instances if they approved a site plan that complied with the zoning but not necessarily the Future Land Use Map. Mr. Wesselhoft responded he is not aware but he would have to check and that these are specific for rezonings, not site plans. Mike Vander Molen made a motion to recommend approval of the Comprehensive Plan amendments. Bob Smith seconded the motion. Upon vote, Vander Molen, Smith, Agan, Danks, Landon, Pfalzgraf, Van Vark, Visser, Vos voted yes. Haustein abstained. Motion carried 9 to 0 with 1 abstention.

- 8) Site Plan for RMJ Enterprises, LLC. George Wesselhoft reviewed the staff report: RMJ Enterprises, LLC is proposing the construction of a new concrete dock and associated hard surfacing of pre-existing gravel area. The new hard surfacing would consist of 5,280 square feet. While this site is zoned M2 Heavy Industrial, it is targeted for Mixed Use in the Comprehensive Plan, Future Land Use map. Otherwise the site plan meets the criteria of Chapter 165.36 (3) (F) below which requires the Planning and Zoning Commission to make the following findings before approval of the site plan:
- A. The proposed development is in accordance with the criteria established in Table 165.36/37-1. For the Commission's review, Table 165.36/37-1 is included in the packet.
 - B. Any modifications to the site plan are reasonable and the minimum necessary to minimize potential unfavorable effects.
 - C. The site plan conforms to the Zoning Ordinance and the Comprehensive Plan.

Mr. Wesselhoft stated the staff recommendation is to approve the site plan without an amendment to the Comprehensive Plan. The basis for this recommendation is that the proposed hard surfacing improvements do not constitute an expansion of the use but rather are improvements to pre-existing gravel area. If the Commission deems it necessary, the alternative would be to approve the site plan subject to Comprehensive Plan amendment possibly including review of the general vicinity.

Mr. Van Vark stated he thought you could lay concrete whenever you wanted to without having changes.

Mr. Wesselhoft responded that is a very good question and mentioned there is a 2000 square foot exemption which the applicant is aware of but in order to do it cleaner he is proposing the 5,280 square feet.

Ms. Haustein asked if there are any environmental or drainage concerns.

Mr. Wesselhoft responded those have been reviewed by the Public Works Director and in 2008 the same area was looked at and they just worked with the Public Works Director to finesse the storm water as part of this.

Mr. Smith asked because he chose to do more than 2000 square feet it triggers the site plan, the site plan is consistent with the zoning on the property, yet it is under the Comprehensive Plan the Future Land Use map has a different zoning and we believe we can make the recommendation to approve with no amendment to the Comprehensive Plan and asked staff to help him understand.

Mr. Wesselhoft responded in the affirmative, that the staff position is this does not constitute an expansion of the use, an expansion of the use would be a addition to the building or new building and they are just proposing to improve existing gravel area to hard surfacing.

Mr. Vander Molen stated he thinks the Comprehensive Plan should be amended to reflect the current use. When there is a conflict the Comprehensive Plan needs to give way.

Mike Nardini if there is a decision to amend the Comprehensive Plan staff is fine with that and they would also suggest a general review of the area to make sure we are consistent between zoning and the Comprehensive Plan.

There was further discussion about staff recommendation and action options.

Russ Van Wyk stated he is the R in RMJ and stated he thought he was doing the City a favor. Their original plan was 2000 square feet this year, 2000 square feet next year and fine tune it. American Wood Fibers wants to rent the whole thing. He stated we said we spend the \$2000 for the site plan and bite the bullet and get it all done up front; worst comes to worse they would come back and do 2000 square feet with gravel. Personally he would like concrete than gravel; they have to move forward.

Mike Vander Molen made the motion conditioned on the Comprehensive Plan amendment to bring the Plan in alignment with the zoning. Gary Van Vark seconded the motion.

Bob Smith questioned the designation for the land use.

Mr. Wesselhoft responded it would be general industrial.

Teri Vos questioned the motion is to change the Comprehensive Plan.

Mr. Vander Molen responded no, it is to approve the site plan conditioned upon the Comprehensive Plan amendment.

Mr. Landon stated they would have to have a hearing on the Comprehensive Plan amendment and the Council would have to approve it.

Russ Van Wyk asked he has to go another round with the City Council?

Mr. Danks stated the site plan is ok as it stands but they are trying to untangle their relationship with the Comprehensive Plan. He asked what the time frame would be for the applicant.

Mr. Wesselhoft responded it would be about six weeks because they have to have hearings at Planning and Zoning Commission and City Council.

There was discussion on the motion and what it meant in so far as the applicant.

Upon vote, motion failed 0 to 10.

Bob Smith moved to approve the site plan. Jim Danks supported the motion.

Mr. Smith commented that he thinks it is appropriate; he does not believe the Future Land Use map has any value until and unless it is reduced to a zoning ordinance, it has not been and has no bearing with respect to this. This is within the zoning of the existing property; it is by right and therefore he supports it.

Mr. Vander Molen stated he would like the future land use map taken for what it was and the zoning ordinance should govern and that land map should be given its due weight which is very little and he does not want to get in an instance where a site plan has to conform with that map and the zoning map because that is a difficult process and is unfair to property owners.

Mr. Smith further commented that it is in line with their charge; truly the Comprehensive Plan is not one page, it is not a single land use map; it is 136 pages and from that does not see any inconsistency with the charge given to the group with the motion in front of them.

Ms. Haustein stated she does not agree that the Comprehensive Plan and Future Land Use map are not worthy however she does not hear any outcry against this particular use which seems consistent with the way it is being presently used.

Upon vote, all voted yes. Motion carried 10 to 0.

- 9) Other Business. Mr. Danks asked if they as a Commission need to appoint as a group or meet going back to the ordinance. The Commission discussed it and also directing questions.

a) Mike Nardini gave an update on City projects: Mr. Nardini stated by mentioning the Oskaloosa Street reconstruction project. It is a fairly large project as it is proposed to extend from Prairie Street out to East 16th Street, about 7/8 of a mile, so it is a large project. It is roughly a \$3.2 million project; they will be using \$1.6 million federal funds for the project and the rest local; they also will be doing utility work including water and sanitary sewer; as far as the timeline they are actually fortunately to have started the week of March 21 on the east end. The project will be done in five phases and east segment would be reopened before Tulip Time and then he rest would be done after Tulip Time with the project completed by mid- October/mid-November. He added there will be an open house from the project on Thursday April 7.

Mr. Smith asked how the City is dealing with businesses.

Mr. Nardini responded they are trying to stay in close communications with the businesses and Public Works Department has been very busy on the project. He mentioned keep in mind the entire street will not be closed from Tulip Time through November; it will be done in five phases.

Mr. Nardini mentioned the Washington Street reconstruction project which extends from East 1st out to Hazel Street intersection and includes total street reconstruction as well as replacement of water main and sanitary sewer. The project would start shortly after Tulip Time and once again be completed at October timeline. This is something that will be decided by City Council. He mentioned there has been a significant amount of inflation in the construction industry. The engineer's estimate was \$900,000, they received two bids with the low bidder was at \$877,000. One of the questions is why they considered two street projects at the same time, looking at from the City staff standpoint and felt it was beneficial to do Washington Street this year.

Mr. Nardini mentioned the Pella Sports Park opened today. Overall it is a 105 acres sports park. Phase 1 is right around 65 acres, 5 baseball/softball fields and multipurpose fields; \$8 million project; \$2.7 million was the City's contribution. This process would not be possible without generous donations from the foundations of Pella Corporation and Vermeer Corporation and also a grant from Vision Iowa; the open house will be on Tuesday, May 3.

Teri Vos asked about the bike path. Mike Nardini responded they are working on it. Mike Vander Molen asked about the current parks. Mr. Nardini responded that there would still be games on Caldwell Park and Peace/Independence Street fields and that Truman fields is yet to be determined.

Gary Van Vark asked if they are going to move soccer from the soccer complex out to the Sports Park. Mr. Nardini responded that club soccer would be at the soccer complex with rec soccer out at the Sports Complex. Jim Danks mentioned those are good projects and recognize the value. He asked please email him questions and Mr. Wesselhoft would be included and this would be for the historic overlay ordinance.

10)The meeting was adjourned at 8:29 p.m.

Respectfully submitted,

George Wesselhoft

Planning and Zoning Director

c. Planning and Zoning Commission Special Minutes for March 30, 2016.

Planning and Zoning Commission
Special Meeting
March 30, 2016

1) The meeting was called to order at 7:00 p.m.

2) Roll Call.

Present: Craig Agan, Jim Danks, Cathy Haustein, David Landon, Robin Pfalzgraf, Bob Smith, Mike Vander Molen, Gary Van Vark, Ann Visser, Teri Vos.
Absent: Ervin Van Wyk.

Others Present: Le Anne Krell, Amy Costello, Jerry Byers, Michael J. Moreland, John Webber, Julie Bisbee, Dennis Vander Beck, Joyce Vander Beek, Mike Kiser, John Van Den Berg, Wally Pelds, Joel Templeman, Dan Manning, Sr., Dan Manning, J., Eunice Folkerts, Lynn Branderhorst, Nick Branderhorst, Verna Van Dyk, Merlin Van Dyk, Candace De Penning, Scott De Penning, Jim Mansueto, Dan Spotten, Jim Mueller, Brad Skinner, Tony Bokhoven, Dan Vander Beek, Will Page, Michael Robinson, Chris Robinson, Caleb Woods, Sandie McDaniel, Denny McDaniel, Adam Hale, Arla Rietveld, Denny Buyert, Robert Bokinsky, Renee Bastas, Robert Van Essen, Joan Haman, Ken Haman, Jennifer Spotten, Jody Mansueto, Wayne Stienstra, Bruce Terlouw, Kris Andre, Dan Andre, Bridgette Hardesty, Brent Hardesty, Bruce Haustein, Dave Kermode, Larry J. Peterson, Rick Heimstra, Lori Parisee, Jim Nieboer, Jeff Andre, Shelly Bradfield, Mary Visser, Steve Parisee, Mike Nardini, Robert Stuyvesant, George Wesselhoft.

Dan Manning (317 6th Ave., Suite 300, Des Moines, Iowa) representing Casey's Marketing Company, stated as you know this is a special meeting concerning the site plan that they have presented to the City concerning the property at the corner of Union Street and Main Street. He stated he appreciates the opportunity to visit with them tonight as they asked that the Commission consider a change to the order in which matters are heard this evening, certainly much appreciated when they learned they would be given the opportunity to bring this matter back at the Planning and Zoning Commission and have a special meeting. They obviously don't set the agenda items. He pointed out that it is Casey's position concerning item number five, in reality it is from their perspective not a true reconsideration in that at the February 22, 2016 meeting there was a motion made that didn't pass, technically no real action took place that night. The other is that these items three and four talking about amendment to the Future Land Use Map, page 24 of the Comprehensive Plan is not the issue that is before you from their perspective. This is approval of a site plan. It must be in conformance with the laws of the City, the Zoning Ordinance, and must be in conformance with the Comprehensive Plan. They believe it is and think there is no requirement for an amendment, that is their position respectfully submitted: that they should be given the opportunity to in essence continue on where they were on February 22 and lay out that they are in full compliance with the Zoning, but in addition the genius of your Comprehensive Plan is that in recognized the Future Land Use Map may not be exactly on point and if you at some future date decide to amend the Future Land Use Map to conform better, that is great, but Casey's does not believe they should be placed in the position where they have to go through the process of amending the Future Land Use Map when no amendment is required. The last point he wanted it clear on the record that this is not a request that they made; Casey's is not asking to amend the Future Land Use Map, they don't believe that is a requirement. They believe the Commission should take up number 5 and if the Commission chooses to go forward with the analysis of whether they should or should not amend the Future Land Use Map great. They would like to get on with this and believe they are in compliance.

Mike Nardini introduced the City legal counsel team including Mike Moreland and John Webber from Harrison. Moreland, Webber & Simplot. In addition, Bob Stuyvesant, City Attorney.

John Webber stated they believe the agenda is set in the best manner which allows the Planning and Zoning Commission to consider all of the facts that are before them and to make an informed and appropriate decision. They are aware of the positions that Casey's has taken with respect to the need for amendment of the Comprehensive Plan. They also are familiar with the position that City staff that it is not completely clear as to whether the proposed use is in accordance with the Comprehensive Plan as it presently sits. They agree in the best interest of the City and the Planning and Zoning Commission that it is better to consider the situation and the possible amendment of the Comprehensive Plan prior to readdressing the actual site plan approval because that just allows them the best position. Mr. Webber added they are retained to advise and to represent the City, they do not have an agenda with respect to what the Commission does or the City Council may ultimately do. They will not advocate to approve or not approve any of the changes. They are there to provide guidance and counsel.

Jim Danks asked that those in attendance to sign the guest register and who wish to speak limit themselves to three minutes and if someone makes the same statement they would ask you to stop as they do not need to hear the same thing over and over again. He added that they do want to give people an opportunity to express themselves.

David Landon made a motion to approve the agenda as presented. Ann Visser seconded the motion. Upon vote, Landon, Visser, Agan, Danks, Haustein, Pfalzgraf, Van Vark, Vos voted yes. Smith, Vander Molen voted no. Motion carried 8 to 2.

3) Public Hearing on Comprehensive Plan Amendment to the Future Land Use Map Concerning Proposed Site Plan for Casey's (Legal Description: Lot 1, except the West 70.00 feet thereof, and all of Lots 4 and 5 in Block 61, Original Pella, in the City of Pella, Marion County, Iowa). Mike Nardini, City Administrator, gave a staff presentation pertaining to the matter:

Comprehensive Plan Amendment

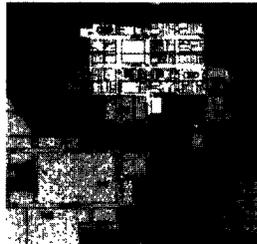
- Casey's Marketing Company is proposing a new 41' by 106' 3" convenience store with gasoline sales on 1.17 acres located at 505-513 Main Street and 705 Union Street



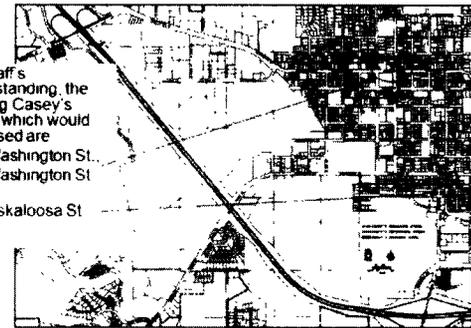
- According to Casey's representatives, the intention of the new store is to consolidate three of their existing stores into a new store which is capable of serving the community's needs.

Comprehensive Plan Amendment (continued)

- The proposed site for the new store is zoned Commercial Mixed Use Urban Corridor (CUC), and convenience stores are an allowable use in this zoning classification.



City of Pella, Iowa



- If it staff's understanding, the existing Casey's stores which would be closed are
 - 640 Washington St.
 - 744 Washington St and
 - 414 Oskaloosa St

Comprehensive Plan Amendment (continued)

- However, it is important to note the Pella City Code requires the development to conform to both the zoning ordinance and the City's comprehensive plan
- In this particular case, staff was not able to clearly determine if the proposed development conforms to the City's comprehensive plan.
- As a result, staff believes action needs to be taken by the Planning and Zoning Commission and Pella City Council to address conformity with the City's comprehensive plan.
- The approach that is recommended to address conformity with the comprehensive plan is this proposed amendment.
- Specifically, this amendment would change the Future Land Use Map in the comprehensive plan from Low Density Residential to Mixed Use Commercial for the proposed development site

State and City Code Requirements (continued)

- Site Plan Review Requirements - Chapter 165.36 (F)**
 Review and Evaluation The Planning and Zoning Commission shall review and approve the site plan based on the criteria established in Table 165.36:37-1 and conformance with applicable regulations in this Zoning Ordinance
 The Planning and Zoning Commission shall make the following findings before approval of the site plan
 - The proposed development, together with any necessary modifications, is compatible with the code as established in Table 165.36:37-1
 - Any required modifications to the site plan are reasonable and are the minimum necessary to minimize potential unfavorable effects
 - The site plan conforms to the Zoning Ordinance and the Comprehensive Plan

State and City Code Requirements

- The Iowa State Code requires zoning regulations to be made in accordance with a comprehensive plan.
- Staff believes the goal of the state's comprehensive plan requirements is to prevent piecemeal and haphazard development.
- In addition, staff also believes the intent of the state regulations is to encourage local jurisdictions to act rationally rather than arbitrarily in making zoning decisions
- It is also important to note, the Pella City Code requires development site plans to conform to the City of Pella's zoning ordinance and comprehensive plan.
- Listed on the following slide are the requirements pertaining to site plans as stated in the Pella City Code.

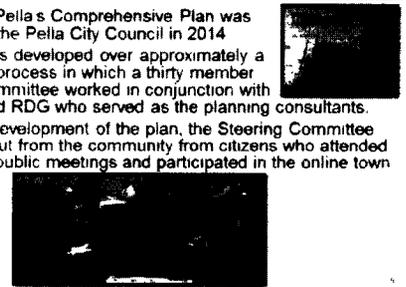
What is the Purpose of a Comprehensive Plan?

- The comprehensive plan is intended to serve as the foundational document which guides city zoning and development decisions through the year 2035
- Vision:** The plan articulates community values and priorities, based on a public input process.
- Basis for Regulations** The plan provides the required legal basis for land use regulations, such as zoning, per Section 414 of the Iowa Code.



Background of the City of Pella's Comprehensive Plan

- The City of Pella's Comprehensive Plan was adopted by the Pella City Council in 2014
- The plan was developed over approximately a nine month process in which a thirty member Steering Committee worked in conjunction with City staff and RDG who served as the planning consultants.
- During the development of the plan, the Steering Committee received input from the community from citizens who attended the various public meetings and participated in the online town forums.



Background of the Comprehensive Plan (continued)

- In addition, the Steering Committee also conducted a housing survey
- Overall, community input served as one of the key components in developing the Pella Comprehensive Plan.
- The comprehensive plan is intended to serve as the foundational document which guides city zoning and development decisions through the year 2035

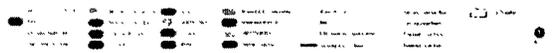


Conformance with the Future Land Use Map (continued)

- In reviewing the proposed Casey's development to determine conformity with the comprehensive plan, staff considered the plan in its totality.
- Based upon staff's review, we were unable to clearly identify if the proposed Casey's development conforms with the City of Pella's Comprehensive Plan

Conformance with the Comprehensive Plan (continued)

- Future Land Use Map** - The Future Land Use Map in the comprehensive plan targets this proposed site for residential development.



Summary

- Staff does not have a recommendation in regards to approving or denying this proposed amendment to the comprehensive plan
- However we do believe any decision made by the Commission should be based on the City's comprehensive plan and applicable zoning ordinances
- In considering this amendment, the Planning and Zoning Commission has the following options
 - 1 Recommend approval of the proposed Comprehensive Plan Amendment 
 - 2 Recommend approval of the proposed Comprehensive Plan Amendment with modification
 - 3 Recommend denial of the proposed Comprehensive Plan Amendment 

Bob Smith questioned what is the amendment?

Mike Nardini responded a change in the Future Land Use ap. Written comments:

Jim Danks asked if written comments were received.

George Wesselhoft responded 32 letters were received, all but one expressing their opposition (see attached; some letters were in envelopes provided to the Commission members in addition to the 32 letters). Dan Manning stated obviously the presentation tonight is about Casey's. They are in a unique position, what they are proposing to the members of the Commission is that based upon the manner in which the zoning exists and the Comprehensive Plan reads there is no requirement to amend your Future Land Use Map in order to approve the Casey's site plan. Mr.

Manning referenced a packet of information provided to the Commission. Page 63, Exhibit U. On the left hand column is references to the Zoning Ordinance and on the right hand column is references to the Comprehensive Plan. The item in the ordinance that talks about approval, the property they are talking about is CUC zoning and this use is authorized as a matter of right under the laws of the City. Number 3 talks about the Comprehensive Plan must be in compliance with, not the Future Land Use Map. Mr. Manning mentioned the zoning at this location was created in 2001. RDG put the Plan together and made this presentation and the Commission approved the Comprehensive Plan. Each point they are showing is consistency, that it is well thought out that there is a corridor. Page 49 of the Comprehensive Plan there is a map that shows a commercial corridor that provides for retail and services for residents. Page 21 of the Comprehensive Plan states preferred growth area designated for commercial development. 165.12-1 of the Zoning Ordinance establishes this is an urban entry corridor leading into the City which allows for residential, commercial and office uses. Table 1.4 page 30 of the Comprehensive Plan. What they are establishing is that this property is in full compliance with the Zoning Ordinance and in full compliance with the Comprehensive Plan. Page 64 of the documents clearly establishes exactly what the Zoning Map is for and there is a detailed analysis as to what goes into the creation of the Zoning Map. To the contrary with the Comprehensive Plan. The Future Land Use Map at page 24 and page 90 the future land use map is to be interpreted generally and is not to the specificity or rigidity of a zoning map; it is at two specific locations, it is designed that way, when you have a situation when you have inconsistency with the Future Land Use Map it says land use maps and other maps are meant to be general guides and policy rather than carry the specificity and rigidity of a map such as a zoning map as such the Planning and Zoning Commission, City staff and the City Council can exercise some discretion as to whether a proposal matches the intentions of the Plan.

Ken Haman (707 Union Street) stated he is somewhat surprised they are even here tonight as at the variance meeting on December 14 that was done in their favor 9 to 0 there were statements made by Casey's. Casey's stated "we have not found one plan that pleases us with our concerns with regards to safety and operation of the Casey's Store so at this point we do not have an option B although we have looked at many options there is just not one that suits this property; later on it was stated by Leanne the counsel at the meeting we had our engineers, our draftsman and other people look at this and any other way we configure the property raises significant concerns with regard to safety or other issues they feel are in their industry; we could build one right now in accordance with the ordinances but it is not the store that the neighborhood is going to be happy with, it is not the store that is going to suit the needs of the neighborhood, it is not the store that is going to meet their high safety standards; they looked at many other options, we don't think it meets the high safety standards especially given the proximity of the alley to our store, the neighborhood, the garages, the surrounding; that's why we are here we want to do this right; we want to do it well; we want to serve the needs of the community but want to care about high safety standards". They were denied that variance and could not put it the way they wanted and now they just want to put it in and they stated themselves safety.

Will Page (520 E. Sheridan Avenue, Des Moines, Iowa) stated he is a historic preservation consultant and he is working with the Pella Historic Trust on a potential historic district right adjacent to the property. About eight years ago they had a similar situation in his neighborhood in Des Moines. A convenience store wanted to come in and to establish a 12 pump convenience store in their neighborhood. This came as a surprise to them. At that time the City of Des Moines did not have design guidelines for a 12 pump convenience store. The guidelines they were using were for small convenience stores. This happened in different parts of the neighborhood across the City; finally the zoning was changed and we had more stringent guidelines to make sure that convenience stores of this scale were appropriate to the neighborhoods. He added he does not want to criticize the City of Pella but it took the City of Des Moines five years to come up with design guidelines to give neighborhoods a sense of participation in the whole process and he stated his hunch is that the City of Pella is somewhat in the same situation as Des Moines was as you have guidelines for convenience stores but not for a mega convenience store. He stated he salutes the City's legal counsel when he gives you the advice to consider the Comprehensive Plan before you consider the site plan. He mentioned further that he is a baby boomer and people of his age are looking forward to retirement and down size into a place close to restaurants, entertainment, churches and social events; downtown Pella that fits the bill. Your Future Land Use Plan identifies this for residential; this is a prime place for people like him and many other people in the audience to live in. A convenience store is about transportation; you can drive your car six blocks, ten blocks to get gas but you are not going to walk ten blocks or twenty blocks to get to downtown Pella. Mr. Page stated he wanted to make one further third point: he lives in Des Moines and he knows people that work with and for Casey's; they have a good reputation about wanting to do what's in the best interest of the community and are here for a civic purpose, they want to be a good neighbor; if you look around tonight and hear what has happened in the past as far as this proposal: no one could doubt the fact that this has caused a great deal of controversy in the community; this has not been good for the community in terms of how Pella sees itself. Mr. Page concluded by stating within that context, I would appeal to you (Casey's) to withdraw this proposal.

Jim Mansueto (1304 Main Street) stated according to the Association of Convenience and Fuel Retailing the size of this new convenience store is what they classify as a hyper station, it is the largest convenience store they classify; in many cases this type of store, such stores are often used as mini truck stops; this is what we are planning to put adjacent to homes where there used to a row of single housing; any way you slice it does not fit with the existing structures in the neighborhood.

Lynn Brander Horst (227 Oskaloosa Street); she stated she just wanted to make a few points: one is that she feels we are trivializing the Comprehensive Plan, in the State of Iowa the Comprehensive Plan supersedes zoning; it would trump zoning according to Iowa Code; also the Comprehensive Plan is there to protect the people; The Comprehensive Plan started in the 1890s; they then matured on to the 1970s; they are here to help us, they are not there to help the establishment; if we were to vote to amend the Comprehensive Plan; according to Iowa Code 414.3 you cannot replace it with something that will devalue housing and not within the historic character of the neighborhood, so what would you replace it with; so if you would replace it you couldn't put a Casey's in there anyway according to the guidelines of the Comprehensive Plans in the State of Iowa; lastly this is the spring edition of Preservation Magazine, this is a national magazine and elite magazine; She is proud to say Pella made the magazine this month; nobody paid to put us there; it was their selection not ours; she read "Pella has many historic treasures such as the Pella Opera House. The Pella Historic Trust is a vital link between Pella's past and future with a vision for preserving yesterday with a vision for tomorrow. It is especially a value at the core of Pella". Please don't make these people wrong.

David Kermode stated here we are again; it has lost on two separate occasions at the Board of Adjustment and Planning and Zoning Commission; he pointed out over 1,100 people have signed the petition against the Board of Adjustment; having gone out and obtained those signatures nobody said it was because it was north, south, east, west, they were all opposed to the Casey's being there; here we are to reconsider this for the third time; his wife has talked to Casey's representatives on two separate occasions; on the second occasion she attempted to reach out to their attorney Ms. Kreil and convey to her the strong sense of displeasure and angst that their development plan had for their neighborhood; despite this she did convey her

willingness and the willingness of their neighbors to sit down and talk to Casey's, the owner of the land and the City if a mutually agreeable solution could be obtained; Casey's General Stores was not interested in talking and has never reached out to their neighborhood; she also reached out to the landowner to discuss this issue; repeatedly the people opposed to the plan have offered to discuss other uses for this property; these overtures have never been reciprocated. In regards to Casey's General Stores they have been cordial and are willing to offer whatever support they can to help them find a suitable location for their perceived need to enhance services to the community. Finally, justice, honesty, and equity; Mr. Kermode referenced locally owned corporations that are part of the community and we are fortunate to have them and then stated we are now faced with a corporation that lives in Des Moines; this is why they are concerned this is coming before them a third time; he mentioned a March 8 communication to the City and other dates; he added his wife asked for this information a week or week and half ago and just two days ago received those communications which is below standards of the City of Pella; so this is where we find ourselves a place full of emotion, accusation, fear, greed and anger, this is a toxic mix for this community, choose well, be gracious and most importantly seek justice stated Mr. Kermode. Michael Robinson stated he is categorically against any change to the Comprehensive Plan. He mentioned this is a good comprehensive plan, a lot of hard work went into this. The consulting firm that helped did an excellent job; if this comprehensive plan was good approximately two years ago, it is still good today; a large corporation from outside the City of Pella wants to have its own way regardless of the citizens and he says no, not at all, you had an opportunity and others had an opportunity; this is like the 9th inning of a baseball game; Mr. Robinson asked respectfully that you reject any attempt to change the Comprehensive Plan, its good; there is no reason to change it; you approved it, you agreed with it; yes it is a living document; he also concurs with the gentleman from Des Moines, historical preservation, if anything it is time for Casey's to step back and withdraw their proposal; they say they want to be good neighbors, he does not consider this being a good neighbor; there is no way no matter how many Dutch facades you have on that building it is still a convenience store, gas station; while it is commercial property across the street and prior to different ownership of five lots it was all residential property; he knows it was zoned mixed use but it was residential property; there is no way this is going to blend in to the neighborhood behind, directly west or south or library; this is an incorrect location for this facility; he encourages the Commission to stand their ground and not change the Comprehensive Plan.; to quote Sam Houston: do the right thing and forget the consequences, the right thing is not to change the Comprehensive Plan.

Jim Nieboer (514 Broadway) stated his property backs up to the proposed site plan. His home was built in 1855, one of the original structures in the City of Pella; he does not want to see his property devalued, it is on the historical tour during Tulip Time; the Comprehensive Plan spends quite a bit of time and verbiage talking about housing needs of the City; the zoning, yes it is zoned mixed use commercial, but this is the wrong kind of commercial development for this location; a better development would be more of a medium density change and if you are going to change the Plan at all, it should be geared toward encouraging housing development; so they would not be opposed to a multi-story residential structure similar to what Mill Farm Partners put out by Ulrich Motors and would encourage the Commission to consider those kinds of guidelines and the need for the City's housing stock to be more diversified.

Wally Pelds (Pelds Engineering Company) stated he has had conversations with RDG if nothing else to prove that they do their due diligence before they look at a site and look at zoning and the Comprehensive Plan; they would not have spent the amount of money to this if they had not been certain they could get this accomplished; what it came down to was the verbiage that it shall comply with the Comprehensive Plan; he consulted RDG and they said didn't you look at the note, the Comprehensive Plan actually states that the zoning that is place governs; and that he would argue we do not need even need a Comprehensive Plan; in the Future Land Use Map he would argue is a really small map; the gentleman he spoke to at RDG said it could be one pen thickness; some of those half blocks are not truly represented. In addition to that, it said it refers to the zoning; it is a guide, it shows low density, high density, a commercial corridor and even talks about the three Casey's removed and rebuilt; so he would make an argument that the Comprehensive Plan already supports what we are trying to do.

Leanne Krell (Casey's Assistant Counsel) stated this may be more appropriate to the site plan review and that type of situation she wanted to be sure that those statements are accurate on the record. First of all, she believes it was Mr. Kermode told that she declined to meet with the neighbors and was unsympathetic to his wife; at the last CDC meeting she spent over a half hour in the hallway and actually missed the meeting speaking with her and offered here's my card call me she would be happy to come down, she would drive down personally, if there is something we can talk about in their site plan that they can do to help alleviate some of their concerns and the statement given to her is there is nothing you can do we, just don't want you here. Ms. Krell stated she responded she is still open to this; that continues to be her position to the neighbors if there is something she can do that adjusting the site plan that conforms to the requirements of the zoning and conforms to the requirements of the City let her know what that is and they will evaluate that; they intend to work as good neighbors and that was their intent from the beginning. There were also statements attributed to her that the previous plan that went to the variances on was the only safe plan that Casey's could do. The statements were true at that time; based on the input from the Board of Adjustment, based on the traffic engineers, based on the input from their engineer based on the input from City they came up with a Plan B. When they presented in front of Board of Adjustment there was not a Plan B. That was the plan they wanted. They were told no. So they went away and talked to all these consultants and they came up with a new plan. That's what they intend to do with the neighbors too if there are things that could be adjusted. She just wanted to be clear that the statements attributed to her were really not the statements she had made. Ms. Krell added if there are any questions they have of her she is more than willing to answer those.

Jody Mansueto (1304 Main Street) stated she would like to bring up one point in the slide show that said we can consider an amendment to the Comprehensive Plan when development priorities and conditions have changed; she asked have their priorities changed? Casey's decided that they wanted to do something different, to combine three stations in one, they chose a prime location for what they want to do, it happens to be in an area that does not comply with the Comprehensive Plan; she mentioned we might want to look up the word "comprehensive", the word means considers everything, to think zoning is going to trump that is kind of ridiculous; she would ask you really consider have our priorities changed as the City of Pella; she thinks it is obvious with the resounding opposition to this that the priorities have not changed, they want their downtown to be their downtown; she really does not want a Casey's as a centerpiece of downtown and that is exactly what you will have; it would be the largest development down there since the Molengracht. Ms. Mansueto added please do not allow this amendment, she thinks the Comprehensive Plan is adequate as stated; let's stick to it and let's use it at least until 2035 and then we can talk.

Brad Skinner, practicing attorney in Altoona, provided a letter to the Commission (attached). He stated he has been asked by Ms. Krell and by Casey's to provide an opinion; it is important to note that if you look at the conclusion of his opinion letter that the site plan meets all the requirements of the City of Pella. They are not talking about the Comprehensive Plan or Future Land Use Map, we are talking the Zoning Ordinance itself, the zoning map; it is important as you do go through the Comprehensive Plan and the Future Land Use Map that is a guide to set policy and make recommendations to City Council; it is not the law, the law is the Zoning ordinance and the Zoning Map itself. As you read through the Comprehensive Plan in his letter in regards to the Future Land Use Map the word "fuzzy" is used in the Plan itself because it is a guide; there are a couple of Supreme Court cases from the State of Iowa; law versus a guide; the law trumps the guide; the Supreme Court has held in numerous cases that strict adherence to the Comprehensive Plan will cause problems as regard to utilization of the Comprehensive Plan of the Future Land Use Map on future cases; Mr. Skinner stated we are here tonight because Casey's wants to put a store to south of where he is standing; obviously we have neighbors who are opposed to that however the opposition should come from the ordinance. If the City Council truly chose to prohibit such a use why did they not enforce the Comprehensive Plan and the Future Land Use Map in the form of an ordinance, they have not done that; their position is the site plan meets the law; it may not meet the Future Land Use map but that is not the law.

Dan Spotten (512 Liberty Street) stated his wife runs the north Casey's, the one the Rus brothers ran for years; he would like to remind everyone in town that they have some of the best Casey's, drive around, we've got the best Casey's pizza; the people that work at these Casey's in town are very respectful and very good people; no matter what Casey's corporate tries to do please remember these people are your neighbors, they're your friends; don't hate the core people. Truly the rule right now is Casey's can build there, it is commercial use. He does not understand the Comprehensive Plan, it does not make any sense to him; it does not make any difference to him. Right now there is a law, the law says Casey's can

build there: they have jumped through every hoop the City has put in front of them. Give them the opportunity to build there, it is what the law says. Mr Spotten asked the question of the land owner, when did he purchase those properties to which Mr. Dennis Vander Beek responded approximately three years ago. So in 2001 this was zoned commercial. Three years ago he purchased it thinking it was commercial, now all of sudden he can't sell as commercial properties. Does everybody remember what was on the property, those nasty old houses. He was nice of enough to take them down and finds a buyer for that property and they put together a beautiful building. This whole thing that Casey's is a gas station, how many folk walk up town to get their pop, cigarettes, coffee and donuts; its not just a gas station, Casey's is providing a service to downtown. We used to have a grocery store downtown. When he first moved to town in 1979 there was a push to get rid of bars uptown; now there is a bar uptown; we can let a bar uptown but cannot let Casey's expand and Casey's comes in; we have a property, we jumped through all your hoops, we want to build the store and somebody still says no; the law is the law, the law says they can build. They met all the requirements.

Eunice Folkerts mentioned she has two stories: the first story it was her former husband Stu Kuyper that designed the north Casey's store and they had a wonderful relationship with the Rus brothers and after Stu died she got a call from John Rus who said your husband promised me a Dutch mailbox, if she was Stu she would get a stone mailbox like they have in the Netherlands and put in in which they did. She thinks of the five Casey's stores in the community and they are precious, they serve wonderful needs just like this gentleman was saying. Second story: years and years ago she met this gentleman while serving on the Sprint car hall of fame foundation in Knoxville; she has been here 57 years and this is where her heart is, and she was in the restaurant business at the time, he said Eunice if you were going to serve pizza at Strawtown what kind of ingredients would you use. She said she would use Contadina tomato products, who could make a crust that tastes freshly baked and real cheese. He said well we are thinking about doing that at Casey's. She said it is some of the best pizza. She has nothing against Casey's, she shops at Casey's and buys her Powerball tickets at Casey's but she does not want a huge mega Casey's in a residential area in the center of town, let's have our nice five little Casey's that serve us so well they're neighborhood Casey's, that is what a small town is all about. Ms. Folkerts stated so please Casey's be gracious, use your good judgement, say thank you very much but no thanks; we'll go with what we have.

Joan Haman (707 Union Street) stated Casey's will be her backyard. She is very concerned about what Casey's will mean to her house, her family. She feels she will not even be able to open her windows due to all the pollution, the smell of gas coming into her house; she feels this will be a very serious health risk to them. They will have to breathe this every single day, 24 hours a day, 7 days a week. She does not feel she will be able to sit in her backyard anymore. She will have to listen to cars honk and idle and going in and out of a driveway; this is a nice peaceful neighborhood right now. Once and while they have to listen to a bar person walk by. Ms. Haman stated she feels this will be very disruptive to their community and will affect the value of her house. Her house is represented by the Historical Society, they gave her a plaque on her house. She just feels that the property values will not increase, any of these houses will not gain in property value; they will all decrease. It's just very hard for her to see this area of town go downhill. She feels that many downtowns feel honored and blessed with people wanting to live downtown. There are towns that are trying to rejuvenate their downtowns, they want people to live there; and that is why they live there: they like to participate in what Pella has to offer. She is very concerned about this being in their backyard.

Renee Bastas (706 Independence) stated all the points that were just made, she will triple that exactly; we they came here 28 years, they bought the house because of the historical value of the house; her husband and her worked on the house and this will destroy everything.

Wayne Stienstra (1019 Park Lane) mentioned he owns property at 615 Main right across the street from here on the National Register of Historic Places. About three years ago City Council gave the go ahead to pursue a historic district in that neighborhood; where the Casey's is going to be located is at the eastern edge of the district. It is in the process, Will Page has been working on that. At the time there were a whole row of intact turn of the century homes, yes they needed work, but having a historic designation would have provided funds for rehab on these buildings; one by one those buildings disappeared. There was no plan, there was no accountability for taking those down; he does not know at what point Casey's got involved, but three of those properties were taken down without any abatement of asbestos. These turn of the century homes had boilers with asbestos, piping with asbestos, and this is kind of the consideration that the neighborhood is going to be given. Mr. Stienstra stated he thinks there needs to be some sort of investigation, it was not done properly. He thinks it is doing a disservice to the neighborhood (Mr. Stienstra provided a thumb drive to the Commission).

