



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MARCH 7, 2016
IN THE COUNCIL CHAMBERS

1. Roll Call

2. Perfecting And Approval Of Agenda

2.A. Perfecting And Approval Of The Agenda

Documents: [03.07.16 - AGENDA - COUNCIL.PDF](#)

3. Consent Agenda

3.A. Consent Agenda

Documents: [3 - CONSENT AGENDA.PDF](#)

4. Public Hearing

4.A. Public Hearing

Documents: [5- PUBLIC HEARINGS.PDF](#)

5. Meeting Minutes/Communications

5.A. Meeting Minutes And Communications

Documents: [5 - MEETING MINUTES AND COMM --.PDF](#)

6. Committee Business

6.A. Report From The Finance Committee

6.A.1. Report From The Finance Committee

Documents: [6A - FINANCE COMMITTEE AGENDA AND SUPPORT DOCS.PDF](#)

6.B. Report From Planning Committee

6.B.1. Report From The Planning Committee

Documents: [6B - PLANNING COMMITTEE AGENDA AND SUPP DOCS --.PDF](#)

6.C. Report From Public Safety Committee

6.C.1. Report From The Public Safety Committee

Documents: [6C - PS COMM AGENDA AND SUPP DOCS.PDF](#)

6.D. Report From Public Works And Grounds Committee

6.D.1. Report From The Public Works And Grounds Committee

Documents: [6D - PWG COMM AGENDA AND SUPP DOCS.PDF](#)

7. Inquires

8. Adjournment



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MARCH 7, 2016 AT 7:00 P.M.
IN THE COUNCIL CHAMBERS

TENTATIVE AGENDA

- 1) Roll Call:
- 2) Perfecting and Approval of Agenda
- 3) Consent Agenda:
All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.
 - Previous minutes as drafted from the Monday, February 15, 2016 Regular Session.
 - Approve city claims and payroll claims from February 1, 2016 through and including March 7, 2016.
 - Approve new liquor licenses and renewals for the following:
 - Fareway Stores, #737, 727 West Street.
 - Approve city of Grinnell public right-of-way permit for Communications Data Link.
 - Approve city of Grinnell public right-of-way permit for Beckstrom Construction.
 - Review Campbell Fund requests.
- 4) Public Hearings:
 - a) Regarding FY 17 Budget Estimate (See Resolution No. 2016-27)
 - b) Regarding Development Agreement with Avalanche Composites, Inc. (See Resolution No. 2016-28)
 - c) Regarding Proposed Plans and Specifications, Proposed form of contract and estimate of cost for construction of West Side Sanitary Sewer Rehabilitation (See Resolution No. 2016-32).
 - d) Regarding Proposed Plans and Specifications, Proposed form of contract and estimate of cost for construction of the Central Business District Improvements, Phase 5 (See Resolution No. 2016-34).
- 5) Meeting Minutes/Communications:
 - a) Finance Committee minutes: February 15, 2016
 - b) Public Safety Committee minutes: February 15, 2016.
 - c) Public Works and Grounds Committee minutes: February 15, 2016.
 - d) Planning Committee minutes: February 15, 2016.
 - e) Grinnell Historic Preservation Commission minutes: February 18, 2016.
 - f) February 2016 Monthly Building Permit Report
- 6) Committee Business:
 - A. Report from the Finance Committee

1. Consider resolution adopting the final budget for the fiscal year ending June 30, 2017 (See Resolution No. 2016-27).
2. Consider resolution approving and authorizing execution of a development agreement by and between the city of Grinnell and Avalanche Composites, Inc. (See Resolution No. 2016-28).
3. Consider resolution to approve an agreement between the city of Grinnell and the Region Six Planning Commission for Professional Administrative Services for the CDBG Wastewater Collection Improvements (See Resolution No. 2016-29).
4. Consider resolution fixing date for the meeting on the proposition of the issuance of not to exceed \$8,450,000 General Obligation Bonds of the city of Grinnell, State of Iowa (for essential corporate Urban Renewal Purposes), and providing for publication of notice thereof (Resolution No. 2016-30).
5. Consider resolution fixing date for the meeting on the proposition of the issuance of not to exceed \$3,100,000 General Obligation Bonds of the city of Grinnell, State of Iowa (for Essential Corporate Purposes), and providing for publication of notice thereof (Resolution No. 2016-31).
6. Update on online utility account management software upgrade.
7. Review website statistics received from CivicPlus.
8. Consider special Campbell Fund request from GYBSA in the amount of \$2,500.

B. Report from the Planning Committee

1. Review the 2017 Goal Setting Session Report.

C. Report from the Public Safety Committee

1. Discuss 911 Commission alternate.
2. Discuss downtown parking issues.
3. Consider Noga Ashkenazi's request for permission to film an independent movie.
4. Discuss Crime Stoppers program.

D. Report from the Public Works and Grounds Committee

1. Consider resolution adopting plans, specifications, form of contract and estimate of cost for construction of West Side Sanitary Sewer (See Resolution No. 2016-32).
2. Consider resolution awarding the contract for the West Side Sanitary Sewer Rehabilitation (See Resolution No. 2016-33).
3. Consider resolution adopting plans, specifications, form of contract and estimate of cost for construction of Central Business District Phase 5 (See Resolution No. 2016-34).

4. Consider resolution authorizing payment of contractor's pay request No. 14 in the amount of \$8,650.70 to Con-Struct, Inc. of Marshalltown, Iowa for the Central Business District Phase 4 Reconstruction Project (See Resolution No. 2016-35).
 5. Consider resolution accepting work for the Central Business District Phase 4 Reconstruction Project with a final cost of \$3,512,301.35 and final retainage of \$175,615.07 to be paid after 30 days (See Resolution No. 2016-36).
-
- 7) Inquiries:
 - 8) Adjourn



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, FEBRUARY 15, 2016 AT 7:00 P.M.
IN THE COUNCIL CHAMBERS

MINUTES

The Grinnell City Council met in regular session Monday, February 1, 2016 at 6:00 p.m. in the council chambers. Mayor Canfield presided with the following council members in attendance: White, Bly, Burnell, Hansen, Hueftle-Worley and Wray. Absent: Burnell. Also present were Chris Johnson, Brian Megal, John Clayton, David Isch, Tim Sittig, Pam Sittig, Chelsea Sittig, Scott Bohr, Dennis Reilly, Dodi Reilly, Dan Johnson, Theresa Petersen, Gary Glandon, Zach Sittig, Matt Moore, Chris Wray, Heath Jepson, Jeff Reinhard, Russ Behrens, and Ann Wingerter.

AGENDA AND CONSENT AGENDA

White made the motion, second by Hueftle-Worley to approve the agenda and consent agenda as follows:

- Previous minutes as drafted from the Monday, February 1, 2016 Regular Session.
- Approve new liquor licenses and renewals for the following:
 - Fareway Stores, #737, 727 West Street.
- Approve reappointments:
 - Paul Pohlson – Low Rent Housing – 2 year term
 - Mike Winchell – Low Rent Housing – 2 year term
 - Pete Lahn – Airport Board of Adjustment – 5 year term.
- Approve Tax Abatement application for Spaulding Lofts East I LLLP, 829 Spring Street (See Resolution No. 2016-16).
- Approve city of Grinnell public right-of-way permit for Unite Private Networks.
- Approve request from Grinnell Christian Church to close 9th Avenue between Summer Street and Hobart Street on June 17, 2016 from 4 p.m. to 9 p.m. for vacation bible school event.
- Review Campbell Fund requests.

AYES: 6-0. Motion carried.

SWEARING IN OF POLICE OFFICERS

Mayor Canfield swore in the two new police officers Matthew C. Moore and Zachary A. Sittig.