Bruce Terlouw (822 197th Place) stated he was before them about fifteen years ago. He went through a similar situation where they put a structure next to his existing house. He was very opposed to it and very emotional about it. He worked with the people that did it. To be honest it turn out very well. He has heard a lot of emotions on both sides of it. He wished people could talk more and get along more. He added he does not look at Casey's as a big corporate entity because he is very good friends with one of the managers that lives in Pella, Iowa. If he looks at the architecture he's seen tonight the library never should have been built because that's totally out of context with the housing around it; they tore down a church that fit the neighborhood and built a library, looks very nice by the way. People talk it out and work it because there are a lot of things you can do to protect the neighborhood. Aesthetically the design he seen tonight would look beautiful.

John Webber recommended to the Commission that before they close the public hearing they formally accept the written comments that have been submitted so they are part of the record.

Mike Vander Molen made a motion to accept the comments (see attached). David Landon seconded the motion. Upon vote, all voted yes. Motion carried 10 to 0. Dan Manning asked that the information they provided to the Commission is also made part of the record as well as the Zoning Ordinance and the Comprehensive Plan. Mr. Webber stated he believes the Zoning Ordinance and Comprehensive Plan are already in the public record but certainly there is no harm in accepting those along with the materials from Casey's.

Bob Smith made a motion to accept just Casey's materials (see attached). Craig Agan seconded the motion. Upon vote, all voted yes. Motion carried 10 to 0. The public hearing was closed.

- 4) Comprehensive Plan Amendment to the Future Land Use Map Concerning Proposed Site Plan for Casey's. Mr. Agan asked for explanation whether there is approval or denial by the Planning and Zoning Commission will this go to the City Council either way. Mr. Webber responded in the affirmative that their job is to receive public input and then under their ordinance to make a recommendation to the City Council for the City Council to make the final decision. Mr. Agan stated to be very frank this is a City Council decision, people have the right to have the decision made by persons elected rather than appointed. Mr. Smith commented that the Commission can only make a recommendation; 165.47 of the Zoning Regulations say no substantial amendment or modification to the Comprehensive Plan shall be made without first being referred to the Commission, he disagreed it needed to happen; the Council will get the opportunity. Cathy Hausteine stated her understanding that Casey's wishes the Commission to deny the amendment. Mr. Danks responded that we need to listen to what Mr. Nardini stated: Casey's has stance we want to talk about site plans; City has another stance that we need to look at the Comprehensive Plan and that puts us in a position where they need to take a form of action. He asked what is the Comprehensive Plan amendment? Bob Smith stated his recollection is that it would be a change to page 24, to change the subject property to a different color. Mr. Nardini responded traditionally it has been an amendment to the Future Land Use Map and that designation would change from low density residential. Mr. Smith added is at a loss if they were going to do it why only change one out of 136 pages; the record is replete with everybody's cherry picked pieces; he does not get it; he does not think we need to do it; his personal opinion is this is not a rezoning; they have a site plan that is undeniably in compliance. Mr. Nardini suggested that no. 2 option for action is Comprehensive Plan amendment with modification. Mike Vander Molen asked regardless of what action is taken on the Comprehensive Plan they can still approve, deny or table the site plan correct? John Webber responded in the affirmative, two separate matters. David Landon mentioned that he has sat on the Commission for ten years and he participated in two steering committees on the revisions to the Comprehensive Plan; what he has observed in the only true opportunity for the public, for the citizens of Pella, for the businesses in Pella for the community to influence the growth and development of the community is through participation in the updates or revisions of the Comprehensive Plan; we go to great extent to include the community in that process; we just recently did that in 2014; it is interesting that nobody brought up tonight that in the previous Comprehensive Plan that this piece of property in the previous edition was commercial mixed use land use, but during the public process of the Comprehensive Plan the community of Pella intentionally

changed this piece of property to low use residential; that didn't happen by mistake, it happened intentionally; he stated he will go a little further and passed out a handout to his fellow Commission members (see attached). He wrote down his thoughts to logically think through this process. Mr. Landon read through his thoughts; over the last couple of days he reviewed the minutes of every meeting have had since 2012 and this is the first site plan that as a Commission member we have been informed that must conform to both the current zoning and the Comprehensive Plan; they have had instances of rezoning and have utilized the process for determining and in every case they have utilized the process to determine if the rezoning conforms to the Comprehensive Plan; in those cases they determined conformance by using the Future Land Use Map and land use categories and characteristics table; they have used it ever since he has been on the Commission; they have approved rezoning applications using that process; likewise they have denied rezoning applications when they do not conform to the Comprehensive Plan using the aforementioned process; and they have approved rezoning applications where they don't currently conform contingent on amending the Future Land Use Map to bring the rezoning and the Map into agreement as long as that rezoning does not constitute spot zoning; never once in his ten years on the Commission has a rezoning ever been approved or denied because the Comprehensive Plan was a guide, had fuzzy lines, or was aspirational. In fact, during the October 24, 2011 meeting the Planning Commission was asked to rezone a parcel from Agricultural to Light Manufacturing. The Future Land Use Map at that time targeted the area to be rezoned Business Park/Light Industrial thus being consistent with the Comprehensive Plan. When consistency members from the adjacent land owner, a church organization, spoke at a public hearing with concerns of rezoning the Commission stated the Comprehensive Plan had public hearings so there was lot of opportunities to participate; he is concerned of the apparent disingenuous of upholding the Future Land Use Map when it supports a decision the Commission wants to make and discounting the Future Land Use Map when it conflicts with the decision they want to make; the Commission was told at their February 22 meeting of 2016, that the City of Pella Code that a site plan conforms to both the current zoning and the Comprehensive Plan, that's the law; he is not sure it is new law, previously ignored requirement an oversight or this is the first time the condition has existed, however the Code is clear; for the past ten years that he has been a member this Commission has used the process; the process is to use the Future Land Use Map Land Categories and Characteristics Table; using the process the Commission has used the last ten years in his opinion the site plan does not conform to the Comprehensive Plan. Bob Smith mentioned one other thing, on page 95 of our Comprehensive Plan under Code revisions: some of the recommendations of this Plan may require changes to the zoning and subdivision codes; as part of the Comprehensive Plan process the project consultants provided staff with a memo listing potential changes to the zoning code and subdivision ordinances that would help remove any unnecessary impediments to the development and implementation of this plan; nowhere were any of the inconsistencies regarding this subject property or other properties listed; all listed were a couple of ticky-tack comments and that kind of stuff; you would think that if we had to do something that it would have been brought up; the reason it isn't there is because nobody contemplated you would equate a Future Land Use Map with a zoning regulation; where you put hyper focus on it, where you tell the person whose rights are about to be changed and people within 300 feet; that has not happened with respect to the Future Land Use Map; Mr. Smith added he can see them in conformance because frankly they were never intended to be the same; he is still at a loss why they need to do anything with respect to the Comprehensive Plan. Mr. Landon stated there could be another explanation what it could not show up on the memo; that is an oversight or neglect of the consultants. Mike Vander Molen stated to him you need to read the zoning ordinance and Comprehensive Plan together and the Comprehensive Plan is meant as a guide for future use; the zoning ordinance is now; we have a site plan before us much different in nature and character than a rezoning request; we approved the Comprehensive Plan in 2014 and if he would have known they were approving a land use map that was taking away property owner rights, he never would have approved that document. That was not his understanding. He agrees with Mr. Smith that the zoning ordinance needs to be given full deference here. Cathy Hausteine stated is one way the Comprehensive Plan and the zoning could match would be if there was commercial housing there right. She thinks the zoning is still commercial, if it was rentals wouldn't still be considered commercial. Is that what we were going for when they did the Plan and didn't change the zoning? If you just changed it to single family you could not have apartments there, maybe it was not an oversight. Teri Vos stated in addition to what David Landon just spoke to, that is the ten year precedent that has been set on this board; that is what they have been doing and to add to that when you set a precedent; if you change the precedent, you are going to have people lining up asking why we didn't handle their situation the same; alongside the zoning ordinance; so this document was more than just a guide; those that participated they all heard more than once it is more than a guide; Ms. Vos pointed to page 90 of the Comprehensive Plan where it says in bold face the primary criteria for approval of an amendment to the Comprehensive Plan should be whether it complies with the spirit of the goals on page 9 and the principles of land and development on page 13-15; she hopes everyone has read those pages because what you see this is about neighborhoods, biking and walking, quality of life, public safety, housing options, infill development. Do the math and this document will show you by the pages it references that if we are to make an amendment we must look at those pages, and those pages do not allow us to make an amendment change for Casey's tonight. Jim Danks he stated he thinks we have two points, what Ms. Vos is saying is the case, on the opposite side, in a court of law, the zoning code should rule; a Comprehensive Plan is subject to change; when they did two nights ago to modify the Comprehensive Plan; we have two different points that makes it very difficult for the Commission to be consistent and to protect the owners of the properties as well as the neighbors. Ann Visser asked can it rule without the Comprehensive Plan? She thinks they have documentation that it has to go hand in hand. Is the land use map a part of the Comprehensive Plan, who determines? Mr. Landon stated there is a current land use map that is reflection of the current zoning. Mr. Landon made a motion to recommend to City Council to deny the proposed Comprehensive Plan amendment. Robin Pfalzgraf seconded the motion. Bob Smith asked for clarification on what a yes vote means. Mr. Webber responded a yes vote would be to recommend to the City Council that the proposed amendment to the Comprehensive Plan to change the classification of the one particular parcel would not be approved. A vote in support of the motion says leave it alone, make no changes. There was discussion on the motion. Upon vote, Landon, Pfalzgraf, Agan, Hausteine, Visser, Vos voted yes. Danks, Smith, Vander Molen, Van Vark voted no. Motion carried 6 to 4.

5) Site Plan Reconsideration for Casey's Marketing Company.

Dan Manning addressed the Commission on the site plan and stated they are asking that the site plan technically on February 22, 2016 no action was taken, that the Planning and Zoning Commission consider the site plan; the request for the site plan must conform to the existing zoning and the comprehensive plan. He mentioned they have submitted to the Commission in the packet they have provided with the information from their perspective that says they do in fact comply with the Comprehensive Plan, they do comply with the Zoning Ordinance and the Zoning Map. Obviously we have here tonight their engineer Wally Pelds who spoke earlier, Amy Costello and Leanne Krell representing Casey's, his partner Joel Templeman, the property owners. As Mr. Landon pointed out in the previous item the Zoning Ordinance specifically states that in reviewing a site plan that you conform to the Comprehensive Plan not the Future Land Use Map. He did not call it a fuzzy map, that language is in the Comprehensive Plan. That was presented to you by RDG. That language is part of the Plan the Commission adopted. He stated what he is submitting to the Commission is that you must look through your Comprehensive Plan: when they established this corridor and determined CUC zoning was appropriate, they don't just talk about Main Street, they talk about Washington Street; pages 63 and 64 of the packet of information provided to the Commission they want to emphasize you don't just look at the Future Land Use Map to determine whether a particular site is in conformance with the Comprehensive Plan, you have to look at how the two documents interact with one other; as you walk through the Zoning Ordinance, you are talking about an urban entry corridor five block area from Pella Windows facility to the Central Business District; that whole area is zoned CUC; go to page 67 Main Street is part of the Gateway Corridor District and there is anticipation of conversions; as you go along, you will see numerous commercial enterprises; you will see numerous homes that have been converted to commercial use; that runs all the way along from Union Street down to Huber Street in that corridor, that was designated back in 2001 and that is what you see and in essence essentially what is happening; he stated he would also suggest nowhere in the Comprehensive Plan is there a discussion about Main Street being utilized for single family residential uses; what you have is the Future Land Use Map, one page document, page 24 of a hundred page or so document colored in yellow; he added he does not mean to quibble with anyone about the size of the map or what is intended but he does think it is fair for a property owner and anyone who wants to develop the property be able to look at the Comprehensive Plan and not be stuck, wait what does page 49 say; he

stated he thinks it is important to go to page 30 of the Comprehensive Plan because that is the land use categories and characteristics matrix that Mr. Landon referred to in terms of what you are to rely upon; that's found in exhibit D page 21 of the packet they provided; page 30 of the Comprehensive Plan; when you make the determination that the zoning in this area is for CUC mixed use zoning you then go to the land use categories and characteristics and in that you see: what do we have here Main Street which is a major arterial street, uses that provide for daily convenience shopping and service needs of nearby residents, that is what a property owner has a right to anticipate, to see when they see and buy, that's what a developer is entitled to see, so every case is not a surprise in terms of the land they buy and how they can utilize it, so we know what is intended; the Comprehensive Plan was put together in 2014. Mr. Manning stated what they are saying is your own language clearly spells out that is what is anticipated and when there is ever a conflict, the Future Land Use page 24, when that happens you defer to the Zoning Map; it says it specifically, they call it a fuzzy map, and so from their perspective what is being analyzed there and anticipated there is not single family residential uses; it is commercial uses, and commercial uses that are authorized as a matter right under the Zoning Ordinance; he also pointed out back on February 22, as they looked at the minutes of that meeting, there was confusion on one legal opinion different than another concerning how the Comprehensive Plan and Zoning Map interact; he stated they have an affidavit from the attorney that said he was asked questions but never gave a legal opinion; we are trying to walk through with the Commission and be clear that they really do work well together and the only difference is the map and when the map that's what the expressed language of the Comprehensive Plan says, that's how you interpret it.

Mr. Landon asked Mr. Manning can you explain Figure 2.4 as not being very specific in conjunction with the Future Land Use Map as to the intent of what this Comprehensive Plan is proposing for this piece of property; Mr. Manning responded as this reads it is a suggestion, he is not going to argue. Mr. Landon questioned if it has fuzzy lines or is unclear. Mr. Manning responded this is not single family residential but it is consistent with what's on page 30 of the Comprehensive Plan. It doesn't say, it lays out that retail uses are authorized in this area and this is a retail use with their site plan: take a look at page 30 of Comprehensive Plan, land use categories and characteristics and mixed use; Mr. Landon and Mr. Manning further discussed the Future Land Use Map of the Comprehensive Plan and also the term fuzzy.

Mr. Manning stated anytime you have by your own adopted Plan you have a conflict you defer to the Zoning Map that is what the Plan says; taking that directly from the book itself: page 24 and page 90; both of those pages specifically say when you have a conflict, page 22 of the Comprehensive Plan, they specifically make the reference that the boundaries between land uses on the map are fuzzy lines and meant to show approximate areas rather than rigid boundaries; it does not have the specificity or the rigidity of an engineering map or zoning document; page 90 repeats that same language: from their perspective when all there is to go on is the Future Land Use Map, when everything else they refer to the maps show this a commercial corridor, all those things consistent with what the zoning map says; when they have the one thing there is an explanation in their own document in how to react; when you have that situation you defer to the zoning map because it is more detailed; he does not mean to argue but that is the perspective of Casey's. Cathy Haustein asked where they were getting the term single family residential. Mr. Manning responded what they are proposing is a commercial use for the location, the only time they see there is a reference for this particular corridor is if you look to the Future Land Use Map that is yellow. Mr. Haustein questioned on page 30 mixed use can include a range of uses, the question of low impact commercial uses, does anyone have a definition. Mr. Manning responded the next sentence says provides for daily convenience shopping and service needs of nearby residents. The third column talks about the type of zoning, one of the authorized uses. Ms. Haustein questioned in 2001 when this was zoned was there a different definition of a convenience store? Mr. Danks responded he does not believe the definition has changed. They are still working with RDG and does not think RDG has changed their definitions. Ms. Haustein mentioned she has seen this called a mega store and someone called it a hyper station and questioned the size of the store as far as fitting the zoning. She asked for an example. Wally Pelds respond it is a little over 4,600 square feet as a footprint on the ground; about the size of the one at the first exit (Westpoort), about the same size in footprint. There was discussion about the convenience store size. Mike Vander Molen asked if this was typical size? Mr. Pelds responded they never have built one like this architecturally, complete redesign; the number of pumps is very standard based on usage and amount of traffic. Ms. Haustein asked so they are anticipating a lot of traffic by the twelve pumps? Mr. Pelds responded no more so than is being generated by the three stores they are replacing. Mr. Landon questioned twelve pumps in the center of town but only eight on the four lane highway and they are sized by traffic?

Mr. Pelds responded that one was acquisition; he added he wanted to state one more thing they have done this in numerous locations; comprehensive plan guides: rezoning is very rigid; this is the exact boundary; so his discussions with RDG there is flexibility in that plan; one is rigid which is the Zoning Ordinance, the Comprehensive Plan that helps guide when you are making a zoning change; when they have gone to a location where there is a zoning change it is very rigid; on the Comprehensive Plan future land use there is no legal description; one is a little more forgiving, the other one is rigid.

Mr. Landon asked why then did the City of Pella intentionally changed the future land use map from CUC to low density residential in this particular property?

Mr. Pelds stated he discussed with RDG why did you not put multi family, that was an example, they had more discussions why the conflict, it is because the Comprehensive Plan is a guide. Mr. Landon reiterated it intentionally changed on purpose. The community's intention was to change it. Mr. Pelds respond it is kind of a chicken and egg. The zoning is what governs. If we chose to change the Comprehensive Plan to light industrial on your property, that is not going to change the zoning of your property. It is a guide; it is not in stone that we are going to tear your house and put something industrial there; the Comprehensive Plan guides you when you are looking at a zoning change specifically to prevent exactly what Mr. Landon said spot zoning. Mr. Landon maintained it was the community's intention. Mr. Danks stated the zoning ordinance still runs. Ms. Haustein questioned can anyone tell her the definition of light use commercial. George Wesselhoft read from the Zoning Ordinance the definition of Convenience Food Sales- establishments occupying facilities of less than 10,000 square feet; and characterized by sales of specialty foods or a limited variety of general items, and by the sales of fuel for motor vehicles. There was discussion about the term light use commercial and the staff review of the site plan. Ann Visser stated she thinks Ms. Haustein's question is can someone clarify what that zoning is. John Webber responded the issue is in the Zoning Ordinance this is a permitted use, it specifically authorizes this type of a business. The term Ms. Haustein is referring to talking about the light use commercial property that is a term that is referenced in the Comprehensive Plan. Not everything that is referenced in the Comprehensive Plan is necessarily defined in the Zoning Ordinance. He added the Comprehensive Plan gives you a description of the characteristics, all of these guiding principles. The ordinance requires that the development is in accordance with both the zoning ordinance and the Comprehensive Plan. You need to use common sense in making the factual determinations; you can go ask twenty people what a light use commercial use and you probably going to get fifteen different definitions; you are going to have to use on your own basis factually speaking do I believe this is an appropriate use within the Comprehensive Plan; you have heard the position that Casey's has expressed and that is their position and now the question is when you make your own determination do you share that belief or not, and you are the decision makers, you get to make those decisions using your Plan as a guideline. The ordinance says it has to be in accordance with the comprehensive plan. His opinion is neither one trumps the other. You cannot ignore the zoning ordinance, you cannot ignore the comprehensive plan. How much weight you give each one is a factual decision that you need to make. Bob Smith stated you commented with respect to the idea of the site plan conforming to the zoning ordinance and comprehensive plan: 165.36 (3)(F) -everyone ignores the first sentence The Planning and Zoning Commission will review and approve the site plan based on the criteria established in Table 165.36/37-1 and conformance to the applicable regulations in this Zoning Ordinance. In making that decision they are to make a finding before approval, the finding is the three things and the last one is the site plan conform. In the first sentence we are not to consider that, it is not there. Mr. Webber responded there position is you have to read the entire code section, read it in its entirety. Mr. Landon added it has to be in conformance with both. Mr. Webber stated you have to make a determination that it is in conformance with both; that's a fact question they have to make, different people may have different views. Mr. Manning summarized Casey's position is that the site plan does conform with both the zoning ordinance and the comprehensive plan and that the only legal opinion that you have received concerning this matter is from your legal counsel and Mr. Skinner supporting the notion is that the zoning is the law as it exists today, the Comprehensive Plan is a guide, and from their perspective when there is a conflict when that one aspect Future Land Use Map it is very clear, you refer to the Zoning

Map not the Comprehensive Plan; you need to read the entire Comprehensive Plan at page 49, 30, 22.; throughout there is reference this corridor for commercial uses that has been the anticipation; finally they came upon this site in February of 2015 and have been working with the staff and throughout the City staff review, it wasn't until the eve of the February 22 hearing there was ever dispute about this; they believe the legal opinions they provided are consistent with the fact that this does comply and their site plan should be approved. Mike Moreland clarified for the record that Mr. Skinner's legal opinion was provided to Casey's and not to the City. Mr. Manning stated they agree that is what it was intended for and asked that all the information provided it be part of this presentation as well. Mike Nardini reviewed the action options. There was discussion about the different options in so far as action. David Landon made a motion to deny the proposed site plan on the basis that he does not believe it complies with the Comprehensive Plan. Cathy Haustein seconded the motion. There was discussion on the motion. Upon vote, Landon, Haustein, Pflazgraf, Visser and Vos voted yes. Agan, Danks, Smith, Vander Molen and Van Vark voted no. Motion failed 5 to 5. Mr. Danks questioned if all eligible people voted. Robin Pflazgraf stated her position. She thought this was important enough for her to cast a vote. One of those she has not seen in writing but was an attorney. Mr. Moreland stated just so the record was clear Ms. Pflazgraf was advised of a conflict of interest based on upon her stated public position against the project. Ms. Pflazgraf responded months ago she signed the petition before she was on the board. Mr. Landon stated for clarification that was for a different site plan. Mike Vander Molen made a motion to approve with conditional approval of the site plan per option 1 that the City staff would not issue a building permit until the Comprehensive Plan amendment is approved by City Council. Craig Agan seconded the motion. There was discussion on the motion. Upon vote, Vander Molen, Agan, Danks, Smith, Van Vark voted yes. Haustein, Landon, Pflazgraf, Visser, Vos voted no. Motion failed 5 to 5. Mr. Webber mentioned there will be a report to City Council on the proposed amendment of the Comprehensive Plan. There is no action to approve to deny on the site plan unless the Commission believes they can resolve those issues this evening there is probably is not a reason to continue. There was discussion about the action taken. Mr. Webber stated the recommended denial will be in front of City Council.

- 6) Other Business. Mr. Vander Molen requested that the Commission not reply to City staff as reply all as there are issues as far as public meeting requirements, reply to staff and not reply to the entire Commission. Mr Manning stated they are where they were at February 22; one suggestion would be a straight up or down to approve, would that put us at 5 to 5 again. Mr. Danks responded the Council will take action.
- 7) The meeting was adjourned at 10:00 p.m.

Respectfully submitted,
 George Wesselhoft
 Planning and Zoning Director

d. Planning and Zoning Commission Minutes for April 25, 2016.

Planning and Zoning Commission
 Regular Meeting
 April 25, 2016

- 1) The meeting was called to order at 7:00 p.m.
- 2) Roll Call.
 Present: Craig Agan, Jim Danks, Cathy Haustein, David Landon, Robin Pflazgraf, Mike Vander Molen, Gary Van Vark, Ann Visser, Teri Vos.
 Absent: Bob Smith, Ervin Van Wyk.
 Others Present: Nick Fanning, Vern Cochran, Dan Vander Beek, Dennis Vander Beek, Joyce Vander Beek, Brad Uitermarkt, Erin Van Roekel, Doug Van Zee, Cole Foster, Tyler Alessio, Taylor Wisecys, Jordan Fox, Larry J Peterson, Mark De Jong, Yaqoob Ahmad, Kyle Pepper, Mike Nardini, George Wesselhoft.
- 3) Approval of Minutes
 - a) March 28, 2016 Regular Meeting. The minutes were approved as submitted.
- 4) Site Plan Review Process. City Administrator Mike Nardini gave a slide presentation with an overview of proposed site plan process:

Step 2 Analyze the proposed development in the context of the main goals of the comprehensive plan

Site Plan Review Process (continued)

- In determining conformance with the City's Comprehensive Plan, it is very important to consider the Priority Goals as stated in the City's Comprehensive Plan. The Priority Goals are as follows:
 - Priority Goal 1: Economic Strength** Continue to foster an economic environment that supports and attracts quality business, industry and tourism.
 - Priority Goal 3: Infrastructure** Maintain quality infrastructure for our community.
 - Priority Goal 4: Quality of Life** Continue to support a high quality of life for Pella's residents by investing in parks, recreation and schools.
 - Priority Goal 5: Housing Options** Provide a range of housing types at a variety of prices to accommodate workers and residents at all stages of life.



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Step 3 Staff recommendation

Site Plan Review Process (continued)

- The Pella City Code requires site plans to conform to both the zoning ordinance and comprehensive plan.
- In addition, before a site plan can be considered by the Planning and Zoning Commission, the site must be zoned for the intended use.
- Therefore, the key issue at hand is determining conformance with the City's comprehensive plan when the Future Use Land Map identifies a different use than the proposed development.

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Step 3 Staff recommendation (continued)

Site Plan Review Process (continued)

- As a result, any decision made regarding the proposed development could have policy implications.
- Therefore, under this scenario, staff believes public input should be encouraged and the decision should ultimately be made by the Pella City Council.
- Listed below is a summary of the options proposed to the Planning and Zoning Commission when a proposed development appears to have a significant land use conflict with its adjacent property owners or when the development appears to be in conflict with any priority goals of the City's comprehensive plan.

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Step 3 Staff recommendation (continued)

Site Plan Review Process (continued)

- Likewise, if staff believes there is a reasonable possibility the proposed development may cause a significant land use conflict with adjacent properties or if the proposed development appears to be contrary to any of the comprehensive plan's priority goals, then a range of options could be proposed to the Planning and Zoning Commission.
- Generally, these options will be intended to facilitate public input and ultimate consideration by the Pella City Council.
- The reason for this approach is when there is a potential for a significant land use conflict associated with the proposed development, there could be competing interest between property owners.



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Step 3 Staff recommendation (continued)

Site Plan Review Process (continued)

- 2. Potential Zoning Recommendations** To address potential land use compatibility issues associated with the proposed development, staff may recommend the following:
 - potential zoning amendments and/or
 - a planned unit development for the Planning and Zoning Commission to consider.
- It is important to note, zoning amendments and planned unit developments would require public hearings and approval by the Pella City Council.



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Step 3 Staff recommendation (continued)

Site Plan Review Process (continued)

- In summary, when a proposed development is allowable under the City's zoning ordinance but the use type does not match the Future Use Land Map of the City's comprehensive plan, staff plans to take a cautious and deliberate approach in reviewing these cases.
- In addition, staff would like to mention these cases are difficult to analyze.
- When there appears to be a significant land use conflict associated with a proposed site plan, staff believes our process should facilitate public input while striving to meet the intent of the City's zoning ordinance and comprehensive plan.



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There was discussion about the site plan review process presented by Mr. Nardini. Teri Vos left at 7:26 p.m.

- Jim Danks thanked Mr. Nardini and suggested it may help to know the zoning around where we work, play and live and what that means.
- Site Plan for Missouri River Energy Services. George Wesselhoft reviewed the staff report: Missouri River Energy Services is proposing a 6,000 square foot one story warehouse building for the property located at the southwest corner of 198th Place and 216th Place. This property is located in the Marion County extraterritorial zoning jurisdiction and is zoned M1 Limited/Light Industrial. The property is also in the Flood Zone Overlay District. The Flood Plain Development Permit for this project has been approved by the IDNR. In the fall of 2015, the City Council approved a conditional rezoning for the property from A1 Agricultural to M1 Limited/Light Industrial. The condition for the property allows it to be used for indoor storage only. The Future Use Land map of the Comprehensive Plan identifies the area as Preserve. Chapter 165.36 (3) (F) requires the Planning and Zoning Commission to make findings before approval of the site plan including Zoning and Comprehensive Plan conformance. Staff believes the site plan is in conformance with the zoning and comprehensive plan. The IDNR has issued the flood plain development permit, no issues were identified during the public hearings for the rezoning, no land use compatibility issues were identified, and the development does not

appear contrary to any of the goals of the Plan. Therefore, the primary recommendation is to approve the site plan. Other options include conditional approval conditioned on the City Council approving Comprehensive Plan amendment, tabling the site plan, or denying the site plan. Cathy Haustein questioned the location for the proposed development. Vern Cochran with Missouri River Energy Services responded the reason they chose the property is because they have a lot of large fixtures and jigs that are going to be required for future use for maintenance and repair of the hydroelectric facility and some of those are 18 to 30 feet wide; they have to move them on a public road and that is the closest property they could purchase; they considered other locations in Pella but then they would have to transport those through town, it was just safer, that is why they selected that property. Craig Agan asked if the same rules apply in the extraterritorial zone for the Comprehensive Plan and Zoning.

George Wesselhoft responded in the affirmative. David Landon asked whether it is staff's position that the site plan is in conformance with both the Zoning Ordinance and Comprehensive Plan. Mr. Wesselhoft responded in the affirmative. David Landon made a motion to approve the site plan. Robin Pfalzgraf seconded the motion. Upon vote, all voted yes. Motion carried 8 to 0.

- 6) Site Plan for RAVE Property Management LLC. George Wesselhoft reviewed the staff report: RAVE Property Management LLC is proposing 11,760 square feet of hard surfacing parking improvements, including hard surfacing existing rock areas and additional parking expansion to serve their existing buildings at 2156 Idaho Drive. This property is located in the Marion County extraterritorial zoning jurisdiction and is zoned CC Community Commercial. The Comprehensive Plan targets the property for Low Density Residential. The site plan should be reviewed per the criteria of Chapter 165.36 (3) (F) Mr. Wesselhoft added that the position of staff is that the site plan meets Zoning Ordinance requirements and no amendment to the Comprehensive Plan respective of the parking improvements is necessary as the majority area represents pre-existing gravel to be converted to hard surfacing and parking is not considered expansion of the use. Therefore, staff is recommending approval of the site plan. Mike Vander Molen made a motion to approve the site plan. Gary Van Vark seconded the motion. Upon vote, all voted yes. Motion carried 8 to 0.
- 7) Other Business. George Wesselhoft mentioned three upcoming meeting dates including a May 9 special meeting for a site plan for Pella Regional Health Center third floor addition and discussion about the bypass sign ordinance, May 19 training by ISU extension, and the May 23 regular meeting date which will include discussion with the Historic Preservation Commission concerning the proposed historic overlay ordinance.
- 8) The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

George Wesselhoft
Planning and Zoning Director

e. Library Board Minutes for April 12, 2016.

PELLA PUBLIC LIBRARY Board of Trustees Meeting April 12, 2016

I. Call To Order: President Rebecca Manifold called the meeting to order at 4:00 p.m. Board members present were: Alli Bogaard, Kenny Nedder, Jane Koogler, John Evenhouse and Mary Barnes. Praveen Mohan was absent. Library Director Wendy Street was present.

II. Recognition of Visitors and Visitor Comments: None

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

IV. Disposition of Minutes: All Board members received the March minutes prior to the meeting. Under section IX. Director's Report, B. a typo was noted. Kenny moved to approve the minutes. Mary seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the April list of bills prior to the meeting. The Board discussed the bills and questions were answered. John moved to approve the bills. Jane seconded the motion. The bills were unanimously approved.

VI. Unfinished Business:

- A. State Funding: Wendy provided the board with the 2016 State Funding budget. Approximately \$10,000 is already encumbered. We have approximately \$5,000 left to spend. The library staff came up with several ideas. The board and Wendy discussed the staff's requests at length. Rebecca moved to go forward with purchasing a new drive-up book drop. She moved that Wendy request the Friends of the Library pay for the book drop. The Library will then purchase the cart that is required to go in the book drop. The library will spend the remaining State funds on new hand dryers for the restrooms and adding materials to the collection. Kenny seconded the motion and it carried.

VII. New Business:

- A. Board Terms: Mary Barnes' second term is ending June 30, 2016. She had met her term limit and we will need to seek new applicants for the board. We will re-post the opening on the website, in the library and via email to patrons/community members. Wendy will also contact those persons who applied for the position at the last vacancy. We will discuss the applicants at the May meeting. Praveen Mohan and Jane Koogler's first terms are ending June 30, 2016. Jane has agreed to continue for her second term. Wendy will ask Praveen if he is willing to serve another term.

VIII. President's Report and Announcements: None

IX. Director's Report:

A. Food for Fines

In honor of National Library Week, the library will hold a "Food for Fines" drive April 11-16. The library will accept non-perishable food items in exchange for overdue fines. One food item will equal up to \$1.00 in fines. Two food items equal \$2.00, and so on. You may exchange a maximum of \$10.00 during the week. Each food item donated to the library will be given to the Food Shelf.

B. Use of the Digital Touch Table

Chris found an application that logs the number of minutes the table is in use. It has logged 403 hours since he installed the application in October. From March 28-April 3, the table averaged 2 ½ hours of use per day. Applications called Grinch and Fresh Paint were used the most during that week.

C. Marion County funding

The Marion County Board of Supervisors increased library funding for FY1617. Funding increased from \$80,000 to \$90,000. The Pella Public Library should receive \$49,125, compared to \$43,950 this year.

D. City Compensation Study

As part of the FY16/17 budget, the City Council approved a Compensation Study for City of Pella non-union employees. One of the first steps for the compensation study is to insure that we have accurate job descriptions/classifications to give to the consultant who will do the study. The market study will be based on the content of the job descriptions. Each job description for full-time and regular part-time employees is being reviewed by the employee doing the job, the employee's supervisor, and the department head. The compensation of Department Heads (including the Library Director) will not be included in the study, although Wendy will still review and update my job description.

E. Customer survey

As of April 7, we have received 891 survey responses. We'll keep collecting until April 15. Wendy will have results to share next month.

F. Building and grounds

- The laptop bar has been installed and has seen plenty of use.
- The Quiet room is almost finished. We're waiting for door hardware. The board discussed an appropriate name for this space. The board decided to continue to call it the "Quiet Room" for the time being.
- The Dress up station (Pella Community Foundation grant) has arrived and has been installed in the children's area.

- The Playaway Launchpads (Pella Community Foundation grant) have also arrived and are available for checkout. These devices are loaded with apps appropriate for 3-5 year olds.

G. Staff activities

April Denim Days: the library staff are once again participating in April Denim Days to support Crisis Intervention Services. Staff members are allowed to wear blue jeans to work during April, provided that they make a \$3 donation to Crisis Intervention Services each time they wear jeans. We did this last year and it was very popular with the staff.

The library staff provided "appreciation" lunches for the Public Works street crew on March 29 to thank them for taking care of our parking lot and helping with various projects. We made lunch for the Parks staff on April 7 to thank them for clearing snow from our sidewalks and taking care of our grounds.

Youth Services Librarian: Offering book to movie club in April. Working on finishing up Summer Reading Program.

Assistant Director: This month, Chris upgraded the receipt printers and scanners at the front desk. He re-built the Tumblebooks station, and continues to monitor and resolve any remaining questions and issues with SirsiDynix Symphony.

Director: I evaluated meeting room reservation software, gathered quotes for state funding projects, continued weeding in the 600s, and planned the adult summer reading program.

H. Upcoming events

- Friends of the Library book sale: April 8-17 in the meeting room
- Story time is offered every Saturday at 10:30 a.m. Saturday story time is suggested for ages 3 and up with parents.
- April 12 at 7:00 p.m.: LEMMINGS. Kids in grades 6 and up are welcome to join us for our monthly teen program.
- Tuesday, April 12 from 6 to 7 p.m.: Drop in LEGO club.
- Wednesday, April 20 from 2:30 to 3:30 p.m.: Drop In LEGO club
- April 21 at 10:15 a.m.: Genealogy Club meeting in the Meeting Room
- April 26 at 10:00 a.m.: Friends of the Library Annual Meeting in the Meeting Room. All Friends of the Library members are invited. New officers will be elected at this meeting.
- April 28 at 12:00 noon: The Brown Bag Book Club will discuss *A Lucky Life, Interrupted* by Tom Brokaw in the library Meeting Room.

X. Committee reports:

- Governance and Policy Committee: Revision of Circulation Policy, Fines & Fees, and Volunteer Policy. Review of Unscheduled Closings Policy (no changes recommended). All motioned for the revision to be approved as presented. Kenny seconded and the motion carried.

XI. Adjournment: President Rebecca Manifold adjourned the meeting at 5:15 p.m. The next regularly scheduled Board Meeting is scheduled for May 10, 2016 at 4 P

3. Petitions and Communications

a. Special Event—Friday After Five.

SUBJECT: Special Event for Friday After Five

DATE: June 17, 2016

BACKGROUND: The Young Professionals of Pella (Pella Chamber of Commerce) are requesting a Special Event Permit for two "Friday after Five" events on Friday, June 10, 2016 and June 24, 2016 from 5:00 p.m. to 9:00 p.m. to be held on the Molengracht Plaza. Set-up will begin at 2:00 p.m with take down completed by 10:00 p.m. There will be live music, food, beverages and networking. Attendance of 50-100 is expected.

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

ATTACHMENTS: Application, Map, Department Head Comments

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve special event.

4. Administration Reports

a. None

D. *PUBLIC HEARINGS

1. a. Public Hearing on Comprehensive Plan Amendment. Four written comments were received (not in original packet). Oral comments were addressed. Councilmember Vander Beek declared a conflict of interest and would not be participating in the discussion or vote under item D-1. Councilmember Bokhoven moved to close the public hearing, seconded by Councilmember Peterson. On roll call the vote was: AYES: Bokhoven, Peterson, De Jong, Van Stryland, Schiebout. NAYS: None. ABSTAIN: Vander Beek.

SUBJECT: Public Hearing and Resolution Approving an Amendment of the City of Pella's Comprehensive Plan Future Land Use from Low Density Residential to Mixed Use Commercial

DATE: May 17, 2016

This resolution approves an amendment to the Future Land Use Map of the City of Pella's Comprehensive Plan from low density residential to mixed use commercial. City staff is proposing Council consideration of the amendment to facilitate a development by Casey's Marketing Company located on 1.17 acres of vacant property located at 505-513 Main Street and 705 Union Street. According to Casey's representatives, the intention of the new store is to consolidate three of their existing stores into a new store which is capable of serving the community's needs. It is staff's understanding, the existing Casey's stores which would be closed are 640 Washington Street, 744 Washington Street and 414 Oskaloosa Street. The proposed site for the new store is zoned Commercial Mixed Use Urban Corridor (CUC), and convenience stores are an allowable use in this zoning classification. However, it is important to note, the Pella City Code requires the development to conform to both the zoning ordinance and the City's comprehensive plan. In this particular case, staff was unable to clearly determine conformance with the City's comprehensive plan, and thus the reasons for the proposed amendment to the Comprehensive Plan. Listed below is background information on this issue.