ROUTINE BUSINESS

The council acknowledged receipt of the minutes from previous council committee meetings and other boards as follows:

- Finance Committee minutes: February 1, 2016

- Public Safety Committee minutes: February 1, 2016.
- Public Works and Grounds Committee minutes: February 1, 2016.
- Planning Committee minutes: February 1, 2016.
- Parks and Recreation Board minutes: January 11, 2016.
- Human Rights Commission minutes: December 8, 2015.
- January 2016 Monthly Treasurer's report.
- Grinnell Police Department Annual Report.
- Annual Audit Report 2015 and correspondence.

No action was necessary.

FINANCE COMMITTEE

Wray made the motion, second by White to approve Option #3 with small increase to co-pay and increasing the deductibles. AYES: 6-0. Motion carried.

Brian Megal of B3 Computers wants to expand his business to a new location. Staff will meet with him to discuss different incentive options.

Wray made the motion, second by White to approve staff to begin the necessary procedures to assign the Blue Stone Properties LLC Development Agreement to DARALEE, LLC. AYES: 6-0. Motion carried.

Wray made the motion, second by Hansen to approve the Campbell Fund special request from Mid-Iowa Community Action, Inc., Poweshiek County Family Development Center in the amount of \$1,500.00. AYES: 6-0. Motion carried.

Wray made the motion, second by Hansen to approve the Campbell Fund special request from Grinnell Regional Medical Center for the Community Care Clinic in the amount of \$5,000.00. AYES: 6-0. Motion carried.

Wray made the motion, second by Hansen to approve Resolution No. 2016-17 - Resolution amending policies and procedures for examination of open records. AYES: 6-0. Motion carried.

Wray made the motion, second by White to approve Resolution No. 2016-18 - Resolution setting the public hearing on the budget estimate for fiscal year beginning July 1, 2016 and ending June 30, 2017. AYES: 6-0. Motion carried.

PLANNING COMMITTEE

Bly made the motion, second by Hansen to approve of Resolution No. 2016-19 – Resolution authorizing the establishment of an Iowa Reinvestment District for the city of Grinnell. AYES: 6-0. Motion carried.

Bly made the motion, second by Hansen to approve Resolution No. 2016-20 – Resolution approving and authorizing execution of an agreement concerning the

relocation of commercial or industrial enterprise by and between the city of Grinnell and the city of Newton. AYES: 6-0. Motion carried.

Bly made the motion, second by Hansen to approve Resolution No. 2016-21 – Resolution fixing date for public hearing on the proposal to enter into a development agreement with Avalanche Composites, Inc. and providing for publication of notice thereof. AYES: 6-0. Motion carried.

Bly made the motion, second by Hansen to approve Resolution No. 2016-22 – Resolution assenting to the annexation of certain real estate to the city of Grinnell, Iowa. AYES: 6-0. Motion carried.

The committee recommended that the council goal setting session be set for February 29, 2016, from 5:30 p.m. to 8:00 p.m.

PUBLIC SAFETY COMMITTEE

White made the motion, second by Burnell to approve the request from Darren Peak to shoot a movie scene in Grinnell. AYES: 6-0. Motion carried.

White made the motion, second by Burnell to approve the request from Grinnell Fire Department to close Spring Street north of 1019 Spring Street and south of 1026 Spring Street for training weekend. AYES: 6-0. Motion carried.

The closure of the street will be after 2:00 p.m. on Friday, March 4th, and will reopen Sunday, March 6th after 4:00 p.m.

Chief Sicard provided an update from the Rural Fire Association annual meeting at the committee meeting.

PUBLIC WORKS AND GROUNDS COMMITTEE

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2016-23 - Resolution to award contract for Highway 146 North Construction Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Bly to approve Resolution No. 2016-24 - Resolution to award contract for Highway 146 North Tree Clearing Project. AYES: 6-0. Motion carried.

The resolution to consider approving an engineering services agreement with Clapsaddle-Garber Associates, Inc. for the Grinnell Regional Airport Runway Rehabilitation Improvements Project was tabled.

CLOSED SESSION

Hansen made the motion, second by Hueftle-Worley to go into closed session according to Chapter 21.5 (c) at 7:26 p.m. AYES: Hansen, Hueftle-Worley, Wray, White, Bly, Burnell. Motion carried.

Wray made the motion second by Hueftle-Worley to return to regular session at 7:31 p.m. AYES: Wray, Hueftle-Worley, Hansen, Burnell, Bly, and White. Motion carried.

No action was taken.

ADJOURNMENT

Wray made the motion, second by White to adjourn the meeting at 7:32 p.m. AYES: All. Motion carried.

GORDON R. CANFIELD, MAYOR

ATTEST:

ANNMARIE WINGERTER, DEPUTY CITY CLERK

VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

BANK: ALL

REPORTING: PAID, UNPAID

P U B L I C A T I O N

=====PAYMENT DATES=====

=====ITEM DATES=====

=====POSTING DATES=====

PAID ITEMS DATES : 2/02/2016 THRU 3/07/2016 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 99/99/9999

UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 99/99/9999

VENDOR NAME	DESCRIPTION	GROSS AMOUNT
FLEETWOOD LEASING, L.L.C.	RECORDING SYSTEM LEASE	2,296.75
FORBES OFFICE EQUIPMENT	SUPPLIES	358.47
FOX APPARATUS REPAIR & MAI	REP	360.01
GALE	LP BKS	517.51
GARWOOD, BRIAN	REIMB FUEL	51.00
GARY RYTHER GARAGE DOORS	REP DOOR OPENER	155.00
GERMAN PLUMBING & HEATING	REP	196.00
GRAINGER	SUPPLIES	248.60
GREATER POWESHIEK COMMUNIT	GREATER POWESHIEK FOUNDATION	386.67
GRINNELL CHAMBER OF COMMER	QTRLY PYMT PER AGMT	5,500.00
GRINNELL CITY OF (TRANSFER	MO TRANS TO MED INS RES	916,920.91
GRINNELL FIRESTONE	TIRE REP	2,181.39
GRINNELL IMPLEMENT STORE	PARTS	5,685.79
GRINNELL VOL FIRE DEPT	VOLUNTEER PAY	1,070.00
GRMC	DRUG TESTING (AS)	123.68
GRMC OCCUPATIONAL HEALTH S	HEP B (TA)	206.00
GRONEWOLD, BELL, KYHNN & C	FY15 AUDIT FEES	1,644.77
HACH COMPANY	SUPPLIES	499.73
HANSEN, JULIE	REIMB VOL EVENT	40.38
HERALD REGISTER	AD-LABORER	967.75
HY-VEE INC	SUPPLIES	18.65
I.U.P.A.T. DISTRICT COUNCI	UNION	446.58
IAMU	DUES	1,032.61
IAWEA	2016 IAWEA BIOSOLIDS CONF	210.00
IIMC	IIMC REGISTRATION	550.00
IMFOA-IOWA LEAGUE OF CITIE	ANNUAL DUES	100.00
IOWA CHAPTER OF IAPMO	DUES	20.00
IOWA COMMUNICATIONS NETWOR	DATA LINE	8.33
IOWA DEPT OF NATURAL RESOU	PERMIT	350.00
IOWA DEPT OF PUBLIC HEALTH	POOL REG	140.00
IOWA DEPT OF PUBLIC SAFETY	TERMINAL BILLING JAN-MARCH 16	309.00
IOWA FIRE EQUIPMENT CO	REP FIRE ALARM	847.50
IOWA IAI	MBRSHIP (DJ/CW)	50.00
IOWA LAW ENFORCEMENT ACADE	TEMP HOLDING SCHOOL	750.00
IOWA ONE CALL	LOCATE	15.40
IPERS	MATCH TO I-QUE	27,763.85
J & M ROOFING	REP-PLANT ROOF	917.00
JCARL	KENNEL FEES	200.00
JD FINANCIAL - THEISEN'S	RETURN-SUPPLIES	627.61
JD FINANCIAL-VAN WALL	PARTS	380.71
KENNETT, MARILYN	REIMB-LOGMEIN	149.00
KEY COOPERATIVE GRINNELL	PROPANE	2,420.88
KEYSTONE LABORATORIES INC	BACTERIA TESTS (JAN)	6,275.90
LINDER TIRE SERVICE	TIRES	2,104.80
LOWRY ELECTRIC	REP	866.26
LOWRY, RONALD D.	MONTHLY SERVICE-FEB 2016	2,121.84
MALCOM LUMBER	SUPPLIES	40.10
MANATTS INC	ROCK	851.07