Zoning Ordinance and the Comprehensive Plan

The City's zoning ordinance and comprehensive plan are intended to work together to establish orderly land use in our community. Listed below is Section 165.03 of the City's zoning code which is intended to address the purpose of the City's zoning ordinance:

165.03 Purpose

The purposes of the Zoning Ordinance of the City of Pella are to:

1. Serve the public health, safety and general welfare of the City and its jurisdiction.
2. Classify property in a manner that reflects its suitability for specific uses.
3. Provide for sound, attractive development within the City and its jurisdiction.
4. Encourage compatibility of adjacent land uses.
5. Protect environmentally sensitive areas.
6. Further the objectives of the Comprehensive Development Plan of the City of Pella.

Furthermore, Section 165.04 of the City's zoning ordinance requires consistency with the comprehensive plan:

165.04 Consistency with the Comprehensive Plan

The City of Pella intends that this Zoning Ordinance and any amendments to it shall be consistent with the City's Comprehensive Plan. It is the City's intent to amend this chapter whenever such action is deemed necessary to keep regulatory provisions in conformance with the Comprehensive Plan.

Comprehensive Plan

The Iowa State Code requires zoning regulations to be made in accordance with a comprehensive plan. Staff believes the goal of the state's comprehensive plan requirements is to prevent piecemeal and haphazard development. In addition, staff also believes the intent of the state regulations is to encourage local jurisdictions to act rationally rather than arbitrarily in making zoning decisions.

Overall, the City's comprehensive plan is a policy document that is intended to guide city zoning and development decisions through the year 2035. The current plan was adopted in 2014.

Zoning Code

While the comprehensive plan is a policy document intended to guide zoning decisions, the zoning ordinance is the city's legal basis to enforce land use decisions. As a matter of principle, the city's zoning ordinance is intended to reflect the policies stated in the comprehensive plan. Therefore, the city's zoning ordinance is also the primary mechanism used to implement the comprehensive plan.

Differences in Land Uses between the City's Zoning Ordinance and the Comprehensive Plan

As stated earlier in this memo, the City's zoning ordinance and comprehensive plan are intended to work together to promote orderly development and avoid incompatible land uses. However, when land use differences arise between the zoning ordinance and our comprehensive plan, staff believes it is important to perform a thorough review of the reasons for the differences in land uses between the two documents. The reason for this approach is the differences could be an indication of incompatible land uses associated with the proposed development, which may necessitate additional zoning considerations by the Pella City Council. As a result, staff has tried to take a very conservative and systematic approach in addressing the root causes for the differences in land uses between the documents.

As stated earlier, the Pella City Code requires site plans for proposed developments to conform to both the zoning ordinance and comprehensive plan. In addition, before a site plan can be considered by the Planning and Zoning Commission, the site must be zoned for the intended use. Therefore, the key issue at hand is determining conformance with the City's comprehensive plan when the Future Land Use Map identifies a different use than the proposed development. Under this scenario, staff will likely recommend to the Planning and Zoning Commission the proposed development is in accordance with the City's Comprehensive plan if the following conditions are met:

- A. There does not appear to be any significant incompatible land uses associated with the proposed development.
- B. The proposed development does not appear to be contrary to any of the Comprehensive Plan's Priority Goals.

Differences in Land Uses between the City's Zoning Ordinance and the Comprehensive Plan

Likewise, if staff believes there is a reasonable possibility the proposed development may cause a significant land use conflict with adjacent properties or if the proposed development appears to be contrary to any of the comprehensive plan's priority goals, then options ranging from a comprehensive plan amendment to zoning changes could be proposed. Generally, these options will be intended to facilitate public input and ultimate consideration by the Pella City Council. The reason for this approach is when there is a potential for a significant land use conflict associated with the proposed development, there could be competing interest between property owners. As a result, any decision made regarding the proposed development could have policy implications. Therefore, under this scenario, staff believes public input should be encouraged and the decision should ultimately be made by the Pella City Council.

Comprehensive Plan Priority Goals

In determining conformance with the City's Comprehensive Plan, it is very important to consider the Priority Goals as stated in the City's Comprehensive Plan. For the City Council's review, the Priority Goals are as follows:

- Priority Goal 1: Economic Strength:** Continue to foster an economic environment that supports and attracts quality business, industry and tourism.
- Priority Goal 2: Biking and Walking:** Embrace our community's Dutch heritage by being a premier city for bicycle and pedestrian transportation.
- Priority Goal 3: Infrastructure:** Maintain quality infrastructure for our community.
- Priority Goal 4: Quality of Life:** Continue to support a high quality of life for Pella's residents by investing in parks, recreation, and schools.
- Priority Goal 5: Housing Options:** Provide a range of housing types at a variety of prices, to accommodate workers and residents at all stages of life.

In reviewing the proposed Casey's development in the context of the priority goals, there was one inconsistency noted which related to Priority Goal 5: Housing Options. This core goal of the comprehensive plan was to provide a range of housing types at a variety of prices, to accommodate workers and residents at all stages of life. A key component of this goal was the utilization of infill housing or housing that is built on vacant or underused lots in existing neighborhoods. Infill lots are beneficial for several reasons because they often allow established neighborhoods to respond to market conditions by providing new housing types and features. In addition, infill housing is efficient because it utilizes existing infrastructure. Likewise, the comprehensive plan also states that it is important for any infill development to complement the existing neighborhood and provide appropriate transitions where needed. Finally, it is important to note, this proposed site is shown in the comprehensive plan as a concept for residential infill development (Figure 2.4 page 43).

Potential Land Use Compatibility Issues

The Land Use Compatibility Matrix (Table 1.5, page 31) in the comprehensive plan is a tool staff utilizes to identify land uses when located in close proximity to each other may cause conflicts. Based on staff's review, it appears the proposed development may cause a significant land use conflict with the adjacent residential property owners surrounding the development. In an effort to verify the results of the land use compatibility matrix, staff conducted a review of zoning ordinances of other communities as it pertains to permitting gas stations and convenience stores. For Council's review, we have enclosed a copy of the survey.

Differences in Land Uses between the City's Zoning Ordinance and the Comprehensive Plan

Potential Land Use Compatibility Issues (continued)

The intent of the zoning survey was to determine if other communities which are in close proximity to Pella or are similar to Pella have additional zoning regulations which are intended to reduce land use conflicts with neighboring properties. For the survey purposes we contacted Des Moines, West Des Moines, Urbandale, Knoxville, and Decorah. Listed below is a summary of the survey as it pertains to zoning uses:

Gas Stations/Convenience Stores Permitted by Right or Special Use Permit

The three Des Moines metro area communities require a special use permit to some degree for gas stations and convenience stores. The City of West Des Moines permits gas stations/convenience stores only by a special use permit and they must be located in a commercial zoning district. Urbandale permits gas stations/convenience stores by right in their Highway Commercial Zoning District. All other commercial zoning districts

require a special use permit. The City of Des Moines permits gas stations/convenience stores by right only in commercial zoning districts. In addition, the City of Des Moines would require a special use permit for any alcohol sales by the gas station/convenience store. In comparison, the cities of Decorah and Knoxville permit gas station/convenience store by right in commercial zoning districts only.

Residential Use Permitted in Commercial Zoning Districts

It is important to note, the City's Mixed Use Urban Commercial Corridor zoning district permits both residential and commercial use types. Likewise, it appears most of the cities contacted in the survey tried to restrict residential use in commercial zoning districts. The only exception was the City of Des Moines which does allow residential use in commercial zoning districts. However, it is also important to note, the City of Des Moines also has additional requirements for permitting gas stations/convenience stores in close proximity to residential properties. It is staff's understanding, the goal of these requirements are to minimize land conflicts between the property owners.

Design Permit Required

In minimizing potential land use conflicts, aesthetics are an important consideration. Of the cities surveyed, only the City of Pella has a required design permit for commercial buildings. All of the other cities indicated an informal or negotiated process to address the aesthetics of the commercial buildings.

After considering the results of the survey and the land use characteristics of our community, staff does not believe any additional zoning adjustments are required as it pertains to use types. However, we do believe the survey results do indicate there may be a significant land use conflict associated with the proposed development and the adjacent property owners. Therefore, we believe special consideration should be given during the site plan process to minimize any potential conflicts with the neighboring properties of the proposed development.

Issues to Consider in Evaluating the Proposed Amendment

As stated earlier, the intent of the comprehensive plan is to serve as a long-term planning document. Likewise, it is also important to note, the comprehensive plan can change when development priorities and conditions change. In addition, it is not uncommon to amend a comprehensive plan to account for a new development that was not foreseen when the document was originally constructed. However, careful consideration should be given before making any changes to the plan to avoid haphazard development. Listed on the following page are items to consider when evaluating this proposed comprehensive plan amendment.

Reasons for Approving the Comprehensive Plan Amendment

Based on staff's review, listed below are potential reasons to approve this amendment to the City's comprehensive plan.

The property is zoned for the intended use - As stated earlier, convenience stores and gas stations are a permitted use in the CUC zoning classification. In addition, by aligning the comprehensive plan with the City's zoning ordinance, it may assist in reducing uncertainty in evaluating future developments for conformity with the City's comprehensive plan.

Commercial uses identified in proximity to the proposed site - Existing commercial uses are located directly east of the proposed development site. In addition, these existing uses are identified in the Future Land Use Map of the City's comprehensive plan.

Commercial Corridor - The Main Street corridor area south of the downtown is identified in the comprehensive plan as a commercial corridor.

Reasons for Denying the Comprehensive Plan Amendment

Based on staff's review, listed below are potential reasons to deny this amendment to the City's comprehensive plan.

Allowing the existing future use designation of the property to remain unchanged: The comprehensive plan took a considerable amount of time and effort to develop. The proposed site in the comprehensive plan is identified specifically in multiple sections of the plan for residential use, which is different than the proposed Casey's development.

Infill Housing Goal: A key component of the Comprehensive Plan's Housing Goal was infill housing. Overall, the community derives benefits from infill housing, and this location may be more beneficial for the community for infill housing rather than a commercial development.

Summary

Amending the City's Comprehensive Plan is a Council policy decision. Careful consideration should be given before making a decision on this matter.

Finally, it is important to note, the Planning and Zoning Commission denied the proposed amendment on a six to four vote at their March 30, 2016 meeting.

ATTACHMENTS: Resolution, Zoning Map, Comprehensive Plan Map, Zoning Survey, Citizen's Letters

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Council Policy Decision.

1. b. Resolution No. 5689 entitled, "RESOLUTION APPROVING COMPREHENSIVE PLAN AMENDMENT FOR CASEY'S SITE PLAN TO AMEND THE FUTURE LAND USE MAP FROM LOW DENSITY RESIDENTIAL TO MIXED USE". Councilmember Schiebout moved to approve, seconded by Councilmember Bokhoven. On roll call the vote was: AYES: Bokhoven, Van Stryland, De Jong. NAYS: Schiebout, Peterson. ABSTAIN: Vander Beek. Motion carried.

Representatives from Casey's spoke. Councilmember Peterson moved to accept into the public record all information Casey's has provided to the City on this issue since the beginning. Also included were pictures presented earlier from Jim Mansuato, seconded by Councilmember Schiebout. On roll call the vote was: AYES: Peterson, Schiebout, De Jong, Bokhoven, Van Stryland. NAYS: None. ABSTAIN: Vander Beek. Motion carried.

Councilmember Schiebout moved to accept Casey's lighting plan into the public record, seconded by Councilmember Bokhoven. On roll call the vote was: AYES: Schiebout, Bokhoven, Van Stryland, Peterson, De Jong. NAYS: None. ABSTAIN: Vander Beek. Motion carried.

SUBJECT: Casey's Marketing Company Site Plan Appeal

DATE: May 17, 2016

BACKGROUND:

Casey's Marketing Company is appealing the denial of their site plan at the March 30, 2016 Planning and Zoning Commission meeting. As background, the Commission considered two separate motions regarding the Casey's proposed site the first to deny the site plan and the second to conditionally approve subject to Comprehensive Plan amendment. In each case, the vote was 5 to 5 and therefore, both motions failed. As a result, Casey's Marketing Company Marketing Company is proceeding with its appeal to the City Council as outlined in Chapter 165.36 (1) of the City Code.

Project Description

Casey's Marketing Company is proposing a new 4,475 square foot convenience store with gasoline sales on 1.17 acres of vacant property located at 505-513 Main Street and 705 Union. According to Casey's representatives, the intention of the new store is to consolidate three of their existing stores into a new store which is capable of serving the community's needs. It is staff's understanding, the existing Casey's stores which would be closed are 640 Washington Street, 744 Washington Street and 414 Oskaloosa Street.

Pella City Code Requirements for Site Plans

In considering this appeal, the Pella City Council will need to make the following findings before approval of the site plan as stated in Chapter 165.36 (3) (F):

- B. The proposed development is in accordance with the criteria established in Table 165.36/37-1.
- D. Any modifications to the site plan are reasonable and the minimum necessary to minimize potential unfavorable effects.
- E. The site plan conforms to the Zoning Ordinance and the Comprehensive Plan.

Zoning and Design Overlay Requirements for the Proposed Site

The zoning for the proposed site is Mixed Use Urban Corridor Commercial (CUC). Staff believes this zoning district is intended to accommodate a variety of uses and serves as a transition from the restrictive zoning district which is the Central Business District (CBD) to the City's Commercial Zoning Districts (CC). For Council's review, staff has listed below the purpose of the CBD, CUC, and CC zoning districts as defined in the City Code.

Purpose of Zoning Districts

CBD Central Business District - This district is intended to provide appropriate development regulations for Downtown Pella. Mixed uses are encouraged within the CBD District with the primary use type being retail commercial. The grouping of uses with retail as the primary use type is designed to strengthen the town center's role as a center for trade, service, and civic life.

CUC Mixed Use Urban Commercial Corridor: This district recognizes the mixed use character of urban entry corridors into Pella's downtown, including Washington Street and Main Street, which contain a combination of residential, commercial, and office uses. These entry corridors include special aesthetic and sign design standards, which will help enhance their status as principal entrances and arterials into Pella's downtown, and to maintain their character as urban streets.

CC Community Commercial District: This district accommodates a variety of commercial uses, some of which have significant traffic or visual effect. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. These uses may create land use conflicts with adjacent residential areas, requiring provision of adequate buffering. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts.

Commercial Use Definitions

After consulting with the City Attorney, it was determined the most appropriate category the proposed development aligned with under the commercial use in the City's zoning code was Convenience Food Sales, which are permitted by right in the CUC Zoning District. Listed below is the definition for the Convenience Food Sales commercial use type:

Food Sales – establishments or places of business primarily engaged in the retail sale of food or household products for home consumption. Food sales establishments may include the sale of non-food items. However, the sales of non-food items may account for no more than the lesser of 25% of the sales area or 10,000 square feet of the food sales establishment. Typical uses include groceries, delicatessens, meat markets, retail bakeries and candy shops.

- (1) **Convenience Food Sales**– establishments occupying facilities of less than 10,000 square feet; and characterized by sales of specialty foods or a limited variety of general items, and by the sales of fuel for motor vehicles.

Zoning and Design Overlay Requirements for the Proposed Site

Purpose of Gateway Corridor Overlay District

The proposed development site is also subject to the standards established for the Gateway Corridor Overlay District. This overlay district is intended to provide special regulations to assure new developments along the primary entry corridors into Pella, especially in and near the downtown, respect the existing community character and foster pedestrian-oriented design. The requirements for this overlay district can be found in Chapter 165.18 of the City Code.

Criteria for Site Plan Review

As Council is aware, Section 165.36 (F) (3) of the City Code requires site plans to conform to the zoning ordinance and comprehensive plan. In determining if the proposed site plan conforms with the City's zoning ordinance and comprehensive plan, the City Council is required to use the criteria established in Table 165.36/37-1. For Council's review staff has listed below a summary of the applicable requirements of Table 165.36/37-1:

Operating Characteristics

Operating Hour Requirements: Projects with long operating hours must minimize effects on surrounding residential areas. In addition, outside storage areas should be screened from surrounding streets and less intensive land uses.

Staff Comment: It is staff's understanding, Casey's Marketing Company tentatively plans to operate the new store from 6:00 a.m. to 11:00 p.m. seven days a week. One of the ways Casey's has proposed to minimize the impact on the surrounding areas is through their lighting plan for the development. It is staff's understanding the lighting plan is intended to minimize light pollution and contain lighting on the development site. In addition, no outside storage is allowed in the CUC zoning district.

Traffic Capacity & External Traffic Effects

Traffic Capacity Requirements: 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. Project design should direct non-residential traffic away from residential areas.

Staff Comment: Proposed access point for the development would be on Main and Union Streets. It is important to note, the development would not have access to the public alley which is immediately west and abuts the proposed development site. The City Engineer, as part of the site plan review, considered traffic impacts of the proposed development. Key highlights from this traffic memo include:

Criteria for Site Plan Review

Traffic Capacity & External Traffic Effects (continued)

- Traffic volume information was used from Iowa DOT 2014 counts as part of the estimated trip distribution.
- Based on the total number of drive-way trips during the most critical time periods (AM and PM peak hours), no improvements are recommended at either the intersection of Union Street and Main Street or to Union Street or Main Street at the development's proposed accesses.
- The traffic study did take into account the closing of the three existing stores (two downtown stores and the Oskaloosa Street store).
- Casey's has revised their access location to meet the traffic engineer's recommendations concerning vehicle access.
- Traffic control will be installed per current Manual on Uniform Control Devices during construction including adjacent roadways and sidewalks/trails with note provided accordingly on the Site Plan.

Site Development

Landscaping Requirements: Project frontage along a street should be similar to lot width. 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 with sensitive environmental features or natural drainageways should be preserved.

Staff Comment: The project frontage requirement does not apply to CUC zoning districts as there are no minimum required lot widths. The proposed development significantly exceeds minimum Code requirements for landscaping:

- The minimum green space required is 5% of the total lot area. The lot area is 50,865 square feet; 14,466 square feet of green space is proposed which equates to 28.4%.
- A Type A (solid screen) is required versus adjacent residential. This may be satisfied by a 6 foot fence only. The proposed development includes both a fence and intermittent trees for this screening which exceeds minimum Code.
- A Type C screen is required versus adjacent street right of ways. This may be satisfied by shrubbery combined with tulip plantings. The proposed development includes trees, shrubs and tulip beds.

Parking Lot Requirements: Parking should serve all structures with minimal conflicts between pedestrians and vehicles. Structures must be accessible to public safety vehicles. Development must have access to adjacent public streets and ways. Internal circulation should minimize conflicts and congestion at public access points.

Staff Comment: The City Engineer reviewed the proposed parking layout from a traffic review standpoint. The developer has addressed the City Engineer's traffic comment for access location modification. Staff believe the proposed parking layout meets the intent of the zoning ordinance.

Criteria for Site Plan Review

Public Facilities

Utilities Requirement: The development must be served by utilities and projects 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.

Staff Comment: The proposed development will connect to the public sanitary sewer system. In addition, staff the sanitary sewer system has capacity to serve the development.

Storm Water Requirement: 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 related effects.

Staff Comment: The proposed development will address storm water management by way of underground detention. In addition, the development's storm water detention plan was approved by the City Engineer.

Height and Bulk

In discussing the Height and Bulk requirements, it is important to note, staff consulted the City Attorney in regards to the treatment of the gas canopy. The reason staff sought guidance from the City Attorney was that it appears gas canopies are not defined under the city's zoning ordinance. As background, the area of the proposed convenience store is 4,475 square feet and the gas canopy area is roughly 5,544 square feet. After reviewing the City Code as it relates to height and bulk requirements, the City Attorney's opinion is the gas canopy is not considered a building as defined under the City's zoning code. Therefore, the City Attorney believes the gas canopy is not subject to any density, bulk, or setback requirements. Listed below for Council's review is the definition Buildings and Building Coverage Areas as stated in the City's zoning code:

"Building" means any structure designed or intended for the support, enclosure, shelter, or protection of persons, animals, or property, but not including signs or billboards.

"Building coverage" means the area of a site covered by buildings or roofed areas including carports or covered porches or covered patios but excluding allowed projecting eaves, balconies and similar features.

Height and Bulk Requirements: Development should minimize differences in height and building size from surrounding structures. Differences should be justified by urban design considerations.

Staff Comment: There is no maximum height limit for CUC zoning. It also important to note, based on staff's calculations, we believe the maximum Gateway Corridor District building size as stated in 165.18 (D) (3) of the city code is 5,416 square feet. The proposed convenience store is 4,475 square feet and is under this limitation. As previously stated, the City Attorney does not believe gas canopies are subject to height and bulk requirements under the City Code.

Criteria for Site Plan Review

Height and Bulk (continued)

Setback Requirements: Development should respect pre-existing setbacks in surrounding area. Variation should be justified by site or operating characteristics.

Staff Comments: Based on the staff formula for computing setbacks, we believe the following are the required setbacks for the development:

- Front yard (maximum) setback: 16' 4"
- Street side yard (minimum) setback: 10'
- Interior side yard (minimum) setback: 0'
- Rear yard (minimum) setback: 20'

Staff believes the proposed convenience store building meets these setback requirements. In addition, as previously stated, the City Attorney does not believe the proposed gas canopy is subject to the setback requirements as stated in the City Code. The setback for the proposed gas canopy is 34 feet from the property line

Building Coverage Requirement: Building coverage should be similar to that of surrounding development if possible. Higher coverage should be mitigated by landscaping or site amenities.

Staff Comments: The CUC District does not have a floor area ratio requirement. Based on staff's calculations the area surrounding the development has a building coverage ratio of 28%. In comparison we believe the proposed convenience store of 4,475 square feet is 9% of the total site of 50,865 square feet which is less than the surrounding area. In addition, the proposed green space percentage for the development of 28% exceeds the minimum requirements as stated in the city code of 5%.

Finally, as previously stated, the City Attorney does not believe gas canopies are subject to building coverage requirements under the city code.

Comprehensive Plan

Chapter 165.36 (F) (3) requires the proposed site plan to conform to the City's Comprehensive Plan. Based on staff's review we were unable to clearly determine conformance with the comprehensive plan due to the following factors:

The Future Land Use Map of the Comprehensive Plan targets the proposed site for low density residential development.

There may be a conflict with the proposed development and Comprehensive Plan's priority goal of housing options. This site is shown as an example of infill housing development on page 41 of the plan.

There appears to be potential for a land use compatibility issue with the proposed development and the residential properties in close proximity to the development.

Based on the above factors, staff has proposed for Council consideration an amendment which would align the proposed development with the Future Use Land Map of the Comprehensive Plan.

Comprehensive Plan (continued)

Council will need to determine if the development as proposed is in conformance with the City's Comprehensive Plan. In addition, it is also important to mention that for developments with a potential for significant land use compatibility issues, the Comprehensive Plan recommends consideration of Planned Unit Development. For Council's review, listed below is the recommendation for a land use compatibility rating of 2 (page 31 of the City's Comprehensive Plan):

2: Significant conflict. Major effects must be strongly mitigated to prevent impact on adjacent uses. A Planned Unit Development is required in all cases to assess project impact and define development design.

Summary

The proposed resolution approves the site plan submitted by Casey's Marketing Company. In order to approve this resolution, Council must make the following findings as required in Chapter 165.36 (F) of the City Code:

The proposed development is in accordance with the criteria established in Table 165.36/37-1.

Any modifications to the site plan are reasonable and the minimum necessary to minimize potential unfavorable effects.

The site plan conforms to the Zoning Ordinance and the Comprehensive Plan

Based on the legal opinion staff received from the City Attorney, we believe the proposed site plan conforms to the minimum requirements of the City's zoning ordinance. However, Council will need to determine if the site plan as submitted conforms to the City's Comprehensive Plan. In addition, Council will also need to determine if any additional modifications to the site plan are needed to offset potential negative impacts to adjacent property owners.

The City Council has the following options available:

1. Approve the proposed site plan.
2. Approve the proposed site plan with modifications.
3. Deny the proposed site plan.
4. If additional information is needed by Council prior to making a decision on the site plan, staff would recommend tabling this item.

ATTACHMENTS: Resolution. Site Plan Review Process, Notice of Appeal of Site Plan Decision; Site Plan; City Engineer Traffic Memo; Table 165.36/37-1 of the City's Zoning Code

REPORT PREPARED BY: City Administration and Planning and Zoning Director

REPORT REVIEWED BY: CITY ADMINISTRATOR/City Clerk

RECOMMENDED ACTION: As outlined above.

1. c. Resolution No. 5690 entitled, "RESOLUTION APPROVING SITE PLAN FOR CASEY'S". Councilmember Peterson moved to approve, seconded by Councilmember De Jong. On roll call the vote was: AYES: Peterson, Van Stryland. NAYS: De Jong, Bokhoven, Schiebout. ABSTAIN: Vander Beek. Motion failed.

2. a. Public Hearing on Budget Amendment #1 for FY 15-16. No written or oral comments were received. Councilmember Schiebout moved to close the public hearing, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, De Jong, Bokhoven. NAYS: None. Motion carried.

SUBJECT: Budget Amendment #1 for the FY 15-16 Budget

DATE: May 17, 2016

BACKGROUND:

This resolution approves Budget Amendment #1 for the Fiscal Year 2016. No increases in taxes or rates will ensue as a result of this amendment, as all items will either be covered by offsetting expenditure savings or reserves.

This amendment contains a net increase in fund balance of \$1,487,512 which is comprised as follows:

Funds Budgeted in FY 15 but Occurring in FY 16	\$ (472,867)
Funds Budgeted in FY 16 but Occurring in FY 17	731,473
Funds Budgeted in FY 17 but Occurring in FY 16	(536,084)
Other Revenue/Expenditure Adjustments	1,764,990
Net Increase in Fund Balance	<u>\$ 1,487,512</u>

TIMING DIFFERENCES NET EXPENDITURE INCREASE \$ 472,867

Timing differences total \$472,867 and represent funds budgeted in FY 14-15 but will be expended in FY 15-16.

TIMING DIFFERENCES NET EXPENDITURE DECREASE \$731,473

Timing differences total \$731,473 and represent funds budgeted in FY 15-16 but will be expended in FY 16-17.

TIMING DIFFERENCES NET EXPENDITURE INCREASE \$536,084

Timing differences total \$536,084 and represent funds budgeted in FY 16-17 but will be expended in FY 15-16.

OTHER REVENUE/EXPENDITURE ADJUSTMENTS \$1,764,990

Other expenditure/revenue adjustments total \$1,764,990 and are highlighted below:

Expenditure Increase of \$24,750 for additional water distribution improvements

The collection and distribution crews were able to make additional improvements with regard to the distribution system.

Expenditure Increase of \$14,865 for Hazel street water main improvements

The water utilities allocation of the Hazel Street reconstruction project was higher than the original engineer's estimate.

Revenue Increase of \$115,000 for an estimated increase in State Road Use Taxes

The state legislation approved a \$.10 per gallon increase in the gas tax following the publication of the FY 15-16 budget.

Expenditure Increase of \$12,000 for additional maintenance at the Pella Municipal Airport

The airport required additional repairs, including the repair of a mower, above and beyond the original budget amount.

Expenditure Increase of \$15,630 for the purchase of a new catalog system for the Pella Public Library

The Pella Public Library was required to purchase a new catalog system, following the determination by the Central College Library to end the shared agreement with their current vendor.

Revenue Increase of \$18,000 and Expense Increase of \$18,000 for additional private grants and donations received by the Pella Public Library

The Pella Public Library annually receives public and private donations to fund non-essential improvements to the library. This year the donations exceeded previously budgeted estimates.

Expenditure Increase of \$10,000 for the purchase of in-car computers for the Police Department

The Police Department utilized forfeiture funds to support the installation of in-car computers.

Revenue Increase of \$20,000 to reflect an increase in annual building and permit revenue fees

The Planning and Zoning Department is expected to collection funds above and beyond the current budget estimates.

Expenditure Increase of \$27,000 for premium increase in property and liability insurance expense

The City's annual property and liability insurance renewal occurs each April, following the approval of the City's annual budget. This increase reflects the previous year's annual increase.

Expenditure Increase of \$10,000 for the annual local option sales tax reconciliation

Each year, the City reconciles funds received in accordance with the local option sales tax redistribution agreement with Marion County. Funds received in FY 15, were slightly less than anticipated.

Revenue Increase of \$40,000 to reflect an increase in estimated Hotel/Motel tax

New estimates project an increase in the collection of hotel motel over original budget estimates.

Expenditure Increase of \$24,000 for payment to the CVB of the increased Hotel/Motel tax

Based on the new Hotel/Motel tax estimates, the City will make payments of 60% of the collection to the Pella Convention and Visitors Bureau.

Expenditure Increase of \$10,000 for costs associated with the last municipal election

This amount includes expenditure with the most recent municipal election paid to Marion County.

Expenditure Increase of \$17,500 for repairs to the Central Park Fountain

The surrounding wall of the Central Park fountain was in need of repair.

Expenditure Increase of \$35,000 for engineering expense associated with the Sports Park Trail

Following approval of the FY 15-16 budget, the City approved an agreement with Garden and Associates for the engineering associated with the Sports Park Trail.

Expenditure Increase of \$59,000 for enhancements to the City's Central Park sound system

The City received a grant for enhancements in the Central Park Sound System. This project was supported by a private grant.

Revenue Increase of \$59,000 for private donations for the City's Central Park Sound System

Private grant, received by the City in support of improvements to the Central Park Sound System.

Expenditure Increase of \$13,700 for maintenance and repair at the Pella Aquatic Center

Restoration of the maintenance budget to pre renovation levels.

Expenditure Increase of \$9,500 for repairs to the Molengracht parking garage

The Molengracht parking garage required maintenance and repair above and beyond the budgeted amount.

Expenditure Decrease of \$27,000 for lower than anticipated chemical expense for the wastewater utility

The implementation of the new lift station near Vermeer Road has resulted in the reduction of required odor control chemicals.

Expenditure Increase of \$1,887,907 for improvements to the City's west electric substation

The improvements to the west electric substation were initiated following the approval of the FY 15-16 budget.

Revenue Increase of \$4,025,625 resulting from electric bond revenues related to improvements of the west substation

The City issued bonds in support of the improvements to the City's west electric substation.

Expenditure Decrease of \$29,700 for projects related to structural repainting of the electric diesel plant

Structural painting of the City's electric substation is likely to take place in future fiscal years.

Expenditure Increase of \$74,483 related to the retainage payment for the decommissioning of the City's power plant

The approval and authorization of payment related to retainage associated with decommissioning of the City's power plant occurred in FY 15-16.

Expenditure Increase of \$151,000 for the electric underground conversion change order, adding the Oostport Alley and Franklin Street

The 2015 budget originally included the Washington Street underground conversion. Following direction received by Council, the Oost Poort Alleyway and the east section of Franklin was included in the project scope.

Expenditure Increase of \$155,000 for the purchase of materials associated with underground conversion projects

The FY 16-17 budget includes expenditures associated with materials and engineering associated with the west central underground conversion project. This project was bid prior to the commencement of the new fiscal year in an effort to meet project deadlines

ATTACHMENTS: Resolution, Budget Notice, Budget Amendment Summary

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve resolution

2. b. Resolution No. 5691 entitled, "A RESOLUTION AMENDING THE FY 15-16 ANNUAL BUDGET BY ADOPTING BUDGET AMENDMENT #1". Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, De Jong, Bokhoven. NAYS: None. Motion carried.

E. PETITIONS & COMMUNICATIONS

NONE

F. PLANNING AND ZONING ITEMS

NONE

G. ADMINISTRATION REPORTS

NONE

H. RESOLUTIONS

1. Resolution No. 5692 entitled, "RESOLUTION APPROVING THE DENTAL INSURANCE POLICY BETWEEN METLIFE AND THE CITY OF PELLA". Councilmember Schiebout moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, Peterson, De Jong, Bokhoven, Vander Beek. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Dental Policy with MetLife

DATE: May 17, 2016

BACKGROUND:

Annually, the City Council approves the insurance carrier and premiums for the City's Dental Care Plan. Currently, the City of Pella has a fully-insured indemnity plan with Lincoln Financial Group with monthly premiums of \$25.14 for single coverage and \$82.18 for family coverage.

As usual, our insurance broker, Cottingham and Butler, researched a variety of options for the City of Pella to consider during the renewal process. The renewal quote from Lincoln Financial Group, our existing dental insurance carrier, resulted in an 8% increase in premiums while the quote from MetLife presented the lowest cost option which resulted in a decrease in premiums of -12.4%. As an additional benefit, the MetLife proposal provides a 7% cap on the second year renewal. Under the proposed plan from MetLife, the single monthly rates would be \$21.77 and family monthly rates would be \$72.20, of which 100% of the premium is paid by the employees.

The proposed agreement with MetLife maintains a plan design similar to the current plan. The City of Pella Dental Plan would continue to operate as a fully-insured plan, providing both a network and indemnity benefit. Employees would be free to choose their dentist and would not be limited to any particular network of dentists, although they would receive additional discounts if they utilized dentists participating in the MetLife network. Fees are charged at a 99th usual and customary rate, which means that the fee charged for services is based on fees charged by 9.9 out of 10 dentists in a given area.

This resolution authorizes and directs the Finance Director to sign the dental insurance policy between MetLife and the City of Pella effective July 1, 2016, and also establishes the premiums for single dental coverage rate of \$21.77 per month and family dental coverage rate of \$72.20 per month.

ATTACHMENT: Resolution
 REPORT PREPARED BY: City Administration
 REPORT REVIEWED BY: City Administrator
 City Clerk
 RECOMMENDATION: Approve Resolution.

2. Resolution No. 5693 entitled, "RESOLUTION ACCEPTING THE HAZEL STREET RECONSTRUCTION AND CHANGE ORDER #1. Councilmember Vander Beek moved to approve, seconded by Councilmember Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, De Jong, Bokhoven. NAYS: None. Motion carried.

SUBJECT: Resolution Approving Change Order #1 (Final Quantity Adjustment) and Accepting the Public Improvements for the Hazel Street Reconstruction
 DATE: May 17, 2016

BACKGROUND: This resolution approves Change Order #1, which reflects final quantities used on the project and accepts the public improvements for the Hazel Street Reconstruction. This project included street reconstruction of Hazel Street from Maple Street to 40' north of Elm Street. Also included in the project was the replacement of the existing 6" water main with a new 8" water main and hydrants. Listed below is a summary:

Change Order #1 – Add \$10,491.25

Change Order #1 increases the City's contract with Blommers Construction by \$10,491.25 for final quantity adjustments in accordance with the unit based contract, consisting of increased street pavement, driveway and sidewalk removal and replacement limits as well as a minor changes in water main fittings required for the project.

Original Contract	\$138,909.75
Change Order #1	<u>\$10,491.25</u>
Revised Contract Amount	<u>\$149,401.00</u>

Acceptance of Project

Garden & Associates has provided documentation indicating the improvements have been completed and substantially comply with the terms, conditions and stipulations of the approved plans and specifications. This resolution accepts the public improvements constructed by Blommers Construction. Finally, it is important to note, the City shall retain \$7,470.05 for 30 days in accordance with Chapter 573.14 of the Iowa Code.

ATTACHMENTS: Resolution, Change Order #1, Engineer's Acceptance Letter.

REPORT PREPARED BY: Public Works Department

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve resolution.

3. Resolution No. 5694 entitled, "RESOLUTION APPROVING CHANGE ORDER #2 TO THE CITY'S CONTRACT WITH ERIKSEN CONSTRUCTION CO, INC. FOR CONSTRUCTION OF A NEW RO WATER TREATMENT PLANT. Councilmember De Jong moved to approve, seconded by Councilmember Schiebout. On roll call the vote was: AYES: De Jong, Schiebout, Vander Beek, Van Stryland. NAYS: Bokhoven, Peterson. Motion carried.

SUBJECT: Resolution Approving Change Order #2 with Eriksen Construction Co., Inc. Water Systems Improvements, Division 1: RO Water Treatment Plant
 DATE: May 17, 2016

BACKGROUND:

This resolution approves Change Order #2 in the amount of \$55,205.85 to the construction contract with Eriksen Construction Co, Inc for improvements to the City's water treatment plant and structural improvements to the City's clearwell.

As background, as part of the review process for the City's long-term water supply plan, the City of Pella requested a waiver from the Iowa Department of Natural Resources (IDNR) requirement for onsite electrical generation at the water treatment plant. Specifically, the City requested to use our diesel generation plant as a backup power source for the Water Treatment Plant as opposed to installing an additional diesel generating unit, which was estimated to cost approximately \$400,000. The IDNR approved this request; however, they also require an automatic switch gear on-site in the event power is lost at the Water Treatment Plant and there is a need to switch to a backup power feed.

Unfortunately, listed in the specifications during the bidding process was a manual switch instead of an automatic. The difference in cost between the manual switch and automatic switch is \$55,000. It is also important to realize the benefits of an automatic switch. In the event power is lost at the Water Treatment Plant, an automatic switch will change to a back-up feeder is less than a second. In comparison, a manual switch would require an employee to manually switch to a backup feeder, which depending of the time of day may take several minutes. The issue at hand is in the event of a power outage over several minutes, the water treatment plant could be out of service for an extended period of time. This requires staff to go through protocol procedures before bringing the plant back on line. As a result, staff is recommending the automatic switch as required by IDNR.

The cost of the manual switch as specified was \$31,600 versus \$83,400 for the automatic switch. This is a difference of \$51,800 plus the mark-up in accordance with the contract for a total increase of \$55,205.85.

It should be noted, this change order will not extend the project's final completion date of July 28, 2017.

Contract Summary

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

Original Construction Contract	\$8,655,000.00
Change Order #1	86,598.81
Change Order #2	<u>55,205.85</u>
Total Revised Construction Contract	<u>\$8,796,804.66</u>

ATTACHMENTS: Resolution, Change Order #2

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve resolution.

I. ORDINANCES

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

NONE

J. CLAIMS

1. Abstract of bills No. 1959. Councilmember Schiebout moved to approve, seconded by Councilmember Vander Beek. On roll call the vote was: AYES: Schiebout, Vander Beek, Van Stryland, Peterson, De Jong, Bokhoven. 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 Schiebout moved to adjourn, seconded by Councilmember Bokhoven. On roll call the vote was: AYES: Schiebout, Bokhoven, Vander Beek, Van Stryland, Schiebout, Peterson, De Jong. NAYS: None. Motion carried. Meeting adjourned at 11:07 p.m.