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UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 99/99/9999

VENDOR NAME	DESCRIPTION	GROSS AMOUNT
SCHOLASTIC LIBRARY	YA COLLECTION	152.10
SCHOON CONSTRUCTION INC	SNOW HAULING	5,002.50
SCHULING HITCH COMPANY	SNOW PLOW	3,969.25
SCISWA	LANDFILL FEES	17,622.40
SECRETARY OF STATE	NOTARY RENEWAL (MD)	60.00
SHIVE HATTERY	SITE CERTIFICATION	40,429.20
SHRED-IT USA - DES MOINES	SHREDDING	45.65
SIRSI DYNIX INC	SINGLE MATTE-LAM	432.00
SISCO	SELF FUNDING	63,765.45
SPAULDING LOFTS EAST I, LL	ASBESTOS REMOVAL REIMB	50,000.00
STATE HYGIENIC LABORATORY-	TOXICITY TESTS	379.00
STATE OF IOWA	VOL NOMINATION APPL FEE (5)	75.00
STEVE LINK FORD	REP	1,315.24
STOREY KENWORTHY	SUPPLIES	414.89
TASC	FLEX PLAN CONTRIBUTIONS	3,516.59
TEAMSTERS LOCAL 238	UNION	503.20
TEMP ASSOCIATES	TEMP HIRES	536.25
TERRACON CONSULTANTS, INC.	TECH SERV CP	4,600.00
THE CENTER FOR CONFERENCES	IMMI REG (RB)	450.00
THE STANDARD	LIFE INSURANCE	748.18
TOTAL CHOICE SHIPPING & PR	PAPER	173.91
TREASURER STATE OF IOWA	STATE WITHHOLDING	12,180.00
TRUCK EQUIPMENT INC	PARTS	22.02
UNIFIRST CORPORATION	SHOP TOWELS	103.98
UNIQUE MANAGEMENT SERVICES	4 PLACEMENTS	39.80
UNITY POINT CLINIC-OCCUPAT	DRUG TESTING DUES	137.00
UNITYPOINT HEALTH	PRE-EMPLOYMENT PHYSICAL (MM)	367.00
US BANK EQUIPMENT FINANCE	COPIER LEASE	1,029.76
US CELLULAR	CELL PHONES	471.58
US POSTAL SERVICE	ENVELOPES	2,798.20
USA BLUE BOOK	SUPPLIES	1,360.18
VEENSTRA & KIMM	8TH AVE PAVING-CONST SVC	96,877.23
VERIZON WIRELESS	WIRELESS SVC 12/26/15-1/25/16	638.84
VOYA (ING)	EMPLOYEE VOLTRY CONTR.	2,373.47
WELLS FARGO FINANCIAL LEAS	COPIER LEASE	1,067.00
WES FINCH AUTO PLAZA	DETAIL	171.23
WILCOX EQUIPMENT	REP	101.15
WINDSTREAM	TELEPHONE	3,065.92
WINDSTREAM COMMUNICATIONS,	REMOTE MTNCE	142.50
ZEE MEDICAL INC	SUPPLIES	124.90
ZIEGLER	TESTING	6,711.25

VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

BANK: ALL

REPORTING: PAID, UNPAID

P U B L I C A T I O N

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	2/02/2016 THRU 3/07/2016	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999
UNPAID ITEMS DATES :		0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	320,894.76	320,894.76CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	1,648,276.30	0.00	1,648,276.30
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	1,969,171.06	320,894.76CR	1,648,276.30

U N P A I D R E C A P

UNPAID INVOICE TOTALS	1,648,547.11
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	270.81CR
** UNPAID TOTALS **	1,648,276.30

VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

BANK: ALL

REPORTING: PAID, UNPAID

P U B L I C A T I O N

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
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UNPAID ITEMS DATES :		0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

FUND TOTALS

001	GENERAL FUND	283,748.30
003	LIBRARY - GENERAL FUND	26,150.48
010	BUILDING & PLANNING - GEN	6,532.63
103	LIBRARY FUND STATE - GEN	602.71
105	RENAISSANCE - GENERAL	55,687.35
110	ROAD USE FUND - SPEC REV	35,925.92
112	T&A EMP BEN- SPEC REV	85,692.48
121	LOCAL OPTION SALES TAX	91,680.00
125	URBAN REN - TIF	96,835.83
138	MED INS RESERVE - SPEC RV	13,519.41
145	HOTEL/MOTEL TAX - SPC REV	5,691.71
167	LIBRARY GIFTS - SPEC REV	283.14
309	GMRC RISE PROJECT	3,211.25
310	CENTRAL PARK PROJECT	39,250.39
313	ITM MUSEUM DOT PROJ CP	50,299.75
362	HWY 146 NORTH PROJECT	1,793.40
364	CBD FACADE IMPROVEMENTS	1,971.00
365	CAPITAL LOAN NOTES 2016	1,480.51
373	8TH AVENUE STR CONST PROJ	50.00
376	CBD PROJECTS	184,265.77
378	WW TRMT PLANT PROJECT	23,948.88
381	CBD PHASE 5	81,083.27
491	GEN EQMT REP FUND- SP RV	3,969.25
610	WATER FUND	73,097.45
620	SEWER OPERATION AND MAINT	748,933.15
630	STORM SEWER FUND	4,051.09
670	SOLID WASTE	49,415.94

GRAND TOTAL 1,969,171.06

Applicant License Application (LE0001621)

Name of Applicant: <u>Fareway Stores, Inc.</u>		
Name of Business (DBA): <u>Fareway Stores, Inc. #737</u>		
Address of Premises: <u>727 West Street</u>		
City <u>Grinnell</u>	County: <u>Poweshiek</u>	Zip: <u>50112</u>
Business	<u>(641) 236-3331</u>	
Mailing <u>2300 Industrial Park Road</u>		
City <u>Boone</u>	State <u>IA</u>	Zip: <u>50036</u>

Contact Person

Name Tracey L. Wilson	
Phone: (515) 433-5336	Email twilson@farewaystores.com

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 03/22/2016

Expiration Date: 03/21/2017

Privileges:

Class B Wine Permit

Class C Beer Permit (Carryout Beer)

Class E Liquor License (LE)

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>253</u>	Federal Employer ID <u>42-0240920</u>

Ownership

Fred E. Vitt Trust

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

Frederick Greiner

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

Paul S. Beckwith Trust

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

Position: Trust

% of Ownership: 55.78%

U.S. Citizen: **Yes**

Various Individuals & Trust each holding less than 5%.