C-2-a

Policy and Planning Minutes
May 17, 2016

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

ABSENT: None

OTHERS: City Staff and Visitors

As there was no business listed on the agenda, the meeting was not held.

Respectfully Submitted,
Ronda Brown, City Clerk

COMMUNITY SERVICES BOARD

February 18, 2016

Present: Arvin Van Zante, Lauri Amelse, Stephen Fyfe, Teresa Thompson, April Cutler, and Glenn Steimling.

Staff: Jeanette Vaughan, Mallary Westhoff, Chandler Nunnikhoven, and Cynthia Vaske.

Others: Councilmember Harold Van Stryland and Amanda Schwerdtfeger.

Unless otherwise noted, all actions were taken unanimously.

Community Services Director Jeanette Vaughan called the meeting to order at 12:03 p.m.

Introductions

Vaughan introduced Community Services Board (Board) member applicant Amanda Schwerdtfeger. She said Amanda used to work at the Aquatic Center and would be a good asset to the Board. Board and staff members were introduced to Schwerdtfeger.

Minutes

Motion by April Cutler, second by Lauri Amelse to approve the Community Services Board Meeting minutes of January 21, 2016.

Athletic Facility User Group Lease Agreements: Pella Little League

Vaughan referred to the Pella Little League (PLL) lease agreement. She said PLL is the most labor-intensive user group we have and that the City will strive to keep the lines of communication open, especially during this first year of operations. Stephen Fyfe asked whether PLL charges a lower rate to the Coach Pitch. Vaughan replied that PLL increased rates from 2015 and are charging the older kids \$20.00 more and the younger kids \$10.00 more.

Athletic Facility User Group Lease Agreements: Patrick Lyle

Vaughan said Patrick Lyle's team is the seventh standalone team. She said Lyle's agreement is the same as the previous standalone teams' and that staff does not see an issue with a seventh team. Lyle has requested Sunday practice times, which are not in high demand.

Glenn Steimling asked whether a priority scheduling system is in place. Vaughan said PLL has allowed United States Specialty Sports Association (USSSA) teams to pick their times first, as long as they only choose one weekday practice time per team. Some USSSA teams attend tournaments on weekends, so they will not use their allotted weekend practice times. So far, there have not been any conflicts with teams choosing the same times. Vaughan said this process will be reviewed later, but for now, this process is far less time consuming than holding a lottery. Steimling stated that this is a good process.

Motion by Arvin Van Zante, second by Steimling to approve the Pella Little League and Patrick Lyle user group lease agreements.

Friends of Pella Parks Program

Vaughan referred to the proposed Friends of Pella Parks Program brochure. She said a local Girl Scout troop contacted the City desiring to donate a recycling container, which prompted the review of other communities' donation and memorial programs. The City proposes to offer memorials at different donation levels, with benches available for \$1350.00, picnic tables for \$1,265.00, recycle bins for \$800.00, and trees for \$500.00. The location of where these items are placed will be decided by the City and based on current needs. Donations may be given for any reason and the City will also accept cash donations for the Pella Parks Trust Fund. One option for the Trust Fund money is the purchase of spring banners for the Molengracht, which are approximately \$70.00 each.

Van Zante asked whether donations to the City are tax deductible. Aquatic Manager Mallary Westhoff responded that the City is a 501(c). Vaughan said she will look into whether Community Center Manager Brenda Ross provides those donating items or money with a receipt for their taxes.

Van Zante suggested that this Friends of Pella Parks Program could lead to the Parks Department developing a volunteer work day. Vaughan said the City has received requests from local individuals and companies wishing to provide volunteers for spreading mulch, planting annual flowers, etc. She said the City will work on making a list of projects that are appropriate for volunteers. For example, Pella Corporation is interested in assisting with projects at Big Rock Park. Parks Manager Chandler Nunnikhoven said Central College (Central) has provided volunteers to the City in the past. Theresa Thompson stated that there is a volunteer day for high schoolers. Westhoff said the Aquatic Center uses Central volunteers, but since Central's and the high school's volunteer days are so close together, typically there ends up not being very many volunteer opportunities available for the high school students.

Vaughan said they will table the Friends of Pella Parks Program for future formal approval. Steimling commented that the brochure is very well done.

Amanda Schwerdtfeger Board Application

Schwerdtfeger mentioned that she works at Pella Regional Health Center and has three children. She said she is very involved in moms' groups, church, and that her husband is employed by the City. Vaughan said Mayor James Mueller will have to approve Schwerdtfeger's application and it will need to be approved at an upcoming Council meeting.

Budget Updates

Vaughan referred to a 2017-2021 Capital Improvement Program (CIP) Summary handout. She pointed out that the \$30,000.00 Parks Planning Study was added to the list. The study will aim to look at what is viable. There is \$200,000.00 budgeted for Caldwell Park improvements in FY17-18 and \$125,000.00 budgeted in FY16-17 for the Community Center renovation. Vaughan said she will discuss with City Administrator Mike Nardini the timeline for the design and public input process. The new fiscal year will begin July 1, 2016 and she hopes to have an architect on board prior to that date.

Amelse said there are a lot of improvements in the budget and that the public might be inclined to donate toward certain projects if they know specifically where donations are needed.

Vaughan said grants are an option, but that they are time consuming to write. As Administrative Support Technician Cynthia Vaske becomes more familiar with the Community Services Department that is something that she can work on.

Thompson suggested the City use a GoFundMe page to help gather donations. Vaughan said she will look into what viable fundraising opportunities are available. For example, the benches next to the Tulip Toren will need to be replaced. However, the City has to dedicate staff to work with the volunteers. Local cross country athletes assist with tulip planting in the fall, but there are at least four staff members present. Amelse suggested having local youth groups participate. Thompson suggested the creation of a timeline of the City's needs to help coordinate when volunteers are needed. Vaughan said perhaps there could be an online sign up for volunteer projects. Thompson said emails and church bulletins might be a way to spread the word as well.

Van Zante asked about a potential bond for certain CIP projects. Vaughan said she will ask Finance Director Corey Goodenow about the details.

Updates

Vaughan reported that the Aquatic Center's fish slide has returned from Florida, where repairs to it were made. Currently, the Aquatic Center and Parks are looking for seasonal workers.

Amelse asked about the hours available for Pool and Concessions workers. Westhoff said there are full time, part time, and substitute positions available, which are seniority based. She said she guarantees her workers days, not a number of hours, because weather and other factors can affect when and how long the facilities are open. Vaughan said employees tend to trade shifts more often the further along in the season they are. Aquatics employees may be 15 years old and up, but individuals must be at least 18 years old to apply for the Parks seasonal positions.

Amelse asked Westhoff about the Aquatics positions' qualifications. Westhoff replied that the employees are initially tested on certain requirements, but then she teaches employees everything else that they need to know in order to perform their job duties.

Nunnikhoven reported that the blades are off the windmill at Brinkhoff Park. Recently, Parks purchased a used John Deere mower and attachments. The equipment will be helpful with snow removal. Horticulture Technician Marcy Simbro-Woodhouse is busy working with Lead Art Instructor Mary Robertson on the garden creatures for Central Park. Additionally, applications are coming in for the available seasonal positions.

Vaughan reported that a new speaker system has been installed downtown. The speakers will remain up year-round and will be available for use in conjunction with special events, which will be tracked by Vaske.

Amelse said the upcoming summer will be busy at the Sports Complex. Vaughan agreed and said meetings were held with Athletic Fields Maintenance Technician Kevin Vos to work out the details. She stated that communication between the City and the user groups will be key.

In response to a question about field drainage, Nunnikoven said that the infields at the Sports Park can be played on within an hour of a heavy rain. He said he is not concerned about the infields having drainage issues, but he will be looking to see how quickly the outfields take in water.

Next Meeting

The next meeting is scheduled for Friday, March 18, 2016 at noon in room 204 of the Community Center.

Adjournment

Motion by Fyfe, second by Thompson to adjourn at 12:40 p.m.

Respectfully submitted:

Cynthia Vaske

February 18, 2016

C-2-c

Pella Airport Committee Meeting Minutes March 25, 2016

Members Present: Rick Gritters, Marv Tysseling, Dave Erickson, Dave Barnes, Tom Vander Linden,

Members Absent: Myron Linn, Warren Winkle,

Others Present: Shane Vande Voort,

Old Business: *Motion:* The Committee approved the minutes from February 26, 2016.

New Business:

Project updates: Public works will complete some small concrete patching on the runway this spring. The entrance road will get gravel soon.

Regional Airport: Dave Barnes reported that there will be a normal board meeting March 29 at 6pm at the Pella public safety complex. After the environmental review is completed a public hearing will be scheduled.

Discussion of needs at the Pella Municipal Airport and transitional budget to a replacement airport. The Committee agreed to schedule a special meeting for next week to discuss these issues.

Next regular meeting will take place on April 29.

Planning and Zoning Commission
Special Meeting
May 9, 2016

- 1) The meeting was called to order at 7:00 a.m.
- 2) Roll Call.
Present: Craig Agan, Jim Danks, Cathy Haustein, David Landon, Robin Pfalzgraf, Gary Van Vark, Ervin Van Wyk, Ann Visser.
Absent: Bob Smith, Mike Vander Molen, Teri Vos.
Others Present: Jim Corbett, Mike Nardini, George Wesselhoft.
- 3) Approval of Minutes
 - a) March 30, 2016 special meeting. The minutes were approved as submitted.
 - b) April 25, 2016 regular meeting. The minutes were approved as submitted.
- 4) Site Plan for Pella Regional Health Center. George Wesselhoft reviewed the staff report: Pella Regional Health Center is proposing a 21,705 square foot third floor addition to part of the existing hospital building. No other site improvements are proposed. The location in question is zoned INS Institutional and is identified for Medical and Assisted Living in the Comprehensive Plan Future Land Use Map. Staff believes the site plan meets the requirements of the Zoning Code and the Comprehensive Plan.

David Landon made a motion to approve the site plan. Gary Van Vark seconded the motion. Upon vote, all voted yes. Motion carried 8 to 0.
- 5) Highway 163 Bypass Sign Ordinance. George Wesselhoft reviewed the staff report: The City Council in 2004 after extensive review by ad hoc sign committee amended the City Code to permit taller pole signs for food, fuel and lodging uses for the Highway 163 interchanges at Washington Street, Clark Street and Highway G5T (County line). Specifically, the following options were provided:
 - (1) A sign area of up to 180 square feet for signs 60 feet in height.
 - (2) A sign area of up to 150 square feet for signs 50 feet in height.
 - (3) A sign area of up to 120 square feet for signs 40 feet in height.
 - (4) A sign area of up to 90 square feet for signs 30 feet in height.
 - (5) Signs less than 30 feet in height shall be limited to a maximum sign area of 50 square feet.

In light of businesses only opting or considering 30 or 40 foot tall signs, staff in late 2015 had sought Council direction as to whether this ordinance provision should be amended to limit the maximum height to 40 feet. The direction was given to proceed with an ordinance amendment as such limiting the maximum height to 40 feet. The Community Development Committee at their December 9, 2015 meeting recommended approval of the ordinance amendment 8 to 0.

However, the Planning and Zoning Commission at the January 25, 2016 meeting denied the ordinance 9 to 0.

In order to address concerns of both the CDC and P&Z and try to find a compromise proposal, members of the CDC and P&Z met with staff and discussed the following proposal: Keeping the ordinance the same for the Highway G5T (east) interchange, at the 60 foot height limit for bypass pole sign, but reducing the height limit to 40 feet for the other two locations.

David Landon questioned what is the driving force to change the ordinance?

Gary Van Vark responded the driving force to change it from what it was twelve years ago came from City staff; to leave it alone would have been an option. He thought there was a concern with signs erected obnoxiously tall since no one has gone that tall previously.

George Wesselhoft clarified that staff never took a position either way; staff posed the question to City Council recognizing the fact that no one has done the taller sign and their response was to change the Code.

Mike Nardini mentioned one of the charges to Administration from Council is to let them know of potential concerns before they become concerns and one of things they have been monitoring is industry trends as far as signage; tall signs and big signs would appear contrary to Code in general and staff looked at West Des Moines, Urbandale and Clive. The tallest signs was 30 feet for West Des Moines and Clive and 50 foot under special exception for Urbandale. In looking at those communities and the intent of the Pella sign code and with the realization that someone could construct a 60 foot sign; based on a general inquiry on this and back in 2004 it was a fairly contentious issue; from Council standpoint they looked at it over 12 years it the tallest sign has been 40 feet and other communities are limiting to 30 feet on interstates; what they wanted was input from the CDC and P&Z, and when they got different sets of input they went back for a compromise or better solution.

Jim Danks asked about the west interchange how high a sign could be off the approach of the runway.

Mr. Wesselhoft responded that there is a provision in the Code in so far as the airport and it does have to be reviewed by the airport engineer for height.

Mr. Nardini mentioned they used to have a storm warning siren in that general neighborhood and it would be close to 60 feet.

There was discussion about the bypass signage ordinance.

Cathy Haustein stated she could see it could be ugly if it were really tall; she wishes CDC would write something out.

Ann Visser mentioned she assumed appearance was a driving force and mentioned the casino sign south on I 35.

There was additional discussion about the driving force behind the ordinance and the history of the ordinance.

Craig Agan thinks it is a good ordinance and does not think the 60 feet is obtrusive; he does not see a problem with the ordinance.

Mr. Danks stated his hypothetical question is we go 60, 40 and 40 and four months from now someone wants a variance to put a 60 at the middle intersection and says that was in the ordinance for 12 years.

Ms. Visser responded they would probably not turn away business because of that.

Mr. Van Vark stated if Pilot, a large truck stop corporation, rolled into town and it was their industry standard, take it or leave it, we would definitely change the ordinance so why not leave it.

Ervin Van Vark stated he would leave it at 60 feet all the way across.

Mr. Landon mentioned the example of one of our presidential candidates that likes to build hotels and how he had an argument with a planning commission in south Florida over the height of a flagpole and proceeded to build a mound of dirt, the flagpole was consistent with the zoning but he built a mound. If someone really wanted their sign up they could get it up. He added he sees no real driving force to change the ordinance.

Mr. Danks asked staff to call the roll for discussion indication as to whether to continue with the existing ordinance or to change the ordinance.

Ann Visser – Existing
David Landon – Existing
Robin Pfalzgraf – Existing
Jim Danks – Existing
Craig Agan - Existing
Gary Van Vark – Existing
Ervin Van Wyk – Existing
Cathy Haustein - Change

6) Other Business.

Mr. Wesselhoft mentioned the training meeting on May 19 which ISU Extension will lead and the regular meeting on May 23 which will be a work session with

two items on the agenda: discussion about the proposed historic overlay ordinance and discussion about the ad hoc gateway committee recommendations.

Mr. Nardini mentioned that Gary Lozano with RDG who has considerable zoning experience to review the zoning and subdivision code and look for hot spots, trying to be proactive; there could be other areas. He also mentioned street projects including the Washington Street reconstruction from East 1st Street to Hazel Street with construction starting today, Hazel Street would remain fully open, and with late fall completion; Stage 3 of the Oskaloosa Street project from East 13th Street to East 10th Street, looking to start today with early November completion.

7) The meeting was adjourned at 7:30 a.m.

Respectfully submitted,
George Wesselhoft
Planning and Zoning Director

Historic Preservation Commission
Regular Meeting
January 21, 2016

- 1) The meeting was called to order at 6:00 p.m.
- 2) Roll Call.
Present: Kathy Bruxvoort, Jim Mansueto, Rhonda Kermode, Kent Oppenhuizen.
Absent: Julie Heerema Mueller.
Others Present: George Wesselhoft.
- 3) Elections for 2016 Officers
 - a) Chair. The Commission voted to elect Jim Mansueto again as Chair.
 - b) Vice Chair. The Commission voted to elect Kathy Bruxvoort again as Vice Chair.
- 4) Approval of Minutes – January 7, 2016 Meeting. The minutes were approved.
- 5) Recommendation on Draft Historic Overlay District Ordinance.

George Wesselhoft reviewed the changes made as follow up to the last meeting. Page 1 the signatures for the 60% petition was deleted with the statement added to follow existing City Code for rezoning process. In particular, he noted the significant provisions where if protest be presented by the owners of twenty percent (20%) or more of the area of the land area included in such proposed change, then it would take at least three-fourths (3/4) of all the members of the City Council or 5 out of 6 Council votes to pass.

Kathy Bruxvoort asked whether the changes proposed are the same as the Planning and Zoning Commission follow now.

Mr. Wesselhoft responded in the affirmative, that basically we would be defaulting to current procedure. He added that he conferred with the City Attorney and that can you have a rezoning request submitted by another entity other than the City or property owner but it would take a City initiated rezoning. So they would petition City Council and ask to consider the area for overlay district and it would be a City initiated process following the existing rezoning procedures.

Jim Mansueto asked whether the 20% is based on lots or land area.

Mr. Wesselhoft responded land area.

There was discussion about the 20% protest rule under existing rezoning procedures.

Ms. Bruxvoort stated she was not at the meetings where it was discussed to go from the 60% petition to the 20% protest rule but putting this in the ordinance now is for ease of going through City Council now by falling back on Planning and Zoning rules.

Mr. Mansueto mentioned he can see why you would want it standardized versus different.

Rhonda Kermode added that if you get 20% objection it does not necessarily mean it is done, you just need the supermajority. So they petition City Council and then it goes to?

Mr. Wesselhoft responded if City Council would agree to City initiated rezoning then it would start with the Historic Preservation Commission at a hearing and you would have to evaluate whether it meets all the criteria of the ordinance with supporting documentation. There would also be public hearings at Planning and Zoning Commission and City Council.

Mr. Mansueto asked about the timing in so far as Will Page's effort.

Ms. Kermode stated they would need the site inventories for every property.

There was further discussion about how to propose a district.

Mr. Wesselhoft mentioned the next change was adding demolition permit to alterations requiring historic review. Alterations which do not require a permit currently only having voluntary historic review as this was a concern of City Council.

The Commission consensus was in agreement with the changes.

Ms. Kermode asked about the demolition permit language and would that be defined as having historic review.

Mr. Wesselhoft respond it would be treated the same as a building permit if it is alteration it would need a certificate of appropriateness.

Mr. Mansueto asked if demolition permit review is voluntary or would require historic review.

Mr. Wesselhoft responded it would require.

Ms. Kermode asked whether change should be made to the Design Handbook for demolitions.

Mr. Wesselhoft mentioned Dubuque as one example has very stringent requirements and did not think the Commission based on prior meeting review would want to go to that level. He mentioned the economic hardship provisions of the draft ordinance and that someone could appeal including appeal to City Council.

Ms. Kermode mentioned that actually tearing a historic structure down changes the character of the neighborhood unless the house is irreparable.

The Commission discussed what could be added to the Design Handbook respective of demolitions.

Jim Mansueto stated he likes the significance term as in Chicago they just buy old houses and tear them down. If it is a contributing property then.

Rhonda Kermode asked for economic hardship would the applicant have to prove they do not have the means or would they have means but would not make a return.

George Wesselhoft suggested that it would probably be case by case basis and they might even have to have the City Attorney weigh in depending.

The Commission voted to recommend approval of the ordinance as long as the Design Handbook was amended to add language for demolitions. Mr. Wesselhoft mentioned this would be requested for February 2 Policy & Planning discussion of City Council and it would be highly recommended that Commission members attend this meeting or as many as possible. He would send out an email reminder.

6) The meeting was adjourned at 6:52 p.m.

Respectfully submitted,
George Wesselhoft
Planning and Zoning Director



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO. C-3-a

SUBJECT: Applications for Renewal of Cigarette Permits

DATE: June 7, 2016

BACKGROUND: Cigarette/tobacco permits are required for the retail sale of all tobacco products. All current cigarette/tobacco permits expire June 30, 2016, and renewals will be valid until June 30, 2017. The following businesses have applied for renewal of their cigarette/tobacco permits. All applications and fees are in order.

Fareway Stores #995	2010 Washington Street
Hy-Vee	118 SE 9 th Street
Hy-Vee Wine & Spirits	512 E Oskaloosa Street
Dollar General #8015	10 Liberty Street
Git-N-Go #38	209 E Oskaloosa Street
Casey's General Store #2574	640 Washington Street
Casey's General Store #2575	414 Oskaloosa Street
Casey's General Store #2598	414 S Clark Street
Casey's General Store #2694	2421 Washington Street
Casey's General Store #3213	744 Washington Street

ATTACHMENTS: None

REPORT PREPARED BY: City Clerk

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve renewal of cigarette permits.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO. C-3-b

SUBJECT: Renewal of Liquor License for Hy-Vee Food Store

DATE: June 7, 2016

BACKGROUND: Hy-Vee Food Store, located at 118 SE 9th Street, has applied for renewal of their Class C Beer Permit with Class B Wine and Sunday Sales. The term of the new license is twelve months and would expire July 22, 2017. The application has been completed online with the State, and staff is recommending approval.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve as requested.



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: C-3-c

SUBJECT: Renewal of Class C Liquor License with Outdoor Service and Sunday Sales for Bos Landen Golf

DATE: June 7, 2016

BACKGROUND: Warrior Golf Venture, LLC has applied for a renewal of their Class C Liquor License with Sunday Sales and Outdoor Service for Bos Landen Golf located at 2411 Bos Landen Drive. The term of the new license is twelve months and would expire June 3, 2017.

At this time, the dram shop insurance is still pending. Staff recommends approval of the license pending receipt of dram shop insurance and approval from the Alcoholic Beverages Division.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

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

Applicant License Application (LC0040957)

Name of Applicant: <u>Warrior Golf Venture, LLC</u>		
Name of Business (DBA): <u>Bos Landen Golf</u>		
Address of Premises: <u>2411 Bos Landen Drive</u>		
City <u>Pella</u>	County: <u>Marion</u>	Zip: <u>50219</u>
Business <u>(641) 628-4625</u>		
Mailing <u>15 Mason</u>		
City <u>Irvine</u>	State <u>CA</u>	Zip: <u>92618</u>

Contact Person

Name <u>Aaron Mun</u>		
Phone: <u>(949) 699-2499</u>	Email	<u>taxes@warriorcustomgolf.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 06/04/2016

Expiration Date: 06/03/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>		
Corporate ID Number: <u>479768</u>	Federal Employer ID	<u>46-4527752</u>

Ownership

Brendan Flaherty

First Name: Brendan

Last Name: Flaherty

City: Irvine

State: California

Zip: 92618

Position: Managing Member

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Cincinnati Specialty Underwriters</u>		
Policy Effective Date:	Policy Expiration	
Bond Effective	Dram Cancel Date:	
Outdoor Service Effective	Outdoor Service Expiration	
Temp Transfer Effective Date	Temp Transfer Expiration Date:	



THE

CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: D-1a & 1b & 1c

SUBJECT: Public Hearing and Resolutions for the Construction of the Water System Improvements
Division 3: RO Waste and Raw Water Main Project

DATE: June 7, 2016

BACKGROUND:

Resolution No. 5695 adopts the plans, specifications, form of contract, estimate of cost and Resolution No. 5696 awards the construction contract to Dave Schmitt Construction for the Water System Improvements Division 3: RO Waste and Raw Water Main Project. The project generally consists of furnishing all labor, materials, and equipment needed for the installation of approximately 4,700 linear feet of 12-inch PVC RO waste line and 8,800 linear feet of 12-inch PVC raw water main including valves, fittings, and appurtenances and associated surface restoration. The proposed new water main would connect the new Jordan Well on Idaho Drive to the Water Treatment Plant. Furthermore, the proposed RO Waste line would extend from the old Howell pump station at the bottom of the hill on 198th Place to the new outlet at the Des Moines River. It should be noted, staff anticipates securing the necessary easements for the RO waste line before a notice to proceed is issued for this project segment.

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

On May 24, 2016 a bid letting was held for this project. Three bids were received and are summarized below.

[REDACTED]	
Dave Schmitt Construction	\$1,244,502.45
J & K Contracting	\$1,498,705.00
Synergy Contracting	\$2,246,212.60

Dave Schmitt Construction is the apparent low bidder with a bid of \$1,244,502.45 for the Base Bid. Dave Schmitt's Base Bid is approximately 14.2% lower than the Engineer's Opinion of Probable Construction cost (OPCC) of \$1,450,000.

Dave Schmitt Construction is a Contractor with whom HR Green and staff are familiar and has successfully completed similar work in the past. (They constructed our new Force Main contract back in 2014.)

Engineer and Staff Recommendation

Therefore, HR Green and staff are recommending the City Council award the construction contract for the Division 3: RO Waste and Raw Water Main Project to Dave Schmitt Construction for the bid amount of \$1,244,502.45.

If Council approves this construction contract, the project is scheduled to be substantially completed and ready for operation on or before December 30, 2016, and shall be fully complete on or before April 28, 2017.

Funding Source

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

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

REPORT PREPARED BY: Public Works Department

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve Resolutions No. 5696 & 5697

(This Notice to be posted)

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The City Council of the City of Pella, State of Iowa.

Date of Meeting: June 7, 2016.

Time of Meeting: 7:00 o'clock P.M.

Place of Meeting: Council Chambers, 614 Main Street, Pella, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

Public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for the construction of the Water System Improvements Division 3: RO Waste and Raw Water Main.

- Resolution adopting plans, specifications, form of contract and estimate of costs.
- Consideration of construction bids.
- Resolution making award of construction contract.

Such additional matters as are set forth on the additional _____ page(s) attached hereto.
(number)

This notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.

City Clerk, City of Pella, State of Iowa

June 7, 2016

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

Absent: _____

* * * * *

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for the construction of certain public improvements described in general as the Water System Improvements Division 3: RO Waste and Raw Water Main, the Mayor called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the Clerk reported that no written objections thereto had been filed.

Council Member _____ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 3: RO WASTE AND RAW WATER MAIN", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

Resolution No. 5695

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM
OF CONTRACT AND ESTIMATE OF COST FOR THE
WATER SYSTEM IMPROVEMENTS DIVISION 3: RO
WASTE AND RAW WATER MAIN

WHEREAS, on the _____ day of _____, 2016, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the Water System Improvements Division 3: RO Waste and Raw Water Main; and

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

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

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

PASSED AND APPROVED this 7th day of June, 2016.

Mayor

ATTEST:

City Clerk

Whereupon, there was received and filed the City Clerk or her designee's report of the bids received on May 24, 2016, at 2:00 o'clock P.M., and publicly opened pursuant to the resolution of the Council and notice duly published for construction of certain public improvements described in general as the Water System Improvements Division 3: RO Waste and Raw Water Main, in accordance with the plans and specifications now adopted, as attached following:

(Attach copy of report of bids received)

Council Member _____ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE WATER SYSTEM IMPROVEMENTS DIVISION 3: RO WASTE AND RAW WATER MAIN", and moved:

- that the Resolution be adopted.
- ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at _____ o'clock _____.M. on _____, 2016, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

Resolution No. 5696

RESOLUTION MAKING AWARD OF CONSTRUCTION
CONTRACT FOR THE WATER SYSTEM IMPROVEMENTS
DIVISION 3: RO WASTE AND RAW WATER MAIN

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

Section 1. That the following bid for the construction of certain public improvements described in general as the Water System Improvements Division 3: RO Waste and Raw Water Main, described in the plans and specifications heretofore adopted by this Council on November 2, 2015, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: Dave Schmitt Construction of Cedar Rapids, IA

Amount of bid: \$1,244,502.45

Portion of project: All construction costs

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

Section 3. The Public Works Director is authorized to issue the notice of award and the notice to proceed once the contract, bonds, insurance certificates, and appropriate permits are in proper order and fully executed.

PASSED AND APPROVED this 7th day of June, 2016.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF MARION)

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

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2016.

City Clerk, City of Pella, State of Iowa

(SEAL)



May 27, 2016

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

**Re: Division 3: RO Waste and Raw Water Main – Recommendation of Award
HR Green Project No. 40130026**

Dear Denny:

As you are aware, City of Pella received bids from Contractors for the construction of the Division 3: RO Waste and Raw Water Main project on May 24, 2016. The following three bids were received:

Bidder	Bid Total
Dave Schmitt Construction	\$1,244,502.45
J&K Contracting	\$1,498,705.00
Synergy Contracting	\$2,246,212.60

Dave Schmitt Construction is the apparent low bidder with a bid of \$1,244,502.45 which is approximately 14.2% lower than the engineer's opinion of probable construction cost (OPCC) of \$1,450,000. The second low bidder was approximately 3.4% higher than the engineer's OPCC. The fact that two of the bids received were relatively close to the engineer's OPCC indicates that competitive bids were received.

Dave Schmitt is a Contractor whom the City is familiar with and has successfully completed similar work with both the City and HR Green in the past. Due to their past satisfactory work for the City and HR Green, we believe Dave Schmitt Construction is qualified to satisfactorily complete this project. Therefore, due to their satisfactory qualifications, along with their lowest bid, we recommend the City award the construction of the Division 3: RO Waste and Raw Water Main project to Dave Schmitt Construction for the total contract amount of \$1,244,502.45.

Enclosed are three (3) copies of a Notice of Award for the project along with a copy of the Agreement and bonds, the original bids received, and the tabulated bid results. The City will be required to conduct a Public Hearing to receive public comments on the project which is scheduled for June 7, 2016. The City may proceed with award of the project after the Public Hearing assuming no significant objections to the project are received. After Pella's execution, the three copies of the Notice of Award should be forwarded to the Contractor for their acknowledgment and return of copies to Pella and HR Green. HR Green will then work with the Contractor to obtain appropriate insurance and bond certificates prior to execution of the Agreement.

HRGreen.com

515.278.2913 515.278.1846 800.728.7805

1000 Maple Hill Road, Pella, Iowa 50219





If you have any questions or comments, please contact me at (515) 657-5256.

Sincerely,

HR GREEN

Heath Picken, P.E.
Project Manager

Enclosures

cc: Bob Campbell, Iowa Department of Natural Resources
file

**SECTION 00520
CONTRACT**

THIS CONTRACT is dated as of the _____ day of _____, 2016, by and between the City of Pella, Iowa (hereafter called Owner) and Dave Schmitt Construction (hereafter called Contractor).

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

ARTICLE 1. WORK.

Contractor shall complete all Work as specified or indicated under the Contract Documents entitled Water System Improvements Division 3: RO Waste and Raw Water Main generally described as follows:

Furnish all labor, materials, and equipment needed for the installation of approximately 4,700 linear feet of 12-inch PVC RO waste line and 8,800 linear feet of 12-inch PVC raw water main including valves, fittings, and appurtenances and associated surface restoration.

ARTICLE 2. CONTRACT TIMES.

Work under the proposed Contract Documents shall be commenced upon written Notice to Proceed to be issued on or before June 22, 2016. Access to the easements through the farm field for construction activities shall be no sooner than November 7, 2016. The project shall be substantially completed and ready for operation on or before December 30, 2016, and shall be fully complete on or before April 28, 2017, subject to any extension of time, which may be granted by the OWNER.

ARTICLE 3. LIQUIDATED DAMAGES.

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

ARTICLE 4. CONTRACT PRICE.

Owner shall pay Contractor for completion of the Work pursuant to the Contractor's Proposal and in accordance with the Contract Documents in current funds as follows: One Million Two Hundred Forty Four Thousand Five Hundred Two and 45/100 Dollars dollars, (\$1,244,502.45)

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with the General Provisions and Covenants. Applications for Payment will be processed by Engineer as provided in the General Provisions and Covenants.

ARTICLE 6. ASSIGNMENT.

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

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

ARTICLE 7. CONTRACT DOCUMENTS.

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

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

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

ARTICLE 9. ATTORNEY'S FEES

In the event the Owner should prevail in any legal action arising out of the performance or non-performance of this Contract, the Contractor shall pay, in addition to any damages, all expenses of such action including reasonable attorney's fees, all expert witness fees, costs, and litigation expenses incurred by the Owner, including those incurred on appeal. The term "legal action" shall be deemed to include any arbitration, administrative proceedings, and all actions at law or in equity, including appeals.

HR Green, Inc.
Project No. 40130026

Water System Improvements
Division 3: RO Waste and Raw Water Main
Pella, Iowa

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

City of Pella, Iowa

Dave Schmitt Construction

By:

By:

James Mueller, Mayor

John Berns, CEO

CORPORATE SEAL

Attest:

Attest:

Ronda Brown, City Clerk

Contractor's Attest, Contractor's Attest
Title

Address for giving notices

Address for giving notices

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

Dave Schmitt Construction
250 50th Ave
Cedar Rapids, IA 52404

END OF SECTION 00520

**SECTION 00550
NOTICE TO PROCEED**

TO: Dave Schmitt Construction
250 50th Ave
Cedar Rapids, IA 52404

DATE: _____

Water System Improvements
Division 3: RO Waste and Raw Water Main
City of Pella, Iowa
825 Broadway Street
Pella, IA 50219

You are hereby notified to commence WORK in accordance with the Agreement dated _____, 2016, on or after _____. The date of completion of all WORK is April 28, 2017.

City of Pella, Iowa

By _____

Title _____

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by:

Dave Schmitt Construction, this the _____ day of _____, 2016.

By _____
John Berns, CEO

END OF SECTION 00550

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

KNOW ALL BY THESE PRESENTS:

That we, Dave Schmitt Construction as Principal (hereinafter the "Contractor" or "Principal" and _____), as Surety are held and firmly bound unto the City of Pella, Iowa, as Obligee (hereinafter referred to as "the Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of One Million Two Hundred Forty Four Thousand Five Hundred Two and 45/100 Dollars Dollars(\$1,244,502.45) lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the _____th day of _____, 2016, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

Furnish all labor, materials, and equipment needed for the installation of approximately 4,700 linear feet of 12-inch PVC RO waste line and 8,800 linear feet of 12-inch PVC raw water main including valves, fittings, and appurtenances and associated surface restoration.

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

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

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the Jurisdiction is required to retain

until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.

3. MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:
 - A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of Two (2) year(s) from the date of Substantial Completion of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work.
 - B. To keep all work in continuous good repair.
 - C. To pay the Jurisdiction's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section; and
 - D. Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the Jurisdiction at the time such work was accepted.

4. GENERAL: The Contractor and every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
 - A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
 - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and
 - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.
 - D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.

- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys' fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

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

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

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

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

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

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

Surety Countersigned By:

PRINCIPAL:

Name of Resident Commission Agent

Contractor

Company Name

By: _____
Signature

Company Address

Title

City, State, Zip Code

SURETY:

Company Telephone Number

Surety Company

By: _____
Signature Attorney-in-Fact Officer

Name of Attorney-in-Fact Officer

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

NOTE:

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

END OF SECTION 00610



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO. E-1a & 1b

SUBJECT: Special Event Permit and Street Closing for “Unite Midwest”

DATE: June 7, 2016

BACKGROUND: Nathan Clayberg is requesting a special event permit for Saturday, July 30, 2016 for “Unite Midwest”, a Christian worship concert hosting Bethel Music. The proposed concert is scheduled to start at 7:30 p.m. and last until 10:00 p.m. It is important to note, setup for the event is planned to start at 12:30 p.m. on July 30th with clean-up concluding at 10:30 p.m. on the same evening.

A map of the proposed concert area is enclosed for Council’s review and generally includes the Tulip Toren area and Franklin Street from Broadway Street to Main Street.

Unite Midwest was held in 2015 and attendance was around 1,500. This year they are expecting a crowd of 5,000. It should be noted, after review last year, staff felt the site was capable of accommodating a capacity of up to 2,000, which is comparable to a large Thursday night in Pella event. Therefore, staff believes approval of the special event permit should be subject to a paid attendance of not to exceed 2,000.

In addition, since the event is scheduled for a Saturday evening, staff is also recommending requiring the event organizers to perform trash removal from the site at the conclusion of the event. The reason for this request is Central Park typically receives a numbers of visitors on Sunday afternoons in the summer. Due to the potential size of this event, there could be a significant amount of trash and debris in the park which would not be able to be cleaned up by City staff until the following Monday. Therefore, staff believes it is reasonable to request trash removal from the site.

It is also important to note, to accommodate this event, Franklin Street from Broadway Street to Main Street is being requested to be closed on Saturday, July 30, 2016 from 3:00 pm to 10:00 pm.

In summary, the required fees and insurance certificates have been received. In addition, staff is recommending conditional approval of this special event subject to attendance limits and trash removal requirements.

ATTACHMENTS: Resolution, Application, Department Comments, Map of Street Closing

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve Special Event Permit and Resolution subject to the following conditions: 1. Paid attendance for the event is limited to 2,000. 2. The event organizers will be required to remove trash from the site by 10:00 p.m. on Saturday, July 30, 2016.

RESOLUTION NO. 5697

RESOLUTION TEMPORARILY CLOSING
PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS
“UNITE MIDWEST “

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

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

WHEREAS, the following street closing has been requested for “Unite Midwest”:

Franklin Street from Broadway Street to Main Street on July 30, 2016 from 3:00 pm to 10:00 pm.

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

PASSED AND ADOPTED this 7th day of June, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk



THE
CITY of PELLA

SPECIAL EVENTS APPLICATION

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

For Office Use Only:

Date Received: 5/12/16 Received by: [Signature] Fee: \$50 Insurance Certificate: Yes

Name of Event: *Unite Midwest*

Date of Application: <i>04-16-2016</i>	Fee Paid: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Make check payable to City of Pella
Attach Insurance Certificate (\$1,000,000 min) naming City of Pella "Also Insured". <i>X</i>	Insurance Certificate: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Describe the Event: (Purpose of event, activities planned, number of anticipated people in attendance, history/origin of event, etc.) (Attach additional page is needed.)
Christian worship concert hosting Bethel Music. Was held in 2015 and was a great success, bringing over 1,500 people to downtown Pella. We expect a crowd of 5,000 this year for a night of worship and fellowship.