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

City: Unknown

State: Iowa

Zip: 55555

Position: Stockholders

% of Ownership: 33.37%

U.S. Citizen: **Yes**

Insurance Company Information

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

Letter of Transmittal

To: **Mr. Duane Neff**
City of Grinnell
9
Altoona, IA 50009

Communication Data Link
1305 SW 37th Street
Grimes, Iowa 50111
(515) 224-9544 • Fax: (515) 224-3993

Date: 02-26-2016	
File Classification: Permit	Phase/Task: /
RE: Mediacom Utility Permit – 205 West Street Community 1 st Credit Union	

We are sending you:

- Attached
- Under separate cover via _____ the following items:
- Shop drawings Permits Plans Samples
- Specifications Copy of letter Change order _____

COPIES	DATE	NO.	DESCRIPTION
1	02/26/2016	1	Grinnell Right-of-Way License Application
1	02/26/2016	3	Site Plan Drawing
1	02/26/2016	4	Check No. 60138 – City of Grinnell Permit Fee of \$250.00
1	02/26/2016	5	Iowa DOT Accommodation Permit (Signature Requested)

These are transmitted as checked below:

- | | | |
|---|---|---|
| <input type="checkbox"/> For your information | <input type="checkbox"/> No exceptions taken | <input type="checkbox"/> Resubmit _____ copies |
| <input checked="" type="checkbox"/> For your use | <input type="checkbox"/> Make corrections noted | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Rejected (see remarks) | <input type="checkbox"/> Return _____ corrected copies |
| <input type="checkbox"/> For bids due _____ 20 | | <input type="checkbox"/> For review and comment |
| <input type="checkbox"/> Prints returned after loan to us | | <input type="checkbox"/> Other _____ |

Remarks:

Duane,
The DOT has updated the form and all permits submitted after March 1st will require this form. Included is the updated form we are requesting a signature on. The original one submitted can be thrown away.
Please use the provided envelope to return new DOT with signature. Thanks

Cell (515)208-2082
nrentel@commdatalink.com

Copy to: File

Signed: 

Office Location: Grimes

Print name: Nicholas T. Rentel, P.E.

If enclosures are not as noted, kindly notify us at once.

City of Grinnell

PUBLIC RIGHT-OF-WAY
COMMUNICATIONS SYSTEM
LICENSE APPLICATION
ORDINANCE NO. 1060

1. Applicant: MEDIACOM 2205 INGERSOLL AVE
Name Address
DES MOINES, IA 50312 515-246-1870
City, State Zip Telephone

2. Contact Person: NICK RENTAL 1305 SW 37TH ST
Name Address
GRIMBS, IA 50111 515-224-9544
City, State Zip Telephone

3. Application requires an engineering site plan for the proposed system that is to be placed within the City Right-of-way. Check off each of these items as they are included on the site plan:

- Plans drawn to scale.
- Street names.
- Right-of-way widths.
- Pavement widths.
- Sidewalk location and width including sidewalk ramps.
- Obstacles or improvements that are in or near the work area.
An example of such are: existing trees, fence, drainage structures,
Water stop-boxes, ditches, and utility vaults.
- Horizontal and vertical location and physical size of the proposed utility.
- Proposed construction work method such as "open cut" or "bore".
- A drawing and explanation of concrete or asphalt restoration.
- Information regarding sod work and tree replacement.
- Location of other existing utilities within the work area.
- Typical detail sections where special attention is required for some restoration work.
- Excavation soil replacement and compaction requirements. Aggregate replacement under street surfaces, soil backfill outside of 5' from edge of street surface.
- Detailed time schedule.
- Address of adjacent properties.
- Legal description of communication system location.

FOR DEPARTMENT USE ONLY

Permit Number	Highway Number 146	County Poweshiek
DOT Project Number		Expiration/Completion Date

APPLICANT (INDIVIDUAL OR COMPANY)

First Name Nicholas	Middle Initial T	Last Name Rental	Phone Number 515-224-9544	Ext.
Company Name MCC Iowa, LLC.			Phone Number 515-246-1890	Ext.
Street Address 2205 Ingersoll Avenue		City/Town Des Moines	State IA	ZIP Code 50312
e-Mail Address nrentel@commdatalink.com		Secondary e-Mail Address radams@commdatalink.com		

INSTALLATION TO BE ACCOMMODATED

Approval is hereby requested to enter within the state highway right-of-way for the accommodation of a utility installation as detailed on the attachments and further described as follows.

The installation shall consist of:
 This application is for a Mediacom fiber optic cable feed to provide service to Community 1st Credit Union at 205 West St., in the city limits of Grinnell. Directional bore one (1), one and a half inch (1-1/2"), schedule 40 PVC conduit with a 24 count fiber cable under Iowa Highway 146 at Sta. 3221+09. Install at a minimum depth of 48" under IA 146.

Road Crossing:
 Sta. 3221+09

and shall be located as shown on the detailed plan attached hereto. (See current Iowa Department of Transportation Utility Accommodation Policy for submittal of detailed plan requirements. See Section 115.8 (3).) <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>

WORK SITE LOCATION

The proposed work as described above is located in Section 16, 17 , Twp. 80N ,
 Range 16W on Highway No. 146 generally located 2.54 (miles) North
 (direction) from Interstate 80 centerline (city, county line, or other landmark). Work proposed is more
 specifically located as being from 21.07 (Milepost #) and 3121+09 (Highway Station)
 to 21.07 (Milepost #) and 3121+09 (Highway Station) on the East/West side of highway.

Disclosure Statement: The information furnished on this form will be used by the Department of Transportation to determine approval or denial of the application. Failure to provide all pertinent information will result in denial of the application. Information furnished is public information and copies may be provided to the public upon request.

The utility company, corporation, applicant, permit holder or licensee, (hereinafter referred to as the Permit applicant) agrees with the Iowa Department of Transportation (hereafter referred to as the Department) that the following stipulations and those special requirements as listed on this document shall govern under this permit after it is approved by the Department.

A. General

1. The installation shall meet the requirements of local municipal, county, state, and federal franchise rules and regulations, regulations and directives of the Iowa State Commerce Commission; the Iowa Department of Natural Resources, all rules and regulations of the Department and any other laws or regulations applicable.
2. The Permit Holder shall be fully responsible for any future adjustments of the facilities within the established highway right-of-way caused by highway construction or maintenance operations.
3. As per Section 115.8(8) of the Utility Accommodation Policy, As-Built plans are due within 90 days after completion of construction, the utility owner shall submit to the district representative an as-built plan.
4. The work described in this permit shall be completed as proposed in compliance with the stipulations and special requirements within one year from the date Department approval is received for said request. Failure on the part of the Permit Holder to abide by the stipulations or in constructing the work described as stipulated and within the time frame stated shall render this agreement and request null and void. The Permit Holder also agrees to save the State of Iowa and the Department harmless of any damages or losses that may be sustained by any person, or persons, on account of the conditions and requirements of this agreement.
5. Non-compliance with any of the terms of the Department's policy, permit, or agreement, may be considered cause for shut-down of construction operations, revocation of the permit, or withholding of relocation reimbursement and/or withholding of future application approvals until compliance is confirmed. The cost of any work deemed necessary to be performed by the State in removal of non-complying construction will be assessed against the Permit Holder.

B. Construction and Maintenance

1. The location, construction and maintenance of the utility installation covered by this application shall be in accordance with the current Department's Utility Accommodation Policy. <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>
2. Before beginning any work in the highway right-of-way, it is the responsibility of the Permit Holder to obtain an easement from the drainage district if necessary. The Department assumes no responsibility for advising the Permit Holder of each location of a drainage district crossing. It is the Permit Holder's responsibility to locate these crossings and obtain any necessary easements or permission from the drainage district. See Code of Iowa, Chapter 468 for additional information.
3. A copy of the approved permit shall be available on the job site at all times for examination by Department personnel.
4. Operations in the construction and maintenance of this utility installation shall be carried on in such a manner as to cause minimum interference to or distraction of traffic on said highway.
5. Traffic protection shall minimally be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The applicant shall be responsible for correctly using traffic control devices including signs, warning lights, and channelizing devices as needed while work is in progress or the clear zone is impacted. Flagging operations are the responsibility of the applicant. The Department's TC XXX Series Standards are the preferred traffic control specification plans. http://www.iowadot.gov/design/stdplne_tc.htm
6. The applicant shall seed and mulch all disturbed areas within the highway right-of-way and shall be responsible for the vegetative cover until it becomes well established. Any surfaced areas such as driveways or shoulders and sodded waterways and plantings which are disturbed shall be restored to their original condition. Any damage to any other underground facilities during installation shall be repaired at the permit holder's expense.
7. All personnel in the highway right-of-way shall wear ANSI 107 Class 2 apparel at all times when exposed to traffic or construction equipment.
8. As per Policy Section 115.4(9) parking or storage in the clear zone is prohibited. When not in actual use, vehicles, equipment and materials shall not be parked or stored within the clear zone or median.
9. Unless specifically noted in Special Requirements section, all work performed within the right-of-way shall be restricted to 30 minutes after sunrise to 30 minutes before sunset.
10. Pedestals shall be placed within 12 inches of the right-of-way line.
11. All above and below ground appurtenances (pedestals, hydrants, drains, accesses, etc.) shall be marked with high visibility posts and signs. The minimum height requirement for the signs shall be 5 foot. Urban Roadway Sections may be exempted with department approval.

C. Liability

1. To the extent allowable by law, the Permit Holder agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of the Permit Holder's facilities. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
2. The Permit Holder shall indemnify and save harmless the State of Iowa, its agencies and employees, from any and all causes of action, suits at law or in equity, for losses, damages, claims or demands, and from any and all liability and expense of whatsoever nature, arising out of or in connection with the Permit Holder's use or occupancy of the public highway.
3. The State of Iowa and the Department assume no responsibility for damages to the Permit Holder's property occasioned by any construction or maintenance operations on said highway if the facilities are not located in accordance with this permit.
4. The State of Iowa, its agencies or employees, will be liable for expense incurred by the Permit Holder in its use and occupancy of the highway right-of-way only when negligence of the State, its agencies or employees, is the sole proximate cause of such expense. Whether in contract, tort or otherwise, the liability of the State, its agencies and employees, is limited to the reasonable, direct expense to repair damaged utilities, and in no event will such liability extend to loss of profits or business, indirect, special, consequential or incidental damages.

D. Notification

1. The Permit Holder is responsible for contacting **Iowa One-Call (1-800-292-8989)** and request the location of all underground utilities forty-eight (48) hours before excavation. Before beginning work in the highway right-of-way, the Permit Holder shall also contact any other known utility located in the area of the proposed work.
2. The Permit Holder agrees to give the Department forty-eight (48) hour notice of its intention to start construction or to perform routine maintenance on the highway right-of-way. Said notice shall be made to the local DOT contact person whose name is shown on Page 3.
3. **511 Notification**-In accordance with Iowa Code section 321.348, cities and utilities **may not obstruct or close** primary highways or primary highway extensions (State highways within city limits) **without prior consent of the Iowa DOT**, except in emergency situations. Before setting up a lane closure or a vertical/horizontal restriction of any kind on a primary highway, call your local Iowa DOT Maintenance garage and call the Traffic Management Center per attached documents. Except in emergency situations, a 10 day advance notice is required. <http://www.iowadot.gov/traffic/utility/pdfs/511UtilityNotification.pdf>

E. Buy America

Buy America applies to relocations of utility facilities that must move due to highway projects under certain specific conditions that include reimbursable locations and relocations due to interstate projects.

Please contact the Department's District Engineering Operation Technician (EOT) for more information on Buy America requirements or visit the following link: <http://www.iowadot.gov/traffic/utility/utility.html>

Permit Number: _____

FOR DEPARTMENT USE ONLY

Special Requirements - in addition to the stipulations above, the following special requirements shall apply to this permit:
SEE ATTACHMENTS

Applicant Signature and Agreement

The undersigned have read the stipulations of this permit agreement as stated, as well as attachments which may be included, and by signing this application agree to abide by all stipulations and to complete the work as proposed in compliance with the stipulations and attachments within one year from the date Department approval is granted for said request. Failure on the part of the applicant to abide by the stipulations or to construct the work desired as stipulated and within the time frame stated shall render this agreement and request null and void. The undersigned also agrees to save harmless the State of Iowa and the Iowa Department of Transportation from any damage or losses that may be sustained by any person or persons on account of the conditions and requirements of this agreement.

Name of Agent (<i>Print or Type</i>) Nicholas T. Rentel, P.E.	Agent/Owner (<i>Signature</i>) 	Title Project Engineer
Name of Owner (<i>Print or Type</i>) MCC Iowa, LLC	Date 2-26-16	
e-Mail Address nrentel@commdatalink.com		

CITY ACTION (IF PROPOSED WORK IS WITHIN AN INCORPORATED CITY, CITY ACTION IS REQUIRED)

"The undersigned city joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned city and recommends action on said permit application as noted below by the delegated city official".

Recommend Approval Do Not Recommend Approval None Required

Handwritten Signature	Title	Date
Type or Print Name	Authorized Official for the City of Grinnell	
e-Mail Address		

COUNTY ACTION (IF PROPOSED WORK CROSSES COUNTY RIGHT-OF-WAY, COUNTY ACTION IS REQUIRED)

"The undersigned county joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned county and recommends action on said permit application as noted below by the delegated county official".

Recommend Approval Do Not Recommend Approval None Required

Handwritten Signature	Title	Date
Type or Print Name	Authorized Official for the County of	
e-Mail Address		

FEDERAL HIGHWAY ADMINISTRATION ACTION (WHEN REQUIRED)

Recommend Approval Do Not Recommend Approval None Required

Authorized FHWA Representative Signature	Date
--	------

DEPARTMENT OF TRANSPORTATION FINAL ACTION

Application Approved Application Denied Permit Number:

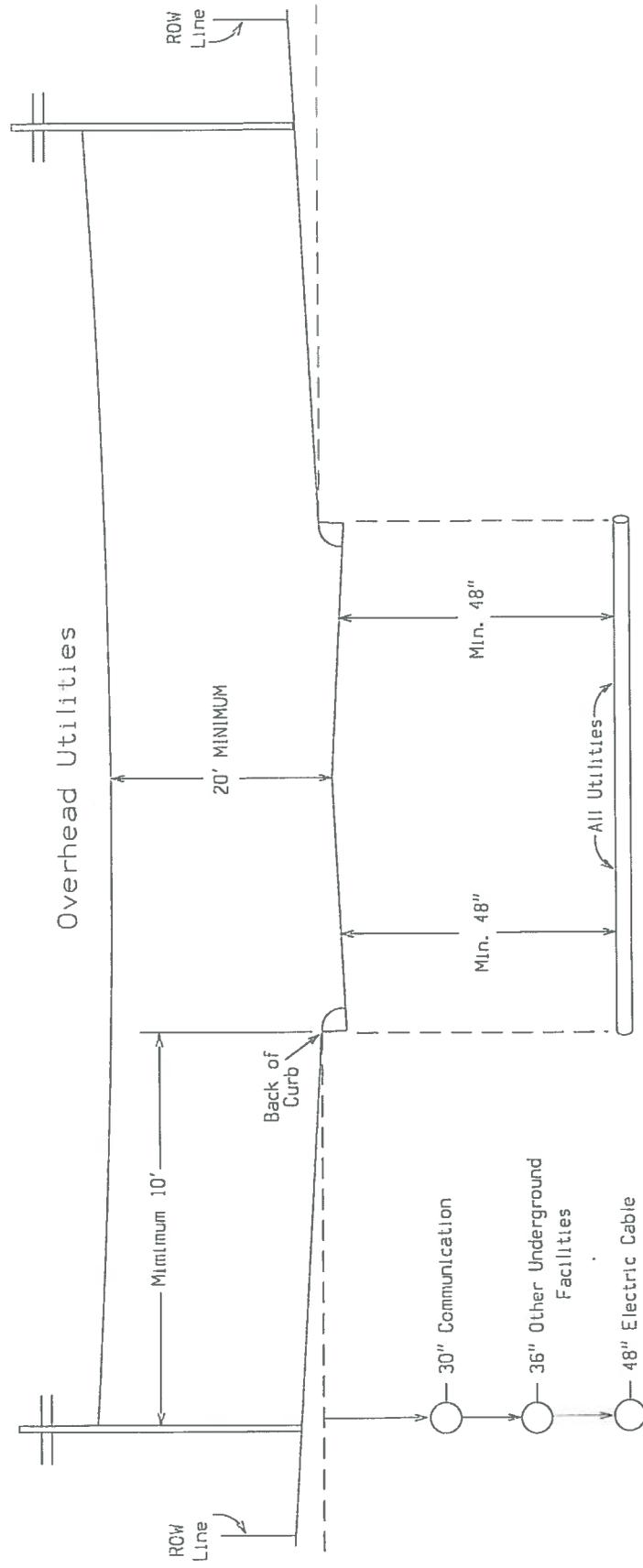
Authorized Highway District Representative	Signature	Date
e-Mail Address		

Notice of intention to commence activities on the highway rights-of-way shall be submitted by the applicant a minimum of 48 hours prior to actually commencing the activities as herein granted by this approved application. Notice is to be given to the following Iowa Department of Transportation representative. Except in emergencies a 10 day advance notice is required for lane restrictions of any kind:

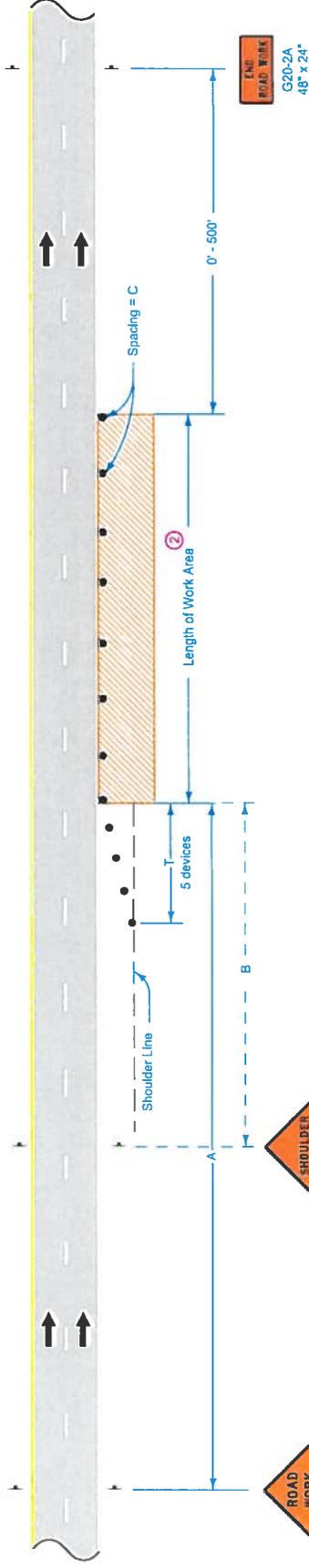
Local DOT Contact Person (Type or Print Name)	Phone Number		
Street Address	City/Town	State	ZIP Code
e-Mail Address			

Permit Number: _____

Minimum Policy Requirements
 Urban Section
 Non - Freeway Highway



Notes:
 Utilities shall be located between back of curb and the highway row.
 Utilities should be located as near to the highway row line as practical.
 See Utility Policy, Section 115.13 for further details.



ROAD WORK AHEAD
W20-1
48" x 48"

SHOULDER DROP OFF
WB-9A
48" x 48"

END ROAD WORK
G20-2A
48" x 24"

LEGEND

- ↑ Traffic Sign
- 42" Channelizer
- ▨ Work Area
- ← Direction of Traffic

SPEED LIMIT (mph)	A	B	C	T
40 or less	500'	250'	40'	100'
45 - 50	700'	350'	80'	200'
55 - 60	1500'	500'	100'	200'
65 - 70	1500'	500'	100'	230'

- When a pavement edge drop-off exists, install a **SHOULDER DROP-OFF** sign.
- No pavement edge drop-offs greater than pavement depth will be allowed during non-working hours.
- Shoulder edge drop-offs shall be mitigated according to Article 1107.08.L2 of the Standard Specifications.
- ① When the length of a pavement edge drop-off is 1000 feet or less, the temporary filllet requirement of Article 1107.08 of the Standard Specifications does not apply.
- ② Space devices at 40 feet.
- For work areas less than 200 feet long, use channelizers spaced at 20 foot centers or use a vehicle with an amber revolving light or amber strobe light.

Possible Contract Item:
Traffic Control

Iowa Department of Transportation
STANDARD ROAD PLAN
 REVISION 6 04-16-13
TC-402
 SHEET 1 of 1
 APPROVED BY: *Deanna M. Smith*
 DESIGN METHODICAL ENGINEER
SHOULDER CLOSURE (MULTI-LANE)



PROJECT NO: 103882-PCN
 PROJECT NAME: COMMUNITY 1ST CU
 PROJECT DATE: MARCH 2016
 CMO DATE: 02/22/16

NO	DATE	BY	REVISION DESCRIPTION

COMMUNICATION DATA LINK
 UTILITIES CONSTRUCTION CONTRACTOR

MEDIACOM UTILITY PERMIT
 IOWA DOT - DISTRICT 1
 GRINNELL, IOWA - POWESHIEK COUNTY

SITE PLAN
 IDOT UTILITIES ACCOMMODATION PERMIT



SHEET NO. 1

SEC. 20-T80N-R15W

SEC. 17-T80N-R15W

CITY OF GRINNELL



B. & JOHN H. HARTER (FN-418)
 CONTRACT MAY 16, 1956
 EASEMENT
 BOOK 233 PAGE 641

G. DEMPSTER ET UX (FN-418)
 CONTRACT MAY 16, 1956
 EASEMENT
 BOOK 233 PAGE 641

FN-146-2(11)-21-79
 SCALE: 1"=300'

(D) HAZEL E. ADAMS (FN-418)
 CONTRACT MAY 14, 1956
 EASEMENT
 BOOK 233 PAGE 671

(P) B.V. GILBERT, ARCHER, ET AL
 WARRANTY DEED
 CONTRACT JULY 21, 1982
 BOOK 401 PAGE 501

(Q) GENNELL WATZ CO. (FN-418)
 CONTRACT JAN. 21, 1957
 WARRANTY DEED
 BOOK 231 PAGE 205

AND
 CONTRACT FEB. 2, 1959 (U-418(5))
 WARRANTY DEED
 BOOK 240 PAGE 517

OR E
 BOTH CURVES
 A = 02°40'35"
 D = 01°15'00"
 T = 107.08'
 L = 214.11'
 E = 1.25'
 R = 4583.66'