PROMOTER AND CONTACT PERSON INFORMATION

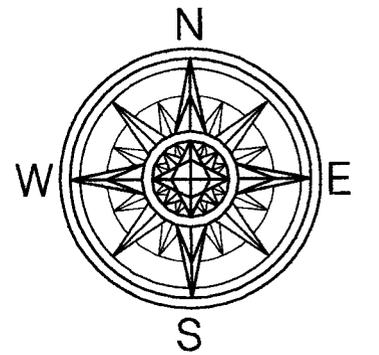
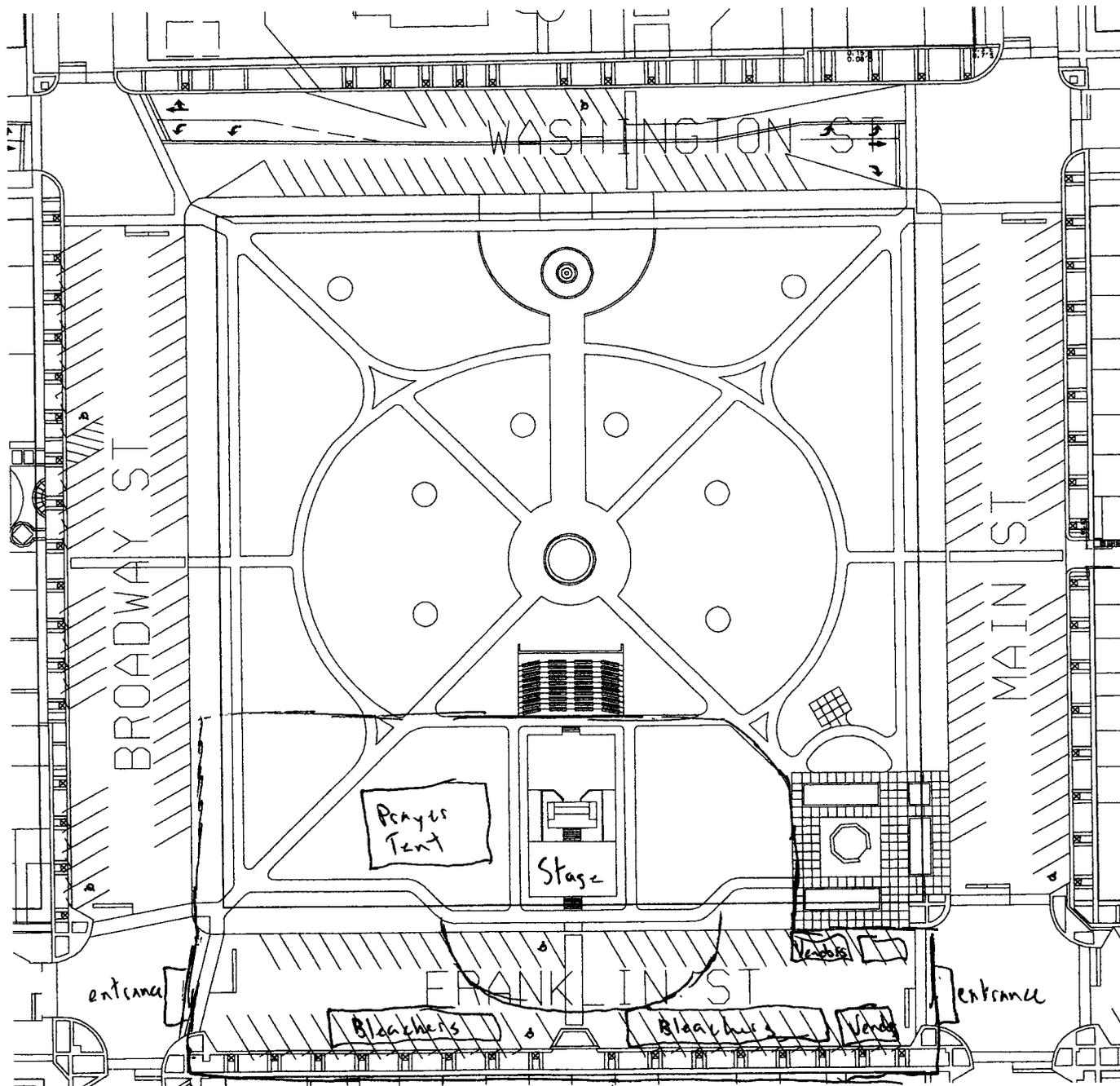
Promoter's Name: <i>Nathan Clayberg</i>	Contact Person: <i>Nathan Clayberg</i>
Signature: <i>Nathan Clayberg</i>	Signature: <i>Nathan Clayberg</i>
Address: <i>234 East 9th, Pella IA 50219</i>	Address: <i>—</i>
Phone: <i>641-254-1367</i> Cell Phone: <i>—</i>	Phone: <i>—</i> Cell Phone: <i>—</i>

EVENT INFORMATION

DATE(S) AND TIME(S) OF EVENT: *July 30, 2016 at 7:30 PM until 10:00 PM*
DATE(S) AND TIME(S) OF SET-UP/TAKE DOWN: *Set up beginning at 12:30 PM on Saturday*
LOCATION OF EVENT: Name streets, parks, area, etc and ATTACH map or drawing.
Drawing attached

EVENT INFORMATION (continued)

DO STREETS NEED TO BE CLOSED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, list streets to be closed and indicate on map. Also list number of barricades needed.			
Street Name	Distance on Street	Date/ Time for Street Closings	# of Barricades
Franklin St	Broadway to Main	Starting: July 30 Ending: July 30 Starting: 3:00 PM Ending: 10:00 PM	8
DO PARKING SPACES NEED TO BE RESERVED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If spaces need to be roped off or reserved, please indicate below.			
Location			# of Cones
WILL SIGNAGE BE USED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, complete the Special Event Signage Information Sheet.			
WILL POLICE OFFICERS OR RESERVES BE NEEDED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list number needed and for what length of time. You will be billed \$30 per hour per officer. <div style="text-align: center;">2 for 3 hours</div>			
WILL ADDITIONAL ELECTRICITY BE REQUIRED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, complete the Special Event Electrical Information Sheet.			
WILL ANY OTHER CITY SERVICES BE NEEDED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list details. <div style="text-align: center;">12 Garbage cans will be requested, we will be getting Port-a-pottys from Midwest Sanitation</div>			
COMPLETE LAYOUT OF THE CITY PROPERTY TO BE USED: <input checked="" type="checkbox"/> Map <input type="checkbox"/> Drawing If the map does not accurately show the area, then a drawing should be included. For example, the dimensions of the area to be used or a more detailed description of the area would be helpful. Please be reminded that if you are requesting the use of a park, the parking spaces around that area are not included in the permit, unless specifically requested.			
WILL THERE BE VENDOR BOOTHS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, a list of the names of all vendors and a map showing the location and size of the vendor booths needs to be sent to City Hall prior to the date of the event as outlined in Sec 123.04 of the City Code (attached). The time requirement for submittal of this list is dependent upon the length and size of your event. For large events, please supply this information earlier than the one month recommendation. <i>Vendors to be determined from list of approved vendors</i>			
WILL ANY PART OF THE EVENT BE HELD ON PRIVATE PROPERTY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list the address of the property and have the property owner sign below giving their consent for use of their property for this special event.			
Property Owner	Address	Signature of Property Owner	



CENTRAL PARK

Pella, Iowa

Event will be roped off along black line. Area to right and left of stage, as well as the front will be available for standing room. Semi-circle in front of stage highlights edge of standing crowd at last years event.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/12/2016

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

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

PRODUCER TULIP CITY AGENCY LTD 700 WASHINGTON ST PO BOX #125 PELLA IA 50219-0125		CONTACT NAME: Jill Roose PHONE (A/C, No, Ext): (641) 628-1270 E-MAIL ADDRESS: jroose@tulipcity.com FAX (A/C, No): (641) 628-1913	
INSURED UNITE MIDWEST C/O NATHAN CLAYBERG 234 E 9TH STREET PELLA IA 50219		INSURER(S) AFFORDING COVERAGE	
		INSURER A: CINCINNATI INSURANCE CO	NAIC # 10677
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 2016** **REVISION NUMBER:**

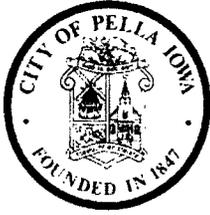
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		BND 4914976	7/29/2016	7/31/2016	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Employee Benefits \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THIS IS FOR THE CONCERT TAKING PLACE ON JULY 30, 2016 ON THE TOWNSQUARE OF PELLA.

CERTIFICATE HOLDER (641) 628-3120 CITY OF PELLA 825 BROADWAY ST PO BOX 88 PELLA, IA 50219	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jill Roose/JILL
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THE
CITY of PELLA

SPECIAL EVENTS--SIGNAGE INFORMATION SHEET

Information Required:

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

Type of Sign(s): <input type="checkbox"/> A-frame <input type="checkbox"/> banner <input type="checkbox"/> portable <input type="checkbox"/> sandwich board <input type="checkbox"/> traffic directional <input type="checkbox"/> vehicle mounted <input type="checkbox"/> window <input type="checkbox"/> other (please describe)	
Size of Sign(s):	
Time of Sign Placement:	Time of Sign Removal:
Colors and Materials of Proposed Sign:	
Any Proposed Lighting:	
Proposed Location(s) of Signage:	

Traffic Safety

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

Prompt Removal of Signs

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

Right of Approval/Denial

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



Re

**CITY OF PELLA
SPECIAL EVENTS DEPARTMENT REVIEW**

[REDACTED]	United Midwest
	May 27, 2016
	Ronda Brown
	July 30, 2016
	Nathan Clayburg 641-204-1367

[REDACTED]

Any public event with 5,000 should have a public safety presence (in the current proposal I recommend 3 reserve officers). This venue may be a challenge to appropriately accommodate 5,000 people. RAB

[REDACTED]

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

[REDACTED]

Recommend approval. GW

[REDACTED]

Electric service at Tulip Toren is provided by Parks Department. Recommend approval. DM

[REDACTED]

This may not be the ideal location for the number of expected attendees. As vendors are being planned we recommend that the event coordinator contract out sanitation services and consider an appropriate number of kybos for the event for the comfort of their attendees. Also, recommend limiting the number of attendees to no more than 2,000 which was the recommendation for last year's event. We would also like for the event coordinator to walk the event site and collect trash and any other items left behind at the conclusion of their event. Event coordinator should contact Chandler Nunnikhoven, 230-0074, 3 days prior to the event to discuss needs at the Tulip Toren. JV



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO. E-2

SUBJECT: Request for Additional Street Closure for "Thursdays in Pella" on June 16, 2016

DATE: May 2, 2016

BACKGROUND: On May 2, 2016, the City Council approved street closures for the special event known as "Thursdays in Pella". The Chamber would like to request an additional street closure for "Who Let the Dads Out" on June 16, 2016. The original request was the 800 block of Broadway from 3-9 pm. They are requesting to add the 800 block of Main for additional displays and activities.

All pertinent City Departments have reviewed this request and comments are attached.

ATTACHMENTS: Resolution, Chamber Request, Comment Form

REPORT PREPARED BY: Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5698

RESOLUTION TEMPORARILY CLOSING
PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS
"THURSDAYS IN PELLA "

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

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

WHEREAS, the City Council on May 2, 2016 approved street closures for "Thursdays in Pella"; and,

WHEREAS, the Chamber of Commerce has requested an additional street closure for June 16, 2016 as stated below:

Who Let the Dads Out	June 16	800 Block of Broadway (approved 5-2-2016)
		800 Block of Main (additional request)

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

PASSED AND ADOPTED this 2nd day of May 2016.

Jim Mueller, Mayor

ATTEST:

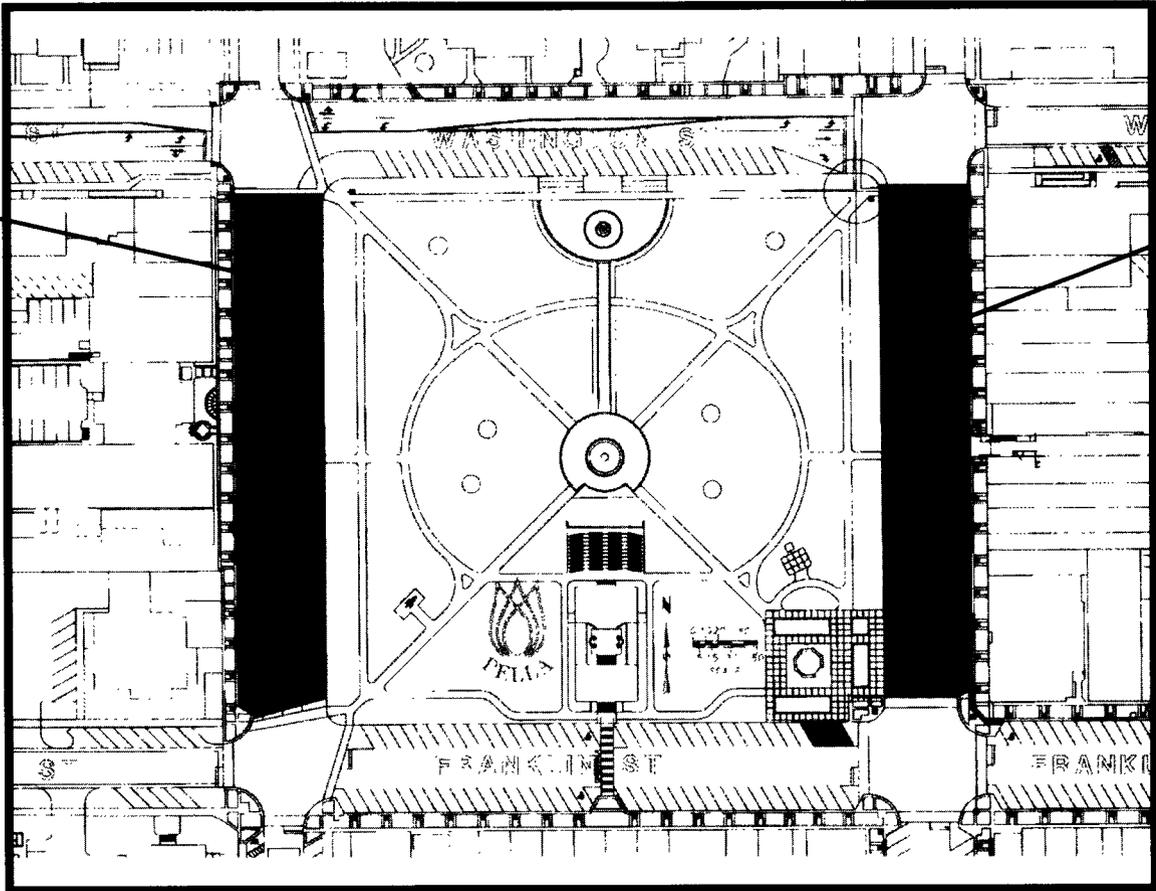
Ronda Brown, City Clerk

The Pella Chamber would like to request an additional street closure for our June 16, 2016 Thursdays in Pella event. Currently we are approved to close the 800 block of Broadway Street from 3-9 pm and would like to add the 800 block of Main Street from 3-9 pm as well for additional displays and activities.

KAREN EISCHEN, IOM



► Previously approved.



► New request.



CITY OF PELLA SPECIAL EVENTS DEPARTMENT REVIEW

Event:	June 16, 2016 Thursday in Pella
Approval Deadline:	May 31, 2016
Event Manager:	Ronda Brown
Event Date:	June 16, 2016
Event Contact:	Karen Eischen 641.628.2626

[REDACTED]

Recommend approval. RAB

[REDACTED]

Recommend approval. DR DB

[REDACTED]

Recommend approval. GW

[REDACTED]

Recommend approval. DM

[REDACTED]

Recommend approval. JV



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: E-3

SUBJECT: New Class E Liquor License (LE) for Casey's General Store #2598

DATE: June 7, 2016

BACKGROUND: Casey's Marketing Company, dba as Casey's General Store #2598 located at 414 S Clark St, has applied for a new Class E liquor license (LE) with Class C Beer Permit, Class B Native Wine Permit and Sunday Sales. The Class E liquor license allows commercial establishments to sell liquor for off-premises consumption in original unopened containers.

The term of the new license is twelve months and would expire June 7, 2017. The application has been completed online with the State, and staff is recommending approval.

ATTACHMENTS: Application

REPORT PREPARED BY: Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve license renewal.

Applicant License Application ()

Name of Applicant: <u>Casey's Marketing Company</u>		
Name of Business (DBA): <u>Casey's General Store #2598</u>		
Address of Premises: <u>414 S Clark Street</u>		
City <u>Pella</u>	County: <u>Marion</u>	Zip: <u>50219</u>
Business	<u>(641) 628-1170</u>	
Mailing	<u>PO Box 3001</u>	
City <u>Ankeny</u>	State <u>IA</u>	Zip: <u>50219</u>

Contact Person

Name <u>Michelle Rogness, Store Operations</u>	
Phone: <u>(515) 446-6728</u>	Email <u>michelle.rogness@caseys.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 06/08/2016

Expiration Date: 01/01/1900

Privileges:

- Class B Native Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>	
Corporate ID Number: <u>[REDACTED]</u>	Federal Employer ID <u>[REDACTED]</u>

Ownership

42-0935283 Casey's General

Stores, Inc.

First Name: [REDACTED]

Last Name: Casey's General Stores, Inc.

City: Ankeny

State: Iowa **Zip:** 50021

Position: Owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Michael Richardson

First Name: Michael

Last Name: Richardson

City: Pleasant Hill

State: Iowa **Zip:** 50327

Position: President

% of Ownership: 0.00%

U.S. Citizen: Yes

Robert C. Ford

First Name: Robert C.

Last Name: Ford

City: Dallas Center **State:** Iowa **Zip:** 50063

Position: Vice President

% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Julia L. Jackowski

First Name: Julia L. **Last Name:** Jackowski

City: Urbandale **State:** Iowa **Zip:** 50322

Position: Secretary

% of Ownership: 0.00% **U.S. Citizen:** **Yes**

James R. Pistillo

First Name: James R. **Last Name:** Pistillo

City: Urbandale **State:** Iowa **Zip:** 50323

Position: Treasurer

% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date:	Policy Expiration
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. H-1

SUBJECT: Resolution Adopting Health Plan Premiums

DATE: June 7, 2016

BACKGROUND:

Annually, the City Council approves premiums for the City's Health Care Plan. Current monthly premiums are \$497 single/\$1,047 family. Due to the City's participation in the partial self-funding model with the Iowa Community Trust (ICT) 28E Agreement which includes Wellmark providing the fully insured plan for employees, the City has been able to effectively manage increases in health care costs. Therefore, we are proposing no increase in the monthly premiums for family and single coverage. For FY 16-17, the premium for single coverage will remain at \$497 per month and the premium for family coverage will remain at \$1,047 per month. Employees are responsible for 10% of the total single and family premium.

ATTACHMENT: Resolution

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: City Administrator
City Clerk

RECOMMENDED ACTION: Approve Resolution.

RESOLUTION NO. 5699

RESOLUTION ADOPTING HEALTH PLAN PREMIUMS

WHEREAS, the City Council annually establishes premiums for the City's health plan; and,

WHEREAS, insurance coverages for the Public Works employees and the Electric Utility employees are established by Collective Bargaining Agreements with Teamsters Local 238; and,

WHEREAS, the remaining City employees are covered under the City's personnel policy.

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

That the monthly premiums for the FY 16-17 Health Plan be as follows:

Health Plan

Family - \$1,047 per month

Single - \$497 per month

IT IS FURTHER RESOLVED the Health Plan rates shall be effective July 1, 2016.

PASSED AND ADOPTED this 7th day of June, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO. H-2

SUBJECT: Adopting Amended Wage Scale for FY 16/17.

DATE: June 7, 2016

BACKGROUND:

This resolution adjusts the wage scale for City employees who are not covered by a collective bargaining agreement or the executive pay plan. The proposed adjustment is for an across the board increase of 2.5% excluding minimum wage employees and employees in the A8 band of the pay matrix. This adjustment was included in the FY 2016-2017 budget, which included a 2.5% across the board increase. As per union contracts, the Electric Union and Public Works Union employees will also be receiving approximately 2.5% wage adjustments effective July 1, 2016.

In addition to the above increase, eligible non-union employees may also receive a step increase. These will be in accordance with the City's personnel policy and pay plan. Similarly, eligible union employees will receive step increases in accordance with the applicable Collective Bargaining Agreement.

The attached pay matrixes show the new wage rates for each grade for full-time and non-full-time employees. Also attached is the updated classification structure indicating the position classification for full-time and non-full-time employees.

COST: Approximately \$88,174 (which includes the increased cost of the employer's share of FICA and pensions).

ATTACHMENTS: Resolution, Pay Matrixes, Classification Plans

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: City Administrator
City Clerk

RECOMMENDED ACTION: Approve Resolution

RESOLUTION NO. 5700

RESOLUTION ADOPTING ANNUAL WAGE SCALE

WHEREAS, cities are required by the Code of Iowa to adopt a resolution setting the wage scale for all city employees; and,

WHEREAS, wages for the Public Works employees and the Electric Utility employees are established by Collective Bargaining Agreements with Teamsters Local 238; and,

WHEREAS, the remaining City employees, except for the employees designated as Executive Pay Plan, are classified under a wage classification system of banded Grades and Steps,

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

That the non-union City employees' wage scale for FY 16-17 shall be established as shown on the attached Appendices "A" & "B" and shall be effective July 1, 2016.

PASSED AND ADOPTED this 7th day of June, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk

City of Pella
DBM™ Classification Structure- Full-Time Employees
(Effective 7/1/2016)

Classification Title:	DBM Rating:	Eligible Range	FLSA Status
Band C: Decisions in Band C involve determining the means or process of achieving the objectives, standards or guidelines established by Band D decisions. They are subject to the limits imposed by the available technology and resources and to the constraints set by Band D. Selecting the process is a decision that must precede carrying out the operations that make up the process. A process decision specifies what is to be done at Band B. These are typically decisions made by managers, professionals such as Accountants, Public Information Officers and/or senior technical specialist positions.			
Assistant Library Director	C42	Step 1 – Step 13	Exempt
City Clerk	C42	Step 1 – Step 13	Exempt
GIS/Engineering Coordinator	C42	Step 1 – Step 13	Exempt
Personnel Officer	C42	Step 1 – Step 13	Exempt
Police Lieutenant	C42	Step 5 – Step 13	Exempt
Public Works Superintendent	C42	Step 1 – Step 13	Exempt
Senior Accountant	C42	Step 1 – Step 13	Exempt
Wastewater Plant Superintendent	C42	Step 1 – Step 13	Exempt
Water Treatment Plant Superintendent	C42	Step 1 – Step 13	Exempt
Aquatics and Recreation Manager	C41	Step 1 – Step 13	Exempt
Building Official	C41	Step 1 – Step 13	Exempt
Police Administrative Services Manager	C41	Step 1 – Step 13	Exempt
Management Analyst	C41	Step 1 – Step 13	Exempt
Electric Operations Analyst	C41	Step 1 – Step 13	Exempt
Youth Services Librarian	C41	Step 1 – Step 13	Exempt
Band B: These decisions focus on how to carry out the operations of the process specified by a Band C decision. There is, within the limits set by the specific process, a choice as to <u>how</u> and <u>when</u> the operations are carried out, but not as to what operations constitute the process.			
Distribution Automation Specialist	B24	Step 1 – Step 13	Non-exempt
Billing Specialist	B23	Step 1 – Step 13	Non-exempt
Community Center Manager	B23	Step 1 – Step 13	Non-exempt
Parks Manager	B23	Step 1 – Step 13	Non-exempt
Administrative Support Specialist	B23	Step 1 – Step 13	Non-exempt
Police Officer	B22	Step 1 – Step 13	Non-exempt
Aquatic Coordinator II	B21	Step 1 – Step 13	Non-exempt
Police/Fire Support Specialist	B21	Step 1 – Step 13	Non-exempt
Police Communications Specialist	B21	Step 1 – Step 13	Non-exempt

City of Pella
DBM™ Classification Structure- Full-Time Employees
(Effective 7/1/2016)

Classification Title:	DBM Rating:	Eligible Range	FLSA Status
Band A: Band A decisions are confined to the manner and speed of performing the elements of an operation. There is, within the limits set by the prescribed operation, a choice as to how the elements are performed, but not as to what elements constitute the operation.			
Athletic Fields Maintenance Technician, Sr.	A13	Step 1 – Step 13	Non-exempt
Facilities & Grounds Maintenance Tech., Sr.	A13	Step 1 – Step 13	Non-exempt
Horticulture Technician, Sr.	A13	Step 1 – Step 13	Non-exempt
Administrative Accounts Clerk	A12	Step 1 – Step 13	Non-exempt
Administrative Support Technician	A12	Step 1 – Step 13	Non-exempt
Community Services Technician	A12	Step 1 – Step 13	Non-exempt
Facilities & Ground Maintenance Technician	A12	Step 1 – Step 13	Non-exempt
Horticulture Technician	A12	Step 1 – Step 13	Non-exempt
Custodian	A11	Step 1 – Step 13	Non-exempt
Receptionist/Office Support	A10	Step 1 – Step 13	Non-exempt

City of Pella
DBM™ Classification Structure – Regular Part-Time, Part-Time, Seasonal, and Casual
(Effective 7/1/2016)

Classification Title:	DBM Rating:	Eligible Range	FLSA Status
Band A: Band A decisions are confined to the manner and speed of performing the elements of an operation. There is, within the limits set by the prescribed operation, a choice as to how the elements are performed, but not as to what elements constitute the operation.			
Aquatic Coordinator I	A12	Step 1 – Step 13	Non-exempt
Library Assistant II	A12	Step 1 – Step 13	Non-exempt
Custodian	A11	Step 1 – Step 13	Non-exempt
Maintenance Worker (part-time)	A11	Step 1	Non-exempt
Library Assistant I	A10	Step 1 – Step 13	Non-exempt
Community Services Program Specialist-Aerobic Instructors (part-time)	A9	Step 8 – Step 13	Non-exempt
Seasonal Laborers (summer workers)	A8	Step 1 – Step 5	Non-exempt
Seasonal Parks Maintenance/Equipment Operators	A8	Step 5 – Step 7	Non-exempt
Community Services Program Specialist (lifeguard instructors)	A8	Step 4 – Step 6	Non-exempt
Community Services Program Specialist (lifeguards)	A8	Step 3 – Step 5	Non-exempt
Community Services Lead Aquatic Program Instructor	A8	Step 11	Non-exempt
Community Services Lead Art Instructor	A8	Step 11	Non-exempt
Community Services Lead Program Official	A8	Step 11	Non-exempt
Community Services Program Instructors (Community Center)	A8	Step 5	Non-exempt
Community Services Program Instructors (Recreation and Aquatic Center)	A8	Step 1	Non-exempt
Community Services Program Instructor Assistants	A8	Step 5	Non-exempt
Community Services Program Instructor Supervisors/Assistants	Non-banded	Paid per Season/Session	Non-exempt
Community Services Art Instructor's Assistant	Non-banded	Minimum Wage	Non-exempt
Concession Stand/Admissions Workers	Non-banded	Minimum Wage	Non-exempt
Library Shelves	Non-banded	Minimum Wage	Non-exempt

CITY OF PELLA
Wage Structure
 Full-Time Employees
 July 1, 2016

Appendix B

DBM Rating	Minimum						Midpoint						Maximum
	(Step 1)	(Step 2)	(Step 3)	(Step 4)	(Step 5)	(Step 6)	(Step 7)	(Step 8)	(Step 9)	(Step 10)	(Step 11)	(Step 12)	
A10	\$ 27,685	\$ 28,454	\$ 29,224	\$ 29,973	\$ 30,742	\$ 31,554	\$ 32,302	\$ 33,072	\$ 33,925	\$ 34,653	\$ 35,443	\$ 36,171	\$ 36,941
A11	\$ 30,014	\$ 30,826	\$ 31,678	\$ 32,510	\$ 33,342	\$ 34,195	\$ 35,090	\$ 35,880	\$ 36,733	\$ 37,606	\$ 38,397	\$ 39,312	\$ 40,144
A12	\$ 32,344	\$ 33,259	\$ 34,174	\$ 35,110	\$ 35,984	\$ 36,941	\$ 37,814	\$ 38,750	\$ 39,603	\$ 40,560	\$ 41,454	\$ 42,370	\$ 43,306
A13	\$ 34,715	\$ 35,714	\$ 36,629	\$ 37,669	\$ 38,688	\$ 39,582	\$ 40,581	\$ 41,538	\$ 42,578	\$ 43,534	\$ 44,512	\$ 45,448	\$ 46,426
B21	\$ 36,379	\$ 37,502	\$ 38,709	\$ 39,832	\$ 41,038	\$ 42,182	\$ 43,347	\$ 44,533	\$ 45,718	\$ 46,862	\$ 48,048	\$ 49,234	\$ 50,378
B22	\$ 38,667	\$ 39,853	\$ 41,142	\$ 42,349	\$ 43,597	\$ 44,886	\$ 46,114	\$ 47,445	\$ 48,610	\$ 49,899	\$ 51,106	\$ 52,354	\$ 53,560
B23	\$ 40,914	\$ 42,245	\$ 43,576	\$ 44,907	\$ 46,218	\$ 47,570	\$ 48,838	\$ 50,190	\$ 51,522	\$ 52,894	\$ 54,184	\$ 55,536	\$ 56,826
B24/B31	\$ 42,931	\$ 44,491	\$ 46,072	\$ 47,611	\$ 49,213	\$ 50,752	\$ 52,333	\$ 53,914	\$ 55,515	\$ 57,013	\$ 58,573	\$ 60,195	\$ 61,755
B25/B32	\$ 46,280	\$ 47,986	\$ 49,733	\$ 51,397	\$ 53,123	\$ 54,787	\$ 56,472	\$ 58,178	\$ 59,821	\$ 61,547	\$ 63,232	\$ 64,979	\$ 66,622
C41	\$ 48,194	\$ 50,128	\$ 52,125	\$ 54,018	\$ 55,973	\$ 57,990	\$ 59,904	\$ 61,880	\$ 63,856	\$ 65,770	\$ 67,746	\$ 69,763	\$ 71,635
C42	\$ 50,378	\$ 52,416	\$ 54,496	\$ 56,576	\$ 58,531	\$ 60,611	\$ 62,691	\$ 64,709	\$ 66,768	\$ 68,806	\$ 70,866	\$ 72,925	\$ 74,963
C43	\$ 52,582	\$ 54,808	\$ 57,013	\$ 59,301	\$ 61,506	\$ 63,752	\$ 66,019	\$ 68,224	\$ 70,574	\$ 72,634	\$ 74,859	\$ 77,002	\$ 79,165

Hourly Equivalents:

DBM Rating	Minimum						Midpoint						Maximum
	(Step 1)	(Step 2)	(Step 3)	(Step 4)	(Step 5)	(Step 6)	(Step 7)	(Step 8)	(Step 9)	(Step 10)	(Step 11)	(Step 12)	
A10	\$ 13.31	\$ 13.68	\$ 14.05	\$ 14.41	\$ 14.78	\$ 15.17	\$ 15.53	\$ 15.90	\$ 16.31	\$ 16.66	\$ 17.04	\$ 17.39	\$ 17.76
A11	\$ 14.43	\$ 14.82	\$ 15.23	\$ 15.63	\$ 16.03	\$ 16.44	\$ 16.87	\$ 17.25	\$ 17.66	\$ 18.08	\$ 18.46	\$ 18.90	\$ 19.30
A12	\$ 15.55	\$ 15.99	\$ 16.43	\$ 16.88	\$ 17.30	\$ 17.76	\$ 18.18	\$ 18.63	\$ 19.04	\$ 19.50	\$ 19.93	\$ 20.37	\$ 20.82
A13	\$ 16.69	\$ 17.17	\$ 17.61	\$ 18.11	\$ 18.60	\$ 19.03	\$ 19.51	\$ 19.97	\$ 20.47	\$ 20.93	\$ 21.40	\$ 21.85	\$ 22.32
B21	\$ 17.49	\$ 18.03	\$ 18.61	\$ 19.15	\$ 19.73	\$ 20.28	\$ 20.84	\$ 21.41	\$ 21.98	\$ 22.53	\$ 23.10	\$ 23.67	\$ 24.22
B22	\$ 18.59	\$ 19.16	\$ 19.78	\$ 20.36	\$ 20.96	\$ 21.58	\$ 22.17	\$ 22.81	\$ 23.37	\$ 23.99	\$ 24.57	\$ 25.17	\$ 25.75
B23	\$ 19.67	\$ 20.31	\$ 20.95	\$ 21.59	\$ 22.22	\$ 22.87	\$ 23.48	\$ 24.13	\$ 24.77	\$ 25.43	\$ 26.05	\$ 26.70	\$ 27.32
B24/B31	\$ 20.64	\$ 21.39	\$ 22.15	\$ 22.89	\$ 23.66	\$ 24.40	\$ 25.16	\$ 25.92	\$ 26.69	\$ 27.41	\$ 28.16	\$ 28.94	\$ 29.69
B25/B32	\$ 22.25	\$ 23.07	\$ 23.91	\$ 24.71	\$ 25.54	\$ 26.34	\$ 27.15	\$ 27.97	\$ 28.76	\$ 29.59	\$ 30.40	\$ 31.24	\$ 32.03
C41	\$ 23.17	\$ 24.10	\$ 25.06	\$ 25.97	\$ 26.91	\$ 27.88	\$ 28.80	\$ 29.75	\$ 30.70	\$ 31.62	\$ 32.57	\$ 33.54	\$ 34.44
C42	\$ 24.22	\$ 25.20	\$ 26.20	\$ 27.20	\$ 28.14	\$ 29.14	\$ 30.14	\$ 31.11	\$ 32.10	\$ 33.08	\$ 34.07	\$ 35.06	\$ 36.04
C43	\$ 25.28	\$ 26.35	\$ 27.41	\$ 28.51	\$ 29.57	\$ 30.65	\$ 31.74	\$ 32.80	\$ 33.93	\$ 34.92	\$ 35.99	\$ 37.02	\$ 38.06

CITY OF PELLA
Wage Structure
 Regular Part-Time, Part-Time, Seasonal, and Casual Employees
 July 1, 2016

DBM Rating	Minimum (Step 1)	(Step 2)	(Step 3)	(Step 4)	(Step 5)	(Step 6)	Midpoint (Step 7)	(Step 8)	(Step 9)	(Step 10)	(Step 11)	(Step 12)	Maximum (Step 13)
A8	\$ 16,640	\$ 17,160	\$ 17,680	\$ 18,200	\$ 18,720	\$ 19,240	\$ 19,760	\$ 20,280	\$ 20,800	\$ 21,320	\$ 21,840	\$ 22,360	\$ 22,880
A9	\$ 23,546	\$ 24,190	\$ 24,939	\$ 25,667	\$ 26,333	\$ 27,123	\$ 27,830	\$ 28,517	\$ 29,307	\$ 29,952	\$ 30,701	\$ 31,387	\$ 32,136
A10	\$ 26,499	\$ 27,248	\$ 28,038	\$ 28,808	\$ 29,578	\$ 30,389	\$ 31,138	\$ 31,866	\$ 32,718	\$ 33,426	\$ 34,216	\$ 35,006	\$ 35,776
A11	\$ 28,829	\$ 29,661	\$ 30,514	\$ 31,346	\$ 32,178	\$ 33,030	\$ 33,925	\$ 34,715	\$ 35,568	\$ 36,442	\$ 37,232	\$ 38,147	\$ 38,958
A12	\$ 31,179	\$ 32,094	\$ 33,010	\$ 33,946	\$ 34,798	\$ 35,776	\$ 36,650	\$ 37,586	\$ 38,438	\$ 39,354	\$ 40,269	\$ 41,184	\$ 42,099
A13	\$ 33,488	\$ 34,549	\$ 35,464	\$ 36,504	\$ 37,523	\$ 38,418	\$ 39,374	\$ 40,331	\$ 41,371	\$ 42,328	\$ 43,326	\$ 44,262	\$ 45,261
B21	\$ 35,152	\$ 36,338	\$ 37,544	\$ 38,626	\$ 39,853	\$ 41,018	\$ 42,141	\$ 43,347	\$ 44,533	\$ 45,677	\$ 46,862	\$ 48,048	\$ 49,192
B22	\$ 37,502	\$ 38,646	\$ 39,978	\$ 41,163	\$ 42,411	\$ 43,701	\$ 44,928	\$ 46,238	\$ 47,424	\$ 48,693	\$ 49,941	\$ 51,189	\$ 52,354
B23	\$ 39,707	\$ 41,059	\$ 42,370	\$ 43,722	\$ 45,032	\$ 46,384	\$ 47,653	\$ 49,005	\$ 50,336	\$ 51,709	\$ 52,978	\$ 54,350	\$ 55,640

Hourly Equivalents:

DBM Rating	Minimum (Step 1)	(Step 2)	(Step 3)	(Step 4)	(Step 5)	(Step 6)	Midpoint (Step 7)	(Step 8)	(Step 9)	(Step 10)	(Step 11)	(Step 12)	Maximum (Step 13)
A8	\$ 8.00	\$ 8.25	\$ 8.50	\$ 8.75	\$ 9.00	\$ 9.25	\$ 9.50	\$ 9.75	\$ 10.00	\$ 10.25	\$ 10.50	\$ 10.75	\$ 11.00
A9	\$ 11.32	\$ 11.63	\$ 11.99	\$ 12.34	\$ 12.66	\$ 13.04	\$ 13.38	\$ 13.71	\$ 14.09	\$ 14.40	\$ 14.76	\$ 15.09	\$ 15.45
A10	\$ 12.74	\$ 13.10	\$ 13.48	\$ 13.85	\$ 14.22	\$ 14.61	\$ 14.97	\$ 15.32	\$ 15.73	\$ 16.07	\$ 16.45	\$ 16.83	\$ 17.20
A11	\$ 13.86	\$ 14.26	\$ 14.67	\$ 15.07	\$ 15.47	\$ 15.88	\$ 16.31	\$ 16.69	\$ 17.10	\$ 17.52	\$ 17.90	\$ 18.34	\$ 18.73
A12	\$ 14.99	\$ 15.43	\$ 15.87	\$ 16.32	\$ 16.73	\$ 17.20	\$ 17.62	\$ 18.07	\$ 18.48	\$ 18.92	\$ 19.36	\$ 19.80	\$ 20.24
A13	\$ 16.10	\$ 16.61	\$ 17.05	\$ 17.55	\$ 18.04	\$ 18.47	\$ 18.93	\$ 19.39	\$ 19.89	\$ 20.35	\$ 20.83	\$ 21.28	\$ 21.76
B21	\$ 16.90	\$ 17.47	\$ 18.05	\$ 18.57	\$ 19.16	\$ 19.72	\$ 20.26	\$ 20.84	\$ 21.41	\$ 21.96	\$ 22.53	\$ 23.10	\$ 23.65
B22	\$ 18.03	\$ 18.58	\$ 19.22	\$ 19.79	\$ 20.39	\$ 21.01	\$ 21.60	\$ 22.23	\$ 22.80	\$ 23.41	\$ 24.01	\$ 24.61	\$ 25.17
B23	\$ 19.09	\$ 19.74	\$ 20.37	\$ 21.02	\$ 21.65	\$ 22.30	\$ 22.91	\$ 23.56	\$ 24.20	\$ 24.86	\$ 25.47	\$ 26.13	\$ 26.75



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: H-3

SUBJECT: Resolution Approving Change Order #3 with Eriksen Construction Co., Inc.
Water Systems Improvements, Division 1: RO Water Treatment Plant

DATE: June 7, 2016

BACKGROUND:

This resolution approves Change Order #3 in the amount of \$24,167.91 to the construction contract with Eriksen Construction Co, Inc for improvements to the City's water treatment plant and structural improvements to the City's clearwell.