(R) JOHN MORELL & CO. (FN-418)
 CONTRACT MAY 24, 1956
 EASEMENT
 BOOK 222 PAGE 531

AND
 CONTRACT MAR 11, 1959 (U-418(5))
 WARRANTY DEED
 BOOK 241 PAGE 387

(Y) VEEVE VEAVE HAMILTON ET UX
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 321

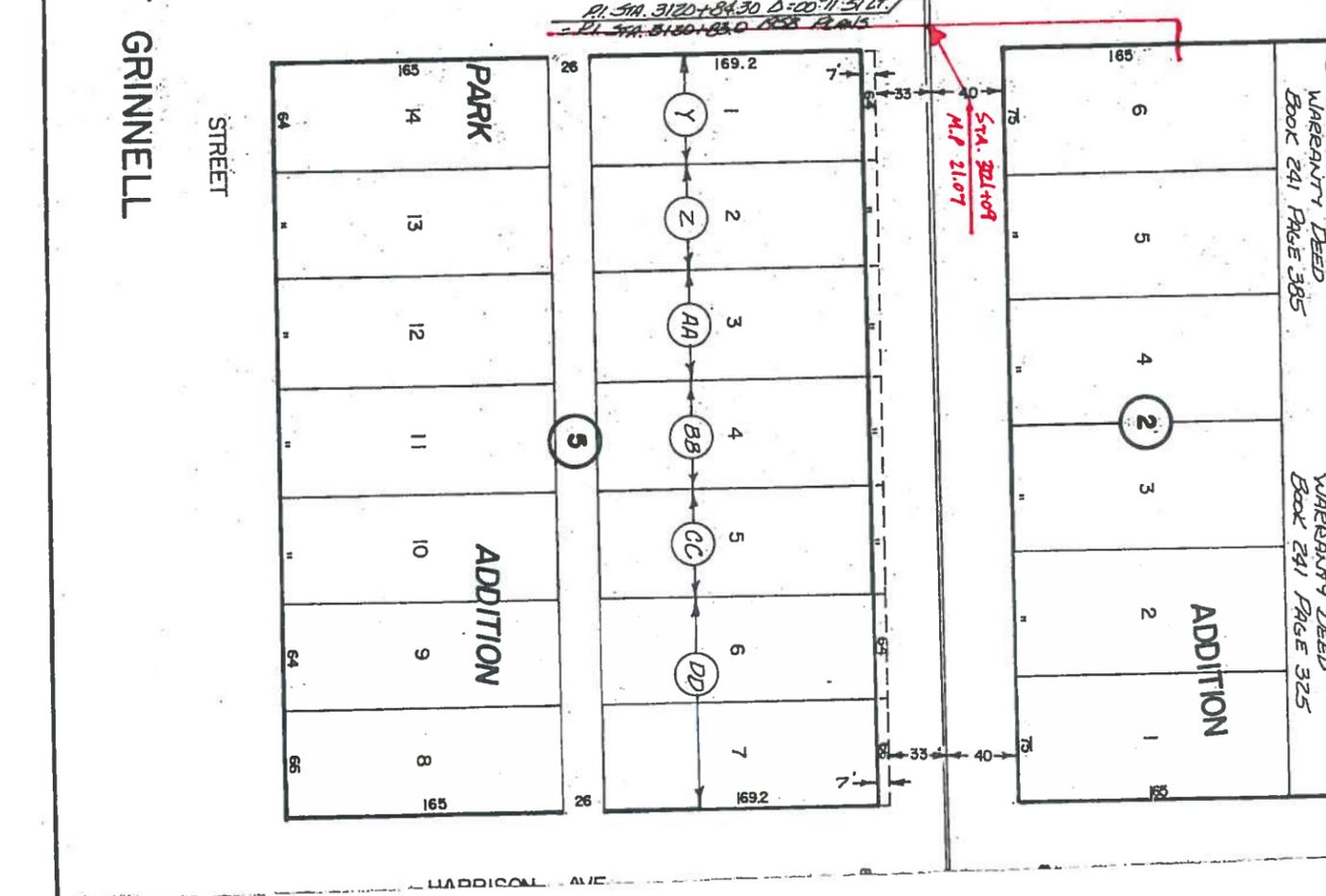
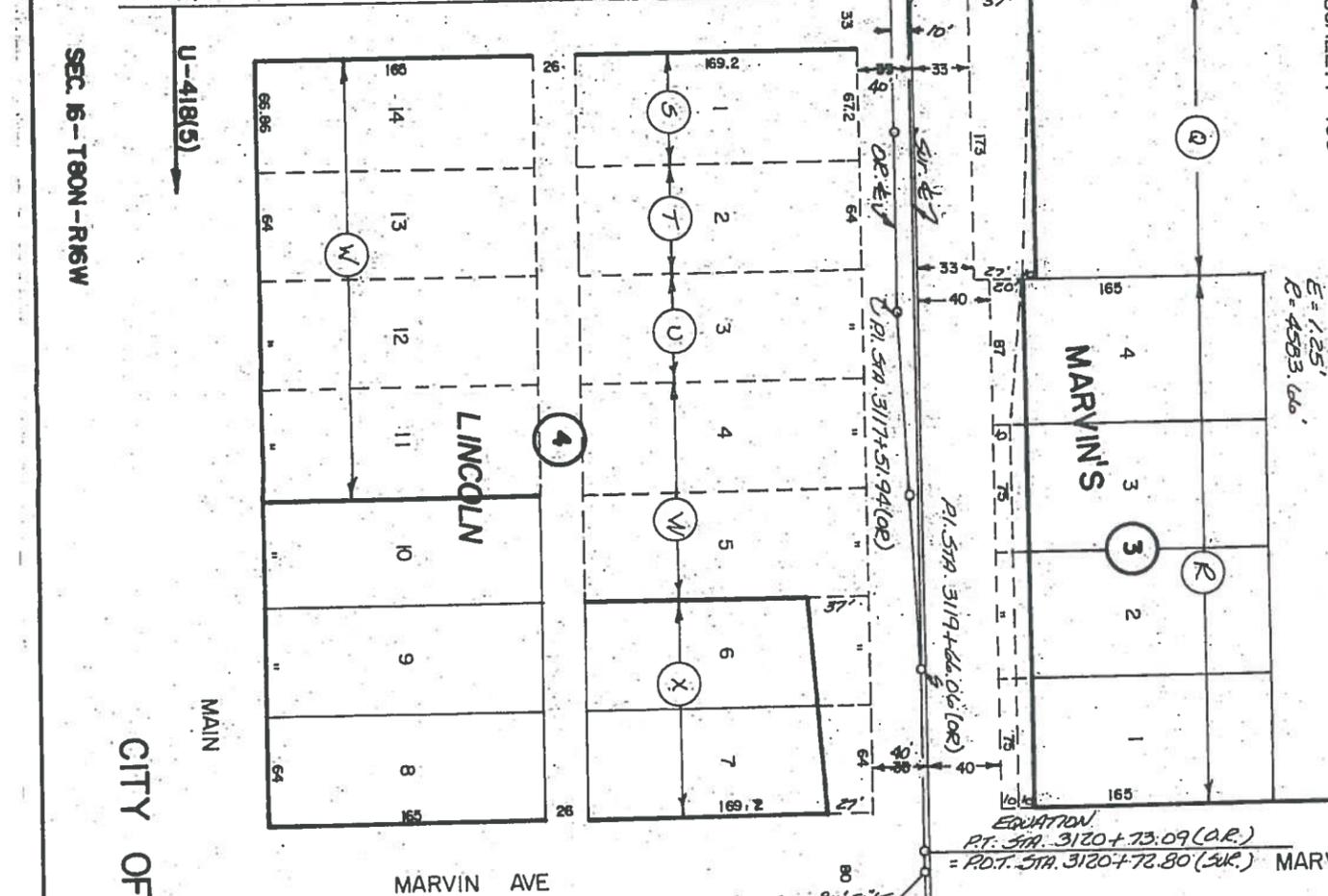
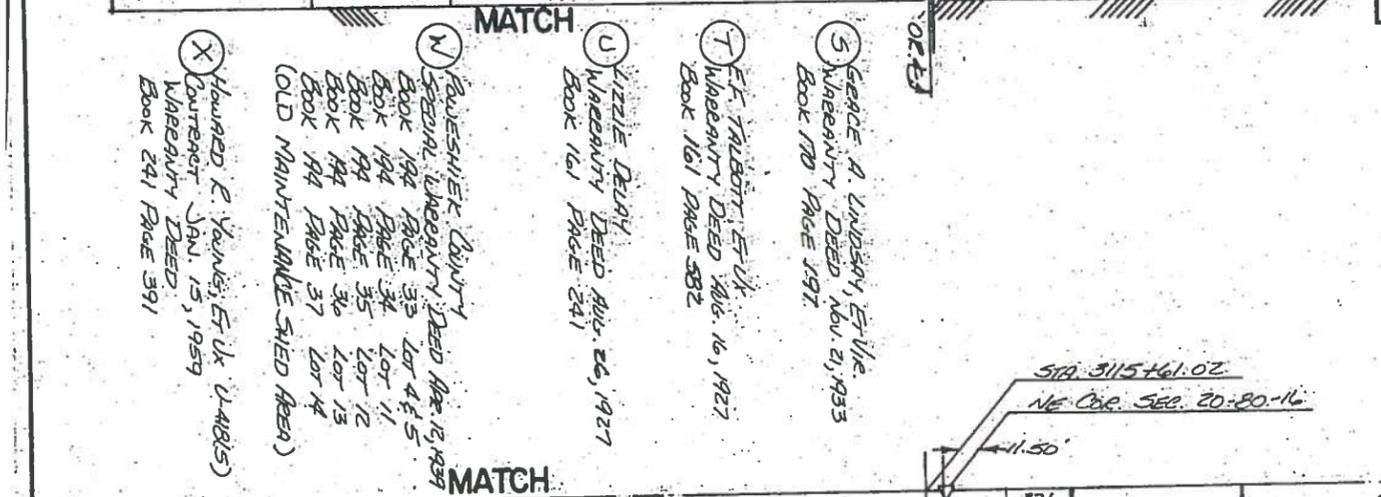
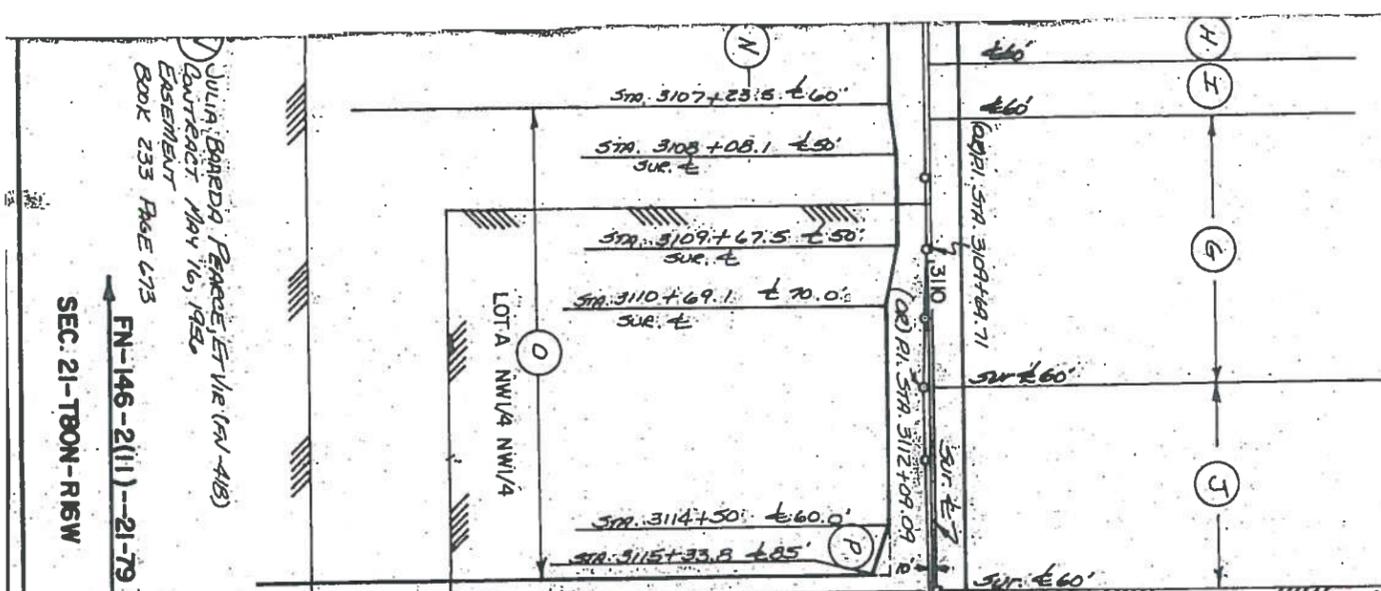
(Z) WILLIAM F. DUBISAR (U-418(5))
 CONTRACT DEC. 9, 1958
 WARRANTY DEED
 BOOK 241 PAGE 319