As background, changes were made to the structural steel framing based on refined field measurements, initial shop drawing submittals, and connections with the proposed metal wall and roof panels. This generally included the following revisions:

- Increased height of steel framing by approximately 9 inches to match the existing building height confirmed during construction.
- Additional bracing to the existing roof trusses.
- Revised beam arrangement in roof line, and added girt line at top of wall to facilitate metal panel connections.

It is important to note since H.R. Green feels responsible for the 9" dimension error, they have committed to a credit to the City under the design contract in the amount of \$7,382.86 to cover Eriksen's cost plus mark-up to redo the shop drawings. Therefore the overall net increase of Change Order #3 to the City is \$16,785.05.

Staff is recommending approval of Change Order #3 in the amount of \$24,167.91.

It should be noted, this change order will not extend the project's final completion date of July 28, 2017 at this time. However a reasonable extension may be requested at a later date if steel fabrication is not completed in a timely fashion.

Contract Summary

If Council approves Change Order #3 as recommended by staff, listed below is a contract summary:

Original Construction Contract	\$8,655,000.00
Change Order #1	86,598.81
Change Order #2	55,205.85
Change Order #3	<u>24,167.91</u>
Total Revised Construction Contract	<u>\$8,820,972.57</u>

ATTACHMENTS: Resolution, Change Order #3

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 5701

RESOLUTION APPROVING CHANGE ORDER #3 WITH ERIKSEN CONSTRUCTION CO., INC. FOR CONSTRUCTION OF A NEW RO WATER TREATMENT PLANT

WHEREAS, on November 17, 2015, the City Council awarded a contract with Eriksen Construction Co., Inc. of Blair Nebraska for the new RO Water Treatment Plant; and,

WHEREAS, Change Order #3 in the amount of \$24,167.91 is for changes to steel framing; and,

WHEREAS, Change Order #3 does not extend the project completion date of July 28, 2017;

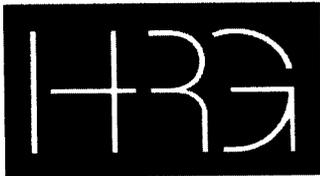
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA that Change Order #3 to the City's contract with Eriksen Construction Co., Inc. for the New RO Water Treatment Plant is approved in the amount of \$24,167.91, thereby increasing the total contraction contract to \$8,820,972.57.

PASSED AND APPROVED this 7th day of June, 2016.

James Mueller, Mayor

Attest:

Ronda Brown, City Clerk



HRGreen

5525 Merle Hay Road, Suite 200
 Johnston, IA 50131
 (515) 278-2913 Fax (515) 278-1846

CO No. 3

Change Order

Distribution:	
Contractor	Field
Owner	Other _____
Engineer	Other _____

PROJECT: Water System Improvements Division 1: RO Water Treatment Plant	Date Issued	June 7, 2016
	Project No.	40130026.01
To Contractor: Eriksen Construction Co., Inc. 2546 S Highway 30 Blair, NE 68008	Contract Date	November 17, 2015
	Notice to Proceed Date	November 17, 2015

The contract is changed as summarized below and specifically identified in the attached PCO documentation:

1. **PCO No. 4: Changes to Steel Framing.** Changes were made to the structural steel framing in Field Order No. 4 based on refined field measurements, initial shop drawing submittals, and connections with the proposed metal wall and roof panels. Field Order No. 4 generally included the following revisions:
 - Increased height of steel framing by approximately 9 inches to match the existing building height confirmed during construction.
 - Additional bracing to the existing roof trusses.
 - Revised beam arrangement in roof line, and added girt line at top of wall to facilitate metal panel connections.

PCO No. 4 is in response to these identified changes and general includes the following:

- A. A net increase in the amount of steel to be incorporated into the building frame.
- B. Redrafting and redetailing of the structural steel frame submittal based on items included in Field Order No. 4.

There has been no significant schedule impacts to-date to the current progress of the Work due to these steel framing changes. Actual impacts to the construction schedule cannot accurately be determined at this time due to uncertainties in the overall construction schedule, schedule of the Contractor's suppliers, etc. Therefore, any potential delay will be discussed at a later date once additional information is available to determine actual impacts.

This item will be an additional cost in the amount of \$24,167.91 with no impact to the project's schedule at this time.

	Contract Price	Milestone Completion	Substantial Completion	Final Completion
Original Contractual Limit	\$8,655,000.00	July 15, 2016	April 14, 2017	July 28, 2017
Net Change by previously-authorized Change Order(s)	\$141,804.66	0	0	0
The Contractual limit prior to this Change Order	\$8,796,804.66	July 15, 2016	April 14, 2017	July 28, 2017
The Contract will be adjusted by this Change Order in the amount	\$24,167.91	0	0	0
The new Contractual limit including this Change Order will be	\$8,820,972.57	July 15, 2016	April 14, 2017	July 28, 2017

NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE, if applicable, AND OWNER

Contractor Eriksen Construction Co., Inc.	Owner's Representative HR Green, Inc.	Owner City of Pella
By	By	By
Date:	Date:	Date:

Eriksen Construction Company, Inc.

2546 South Hwy. 30 • PO Box 610 • Blair, Nebraska 68008-0610 • 402-426-3119 • Fax 402-426-3150

May 19, 2016

HR Green
5525 Merle Hay Rd., Suite 200
Johnston, IA 50131
Attn: Heath Picken

Re: Water System Improvements
Division 1: RO Water Treatment Plant
Pella, Iowa
HRG Project No. 40130026

Heath,

Enclosed you will find our revised change order request for the work associated with the changes from Field Order 004: Updated to A & S Sheets.

This change order request accounts for the costs and delays associated with the changed drawings. This change order has 4 main components:

1. Rework of all steel drawings: \$6,325.00.
2. Additional material: \$10,515.00. Attached is invoice from Middle River Steel.
3. Additional labor incurred by Eriksen Construction: \$2,940.00.
4. Additional equipment for the extra work tied to this change: \$1,050.00

Per our schedule, this steel was scheduled to be set July 27, 2016. As previously stated, this material has a 12 week lead time. At this point in time, Eriksen Construction is willing to move forward with the change order without including our additional days and overhead costs to this portion of the change order until we know the actual delay incurred. In doing this, it is agreed that Eriksen Construction will receive additional days added to the contract if the material is delivered past the originally scheduled delivery date and the job progress incurs a delay.

Please forward your change order in the amount of \$24,167.91. Eriksen Construction and Middle River Steel will proceed with this change once the change order has been signed and returned.

If you have questions or require additional information, please contact me at our office (phone: 402-426-3119 or by email: jenny@eriksenconst.com).

Sincerely,



Jenny Bornhorst
Vice President

Eriksen Construction Co., Inc.

2546 South Hwy. 30 - P.O. Box 610 - Blair, Nebraska 68008-0610 - 402 / 426-3119 - Fax 402 / 426-3150

CONTRACT MODIFICATION COST SUMMARY

Change Of Scope
 Additional Work

Project: Pell Water Treatment Date: 05/03/16
 Request Made By: Engineer Job No.: 643

Material & Equipment:

	Factor	Percentage	
Material Work Sheet			\$ -
Equipment Work Sheet			\$ -
Expendables (% of materials)	0	4.90%	\$ -
Sales Tax	0	6.50%	\$ -
Freight (% of Materials & Equipment)	0	7.50%	\$ -
Sub-Total Material & Equipment			\$ -

Equipment Rental

	Hours	Rate	
Track Crane per hour	0	175.00	\$ -
Hydraulic Crane per hour	6	175.00	\$ 1,050.00
Rubber Tire Loader per hour	0	120.00	\$ -
Track Loader per hour	0	120.00	\$ -
Dozer per hour	0	120.00	\$ -
Excavator per hour	0	165.00	\$ -
Backhoe / Small Trackhoe per hour	0	85.00	\$ -
Scissor Lift (equipment only) per hour	0	40.00	\$ -
Skidsteer per hour	0	75.00	\$ -
Air Compressor / Hammer per hour	0	40.00	\$ -
Dump Truck per hour	0	80.00	\$ -
Pick-up per day	0	55.00	\$ -
Semi / Lowboy per hour	0	175.00	\$ -
Welder per hour	0	30.00	\$ -
Dewatering Pumps	0	250.00	\$ -
Small Tools	0	200.00	\$ -
Box for Lift Station Installation	0	1500.00	\$ -
Sub-Total Equipment Rental			\$ 1,050.00

Labor & Burden

	Hours	Rate	
Project Manager	3	125.00	\$ 375.00
Superintendent	8	85.00	\$ 680.00
Operator	0	65.00	\$ -
Carpenter	0	55.00	\$ -
Ironworker	32	55.00	\$ 1,760.00
Cement Finisher	0	55.00	\$ -
Pipefitter	0	55.00	\$ -
Laborer	0	45.00	\$ -
Sub-Total Direct Labor			\$ 2,815.00

Sub-Total Page 1 Of 3

\$ 3,865.00

Eriksen Construction Co., Inc.

2546 South Hwy. 30 - P.O. Box 610 - Blair, Nebraska 68008-0610 - 402 / 426-3119 - Fax 402 / 426-3150

CONTRACT MODIFICATION COST SUMMARY

Sub-Total Brought Forward From Page 1 1 Of 3 \$ 3,865.00

Change Of Scope
 Additional Work

Project: Pell Water Treatment Date: 05/03/16

Request Made By: Engineer Job No.: 643

Labor Adjustments:

	Factor	Percentage		
Estimating	0	0.4%	\$	-
OSHA	0	0.6%	\$	-
Material Handling	0	0.43%	\$	-
Testing	0	0.35%	\$	-
Safety Program	0	0.35%	\$	-
Start-up	0	0.3%	\$	-
Punch List	0	0.3%	\$	-
Clean Up	0	0.31%	\$	-
Coordination	0	0.31%	\$	-
Schedule Revisions	0	0.63%	\$	-
Quality Control	0	0.04%	\$	-
Expediting	0	0.83%	\$	-
Sub-Total Labor Adjustments			\$	-

Subcontractors

Middle River Steel	\$ 16,840.00
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
Sub-Total Subcontractors	\$ 16,840.00

Project Expense:

	Factor	Percentage		
Additional Field Overhead (see attached)				** to be determined once material delivery date is confirmed.
Motel			\$	-
Permit & Inspection Cost			\$	-
Postage Cost			\$	-
Project Administration (% of cost)	0			
Storage Facilities			\$	-
Telephone Expense			\$	-
Temporary Utilities			\$	-
Sub-Total Project Expense			\$	-

Sub-Total page 2 Of 3 \$ 20,705.00

Eriksen Construction Co., Inc.

2546 South Hwy. 30 - P.O. Box 610 - Blair, Nebraska 68008-0610 - 402 / 426-3119 - Fax 402 / 426-3150

CONTRACT MODIFICATION COST SUMMARY

Sub-Total Brought Forward From Page 2 2 Of 3 \$ 20,705.00

Change Of Scope
 Additional Work

Project: Pell Water Treatment Date: 05/03/16

Request Made By: Engineer Job No.: 643

Modification Of Sub-Total Costs

Warranty	0.00%	\$ -
Interest On Delayed Rention	0.00%	\$ -
Extended Overhead (Project Extension)	0.00%	\$ -
Sub-Total Modifications		\$ -

Sub-Total Of Direct Project costs \$ -

Overhead \$ -

Sub-Total Of Total Costs \$ 20,705.00

Profit \$ 3,105.75

Sub-Total \$ 23,810.75

Credits (Description) \$ -

Sub-Total \$ 23,810.75

Bond \$ 357.16

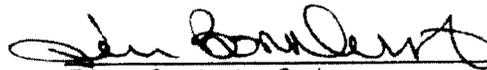
Total Amount This Modification \$ 24,167.91

This proposal may be withdrawn or modified if not accepted in (30) calendar days

Time extension required to base bid ** calendar days

**Time extension will be added once material is delivered to site if material delays scheduled progress

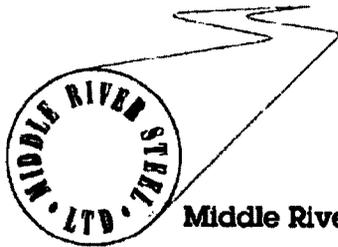
Submitted by


 Eriksen Construction Co Inc

5.19.16
 Date

Approved by:

_____ Date



Middle River Steel Ltd.

245 Highway 28
PO Box 199
Martensdale, IA 50160

Phone 641-764-2705
Fax 641-764-2311

Randy E. Cox
President

Revision #2

QUOTATION

To: Ericksen Const.

Project Pella Water Treatment

Location Pella Ia.

5-11-16
Date ~~1-1-16~~

drawings:	6325.00
steel:	9595.00
joist + deck:	920.00
16,840	

We propose to furnish the following material for the above project.
Drawings per Al Binning. ~~980~~ 6305.00

Steel and shop time 10310.

Joist + Deck Raise 920.00
- add 0.54 joist weight. Additional
uplift loads + RTU Loading

11,230
TOTAL ~~20260.00~~ 17,555.00
+ tax fob jobsite

APR

Standard Exclusions-(unless specifically listed above)aluminum & stainless steel fabrications, roof hatch, expansion joint covers, standing seam deck, column covers, Neenah type fabrications, pre-engineered metal building fabrications, Orso grill decorative metal

Terms Payment due upon delivery. 2% interest per month on all accounts over 30 days: old. (This is not an extension of credit terms.)
No retainage allowed on material contracts.
All the above material to be in accordance with standards of Middle River Steel.
No sales or use tax, whether federal, state or local, is included in any of the above prices, unless specified.
We reserve the right to bill direct.
All quotations subject to your acceptance within 30 days.

Respectfully submitted:
Middle River Steel, Ltd. Randy E. Cox

CONTRACTOR ACCEPTANCE:

Date _____

By _____

2

PELLA WATER TREATMENT PLANT

These Girts and Angles were part of the original design and were not changes. Therefore no cost should be included.

	May 1, 2016	Erickson Construction Additional man hours
Raise Elevation 9" (approximately) total building <i>Length Columns</i>	200	0
Add Girts - 8x11.5" channel, galvanized Elev-02 Existing Bldg. 105-6" New Bldg	552 250	X
Add Angles - 3x3x1/4" galvanized Elev-02 Existing Bldg. 105-6" New Bldg	243 250	X
<i>Det 5-S-03</i>		
Add Angle @ columns to girts, 3x3x1/4"	50	0
Post to beams @ step down	400	3
Add Girts @ grid 6	1700	8
Add Braces - 2/S-04	150	1
Add Braces - 3/S-04	150	1
Change W10x15 to W10x22 for joist seats, per RFI-11	200	0
Add Angle @ ladder 5/S-06	200	1
Gussets on Brace angles S-06	250	1
Additional Roof Frames	300	1
Column Brace 6/S-14	200	0
Bent Plate 2/S-03	300	1
New Angle Hookup 2/S-03, beam to beam	300	1
Add Gussets 2/S-03, beam to beam	200	2
Lengthen Beam ends between 7 & 6/1-S-11 1'-6 to 2'-0	500	3

(Old Drawing)
Del 3 to 5-18 ONLY shows

MAY-2-2016 12:04P FROM:

This item was only a change from stainless steel material to galvanized. There should be a credit on reduced material cost and no labor change.

TO: 14024263150P

1/2 x 2 x 4 1/2 Slab on PL
as SS, Not Angle Not Channel

		Erickson Const Additional man hours	(3)
Column Braces 6'S-14	600	3	
Add 4x5.4 galvanized channel 6/S-18, @ 7'-0	950	X	
W6x9.5 sag rod support 3/S-03, 7'-0	450	2	
Extend Girts @ grid 6 to 7 3/S-03	550	2	
Bent Angle instead of regular angle K to K9	0	0	
5/16x3x6" Plate and 1/2x6x10" Plate 6/S-4	150	0	
Gussets @ beams to column connections 13/S-04	250	1	
Post Bracing 4/S-08	100	1	
WT8x33.5x0'-7" 4/S-10	650	X	

~~1000~~
9595. 46

This was a change from WT8x20 to WT8x33 resulting in a total weight change of 47 pounds. Cost increase should be minimal with no labor change.

WT's Are Cut From Beams

WT8x20 From W8x40 - we have on hand

WT8x33.5 Has to be cut from W8x67

Beam the shortest we can by is 20'-0

the heavier beam has to be cut w/ saw than split which takes longer. My cost for beam is 964.

THANKS

Randy Cox



Change Order Request

6200 Aurora Ave. Suite 310W
Urbandale, IA 50322
Phone : 515-270-2500

Date Issued: 5/10/2016

Change Order Number: 1

Vulcraft File: 056-15-0803

Project Name: WATER SYSTEM IMPROVEMENTS

Project Location: PELLA, IA

Customer Name: MIDDLE RIVER STEEL

Attention: RANDY COX

Description of Changes:

REVISED DRAWINGS ADDED 0.54 JOIST WEIGHT. THIS ADDITION CAME FROM THE ADDITIONAL UPLIFT LOADS AND RTU LOADING.

Previous Contract Amount:	<u> -</u>
Add:	<u> \$800.00</u>
Deduct:	<u> \$0.00</u>
New Contract Amount:	<u> -</u>

Acknowledgement of Agreement to above changes: _____
Please sign and send back to clniemann@vulcraft-ne.com

NOTE : This Change Order must be signed and returned in order to proceed with production.

**This Change Order is only valid for 30 days from the date noted above.
Pricing will need to be reviewed for this Change Order beyond 30 days.**



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: H-4

SUBJECT: Gateway Corridor Residential Moratorium Extension

DATE: June 7, 2016

BACKGROUND:

The City Council previously approved a moratorium on new single and two family (duplex) residential construction for the Main and Washington Street gateway corridors. This moratorium came out of a concern from new residential construction in the gateway corridors, in particular, duplex construction. The current moratorium extends until June 15, 2016.

At the Policy and Planning meeting on May 2, 2016, Council directed staff to proceed with a formal ordinance establishing design review standards for new single and two family homes on these corridors as listed below.

Proposed Design District for Single and Two Family Homes

This proposed ordinance amendment would establish a design review district for new single and two family homes along the Washington Street and South Main Street Corridors. This new design district is identified as the Dutch Residential District – Gateway Corridor (DURE-GC). Listed on the following pages is a summary of the main provisions of the design district:

- 1. Existing Design Review District for Residential Properties** - In considering this proposed design district, it is important to note, new residential properties in the Central Business District are subject to design review standards. This design review district is identified as the Dutch Residential District Central Business District (DURE-CBD). The proposed design district is based on the same concepts utilized in the DURE-CBD.
- 2. Properties Subject to Review** - The properties subject to DURE-GC review would be residential properties along West Washington Street west of the Hazel and Washington Street intersection extending to the city limits (see map). In addition, the new design district would extend along Main Street from the intersection of Elm and Main Street to the transition of Main Street to Oskaloosa Street.
- 3. Design Review Permit** - Residential properties in existence when the original Dutch Residential Design District was adopted in 2001 would be exempt from the requirements of this ordinance amendment. Therefore, these new design standards would be for new construction. Listed below is a summary of the design permit requirements for the new design district:

- A. Any new residential building (building used for residential purposes) or residential building addition, residential accessory structure.
- B. A design permit would not be required for any structure that is painted or repainted when the color used is the same as the color approved in the original building or design permit.

C. It is important to note, setback requirements and other bulk regulations would be pursuant to the underlying base zoning district and Gateway Corridor Overlay District standards, including Section 165.18 D(4).

D. A design permit would be reviewed and issued by the Community Development Committee

Revisions to the Dutch Residential Design District Manual

In order to accommodate the proposed Gateway Corridor Overlay District, staff is proposing modifications to the Dutch Residential Design District Manual. The main adjustment will be simply differentiating between design DURE-CBD and DURE-GC as per the proposed ordinance. The intention is to designate different design standards with the CBD area more traditional or Netherlands style Dutch. Likewise the Gateway Corridor area would include early 20th century residential styles. The intention for the Gateway Corridor Design Standards is to simply fit in with the existing neighborhood. Therefore, the proposed standards are less rigid than those in the CBD.

In addition, there is a proposed change to the Dutch Residential Design Manual in regards to garages and parking. Clarification language was added to emphasize the preference for garages to be installed in the rear yard. If it is not feasible to install a garage in the rear yard, they would be allowed to be attached to the housing unit as long as the garage is a minimum of five feet behind the front façade. The intention of this clarification is not to have the garage as the dominant feature of the front façade.

Summary

It is important to note, staff has reviewed the new design standards with the Planning and Zoning Commission and there appears to be support for the new standards. A public hearing for the proposed design standards is scheduled for the June 27, 2016 Planning and Zoning Commission meeting. It is anticipated that formal consideration by the City Council could be as early as July of this year. Therefore, extension of the moratorium to September 1, 2016 is needed to provide time for legislative process to occur.

Finally, it is important to note, staff is not aware of any pending building permit requests for single or two family housing along these proposed design corridors.

ATTACHMENTS: Resolution

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

RESOLUTION NO. 5702

RESOLUTION APPROVING EXTENSION OF MORATORIUM ON THE ISSUANCE OF BUILDING PERMITS FOR SINGLE OR TWO FAMILY NEW CONSTRUCTION IN THE MAIN STREET AND WASHINGTON STREET GATEWAY CORRIDOR DISTRICTS

WHEREAS, the City Council has identified the architectural design compatibility of new single family and two family residential construction in the Gateway Corridors as a concern; and,

WHEREAS, an Ad Hoc Committee was appointed to review and make recommendations on architectural and design standards for new single family and two family residential construction in the Gateway Corridors and recommended that the City consider design standards; and,

WHEREAS, the Gateway Corridors of Main Street and Washington Street have been identified as of greatest geographic concern; and,

WHEREAS, the City would like to more time to further review and make recommendations on possible design standards before any further residential construction commences.

NOW, THEREFORE, it is hereby resolved by the City Council of Pella, Iowa, that the moratorium on the issuance of building permits for new single family or two family homes (duplexes) be extended at this time specifically as it pertains to the identified Gateway Corridor areas identified in Exhibit A for Main Street and Washington Street. This moratorium extension shall be in place until September 1, 2016.

Passed and approved this 7th day of June, 2016.

James Mueller, Mayor

ATTEST:

Ronda Brown, City Clerk

J-1

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
ACCO UNLIMITED CORP (1020)						
0162026-IN	CHEMICALS - OUTDOOR POOL	05/09/2016	06/07/2016	1,024.00	05/16	100.5.04.4301.6503
0162093-IN	CHEMICALS - OUTDOOR POOL	05/13/2016	06/07/2016	30.25	05/16	100.5.04.4301.6503
0162108-IN	CHEMICAL SAFETY EQUIPMENT - OU	05/13/2016	06/07/2016	197.35	05/16	100.5.04.4300.6546
0162154-IN	PUMP TUBING - OUTDOOR POOL	05/13/2016	06/07/2016	120.96	05/16	100.5.04.4301.6503
0162349-IN	CHEMICALS - OUTDOOR POOL	05/18/2016	06/07/2016	358.95	05/16	100.5.04.4301.6503
Total ACCO UNLIMITED CORP (1020):				1,731.51		
ADAMS, JUDY (5835)						
1611580014	EE REBATE - EL	05/17/2016	06/07/2016	425.00	05/16	400.2215
Total ADAMS, JUDY (5835):				425.00		
ALLIANT-IES (GAS) (1060)						
042716COLL/DIST	NATURAL GAS SERVICE	04/27/2016	06/07/2016	63.68	05/16	350.5.05.8330.6371
042716COLL/DIST	NATURAL GAS SERVICE	04/27/2016	06/07/2016	63.68	05/16	300.5.05.8130.6371
05102016 - IN POO	NATURAL GAS - INDOOR POOL	05/10/2016	06/07/2016	1,206.92	05/16	100.5.04.4300.6371
05102016 - MOLEN	NATURAL GAS - MOLENGRACHT	05/10/2016	06/07/2016	19.23	05/16	100.5.09.4250.6371
05102016 - MOLEN	NATURAL GAS - MOLENGRACHT	05/10/2016	06/07/2016	19.23	05/16	100.5.09.4250.6371
05252016 - CC	NATURAL GAS - CC	05/25/2016	06/07/2016	72.78	05/16	100.5.04.4100.6371
05252016 - CC A	NATURAL GAS - CC	05/25/2016	06/07/2016	186.34	05/16	100.5.04.4100.6371
052616PWO	GAS BILL-PWO	05/26/2016	06/07/2016	53.70	05/16	100.5.05.6500.6371
052616PWS	GAS BILL-PWS	05/26/2016	06/07/2016	29.87	05/16	100.5.05.6500.6371
05262016 - PK	NATURAL GAS - PK	05/26/2016	06/07/2016	16.82	05/16	100.5.09.4200.6371
05262016-222	UTILITIES - 222 TRUMAN - EL	05/26/2016	06/07/2016	21.42	05/16	400.5.06.8588.9920
Total ALLIANT-IES (GAS) (1060):				1,753.67		
ALTEC INDUSTRIES INC (1067)						
5290731	DIGGER/ DERRICK SERVICE / REPAIR	05/10/2016	06/07/2016	1,670.01	05/16	400.5.06.8588.9660
Total ALTEC INDUSTRIES INC (1067):				1,670.01		
ALTORFER INC (1069)						
WO400019315	UNIT 3 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019316	UNIT 4 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019317	UNIT 5 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019318	UNIT 6 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019319	UNIT 7 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019320	UNIT 8 SERVICE: LVL 2S,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019321	UNIT 9 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019322	UNIT 10 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019323	UNIT 11 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019324	UNIT 12 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019325	UNIT 13 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019326	UNIT 14 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019327	UNIT 15 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
WO400019328	UNIT 16 SERVICE: LVL 2A,5,8 - PP	05/23/2016	06/07/2016	3,427.42	05/16	400.5.06.8553.9030
Total ALTORFER INC (1069):				47,983.88		
AMAZON (1070)						
031590547716	COMMUNITY CENTER DOOR REPAIR	04/20/2016	06/07/2016	57.60	05/16	100.5.04.4100.6310
118731867481	POWERPOINT REMOTE	04/29/2016	06/07/2016	17.13	05/16	100.5.00.6000.6544
190141299885	TRUCK SWITCHES, LIGHTS - EL	05/09/2016	06/07/2016	37.44	05/16	400.5.06.8588.9660
231446778293	MONITOR REPLACEMENT	04/25/2016	06/07/2016	119.99	05/16	201.5.00.7090.6725

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total AMAZON (1070):				232.16		
AMERICAN LEGION POST #89 (1086)						
361947	FLAGS	05/23/2016	06/07/2016	27.50	05/16	350.5.05.8310.6544
Total AMERICAN LEGION POST #89 (1086):				27.50		
APEX BANK (5832)						
15-25900-03	DEPOSIT REFUND	05/24/2016	06/07/2016	230.65	06/16	400.2210
Total APEX BANK (5832):				230.65		
ARNOLD MOTOR SUPPLY (1126)						
37-506681	DIESEL FLUID	05/19/2016	06/07/2016	51.96	05/16	115.5.05.2100.6350
Total ARNOLD MOTOR SUPPLY (1126):				51.96		
AUTHNET GATEWAY BILLING (5770)						
060116	MAY 2016 CREDIT CARD FEES	06/01/2016	06/01/2016	63.00	06/16	100.5.04.4100.6416
Total AUTHNET GATEWAY BILLING (5770):				63.00		
AUTOMATIC DATA PROCESSING INC (1139)						
1313310-05-2016	BACKGROUND CHECK	05/29/2016	06/07/2016	58.80	05/16	100.5.00.6320.6416
Total AUTOMATIC DATA PROCESSING INC (1139):				58.80		
B & B BEDDING INC (1146)						
0085258	COMPOST - PK	05/20/2016	06/07/2016	560.00	05/16	100.5.09.4200.6560
Total B & B BEDDING INC (1146):				560.00		
BACKFLOW PREVENTION SVC OF IA (1153)						
S 215283	BACKFLOW PREVENTER REPAIR - O	05/28/2015	06/07/2016	1,215.00	05/16	100.5.04.4301.6310
S 216285	BBACKFLOW PREVENTER TEST - OU	04/26/2016	06/07/2016	525.00	05/16	100.5.04.4301.6310
Total BACKFLOW PREVENTION SVC OF IA (1153):				1,740.00		
BAILEY, JUSTIN (1156)						
051216PD	MEAL - TRAINING - PD	05/27/2016	06/07/2016	9.00	05/16	100.5.01.1030.6260
051816PD	MEAL - TRAINING - PD	05/27/2016	06/07/2016	9.00	05/16	100.5.01.1030.6260
052316PD	MEALS - TRAINING - PD	05/27/2016	06/07/2016	18.00	05/16	100.5.01.1030.6260
Total BAILEY, JUSTIN (1156):				36.00		
BANKERS TRUST (1173)						
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	270,000.00	06/16	105.5.08.9009.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	5,467.50	06/16	105.5.08.9009.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	250.00	06/16	105.5.08.9009.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	135,000.00	06/16	105.5.08.9023.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	8,177.50	06/16	105.5.08.9023.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	250.00	06/16	105.5.08.9023.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	120,000.00	06/16	105.5.08.9024.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	13,433.75	06/16	105.5.08.9024.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	250.00	06/16	105.5.08.9024.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	290,000.00	06/16	401.5.06.9076.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	42,481.25	06/16	401.5.06.9076.6801

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	250.00	06/16	401.5.06.9076.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	330,000.00	06/16	105.5.08.9026.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	28,612.50	06/16	105.5.08.9026.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	250.00	06/16	105.5.08.9026.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	35,407.40	06/16	401.5.06.9077.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	250.00	06/16	401.5.06.9077.6802
Total BANKERS TRUST (1173):				1,280,079.90		
BEACON ATHLETICS (1194)						
451459	BASE ANCHORS,PLUGS & TOOL - PS	12/02/2015	06/07/2016	225.18	05/16	100.5.09.4245.6320
459120	BATTING CAGE HITTING MATS - PSP	05/27/2016	06/07/2016	1,540.00	05/16	203.5.08.7226.6799
Total BEACON ATHLETICS (1194):				1,765.18		
BLICK ART MATERIALS (1251)						
6104212	KILN CONES - ART CENTER	05/24/2016	06/07/2016	19.57	05/16	174.5.04.4110.6544
Total BLICK ART MATERIALS (1251):				19.57		
BLOMMERS CONSTRUCTION (1256)						
WASHINGTONSTR	WASHINGTON STREET PROJECT-PP1	05/27/2016	06/07/2016	101,230.95	05/16	215.5.05.2179.6761
Total BLOMMERS CONSTRUCTION (1256):				101,230.95		
CARPENTER UNIFORM CO (1428)						
412056	UNIFORM EXPENSE - PD	04/15/2016	06/07/2016	58.00	05/16	100.5.01.1030.6510
413716-1	UNIFORM EXPENSE - PD	05/11/2016	06/07/2016	175.68	05/16	100.5.01.1030.6510
414329-1	UNIFORM EXPENSE - PD	05/19/2016	06/07/2016	22.59	05/16	100.5.01.1030.6510
414896	UNIFORM EXPENSE - PD	05/24/2016	06/07/2016	107.98	05/16	100.5.01.1030.6510
414992	UNIFORM EXPENSE - PD	05/25/2016	06/07/2016	59.99	05/16	100.5.01.1030.6510
Total CARPENTER UNIFORM CO (1428):				424.24		
CENTRAL IA WATER ASSOC (1462)						
05242016	WATER BILLS - ANNEXED AREA	05/24/2016	06/07/2016	981.66	06/16	300.5.05.8100.6416
Total CENTRAL IA WATER ASSOC (1462):				981.66		
CENTRAL SERVICE & SUPPLY (1464)						
0131712	PUMP AND HOSE RENTAL	05/24/2016	06/07/2016	2,046.00	05/16	350.5.05.8330.6499
Total CENTRAL SERVICE & SUPPLY (1464):				2,046.00		
CITY OF PELLA (1603)						
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	2,528.94	06/16	100.5.08.2500.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	260.90	06/16	100.5.04.4301.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	591.51	06/16	100.5.04.4301.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	17.00	06/16	100.5.04.4301.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	554.90	06/16	100.5.05.6500.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	45.52	06/16	100.5.05.6500.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	51.00	06/16	100.5.05.6500.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	2,718.90	06/16	100.5.04.4300.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	113.02	06/16	100.5.04.4300.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	1,026.90	06/16	100.5.04.4100.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	53.02	06/16	100.5.04.4100.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	59.50	06/16	100.5.04.4100.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	510.90	06/16	100.5.00.6100.6370

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	38.02	06/16	100.5.00.6100.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	42.50	06/16	100.5.00.6100.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	2,515.10	06/16	100.5.03.4000.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	53.02	06/16	100.5.03.4000.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	59.50	06/16	100.5.03.4000.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	1,003.50	06/16	100.5.09.4200.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	125.31	06/16	100.5.09.4200.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	123.25	06/16	100.5.09.4200.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	2,179.51	06/16	100.5.01.1000.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	54.14	06/16	100.5.01.1000.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	55.25	06/16	100.5.01.1000.6375
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	1,073.49	06/16	100.5.02.1100.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	38.02	06/16	100.5.05.2200.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	1,131.00	06/16	100.5.09.4250.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	500.31	06/16	100.5.09.4250.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	15.52	06/16	179.5.09.4200.6564
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	1,402.57	06/16	100.5.09.4245.6370
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	8.62	06/16	100.5.09.4245.6374
05272016	PUBLIC AUTHORITY	05/27/2016	06/07/2016	4.87	06/16	100.5.09.4245.6374
05312016-101	UTILITIES - 101 CLARK SUB	05/31/2016	06/07/2016	220.31	05/16	400.5.06.8588.9950
05312016-1011	UTILITIES - 1011 W 10TH SUB	05/31/2016	06/07/2016	501.51	05/16	400.5.06.8588.9950
05312016-1015	UTILITIES - 1015 ROOSEVELT SUB	05/31/2016	06/07/2016	304.30	05/16	400.5.06.8588.9950
05312016-1108	UTILITIES - 1108 VERMEER SUB	05/31/2016	06/07/2016	413.13	05/16	400.5.06.8588.9950
05312016-1875	WATER & ELECTRIC - 1875 WASH.	05/31/2016	06/07/2016	3,436.18	05/16	400.5.06.8549.9020
05312016-1875A	WATER - 1875 WASH. A	05/31/2016	06/07/2016	90.52	05/16	400.5.06.8548.9030
05312016-222	UTILITIES -222 TRUMAN	05/31/2016	06/07/2016	516.06	05/16	400.5.06.8588.9920
05312016-222A	UTILITIES - 222 TRUMAN A	05/31/2016	06/07/2016	34.80	05/16	400.5.06.8588.9920
05312016-515	UTILITIES - 515 HUBER SUB	05/31/2016	06/07/2016	346.36	05/16	400.5.06.8588.9950
Total CITY OF PELLA (1503):				24,818.68		
CLASSIC AVIATION INC (1519)						
06012016	AIRPORT MANAGER PAYMENT	06/01/2016	06/07/2016	3,447.50	06/16	100.5.05.2200.6405
Total CLASSIC AVIATION INC (1519):				3,447.50		
DE RUITER EQUIPMENT (1686)						
050916PWS	TULIP TIME-UTV RENTAL	05/09/2016	06/07/2016	400.00	05/16	100.5.08.5200.6599
05102016	WATER PUMP ROPE/HANDLE - PK	05/10/2016	06/07/2016	20.89	05/16	100.5.09.4200.6350
05172016	AIR FILTER #403 - PK	05/17/2016	06/07/2016	6.75	05/16	100.5.09.4200.6350
05232016	TRIMMER HEAD - PK	05/23/2016	06/07/2016	27.99	05/16	100.5.09.4200.6350
05242016	TRIMMER LINE AND OIL - PK	05/24/2016	06/07/2016	42.73	05/16	100.5.09.4200.6590
052516PWS	TOOL OIL	05/25/2016	06/07/2016	15.89	05/16	115.5.05.2100.6350
Total DE RUITER EQUIPMENT (1686):				514.25		
DGR ENGINEERING (1706)						
00219189	CONSULT. - DP TANK PAINTING - DP	05/13/2016	06/07/2016	399.00	05/16	410.5.06.8951.3150
00219189	CONSULT. - IUB INSPECTION - EL	05/13/2016	06/07/2016	368.32	05/16	400.5.06.8588.9810
00219190	CONSULT. - WEST SUB 69 KV IMPRO	05/13/2016	06/07/2016	5,256.50	05/16	410.5.06.8955.3900
00219191	CONSULT. - FRANKLIN ST CONVERSI	05/13/2016	06/07/2016	843.00	05/16	410.5.06.8987.3670
00219192	CONSULT. - 2016 DISTRIBUTION IMPR	05/13/2016	06/07/2016	3,405.00	05/16	410.5.06.8952.3670
Total DGR ENGINEERING (1706):				10,271.82		
DMACC (1776)						
053116WTP	OPERATOR TRAINING CLASS-CEU'S	05/31/2016	06/07/2016	500.00	05/16	300.5.05.8100.6240

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Total DMACC (1776):				500.00		
DOWIE PEST CONTROL (1801)						
19337	PEST CONTROL - JUN - PD	06/01/2016	06/07/2016	30.00	05/16	100.5.01.1000.6310
Total DOWIE PEST CONTROL (1801):				30.00		
ELSLOO, JENNIFER (4644)						
05122016	SEMINAR MILEAGE REIMBURSEMEN	05/12/2016	06/07/2016	119.88	05/16	100.5.00.6100.6260
Total ELSLOO, JENNIFER (4644):				119.88		
ETHANOL PRODUCTS CO2 (1909)						
CO2162179	CO2 - WTP	05/25/2016	06/07/2016	1,262.32	05/16	300.5.05.8120.6503
CO2162245	PURGE & REPRESSURIZE CO2	05/25/2016	06/07/2016	200.00	05/16	300.5.05.8120.6503
Total ETHANOL PRODUCTS CO2 (1909):				1,462.32		
EVOQUA WATER TECHNOLOGIES LLC (3696)						
902636120	BIOXIDE	05/18/2016	06/07/2016	8,207.00	05/16	350.5.05.8320.6503
Total EVOQUA WATER TECHNOLOGIES LLC (3696):				8,207.00		
FASTENAL COMPANY (1929)						
IAPEA93993	PPE	05/04/2016	06/07/2016	224.85	05/16	115.5.05.2100.6546
IAPEA94019	LOCATE PAINT WAND	05/05/2016	06/07/2016	47.61	05/16	300.5.05.8130.6510
IAPEA94019	LOCATE PAINT WAND	05/05/2016	06/07/2016	47.61	05/16	350.5.05.8330.6510
IAPEA94069	SAFETY GLASSES - PK	05/09/2016	06/07/2016	48.73	05/16	100.5.09.4200.6546
IAPEA94092	BRONZE HARDWARE - EL	05/10/2016	06/07/2016	230.49	05/16	400.5.06.8584.9030
IAPEA94118	BRONZE WASHERS - EL	05/13/2016	06/07/2016	61.26	05/16	400.5.06.8584.9030
IAPEA94167	SCREW EXTRACTOR BITS - PK	05/12/2016	06/07/2016	34.58	05/16	100.5.09.4200.6510
IAPEA94244	PPE	05/17/2016	06/07/2016	10.01	05/16	115.5.05.2100.6546
IAPEA94260	STEP BIT - EL	05/17/2016	06/07/2016	112.34	05/16	400.5.06.8588.9950
IAPEA94318	SAW BLADES - EL	05/19/2016	06/07/2016	96.14	05/16	400.5.06.8588.9950
Total FASTENAL COMPANY (1929):				913.62		
FIREHOUSE BRANDING LLC (5125)						
158	STICKERS - PD	05/15/2016	06/07/2016	422.80	05/16	100.5.01.1030.6417
Total FIREHOUSE BRANDING LLC (5125):				422.80		
FISHER, MATHEW (5839)						
39-10651-10	DEPOSIT REFUND	05/31/2016	06/07/2016	26.64	06/16	400.2210
Total FISHER, MATHEW (5839):				26.64		
FLETCHER-REINHARDT CO (1971)						
S1133183.001	UNDERGROUND MULTI-TOOL - EL	02/11/2016	06/07/2016	54.89	05/16	400.5.06.8588.9950
S1133956.001	UNDERGROUND MULTI-TOOL - EL	02/25/2016	06/07/2016	109.79	05/16	400.5.06.8588.9950
S1133956.002	UNDERGROUND MULTI-TOOL - EL	03/10/2016	06/07/2016	109.79	05/16	400.5.06.8588.9950
Total FLETCHER-REINHARDT CO (1971):				274.47		
FOOTE, SHANNON (1976)						
00720172293	SAFETY FOOTWARE-EL	05/28/2016	06/07/2016	310.03	05/16	400.5.06.8588.9720

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Total FOOTE, SHANNON (1976):				310.03		
FOUR SEASONS YARD CARE (1980)						
9502	MOWING-SUB B	05/19/2016	06/07/2016	18.90	05/16	400.5.06.8588.9810
9502	MOWING-SUB C	05/19/2016	06/07/2016	15.75	05/16	400.5.06.8588.9810
9502	MOWING-SUB D	05/19/2016	06/07/2016	9.45	05/16	400.5.06.8588.9810
9502	MOWING-SUB E	05/19/2016	06/07/2016	12.60	05/16	400.5.06.8588.9810
9502	MOWING-SUB VM	05/19/2016	06/07/2016	18.90	05/16	400.5.06.8588.9810
9502	MOWING-SUB WEST 1ST	05/19/2016	06/07/2016	75.00	05/16	400.5.06.8588.9810
9502	MOWING-WAREHOUSE	05/19/2016	06/07/2016	78.75	05/16	400.5.06.8588.9300
9502	MOWING-SUB STATION 1015	05/19/2016	06/07/2016	267.75	05/16	400.5.06.8566.9030
9502	MOWING-SUB W-1	05/19/2016	06/07/2016	118.13	05/16	400.5.06.8562.9030
9502	MOWING-CLARK ST SUB STATION	05/19/2016	06/07/2016	405.00	05/16	400.5.06.8588.9810
9502	MOWING-SUB W-2	05/19/2016	06/07/2016	118.12	05/16	400.5.06.8549.9020
9502	MOWING-LIFT 1	05/19/2016	06/07/2016	78.75	05/16	350.5.05.8320.6320
9502	MOWING-LIFT 2	05/19/2016	06/07/2016	8.25	05/16	350.5.05.8320.6320
9502	MOWING-HOWELL STATION1	05/19/2016	06/07/2016	12.60	05/16	350.5.05.8320.6320
9502	MOWING-WASTEWATER PLANT	05/19/2016	06/07/2016	472.50	05/16	350.5.05.8300.6320
9502	MOWING-WW HOLDING POND	05/19/2016	06/07/2016	360.00	05/16	350.5.05.8300.6320
9502	MOWING-HOWELL STATION 2	05/19/2016	06/07/2016	12.60	05/16	300.5.05.8110.6320
9502	MOWING-WATER PLANT	05/19/2016	06/07/2016	472.50	05/16	300.5.05.8120.6320
9502	MOWING-EXIT 41	05/19/2016	06/07/2016	180.00	05/16	115.5.05.2100.6403
9502	MOWING-EXIT 42	05/19/2016	06/07/2016	180.00	05/16	115.5.05.2100.6403
9546	ROW TREE REMOVALS	04/29/2016	06/07/2016	450.00	05/16	215.5.05.2193.6799
9546	VEG CONTROL/SHOP	04/29/2016	06/07/2016	200.00	05/16	115.5.05.2100.6549
Total FOUR SEASONS YARD CARE (1980):				3,565.55		
GALLS LLC (2022)						
005369287	UNIFORM EXPENSE - PD	05/10/2016	06/07/2016	65.99	05/16	100.5.01.1030.6510
Total GALLS LLC (2022):				65.99		
GAMETIME (2024)						
PJI-0035527	COIL SPRING REPLACEMENT - PK	05/10/2016	06/07/2016	188.88	05/16	100.5.09.4200.6320
Total GAMETIME (2024):				188.88		
GARDEN & ASSOCIATES LTD (2026)						
34152	OSKALOOSA ST RECON	05/17/2016	06/07/2016	21,069.00	05/16	215.5.05.2191.6761
34153	WASHINGTON STREET PROJECT	05/17/2016	06/07/2016	4,496.23	05/16	215.5.05.2179.6761
34154	HAZEL ST RECON	05/17/2016	06/07/2016	5,082.81	05/16	215.5.05.2161.6761
Total GARDEN & ASSOCIATES LTD (2026):				30,648.04		
GLOBAL PAYMENTS GLOBAL STL (5771)						
060116	MAY 2016 CREDIT CARD FEES	06/01/2016	06/01/2016	427.92	06/16	100.5.04.4100.6416
Total GLOBAL PAYMENTS GLOBAL STL (5771):				427.92		
GOODENOW, COREY (4984)						
060116	NBI TRAINING	06/01/2016	06/07/2016	638.00	06/16	100.5.00.6100.6230
Total GOODENOW, COREY (4984):				638.00		
GOSSELINK, DON (2080)						
051916WTP	STEEL TOE BOOT REIMBURSEMENT	05/19/2016	06/07/2016	100.00	05/16	300.5.05.8100.6546

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Total GOSSELINK, DON (2080):				100.00		
HAASE, PAUL (2135)						
052216PD	MEALS AND LODGING - PD	05/22/2016	06/07/2016	288.52	05/16	100.5.01.1030.6260
Total HAASE, PAUL (2135):				288.52		
HACH COMPANY (2136)						
9913175	LAB SUPPLIES - WTP	05/03/2016	06/07/2016	207.28	05/16	300.5.05.8120.6547
Total HACH COMPANY (2136):				207.28		
HACKERT, LARRY (5368)						
1620580014	EE REBATE - EL	05/31/2016	06/07/2016	50.00	05/16	400.2215
Total HACKERT, LARRY (5368):				50.00		
HAWKEYE PAVING CORPORATION (5795)						
OSKALOOSTPR	OSKALOOSA PROJECT-PP3	05/06/2016	06/07/2016	342,607.52	05/16	215.5.05.2191.6761
Total HAWKEYE PAVING CORPORATION (5795):				342,607.52		
HAWKEYE TRUCK EQUIPMENT (2197)						
121855	ST-24	05/25/2016	06/07/2016	105.42	05/16	115.5.05.2100.6420
Total HAWKEYE TRUCK EQUIPMENT (2197):				105.42		
HAWKINS INC (2198)						
3884483 RI	CHEMICALS	05/17/2016	06/07/2016	1,353.88	05/16	300.5.05.8120.6503
Total HAWKINS INC (2198):				1,353.88		
HEFFNER, KEN (2220)						
HAZELSTREETPR	HAZEL STREET PROJECT-EASEMENT	06/02/2016	06/07/2016	250.00	05/16	215.5.05.2161.6761
Total HEFFNER, KEN (2220):				250.00		
HELM, RONALD E (5840)						
480947	DOWNTOWN SPEAKER SYSTEM WIRI	05/14/2016	06/07/2016	317.35	05/16	176.5.09.4220.6512
Total HELM, RONALD E (5840):				317.35		
HOWARD R GREEN COMPANY (2290)						
105022	ROWTP	05/26/2016	06/07/2016	52,544.43	05/16	310.5.05.8182.6727
Total HOWARD R GREEN COMPANY (2290):				52,544.43		
HUFF, KARI L (5831)						
33-05800-04	DEPOSIT REFUND	05/16/2016	06/07/2016	85.42	06/16	400.2210
Total HUFF, KARI L (5831):				85.42		
HUSTON, MATTHEW (2320)						
052216PD	MEALS - TRAINING - PD	05/22/2016	06/07/2016	23.69	05/16	100.5.01.1030.6260
052216PD	FUEL - PD	05/22/2016	06/07/2016	20.65	05/16	100.5.01.1030.6514

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Total HUSTON, MATTHEW (2320):				44.34		
HY-VEE (2328)						
5707218871	CONCESSIONS FOOD - SPORTS PAR	05/17/2016	06/07/2016	9.95	05/16	100.5.09.4245.6530
5708199803	BOARD LUNCH - CC	05/19/2016	06/07/2016	61.99	05/16	100.5.04.4100.6240
5708545331	CONCESSIONS FOOD - SPORTS PAR	05/19/2016	06/07/2016	55.93	05/16	100.5.09.4245.6530
5709133765	CONCESSIONS FOOD - SPORTS PAR	05/20/2016	06/07/2016	9.95	05/16	100.5.09.4245.6530
5709397778	CONCESSIONS FOOD - SPORTS PAR	05/21/2016	06/07/2016	82.69	05/16	100.5.09.4245.6530
5711655945	CONCESSIONS FOOD - SPORTS PAR	05/24/2016	06/07/2016	44.00	05/16	100.5.09.4245.6530
5715389214	ICE - POOL	05/30/2016	06/07/2016	3.98	05/16	100.5.04.4301.6590
947792	ICE FOR SAMPLET	05/17/2016	06/07/2016	7.96	05/16	350.5.05.8300.6547
Total HY-VEE (2328):				276.45		
IA ASSN MUNICIPAL UTILIT (2335)						
YM200000864	SUPERINTENDENT MEETING 1/20/16 -	12/14/2015	06/07/2016	325.00	05/16	400.5.06.8921.9900
YM200001005	IAMU 2/3/16 CONFERENCE - EL	01/11/2016	06/07/2016	135.00	05/16	400.5.06.8921.9900
YM200001078	IAMU 2/3/16 CONFERENCE - EL	01/20/2016	06/07/2016	135.00	05/16	400.5.06.8921.9900
YM200001096	WATT-HOUR WORKSHOP 2/8/16 - EL	01/22/2016	06/07/2016	1,400.00	05/16	400.5.06.8588.9720
Total IA ASSN MUNICIPAL UTILIT (2335):				1,995.00		
IA COUNTY ATTORNEYS ASSOCIATIO (2346)						
060116PD	TRAINING-PD	06/01/2016	06/07/2016	65.00	05/16	100.5.01.1030.6230
Total IA COUNTY ATTORNEYS ASSOCIATIO (2346):				65.00		
IA DEPT OF INSPECTIONS & APPEA (2350)						
15440	CONCESSION STAND LICENSE - POO	05/25/2016	06/07/2016	67.50	05/16	100.5.04.4310.6530
Total IA DEPT OF INSPECTIONS & APPEA (2350):				67.50		
IA DEPT OF NATURAL RES (2353)						
TITLE V-YEAR 201	TITLE V FEE - PP	05/31/2016	06/07/2016	205.35	05/16	400.5.06.8548.9030
Total IA DEPT OF NATURAL RES (2353):				205.35		
IA DEPT TRANSPORTATION (2361)						
4RWR12029EH004	2014 RICE VEH REGISTRATION-EL	05/26/2016	05/26/2016	300.00	05/16	410.5.06.8984.3920
Total IA DEPT TRANSPORTATION (2361):				300.00		
IA FIREMEN'S ASSOCIATION (2368)						
05122016	PATCHES - FD	05/12/2016	06/07/2016	38.75	05/16	100.5.02.1100.6210
Total IA FIREMEN'S ASSOCIATION (2368)				38.75		
IA LEAGUE OF CITIES (2377)						
069724	ECIC MEETING	05/13/2016	06/07/2016	30.00	05/16	100.5.00.6000.6240
Total IA LEAGUE OF CITIES (2377):				30.00		
IA ONE CALL (2386)						
180189	LOCATES - EL	05/09/2016	06/07/2016	213.50	05/16	400.5.06.8588.9810
180792	LOCATES WTP	05/09/2016	06/07/2016	98.55	05/16	300.5.05.8100.6405
180792	LOCATES-WWTP	05/09/2016	06/07/2016	98.55	05/16	350.5.05.8330.6405

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Total IA ONE CALL (2385):				410.60		
IA PRISON INDUSTRIES (2392)						
939916	NO PARKING SIGNS - SPORTS PARK	05/09/2016	06/07/2016	17.10	05/16	100.5.09.4245.6320
940131	SIGNS	05/25/2016	06/07/2016	1,504.00	05/16	115.5.05.2100.6532
Total IA PRISON INDUSTRIES (2392):				1,521.10		
IA RADIO PLUS (2394)						
16050266	ADVERTISING - CITIZEN POLICE ACA	05/29/2016	06/07/2016	121.80	05/16	100.5.01.1050.6402
Total IA RADIO PLUS (2394):				121.80		
IA STATE UNIVERSITY EXTENSION (2407)						
052316PZ	BOA/PZ TRAINING	05/23/2016	06/07/2016	750.00	05/16	100.5.05.5000.6230
Total IA STATE UNIVERSITY EXTENSION (2407):				750.00		
IDEAL READY MIX COMPANY (2429)						
477146	CONCRETE	05/07/2016	06/07/2016	2,907.07	05/16	300.5.05.8130.6310
477146	CONCRETE	05/07/2016	06/07/2016	2,907.07	05/16	350.5.05.8330.6310
477696	OSKALOOSA STREET RECON	05/14/2016	06/07/2016	1,338.00	05/16	215.5.05.2191.6761
478276	UNIV/E 13TH	05/21/2016	06/07/2016	486.00	05/16	115.5.05.2100.6549
Total IDEAL READY MIX COMPANY (2429):				7,638.14		
IDEXX DISTRIBUTION CORPORATION (2432)						
3002485377	LAB SUPPLIES	05/10/2016	06/07/2016	53.15	05/16	300.5.05.8120.6547
Total IDEXX DISTRIBUTION CORPORATION (2432):				53.15		
INGERSOLL-RAND COMPANY (2447)						
23544272	AIR COMPRESSOR OIL & FILTER - PO	05/12/2016	06/07/2016	208.26	05/16	100.5.04.4301.6310
Total INGERSOLL-RAND COMPANY (2447):				208.26		
IOWA FINANCE AUTHORITY (2474)						
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	163,000.00	06/16	351.5.05.9060.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	9,415.00	06/16	351.5.05.9060.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	538.00	06/16	351.5.05.9060.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	31,000.00	06/16	351.5.05.9061.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	1,837.50	06/16	351.5.05.9061.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	105.00	06/16	351.5.05.9061.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	94,000.00	06/16	351.5.05.9062.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	5,495.00	06/16	351.5.05.9062.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	314.00	06/16	351.5.05.9062.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	179,420.32	06/16	351.5.05.9064.6800
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	63,105.00	06/16	351.5.05.9064.6801
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	12,000.00	06/16	351.5.05.9064.6802
060116	JUNE 2016 BOND PAYMENTS	06/01/2016	06/01/2016	36,615.35	06/16	301.5.05.9043.6801
Total IOWA FINANCE AUTHORITY (2474):				596,845.17		
IRBY (2483)						
S009573678.001	LED ROADWAY LIGHTS - EL	05/24/2016	06/07/2016	3,900.00	05/16	400.5.06.8585.9030
S009573678.003	LED ROADWAY LIGHTS - EL	05/24/2016	06/07/2016	5,820.00	05/16	400.5.06.8585.9030

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Total IRBY (2483):				<u>9,720.00</u>		
JEFF ELLIS & ASSOCIATES INC. (2518)						
20076691	ELLIS FEE - POOL	06/01/2016	06/07/2016	934.58	06/16	100.5.04.4300.6416
Total JEFF ELLIS & ASSOCIATES INC. (2518):				<u>934.58</u>		
JOHN DEERE FINANCIAL (2528)						
2613372	GLOVES	05/03/2016	06/07/2016	7.50	05/16	350.5.05.8330.6546
2613372	GLOVES	05/03/2016	06/07/2016	7.49	05/16	300.5.05.8100.6546
2614123	HOSE SHNOZZLE	05/04/2016	06/07/2016	8.79	05/16	350.5.05.8330.6510
2615437	GRASS SEED/SPREADER	05/06/2016	06/07/2016	16.44	05/16	350.5.05.8330.6320
2615437	GRASS SEED/SPREADER	05/06/2016	06/07/2016	16.44	05/16	300.5.05.8130.6544
2615473	GLOVES FOR TULIP TIME - PK	05/06/2016	06/07/2016	13.00	05/16	100.5.09.4200.6553
2615750	PVC PIPE/CLAMP/FITTINGS	05/06/2016	06/07/2016	10.44	05/16	350.5.05.8330.6544
2618504	GLOVES	05/10/2016	06/07/2016	21.98	05/16	350.5.05.8310.6546
2618520	BATHROOM DETAIL GLOVES - PK	05/10/2016	06/07/2016	19.99	05/16	100.5.09.4200.6553
2618520	HOSE - POOL	05/10/2016	06/07/2016	7.99	05/16	100.5.04.4301.6590
2618605	HARDWARE, SPRAY PAINT & SUPPLI	05/10/2016	06/07/2016	42.03	05/16	300.5.05.8120.6510
2619807	FIBERGLASS POST	05/12/2016	06/07/2016	13.96	05/16	300.5.05.8140.6510
2619895	PPE	05/12/2016	06/07/2016	16.99	05/16	115.5.05.2100.6546
2620065	FOAM SEALANT - EL	05/12/2016	06/07/2016	15.96	05/16	400.5.06.8584.9030
2620072	PPE	05/12/2016	06/07/2016	26.98	05/16	115.5.05.2100.6546
2620487	STEEL TOE SHOES - NUNNIKHOVEN -	05/13/2016	06/07/2016	89.99	05/16	100.5.09.4200.6425
2623074	SHOP TOWELS - PK	05/16/2016	06/07/2016	9.99	05/16	100.5.09.4200.6590
2623074	ANCHOR - POOL	05/16/2016	06/07/2016	6.29	05/16	100.5.04.4301.6310
2623680	HOSE - OUTDOOR POOL	05/17/2016	06/07/2016	20.98	05/16	100.5.04.4301.6590
2623895	BOLTS & PAINT	05/17/2016	06/07/2016	30.71	05/16	300.5.05.8120.6590
2624362	HOOKS - FD	05/18/2016	06/07/2016	15.92	05/16	100.5.02.1100.6510
2624533	CHEMICALS, TANK CLEANER, STICKE	05/18/2016	06/07/2016	98.94	05/16	100.5.09.4200.6503
2625592	GLOVES	05/19/2016	06/07/2016	16.98	05/16	350.5.05.8310.6546
2626053	GLUE - POOL	05/20/2016	06/07/2016	4.49	05/16	100.5.04.4301.6310
2626215	MOUNTING TAPE - POOL	05/20/2016	06/07/2016	11.98	05/16	100.5.04.4301.6590
2628807	SHOP SUPPLIES	05/23/2016	06/07/2016	16.44	05/16	115.5.05.2100.6330
2634619	BATTERIES - EL	05/31/2016	06/07/2016	23.78	05/16	400.5.06.8588.9950
Total JOHN DEERE FINANCIAL (2528):				<u>592.47</u>		
JUERGENS, ANDREA L (5836)						
39-10709-15	DEPOSIT REFUND	05/31/2016	06/07/2016	213.86	06/16	400.2210
Total JUERGENS, ANDREA L (5836):				<u>213.86</u>		
KELLY SUPPLY CO (2579)						
8162104-0	TAPE - PK	05/11/2016	06/07/2016	4.32	05/16	100.5.09.4200.6555
8162111-0	BLDGS	05/10/2016	06/07/2016	2.02	05/16	115.5.05.2100.6310
8162133-0	CENTRAL PARK LIGHTING PROJECT	05/12/2016	06/07/2016	2,185.00	05/16	201.5.09.7222.6799
8162255-0	CALDWELL BALL FIELD REPAIRS - EL	05/17/2016	06/07/2016	16.24	05/16	400.5.06.8938.9971
8162260-0	CALDWELL BALL FIELD REPAIRS - EL	05/17/2016	06/07/2016	29.72	05/16	400.5.06.8938.9971
8162268-0	CALDWELL BALL FIELD REPAIRS - EL	05/17/2016	06/07/2016	50.40	05/16	400.5.06.8938.9971
8162298-0	CALDWELL BALL FIELD REPAIRS - EL	05/18/2016	06/07/2016	57.50	05/16	400.5.06.8938.9971
8162382-0	BALLAST, WIRE CONNECTORS	05/20/2016	06/07/2016	19.95	05/16	100.5.00.6100.6310
8162463-0	LAMPS	05/24/2016	06/07/2016	25.46	05/16	300.5.05.8120.6590
Total KELLY SUPPLY CO (2579):				<u>2,390.61</u>		

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
KELTEK INC (5306)						
11424	STROBES/ST-11	05/20/2016	06/07/2016	38.76	05/16	115.5.05.2100.6546
Total KELTEK INC (5306):				38.76		
KEYSTONE LABORATORIES (2590)						
1Z03228	LAB TESTING	04/28/2016	06/07/2016	28.00	05/16	300.5.05.8100.6405
1Z03229	CONTRACT LAB	04/28/2016	06/07/2016	43.70	05/16	350.5.05.8310.6405
Total KEYSTONE LABORATORIES (2590):				71.70		
KRIZ-DAVIS COMPANY (2667)						
S101249708.001	SECURITY LIGHT FIXTURES - EL	05/06/2016	06/07/2016	754.91	05/16	400.5.06.8585.9030
S101299669.001	STREET LIGHT POLES - EL	05/19/2016	06/07/2016	7,542.22	05/16	400.5.06.8585.9030
Total KRIZ-DAVIS COMPANY (2667):				8,297.13		
KROYMANN, KYLE OR MICHELLE (5837)						
45-03904-16	DEPOSIT REFUND	05/31/2016	06/07/2016	114.26	06/16	400.2210
Total KROYMANN, KYLE OR MICHELLE (5837):				114.26		
LAMPERT LUMBER (2653)						
9109854	DOWNSPOUT	05/06/2016	06/07/2016	4.99	05/16	350.5.05.8330.6310
9110936	SUPPLIES	05/26/2016	06/07/2016	35.99	05/16	115.5.05.2100.6545
9110943	SUPPLIES	05/26/2016	06/07/2016	.79	05/16	115.5.05.2100.6545
Total LAMPERT LUMBER (2653):				41.77		
LANGSTRAAT, KEVIN (5841)						
36-12400-00	CREDIT BALANCE REFUND	06/01/2016	06/07/2016	53.87	06/16	001.1199
Total LANGSTRAAT, KEVIN (5841):				53.87		
LAW ENFORCEMENT SYSTEMS (2723)						
193866	EVIDENCE TAGS - PD	05/10/2016	06/07/2016	148.00	05/16	100.5.01.1040.6510
Total LAW ENFORCEMENT SYSTEMS (2723):				148.00		
LCM PROPERTIES LLC (5833)						
1620580015	EE REBATE - EL	05/31/2016	06/07/2016	126.00	05/16	400.2215
Total LCM PROPERTIES LLC (5833):				126.00		
LIBERTY INVESTORS LLC (2743)						
69-01881-00	CREDIT BALANCE REFUND	06/01/2016	06/07/2016	470.61	06/16	001.1199
Total LIBERTY INVESTORS LLC (2743):				470.61		
LINCOLN NATIONAL (2752)						
3244786929	LIFE & LTD INSURANCE PREMIUM	05/10/2016	06/07/2016	486.00	06/16	191.5.08.9200.6154
3244786929	LIFE & LTD INSURANCE PREMIUM	05/10/2016	06/07/2016	236.00	06/16	191.5.08.9200.6154
3244786929	LIFE & LTD INSURANCE PREMIUM	05/10/2016	06/07/2016	81.00	06/16	191.5.08.9200.6154
3244786929	LIFE & LTD INSURANCE PREMIUM	05/10/2016	06/07/2016	1,236.25	06/16	191.5.08.9200.6155
Total LINCOLN NATIONAL (2752):				2,039.25		

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
LOGAN CONTRACTORS SUPPLY (2769)						
L06949	FARM OIL	05/25/2016	06/07/2016	111.82	05/16	115.5.05.2100.6545
Total LOGAN CONTRACTORS SUPPLY (2769):				111.82		
LORMAN EDUCATION SERVICES (2777)						
2983320-1	TRAINING MATERIALS - EL	05/24/2016	06/07/2016	16.00	05/16	400.5.06.8921.9900
Total LORMAN EDUCATION SERVICES (2777):				16.00		
MAHASKA BOTTLING/PEPSI-COLA (2803)						
11809870	CONCESSION POP - POOL	05/11/2016	06/07/2016	1,661.90	05/16	100.5.04.4310.6530
11845099	CONCESSIONS POP - SPORTS PARK	05/18/2016	06/07/2016	150.00	05/16	100.5.09.4245.6530
11845160	CONCESSIONS POP - SPORTS PARK	05/20/2016	06/07/2016	196.50	05/16	100.5.09.4245.6530
11845228	CONCESSIONS POP - SPORTS PARK	05/25/2016	06/07/2016	825.30	05/16	100.5.09.4245.6530
11845231	CUPS/LIDS - SPORTS PARK	05/25/2016	06/07/2016	131.00	05/16	100.5.09.4245.6530
11845375	POP FOR RESALE - SPORTS PARK	06/01/2016	06/07/2016	808.60	06/16	100.5.09.4245.6530
Total MAHASKA BOTTLING/PEPSI-COLA (2803):				3,773.30		
MAILFINANCE INC (5552)						
N5953220	MAIL MACHINE LEASE	05/24/2016	06/07/2016	213.33	05/16	100.5.00.6100.6418
Total MAILFINANCE INC (5552):				213.33		
MALLOY ELECTRIC BEARING SUPPLY (2815)						
6079605	TRANSFORMER OIL ANALYSIS - EL	05/16/2016	06/07/2016	130.00	05/16	400.5.06.8592.9030
Total MALLOY ELECTRIC BEARING SUPPLY (2815):				130.00		
MARION CTY BANK (2826)						
05282016	ELECTRONIC BANKING SERVICE	05/28/2016	06/07/2016	126.63	05/16	100.5.00.6310.6499
Total MARION CTY BANK (2826):				126.63		
MARTIN MARIETTA MATERIALS (2842)						
17642482	ROCK BILL	05/12/2016	06/07/2016	217.78	05/16	115.5.05.2100.6549
Total MARTIN MARIETTA MATERIALS (2842):				217.78		
MEDIACOM (5331)						
052416PW	INTERNET BILL	05/24/2016	06/07/2016	143.80	05/16	100.5.05.6500.6373
Total MEDIACOM (5331):				143.80		
MENNINGA PEST CONTROL (2913)						
46991	PEST CONTROL - POOL	05/13/2016	06/07/2016	42.50	05/16	100.5.04.4300.6310
47145	PEST CONTROL - CC	05/16/2016	06/07/2016	32.50	05/16	100.5.00.6100.6310
47284	PEST CONTROL - CC	05/20/2016	06/07/2016	92.00	05/16	100.5.04.4100.6310
Total MENNINGA PEST CONTROL (2913):				167.00		
METRO WASTE AUTHORITY (2928)						
40027806	METRO WASTE STICKERS	05/27/2016	06/07/2016	140.00	05/16	195.5.05.8400.6545
Total METRO WASTE AUTHORITY (2928):				140.00		

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MID-AM TEXTILES INC (2955)						
050316WTP	JANITORIAL SUPPLIES-TOWELS	05/03/2016	06/07/2016	130.00	05/16	300.5.05.8100.6411
Total MID-AM TEXTILES INC (2955):				130.00		
MIDLAND SCIENTIFIC INC (2957)						
5518736	PRINTER PAPER- LAB	03/31/2016	06/07/2016	46.98	05/16	300.5.05.8120.6547
5533012	LAB-FILTER CARTRIDGE	05/27/2016	06/07/2016	137.54	05/16	300.5.05.8120.6547
Total MIDLAND SCIENTIFIC INC (2957):				184.52		
MIDTOWN TIRE COMPANY (2961)						
158815	TIRE REPAIR - EL	04/05/2016	06/07/2016	24.00	05/16	400.5.06.8588.9660
160252	LOADER TIRES INSTALLED - EL	05/17/2016	06/07/2016	3,224.00	05/16	400.5.06.8588.9660
160300	MOWER TIRE - PK	05/24/2016	06/07/2016	97.00	05/16	100.5.09.4200.6350
Total MIDTOWN TIRE COMPANY (2961):				3,345.00		
MIDWEST COMPUTER BROKERS (2967)						
117329	2016 E CYCLE EVENT PROCESSING	05/20/2016	06/07/2016	9,641.50	05/16	195.5.05.8400.6545
Total MIDWEST COMPUTER BROKERS (2967):				9,641.50		
MIDWEST SANITATION (2981)						
36263	ROLLOFF & WASTE-DIST SHOP	04/30/2016	06/07/2016	262.06	05/16	300.5.05.8130.6310
36263	ROLLOFF & WASTE-DIST SHOP	04/30/2016	06/07/2016	262.05	05/16	350.5.05.8310.6372
Total MIDWEST SANITATION (2981):				524.11		
MISSOURI RIVER ENERGY SERVICES (3001)						
052516	PURCHASED POWER	05/25/2016	05/25/2016	786,478.76	05/16	400.5.06.8555.9500
052516	TRANSMISSION	05/25/2016	05/25/2016	76,429.33	05/16	400.5.06.8565.9520
Total MISSOURI RIVER ENERGY SERVICES (3001):				862,908.09		
MTI DISTRIBUTION INC (3042)						
1063561-00	SPORTS PARK TORO 4000 REPAIR -	05/16/2016	06/07/2016	431.81	05/16	100.5.09.4200.6350
Total MTI DISTRIBUTION INC (3042):				431.81		
MUNICIPAL SUPPLY INC (3052)						
0621615-IN	SPEED CRETE	05/09/2016	06/07/2016	102.00	05/16	115.5.05.2120.6548
0621616-IN	DISTRIBUTION SUPPLIES	05/09/2016	06/07/2016	34.00	05/16	310.5.05.8183.6790
0621617-IN	DIST SUPPLIES	05/09/2016	06/07/2016	681.50	05/16	300.5.05.8130.6398
Total MUNICIPAL SUPPLY INC (3052):				817.50		
MUNSTERMAN, WAYNE (5834)						
1620580013	EE REBATE - EL	05/17/2016	06/07/2016	20.00	05/16	400.2215
Total MUNSTERMAN, WAYNE (5834):				20.00		
MUSGROVE, KIMBERLY (5006)						
05252016	CENTRAL IA APA MEETING MILEAGE	05/25/2016	06/07/2016	53.19	05/16	100.5.00.6320.6260
Total MUSGROVE, KIMBERLY (5006):				53.19		

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N C L OF WISCONSIN INC (3063)						
372675	LABORATOR SUPPLIES	05/11/2016	06/07/2016	327.35	05/16	350.5.05.8300.6547
372675	SHIPPING	05/11/2016	06/07/2016	56.86	05/16	350.5.05.8300.6531
373117	LAB SUPPLIES - WTP	05/20/2016	06/07/2016	126.34	05/16	300.5.05.8120.6547
Total N C L OF WISCONSIN INC (3063):				510.55		
NATIONAL TICKET CO. (3082)						
615002	10,000 WRIST BANDS - POOL	05/20/2016	06/07/2016	205.41	05/16	100.5.04.4301.6590
Total NATIONAL TICKET CO. (3082):				205.41		
NEOPOST USA INC (5553)						
N5953221	NEOPOST MAILING LEASE	05/24/2016	06/07/2016	482.85	05/16	100.5.00.6100.6418
N5953221	NEOPOST MAILING LEASE	05/24/2016	06/07/2016	482.85	05/16	195.5.05.8400.6531
N5953221	NEOPOST MAILING LEASE	05/24/2016	06/07/2016	482.85	05/16	300.5.05.8100.6531
N5953221	NEOPOST MAILING LEASE	05/24/2016	06/07/2016	482.85	05/16	350.5.05.8310.6531
N5953221	NEOPOST MAILING LEASE	05/24/2016	06/07/2016	482.85	05/16	400.5.06.8921.9020
Total NEOPOST USA INC (5553):				2,414.25		
NMC EXCHANGE LLC (3127)						
3127	FORK TRUCK REPAIR - MAINT. - EL	05/13/2016	06/07/2016	176.56	05/16	400.5.06.8588.9660
Total NMC EXCHANGE LLC (3127):				176.56		
NORRIS ASPHALT PAVING (3134)						
100419	ASPHALT	04/30/2016	06/07/2016	314.50	05/16	300.5.05.8130.6398
Total NORRIS ASPHALT PAVING (3134):				314.50		
NOTARY ROTARY INC (4920)						
05172016	NOTARY STAMP - S VAN WYK	05/17/2016	06/07/2016	28.90	05/16	100.5.00.6100.6543
Total NOTARY ROTARY INC (4920):				28.90		
OSKALOOSA HERALD (3200)						
042816PZ	LEGAL ADVERTISEMENTS	04/28/2016	06/07/2016	66.18	05/16	100.5.05.5000.6414
043016PD	ORDINANCE - PARKING - PD	04/30/2016	06/07/2016	43.00	05/16	100.5.01.1030.6402
Total OSKALOOSA HERALD (3200):				109.18		
OUTDOOR RECREATION PRODUCTS (3208)						
9399	WAY MEMORIAL BENCH	05/23/2016	06/07/2016	1,196.50	05/16	176.5.09.4230.6560
Total OUTDOOR RECREATION PRODUCTS (3208):				1,196.50		
PACE SUPPLY (3218)						
10005159	PAINT - SPORTS PARK	05/24/2016	06/07/2016	66.70	05/16	100.5.09.4245.6552
10005160	SPIKE PITCHING RUBBER - SPORTS	05/24/2016	06/07/2016	84.80	05/16	100.5.09.4245.6558
Total PACE SUPPLY (3218):				151.50		
PELLA ENGRAVING CO (3272)						
137830	BRASS RECOGNITION PLATES	04/13/2016	06/07/2016	18.50	05/16	300.5.05.8100.6405
138788	RETURNED CHECK SIGNS	05/12/2016	06/07/2016	54.60	05/16	100.5.00.6100.6543

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Total PELLA ENGRAVING CO (3272):				73.10		
PELLA NURSERY CO (3288)						
0002100	CBD/VEG CONTROL	05/12/2016	06/07/2016	90.00	05/16	201.5.05.7116.6790
0002100	CBD/VEG CONTROL	05/12/2016	06/07/2016	90.00	06/16	201.5.05.7116.6790
034036	SPROUT GARD - PK	05/13/2016	06/07/2016	90.00	05/16	100.5.09.4200.6503
034036	SPROUT GARD - PK	05/13/2016	06/07/2016	90.00	06/16	100.5.09.4200.6503
034036.0002100	CBD/VEG CONTROL	05/13/2016	06/07/2016	90.00	06/16	201.5.05.7116.6790
Total PELLA NURSERY CO (3288):				90.00		
PELLA REGIONAL HEALTH CT (3296)						
050416PWS	HEP B VACCINE	05/04/2016	06/07/2016	119.00	05/16	115.5.05.2100.6546
Total PELLA REGIONAL HEALTH CT (3296):				119.00		
PELLA RENTAL & SALES INC (3297)						
1-514733	WASHINGTON ST DEMO	05/11/2016	06/07/2016	480.00	05/16	215.5.05.2179.6761
Total PELLA RENTAL & SALES INC (3297):				480.00		
PETERSON, ANNA K (5838)						
51-18041-11	DEPOSIT REFUND	05/31/2016	06/07/2016	3.57	06/16	400.2210
Total PETERSON, ANNA K (5838):				3.57		
PLUMB SUPPLY COMPANY (3357)						
3878115	AMBULANCE BLDG	05/10/2016	06/07/2016	20.00	05/16	100.5.08.6400.6310
3882587	EXPANSION TANK - OUTDOOR POOL	05/13/2016	06/07/2016	35.80	05/16	100.5.04.4301.6310
3885041	RELIEF VALVE - OUTDOOR POOL	05/16/2016	06/07/2016	61.12	05/16	100.5.04.4301.6310
Total PLUMB SUPPLY COMPANY (3357):				116.92		
POST OFFICE (3371)						
052416	MAIL 12 DAY NOTICES	05/24/2016	05/24/2016	54.06	05/16	300.5.05.8100.6531
052416	MAIL 12 DAY NOTICES	05/24/2016	05/24/2016	48.65	05/16	195.5.05.8400.6531
052416	MAIL 12 DAY NOTICES	05/24/2016	05/24/2016	48.65	05/16	350.5.05.8310.6531
052416	MAIL 12 DAY NOTICES	05/24/2016	05/24/2016	64.87	05/16	400.5.06.8921.9020
053116	MAILING UTILITY BILLS	05/31/2016	05/31/2016	1,627.51	05/16	100.5.00.6310.6531
Total POST OFFICE (3371):				1,843.74		
PRAETORIAN GROUP INC (5468)						
010132-7674	TRAINING - PD	05/27/2016	06/07/2016	124.00	05/16	100.5.01.1030.6230
Total PRAETORIAN GROUP INC (5468):				124.00		
QUILL CORPORATION (3420)						
5573333	OFFICE SUPPLIES-PW	05/04/2016	06/07/2016	32.90	05/16	100.5.05.6500.6543
5573333	OFFICE SUPPLIES- P&Z	05/04/2016	06/07/2016	32.90	05/16	100.5.05.5000.6543
5602253	CHAIR	05/05/2016	06/07/2016	154.99	05/16	300.5.05.8120.6543
5615118	OFFICE SUPPLIES PW	05/05/2016	06/07/2016	23.33	05/16	100.5.05.6500.6543
5843693	CASH REGISTER PAPER - POOL	05/13/2016	06/07/2016	143.19	05/16	100.5.04.4100.6543
5878987	WYPALL WIPES - PK	05/16/2016	06/07/2016	85.49	05/16	100.5.09.4200.6553
6138673	CASH DRAWER - POOL	05/25/2016	06/07/2016	46.39	05/16	100.5.04.4100.6543
6140004	OFFICE SUPPLIES-PW	05/25/2016	06/07/2016	139.02	05/16	100.5.05.6500.6543

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Total QUILL CORPORATION (3420):				658.21		
RECREONICS INC ETAL (3448)						
717809	CHAIR, FOOTBOARD, WHEELS, STEP	05/12/2016	06/07/2016	911.90	05/16	100.5.04.4301.6310
719224	HUB WHEEL - POOL	05/20/2016	06/07/2016	287.37	05/16	100.5.04.4301.6310
Total RECREONICS INC ETAL (3448):				1,199.27		
ROBBINS, ASHLEY N (5842)						
6-00600-11	CREDIT BALANCE REFUND	06/01/2016	06/07/2016	29.05	06/16	001.1199
Total ROBBINS, ASHLEY N (5842):				29.05		
RSM US LLP (5657)						
M-4848934-019	APRIL 2016 IT SERVICES	05/09/2016	06/07/2016	5,762.00	05/16	100.5.00.6200.6405
M-4852623-019	SCADA ACCESS AUTHENTICATION -	05/18/2016	06/07/2016	15.00	05/16	400.5.06.8588.9950
Total RSM US LLP (5657):				5,777.00		
RUS, MICHAEL L (5830)						
36-13615-10	DEPOSIT REFUND	05/13/2016	06/07/2016	30.77	06/16	400.2210
Total RUS, MICHAEL L (5830):				30.77		
SADLER SIGN/DESIGN (3584)						
14795	SPORTS PARK CHARACTER COUNTS	05/03/2016	06/07/2016	69.00	05/16	100.5.09.4245.6590
14874	SLIDE RULE SIGNS - OUTDOOR POOL	05/23/2016	06/07/2016	1,099.00	05/16	100.5.04.4301.6310
Total SADLER SIGN/DESIGN (3584):				1,168.00		
SCHIEBOUT, BRUCE (3607)						
051116	MRES MEETING REIMB	05/11/2016	05/23/2016	165.16	05/16	100.5.00.6000.6260
Total SCHIEBOUT, BRUCE (3607):				165.16		
SCHOTT, GABRIEL D (5512)						
71-10089-20	DEPOSIT REFUND	05/25/2016	06/07/2016	49.61	06/16	400.2210
Total SCHOTT, GABRIEL D (5512):				49.61		
SHRM (3687)						
9006624494	00889408 MEMBERSHIP	05/13/2016	06/07/2016	190.00	05/16	100.5.00.6320.6210
Total SHRM (3687):				190.00		
SISCO (3718)						
176487	FIXED INSURANCE COSTS	05/18/2016	05/18/2016	178.50	05/16	191.5.08.9200.6157
176487	FIXED INSURANCE COSTS	05/18/2016	05/18/2016	48,895.75	05/16	191.5.08.9200.6152
176487	FIXED INSURANCE COSTS	05/18/2016	05/18/2016	699.72	05/16	191.5.08.9200.6196
176487	FIXED INSURANCE COSTS	05/18/2016	05/18/2016	1,500.00	05/16	191.5.08.9200.6196
2213-051716-F	FLEX SPENDING CLAIMS	05/18/2016	05/18/2016	1,244.91	05/16	191.5.08.9200.6157
2213-051716-M	MEDICAL CLAIMS	05/18/2016	05/18/2016	5,315.75	05/16	191.5.08.9200.6153
2213-052416-F	FLEX SPENDING CLAIMS	05/24/2016	05/24/2016	227.64	05/16	191.5.08.9200.6157
2213-052416-M	MEDICAL CLAIMS	05/24/2016	05/24/2016	5,563.70	05/16	191.5.08.9200.6153
2213-053116-F	FLEX SPENDING CLAIMS	05/31/2016	05/31/2016	3,549.25	05/16	191.5.08.9200.6157
2213-053116-M	MEDICAL CLAIMS	05/31/2016	05/31/2016	7,116.65	05/16	191.5.08.9200.6153

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
Total SISCO (3718):				74,291.87		
SKARSHAUG TESTING LABS (3720)						
208741	TEST GLOVES - EL	05/10/2016	06/07/2016	222.45	05/16	400.5.06.8588.9720
Total SKARSHAUG TESTING LABS (3720):				222.45		
SNACK EXPRESS (5397)						
1184	CONCESSIONS FOOD - SPORTS PAR	05/12/2016	06/07/2016	1,125.60	05/16	100.5.09.4245.6530
1198	CONCESSION FOOD - POOL	05/26/2016	06/07/2016	4,621.60	05/16	100.5.04.4310.6530
27442	CONCESSION FOOD - POOL	05/27/2016	06/07/2016	478.00	05/16	100.5.04.4310.6530
Total SNACK EXPRESS (5397):				6,225.20		
SNYDER & ASSOCIATES INC (3748)						
116.0024.01-2	GENERAL ENGINEERING	05/16/2016	06/07/2016	553.50	05/16	100.5.05.5000.6405
Total SNYDER & ASSOCIATES INC (3748):				553.50		
SPORTS PAGE TEAM (3777)						
2153	STAFF UNIFORMS - POOL	05/23/2016	06/07/2016	1,469.78	05/16	100.5.04.4300.6425
Total SPORTS PAGE TEAM (3777):				1,469.78		
SPURGEON, NATE (4791)						
05122016	MRES MEETING MILEAGE REIMBURS	05/12/2016	06/07/2016	200.31	05/16	400.5.06.8921.9900
05162016	FREIGHT CHARGE - USHIP.COM	05/16/2016	06/07/2016	238.84	05/16	400.5.06.8584.9030
Total SPURGEON, NATE (4791):				439.15		
STAM GARDEN CENTER & NURSERY LLC (4643)						
145764	2016 ANNUALS - PK	05/23/2016	06/07/2016	704.00	05/16	100.5.09.4200.6561
346682	2016 ANNUALS - PK	05/23/2016	06/07/2016	1,249.00	05/16	100.5.09.4200.6561
446607	2016 ANNUALS - PK	05/16/2016	06/07/2016	5,354.00	05/16	100.5.09.4200.6561
Total STAM GARDEN CENTER & NURSERY LLC (4643)				7,307.00		
STANARD & ASSOCIATES (3790)						
SA000031513	POLICE OFFICER TESTING FORMS -	05/27/2016	06/07/2016	220.50	05/16	100.5.01.1050.6405
Total STANARD & ASSOCIATES (3790):				220.50		
STRAVERS TRUE VALUE (3838)						
A227044	DRILL BIT - PK	04/05/2016	06/07/2016	4.79	05/16	100.5.09.4200.6590
A227385	PAINT - PK	04/12/2016	06/07/2016	26.05	05/16	100.5.09.4200.6552
A228102	EXTRACTOR & DRILL BITS - PK	04/25/2016	06/07/2016	11.36	05/16	100.5.09.4200.6590
A229025	BOWL CLEANER - PK	05/10/2016	06/07/2016	32.50	05/16	100.5.09.4200.6553
A229053	TRASH PICKER - PK	05/10/2016	06/07/2016	19.99	05/16	100.5.09.4200.6590
A229252	DUST MOP/COLL SHOP	05/13/2016	06/07/2016	16.50	05/16	350.5.05.8330.6544
A229252	DUST MOP/COLL SHOP	05/13/2016	06/07/2016	16.49	05/16	300.5.05.8130.6544
A229481	LINKS AND EYE BOLT - PK	05/18/2016	06/07/2016	2.98	05/16	100.5.09.4200.6590
A229568	HANDLE - PK	05/19/2016	06/07/2016	1.79	05/16	100.5.09.4200.6590
A229572	BLEACH FOR DRAINS - FD	05/19/2016	06/07/2016	10.47	05/16	100.5.02.1100.6310
A229629	PICK UP TOOL - PK	05/20/2016	06/07/2016	21.99	05/16	100.5.09.4200.6590
A229861	BLEACH - FD	05/24/2016	06/07/2016	6.98	05/16	100.5.02.1100.6590
A229960	KEYS, PAPER TOWELS, WIPES - POO	05/25/2016	06/07/2016	27.57	05/16	100.5.04.4301.6590
A230017	UTILITY KNIFE - PK	05/26/2016	06/07/2016	4.79	05/16	100.5.09.4200.6590

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
E56069	TRASH BAGS & HAND TRUCK - POOL	05/10/2016	06/07/2016	108.97	05/16	100.5.04.4301.6590
E56073	DUST MOP & FRAME - SPORTS PARK	05/10/2016	06/07/2016	14.00	05/16	100.5.09.4245.6553
E56139	STAINLESS STEEL CLEANER - POOL	05/13/2016	06/07/2016	32.94	05/16	100.5.04.4300.6590
E56224	HOOKS - FD	05/18/2016	06/07/2016	13.16	05/16	100.5.02.1100.6510
E56332	DUST MOP - SPORTS PARK	05/23/2016	06/07/2016	14.00	05/16	100.5.09.4245.6553
E56335	BATTERIES	05/23/2016	06/07/2016	8.99	05/16	300.5.05.8130.6544
E56335	BATTERIES	05/23/2016	06/07/2016	8.99	05/16	350.5.05.8330.6544
Total STRAVERS TRUE VALUE (3838):				405.30		
STUMP, KAYLA M (3855)						
69-61832-10	CREDIT BLANCE REFUND	06/01/2016	06/07/2016	3.10	06/16	001.1199
Total STUMP, KAYLA M (3855):				3.10		
SUMMIT COMPANIES (5585)						
1113116	EXTINGUISHER SERVICE - FD	03/17/2016	06/07/2016	97.75	05/16	100.5.02.1100.6510
1124278	MONTHLY INSPECTION - EL	05/17/2016	06/07/2016	55.00	05/16	400.5.06.8588.9300
1124296	FIRE EXTINGUISHER - POOL	05/17/2016	06/07/2016	361.30	05/16	100.5.04.4300.6310
Total SUMMIT COMPANIES (5585):				514.05		
SUPERIOR LAMP INC (5773)						
S4004421-01	LED T8 TUBES - EL	05/27/2016	06/07/2016	205.11	05/16	400.5.06.8588.9300
Total SUPERIOR LAMP INC (5773):				205.11		
TAYLOR, JEFF (3899)						
051316PWS	BOOT REIMBURSEMENT-PWS	05/13/2016	06/07/2016	100.00	05/16	115.5.05.2100.6546
Total TAYLOR, JEFF (3899):				100.00		
TONY'S AUTO PARTS (3968)						
5797-216456	JET HOSE	05/04/2016	06/07/2016	248.64	05/16	350.5.05.8330.6510
5797-216919	EQUIPMENT PARTS	05/11/2016	06/07/2016	7.99	05/16	115.5.05.2100.6350
5797-217000	ST-2	05/12/2016	06/07/2016	.68	05/16	115.5.05.2100.6330
5797-217060	SHOP SUPPLIES	05/13/2016	06/07/2016	19.16	05/16	115.5.05.2100.6330
5797-218014	BATTER TERMINAL/HOOK UP - PK	05/27/2016	06/07/2016	5.17	05/16	100.5.09.4200.6350
5797-218015	EQUIPMENT SUPPLIES	05/27/2016	06/07/2016	29.75	05/16	115.5.05.2100.6350
5797-218033	FAN OIL - CC	05/27/2016	06/07/2016	21.40	05/16	100.5.04.4100.6590
Total TONY'S AUTO PARTS (3968):				332.79		
TOWN CRIER (3979)						
26144	TIME & MACHINE REPORT FORMS	04/09/2016	06/07/2016	206.00	05/16	100.5.05.6500.6417
26343	SLOW PITCH AD - CC	04/06/2016	06/07/2016	44.00	05/16	100.5.04.4424.6402
26584	LG AD - POOL	04/20/2016	06/07/2016	44.00	05/16	100.5.04.4300.6402
26726	SPORTS PARK GRAND OPENING	04/27/2016	06/07/2016	99.00	05/16	203.5.08.7226.6799
Total TOWN CRIER (3979):				393.00		
TRANS-IOWA EQUIPMENT INC (3988)						
I7160920	ST-22	05/11/2016	06/07/2016	68.52	05/16	115.5.05.2100.6350
Total TRANS-IOWA EQUIPMENT INC (3988):				68.52		
TURFWERKS (4012)						
WE0145107	IRRIGATION SYSTEM PAYMENT	05/04/2016	06/07/2016	3,972.75	05/16	105.5.08.9027.6801

Invoice	Description	Invoice Date	Due Date	Total Cost	Period	GL Account
WE0145107	IRRIGATION SYSTEM PAYMENT	05/04/2016	06/07/2016	12,597.25	05/16	105.5.08.9027.6800
Total TURFWERKS (4012):				16,570.00		
ULRICH MEAT MARKET (4027)						
1426	TULIP TIME MEALS - PD	05/07/2016	06/07/2016	61.92	05/16	100.5.01.1030.6240
2076	BOAVPZ TRIANING MEALS	05/19/2016	06/07/2016	111.18	05/16	100.5.05.5000.6240
2077	MEETING EXPENSE	05/13/2016	06/07/2016	26.16	05/16	100.5.00.6100.6240
Total ULRICH MEAT MARKET (4027):				199.26		
UNITED PARCEL SERVICES (4036)						
0000536050226	536050-UPS	05/28/2016	06/07/2016	50.53	05/16	100.5.00.6100.6531
0000536050226	536050-UPS	05/28/2016	06/07/2016	114.47	05/16	400.5.06.8588.9920
Total UNITED PARCEL SERVICES (4036):				165.00		
US CELLULAR (4047)						
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	45.69	05/16	400.5.06.8588.9920
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	10.14	05/16	400.5.06.8549.9020
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	64.34	05/16	100.5.05.6500.6373
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	34.13	05/16	300.5.05.8100.6373
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	46.91	05/16	400.5.06.8584.9030
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	23.45	05/16	350.5.05.8330.6373
0137088251	491953432-CELL PHONE	05/12/2016	06/07/2016	23.46	05/16	300.5.05.8100.6373
Total US CELLULAR (4047):				248.12		
VAN ESSEN AUTO (4076)						
040716PD	VEHICLE EXPENSE - PD	04/07/2016	06/07/2016	46.65	05/16	100.5.01.1030.6330
0420161PD	VEHICLE EXPENSE - PD	04/20/2016	06/07/2016	51.65	05/16	100.5.01.1030.6330
0420162PD	VEHICLE EXPENSE - PD	04/20/2016	06/07/2016	16.25	05/16	100.5.01.1030.6330
042016PD	VEHICLE EXPENSE - PD	04/20/2016	06/07/2016	41.15	05/16	100.5.01.1030.6330
Total VAN ESSEN AUTO (4075):				155.70		
VAN GORKOM, DOUG (4077)						
05192016	AWARDS PRESENTATION MILEAGE R	05/19/2016	06/07/2016	62.10	05/16	100.5.02.1100.6260
Total VAN GORKOM, DOUG (4077):				62.10		
VANDER PLOEG BAKERY (4209)						
47012	BIRTHDAY CAKE - POOL	05/28/2016	06/07/2016	34.00	05/16	100.5.04.4300.6590
Total VANDER PLOEG BAKERY (4209):				34.00		
VEENSTRA, SHAWN (4242)						
052716PD	MEALS - PD	05/27/2016	06/07/2016	17.75	05/16	100.5.01.1030.6260
Total VEENSTRA, SHAWN (4242):				17.75		
VERMEER SALES & SERVICE (4252)						
01140785	VACUUM EXCAVATOR PARTS - EL	05/12/2016	06/07/2016	19.47	05/16	400.5.06.8588.9660
01141132	CHIPPER REPAIR	05/31/2016	06/07/2016	2,312.83	05/16	195.5.05.8400.6545
Total VERMEER SALES & SERVICE (4252):				2,332.30		

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VOS, CURT (4286)						
052016PWS	BOOT REIMBURSEMENT	05/20/2016	06/07/2016	96.29	05/16	115.5.05.2100.6546
Total VOS, CURT (4286):				96.29		
VOS, KEVIN (4294)						
05092016	STEEL TOED SHOES - K VOS - PK	05/09/2016	06/07/2016	100.00	05/16	100.5.09.4200.6425
Total VOS, KEVIN (4294):				100.00		
VRIEZELAAR, VIVIAN (4300)						
05162016	ISCPA CONFERENCE MILEAGE REIM	05/16/2016	06/07/2016	70.96	05/16	100.5.00.6100.6260
Total VRIEZELAAR, VIVIAN (4300):				70.96		
WALMART COMMUNITY (4312)						
000640	TSHIRTS AND SNACKS	04/20/2016	06/07/2016	36.30	05/16	174.5.04.4110.6544
000910	JANITORIAL SUPPLIES - CC	04/29/2016	06/07/2016	25.68	05/16	100.5.00.6100.6411
000910 - A	MISC. SUPPLIES - CC	04/29/2016	06/07/2016	22.81	05/16	100.5.00.6100.6543
000917	CLOCK, BANDANAS, CHAIR, RACK - P	05/11/2016	06/07/2016	137.03	05/16	100.5.04.4301.6590
001406	LAUNDRY SOAP	05/10/2016	06/07/2016	19.97	05/16	174.5.04.4110.6544
001406	COPY PAPER	05/10/2016	06/07/2016	24.97	05/16	100.5.04.4100.6543
001529	FUNNELS, SOAP, THERMOMETER - S	05/03/2016	06/07/2016	23.13	05/16	100.5.09.4245.6530
001741	TULIP TIME MEALS - PD	05/04/2016	06/07/2016	5.15	05/16	100.5.01.1030.6240
001741	SUNSCREEN - PD	05/04/2016	06/07/2016	14.45	05/16	100.5.01.1030.6546
001973	STORAGE BOXES & SHELVES - SPOR	04/18/2016	06/07/2016	41.54	05/16	100.5.09.4245.6530
002874	PHONE	04/21/2016	06/07/2016	5.98	05/16	100.5.04.4100.6543
002972	TOILET TISSUE, PAPER TOWELS - PD	04/22/2016	06/07/2016	47.46	05/16	100.5.01.1000.6411
003855	DRY BOAD & MARKERS - PSP	04/13/2016	06/07/2016	15.96	05/16	100.5.09.4245.6530
004548	BATTERIES, STAPLER, STAPLES - PD	05/10/2016	06/07/2016	41.27	05/16	100.5.01.1000.6320
005259	BIRTHDAY SUPPLIES - POOL	04/30/2016	06/07/2016	4.28	05/16	100.5.04.4300.6590
006966	COMPUTER MOUSE - PD	04/23/2016	06/07/2016	9.97	05/16	100.5.01.1010.6543
007054	CALCULATORS, GLUE STICKS - POOL	04/26/2016	06/07/2016	31.94	05/16	100.5.04.4300.6590
012448	PRINTER INK AND USB DRIVES	05/12/2016	06/07/2016	101.91	05/16	350.5.05.8310.6543
012448	MISC SUPPLIES	05/12/2016	06/07/2016	26.41	05/16	350.5.05.8310.6544
014330	BATTERIES	04/14/2016	06/07/2016	19.66	05/16	300.5.05.8120.6544
014763	BLDG SUPPLIES	04/14/2016	06/07/2016	51.84	05/16	300.5.05.8120.6590
021682	SUPPLIES PW	04/21/2016	06/07/2016	41.24	05/16	100.5.05.6500.6543
029730	BLDG SUPPLIES	04/29/2016	06/07/2016	79.51	05/16	300.5.05.8120.6590
613900059975	FLASH DRIVE FOR COUNCIL MEETIN	05/18/2016	06/07/2016	14.97	05/16	100.5.00.6350.6403
613900059975-CR	FLASH DRIVE FOR COUNCIL MEETIN	05/18/2016	06/07/2016	14.97	06/16	100.5.00.6350.6403
Total WALMART COMMUNITY (4312):				828.46		
WEB.COM (4339)						
052016	WEB SERVICE	05/20/2016	05/20/2016	29.95	06/16	100.5.00.6200.6403
25559543	WEB SERVICE	05/16/2016	06/07/2016	29.95	05/16	100.5.00.6200.6403
25559543	WEB SERVICE	05/16/2016	06/07/2016	29.95	06/16	100.5.00.6200.6403
Total WEB.COM (4339):				29.95		
WESCO DISTRIBUTION INC (4357)						
372211	UNDERGROUND FLAGS - EL	05/09/2016	06/07/2016	732.95	05/16	400.5.06.8584.9030
380258	LED LIGHT FIXTURES - EL	05/18/2016	06/07/2016	8,908.68	05/16	400.5.06.8588.9300
Total WESCO DISTRIBUTION INC (4357):				9,641.63		

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WESTRA, ROGER (4367)						
701688	CBD TREES	05/26/2016	06/07/2016	90.00	05/16	201.5.05.7116.6790
Total WESTRA, ROGER (4367):				90.00		
WINDSTREAM IOWA COMMUNICATIONS (4413)						
05122016-9601	PHONE 9601 - EL	05/12/2016	06/07/2016	130.27	05/16	400.5.06.8588.9920
051616VWWT	VWWT FAX LINE	05/16/2016	06/07/2016	26.63	05/16	350.5.05.8310.6373
051916COLL/DIST	COLLECTION SHOP PHONE	05/19/2016	06/07/2016	45.85	05/16	350.5.05.8330.6373
051916COLL/DIST	PHONE WTP	05/19/2016	06/07/2016	45.85	05/16	300.5.05.8130.6373
05232016-1456	PHONE 1456 - PP	05/23/2016	06/07/2016	228.57	05/16	400.5.06.8549.9020
05232016-8334	PHONE 8334 - EL	05/23/2016	06/07/2016	15.62	05/16	400.5.06.8588.9920
05232016-8334	PHONE 8334 - EL	05/23/2016	06/07/2016	15.61	05/16	400.5.06.8562.9030
05232016-8334 CR	PHONE 8334 - EL	05/23/2016	06/07/2016	15.61	06/16	400.5.06.8562.9030
05232016-8334 CR	PHONE 8334 - EL	05/23/2016	06/07/2016	15.62	06/16	400.5.06.8588.9920
052516PD	TELEPHONE BILL - PD	05/25/2016	06/07/2016	275.52	05/16	100.5.01.1010.6373
052516PW	PHONE BILL-PW	05/25/2016	06/07/2016	242.57	05/16	100.5.05.6500.6373
05252016 - CC	PHONE - 6830 - CC	05/25/2016	06/07/2016	106.52	05/16	100.5.04.4100.6373
05252016 - CC A	PHONE 4571 - CC	05/25/2016	06/07/2016	30.06	05/16	100.5.04.4100.6373
05252016 - CH	PHONE 9584 - CH	05/25/2016	06/07/2016	296.06	05/16	100.5.00.6100.6373
05252016 - FD	PHONE 1414 - FD	05/25/2016	06/07/2016	85.20	05/16	100.5.02.1100.6373
05252016 - PK	PHONE 4299 - PK	05/25/2016	06/07/2016	70.31	05/16	100.5.09.4200.6373
05252016 - POOL	PHONE 0-9212- POOL	05/25/2016	06/07/2016	80.80	05/16	100.5.04.4300.6373
05252016-1108	PHONE 1108 - EL	05/25/2016	06/07/2016	73.94	05/16	400.5.06.8562.9030
05252016-9096	PHONE 9096 - EL	05/25/2016	06/07/2016	80.04	05/16	400.5.06.8592.9030
Total WINDSTREAM IOWA COMMUNICATIONS (4413):				1,818.19		
WITZENBURG, LOREN (5843)						
60-05400-00	CREDIT BALANCE REFUND	06/01/2016	06/07/2016	323.03	06/16	001.1199
Total WITZENBURG, LOREN (5843):				323.03		
ZEBEC OF NORTH AMERICA INC. (4464)						
25937	TUBES RIVER - OUTDOOR POOL	05/16/2016	06/07/2016	1,488.00	05/16	100.5.04.4301.6590
Total ZEBEC OF NORTH AMERICA INC. (4464):				1,488.00		
ZIEGLER INC (4466)						
SW570053642	PREVENTATIVE MAINTENANCE	04/30/2016	06/07/2016	1,027.34	05/16	350.5.05.8300.6350
Total ZIEGLER INC (4466):				1,027.34		
Grand Totals:				3,592,067.86		

Report GL Period Summary

GL Period	Amount
05/16	1,685,348.53
06/16	1,906,719.33

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

Report Criteria:

Vendor.Vendor number = {<>} 4019

Invoice Detail.Input date = 05/18/2016-06/07/2016

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	160527133	05/21/2016	74-00	SOCIAL SECURITY Pay Period: 5/21/2	100.2165	10,533.48
1	EFTPS	160527133	05/21/2016	74-00	SOCIAL SECURITY Pay Period: 5/21/2	100.2165	10,533.48
1	EFTPS	160527133	05/21/2016	75-00	MEDICARE Pay Period: 5/21/2016	100.2165	3,000.16
1	EFTPS	160527133	05/21/2016	75-00	MEDICARE Pay Period: 5/21/2016	100.2165	3,000.16
1	EFTPS	160527133	05/21/2016	76-00	FEDERAL WITHHOLDING TAX Pay Pe	100.2165	20,889.65
Total 1:							47,956.93
2							
2	IOWA DEPARTMENT OF	160527135	05/21/2016	77-00	STATE WITHHOLDING TAX Pay Period	100.2166	9,010.04
2	IOWA DEPARTMENT OF	160527135	05/21/2016	77-00	STATE WITHHOLDING TAX	100.5.00.6100.6502	.04-
Total 2:							9,010.00
3							
3	IPERS	160527134	05/21/2016	50-01	IPERS-REGULAR Pay Period: 5/21/201	100.2160	9,348.31
3	IPERS	160527134	05/21/2016	50-01	IPERS-REGULAR Pay Period: 5/21/201	100.2160	14,030.33
3	IPERS	160527134	05/21/2016	50-02	IPERS-ELECTED Pay Period: 5/21/201	100.2160	27.46
3	IPERS	160527134	05/21/2016	50-02	IPERS-ELECTED Pay Period: 5/21/201	100.2160	41.21
3	IPERS	160527134	05/21/2016	50-01	IPERS REGULAR	100.5.00.6100.6502	.17-
3	IPERS	160527134	05/21/2016	50-01	IPERS LS EE	100.2160	41.36
3	IPERS	160527134	05/21/2016	50-01	IPERS - LS ER	100.2160	62.09
3	IPERS	160527134	05/21/2016	50-01	IPERS - KG EE	100.2160	617.30
3	IPERS	160527134	05/21/2016	50-01	IPERS - KG ER	100.2160	926.48
Total 3							25,094.37
4							
4	MUNICIPAL FIRE & POLI	160527138	05/21/2016	51-01	MFPRSI-POLICE PENSION Pay Period:	100.2161	3,283.15
4	MUNICIPAL FIRE & POLI	160527138	05/21/2016	51-01	MFPRSI-POLICE PENSION Pay Period:	100.2161	9,699.32
Total 4:							12,982.47
5							
5	ICMA-457	160527130	05/21/2016	52-01	ICMA RETIREMENT 457 Pay Period: 5/	100.2169	3,620.00
5	ICMA-457	160527130	05/21/2016	52-02	ICMA RETIREMENT 457%(GROSS) Pa	100.2169	2,060.65
Total 5:							5,680.65
6							
6	ICMA-401	160527129	05/21/2016	53-00	401A Pay Period: 5/21/2016	100.2167	787.38
Total 6:							787.38
7							
7	ICMA-ROTH	160527131	05/21/2016	52-05	ICMA ROTH IRA Pay Period: 5/21/2016	100.2171	1,207.30
Total 7:							1,207.30
8							
8	AFLAC	160527136	05/21/2016	42-00	AFLAC SHORT TERM DISABILITY Pay	100.2152	170.50
8	AFLAC	160527136	05/21/2016	45-01	AFLAC ACCIDENT-SICK Pay Period: 5/	100.2152	397.48

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
8	AFLAC	160527136	05/21/2016	45-02	AFLAC CANCER Pay Period: 5/21/2016	100.2152	282.65
Total 8:							850.63
9	TRANSAMERICA LIFE IN	160527139	05/21/2016	43-00	SUPPLIEMENTAL LIFE INSURANCE P	100.2152	165.66
Total 9:							165.66
10	LINCOLN NATIONAL	160527137	05/21/2016	41-01	DENTAL-SINGLE Pay Period: 5/21/201	191.4.08.9200.4795	238.83
10	LINCOLN NATIONAL	160527137	05/21/2016	41-02	DENTAL-FAMILY Pay Period: 5/21/201	191.4.08.9200.4795	1,220.13
10	LINCOLN NATIONAL	160527137	05/21/2016	41-01	DENTAL-SINGLE	100.5.00.6100.6502	.19-
10	LINCOLN NATIONAL	160527137	05/21/2016	41-01	DENTAL-SINGLE	191.5.08.9200.6158	25.13
10	LINCOLN NATIONAL	160527137	05/21/2016	41-02	DENTAL-FAMILY	191.5.08.9200.6158	82.18-
Total 10:							1,401.72
11	CHILD SUPPORT RECOV	160527132	05/21/2016	56-01	CHILD SUPPORT-FLAT AMT Pay Perio	100.2158	556.14
Total 11:							556.14
Grand Totals:							105,693.25

Report Criteria:

Paid transmittals included

Unpaid transmittals included

<u>Name</u>	<u>Pay Per Date</u>	<u>Description</u>	<u>GL Account</u>	<u>Amount</u>
ACH	5/27/2016	DIRECT DEPOSITS	100.2010	135,972.83
CHECK RUN	5/27/2016	PAYCHECKS	100.2010	7,058.53
Grand Totals:				<u>143,031.36</u>

Letters submitted for item D-1 on May 17, 2016. These were submitted after the packet was distributed, so a request was made to include them with the packet of June 7, 2016.

May 12, 2016

Dear Mayor Mueller,

We are writing to express our opposition to Casey's General Store's proposal to build a hyper-store in the 500 block of Main Street. There are several reasons for our opposition but it primarily has to do with the City Council's obligation to serve the citizens of Pella by guiding responsible development of the community.

The City Council wisely developed a Comprehensive Plan with input from a broad cross section of Pella's citizens. The Comprehensive Plan approved in 2014 targeted the 500 block of Main Street for residential development, perhaps even multi-family rental housing—hence the commercial zoning associated with the area. City code also requires that any development must meet zoning ordinances and the Comprehensive Plan. Both conditions must be met and a Casey's gas station/convenience store does not meet the criteria.

Casey's has attempted to trivialize the Comprehensive Plan as "just a guidance document" and its associated land use map as "only one page in a large plan." However, the City Code 165.03.6 states that one of the purposes of the zoning ordinance is to "Further the objectives of the Comprehensive Development Plan" and City Code 165.04 protects the Comprehensive Plan by requiring zoning to be consistent with the Plan. The Plan is not trivial.

In addition the Gateway Corridor Overlay District, which is applicable to the 500 block of Main Street, is intended to maintain a quaint and beautified appearance as new development and redevelopment occurs and "respect the existing community character and foster pedestrian-oriented design." As an owner of one of the neighborhood's historic homes, we are convinced that the proposed gas station/convenience store will negatively impact the aesthetics of Main Street, devalue the properties of the surrounding neighborhood, and pose a safety risk to joggers, pedestrians and bicyclists using sidewalks adjacent to the proposed store location. While Casey's has offered to put up a Dutch façade on the building, the site will be dominated by the tall canopy just as it does on all of its other convenience stores. The Casey's proposal fails to meet the Gateway Corridor requirements.

We also know that there is a housing developer with a track record of building in historic districts who has a strong interest in building a multi-family housing project on the parcel. So the current landowner, the VanderBeek Trust, has another potential buyer. We also know of another property owner who has a 1.5 acre parcel on Oskaloosa Street and is open to selling it to Casey's. So Casey's has another option too. There is a solution for all parties.

Finally, we would remind you that in November 2015, over a very short period of 10-12 days, more than 1100 citizens from all over the city signed a petition opposing Casey's original site plan. The opposition has grown as more and more citizens become aware of the proposal. Pella citizens have consistently voiced their opposition in very reasoned and respectful ways at meetings of the Board of Adjustment, Planning and Zoning Committee and the City Council. Casey's already has five stores in town and there are other locations better suited for a hyper-store that wouldn't be as disruptive. Please don't choose to sacrifice the historic aesthetic of Pella, the safety of its citizens and cause hardship to the neighborhood's homeowners in order to say yes to an outside company.

Respectfully,



Jim Nieboer
514 Broadway
Pella, IA



Laurie Nieboer
514 Broadway
Pella, IA

*Thank you
for reading this,
Mayor Mueller*

200 Elm Street
Pella, Ia
May 14, 2016

Mr. Jim Mueller
1008 East 2nd Street
Pella, Ia

Dear Mayor Mueller:

I am writing in regard to the issue of allowing Casey's to build a large station on Main Street because I am opposed to allowing them to locate there.

One of the reasons I am opposed to it is a safety concern for children and others in accessing the library. It would also seem to be a hazard for people using the bike path and would make this a very busy area.

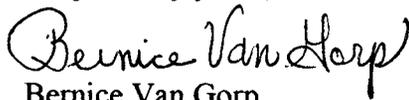
I am also concerned for the home owners in that vicinity as their property values will probably decrease and the lights, noise, gas fumes etc. will not be pleasing to those in the nearby neighborhood. They are probably living in that historic area because they appreciate historic homes and a historic neighborhood and did not anticipate this being compromised in this way.

Many times, and even recently when I was volunteering in several spots during Tulip Time, guests would remark about the beauty and uniqueness of our town. I feel that a Casey's in this historic area on the gateway corridor would not be aesthetically pleasing to our citizens as well as to our visitors.

These are just a couple of reasons that I am opposed to having Casey's build there. I am not opposed to Casey's per se but just to their locating at that spot. I hope the Council will carefully consider all the input they have received when they make their decision.

I do not live in this area but I am proud to be a citizen of Pella and, therefore, concerned about our lovely town and its citizens.

Respectfully yours,


Bernice Van Gorp

Ronda Brown

From: Boertje, Bruce <BoertjeBA@Pella.com>
Sent: Monday, May 16, 2016 10:19 AM
To: Ronda Brown
Subject: Please keep Pella's heritage unique; Deny the request to amend the comprehensive plan

Honorable Mayor and City Councilmen -

Regarding the proposed amendment to the city's comprehensive plan. I think it is important to have buffer zones which ease the transition from one zoning type to another. We have a historic district on one side of an alley. Ask yourself what transitions better into that historic district? Infill residential housing, or a ¼ block-long gas station? I believe the answer is self-evident.

Much more thought went into preparing and designing the comprehensive plan than went into producing the original zoning map. Let's follow our city comprehensive plan and help preserve our unique Dutch heritage. Once that uniqueness is gone it will be impossible to get it back again.

If we want to continue to pursue the tourism trade that brings millions of dollars each year into our community then we need to have something unique to show out-or-towners. An enormous gas station in a historic district is not unique.

Please help keep Pella's heritage unique. Deny Casey's request to amend the comprehensive plan.

Sincerely,

Bruce Boertje
614 Monroe St.
Pella, IA

Ronda Brown

From: Cyndi Boertje <boertjec@central.edu>
Sent: Monday, May 16, 2016 7:22 PM
To: Pella Mayor; Larry Peterson; Mark DeJong; eagleelectric@iowatelecom.net; elsvan@iowatelecom.net; tbokhoven@iowatelecom.net; Ronda Brown
Subject: Deny Amend Request

Honorable Mayor and City Councilmen

A considerable amount of time and money was spent putting together a comprehensive plan for Pella that considered many aspects of what Pella is today; a tourism town, an enjoyable place to live, and a town with opportunities for many people. Please stand with the comprehensive plan and the residents of Pella and keep the comprehensive plan as it is and not amend it.

A historic district is directly in the path of this over-sized gas station. A gas station at that location will not only ruin their day-to-day lives in their homes, but ruin the worth of their houses. Further, the traffic from this gas station will risk the safety of children going to the library and other activities uptown along with the bikers on the in-town leg of the Volksweg.

The big picture residual effects of the gas station will only be negative for the town of Pella. A positive effect is hard to fathom. We will lose uniqueness, and safety, while close residents will lose the enjoyment of their homes.

Please deny Casey's request to amend the comprehensive plan.

Thank you

Cyndi Boertje
614 Monroe
Pella

CYNDI BOERTJE, M.Ed.

Tutoring Coordinator | [Tutoring & Writing Center](#)
[Geisler Library](#), Rm 202 | Central College
812 University Street | Campus Box 0142 | Pella, Iowa 50219

boertjec@central.edu | www.central.edu |
Office: Room 201J | Phone: [641.628.5364](tel:641.628.5364) | Fax: [641.628.7650](tel:641.628.7650)
Twitter: [@CentralCollege](#); [@CentralDutch](#)
Facebook: Central College - Tutoring & Writing Center