(AA) EVELYN HEISEL (U-418(5))
 CONTRACT JAN. 9, 1959
 WARRANTY DEED
 BOOK 241 PAGE 385

(BB) EVELYN O. HEISEL (U-418(5))
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 323

(CC) MRS. E.E. WOOD (U-418(5))
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 389

(DD) E. SINK ET UX (U-418(5))
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 325



SEC. 21-T80N-R15W

SEC. 16-T80N-R15W

CITY OF GRINNELL

JULIA BARBERA, FERRIS, ET UX (FN-418)
 CONTRACT MAY 16, 1956
 EASEMENT
 BOOK 233 PAGE 673

FN-146-2(11)-21-79

(O) LIZZIE DELAY
 WARRANTY DEED
 CONTRACT AUG. 26, 1927
 BOOK 161 PAGE 241

(T) E.T. TALBOT, ET UX
 WARRANTY DEED
 CONTRACT NOV. 16, 1927
 BOOK 161 PAGE 582

(S) GEORGE A. LINDSAY, ET UX
 WARRANTY DEED
 CONTRACT NOV. 21, 1933
 BOOK 170 PAGE 197

(W) RUESHIK COUNTY
 SPECIAL WARRANTY DEED
 CONTRACT APR. 12, 1939
 BOOK 194 PAGE 33 LOT 4 & 5
 BOOK 194 PAGE 34 LOT 11
 BOOK 194 PAGE 35 LOT 12
 BOOK 194 PAGE 36 LOT 13
 BOOK 194 PAGE 37 LOT 14
 (OLD MAINTENANCE SAVED AREA)

(X) HOWARD R. YOUNG, ET UX (U-418(5))
 CONTRACT JAN. 15, 1959
 WARRANTY DEED
 BOOK 241 PAGE 391

(U) U-418(5)
 SCALE: 1"=100'

(AA) EVELYN HEISEL (U-418(5))
 CONTRACT JAN. 9, 1959
 WARRANTY DEED
 BOOK 241 PAGE 385

(BB) EVELYN O. HEISEL (U-418(5))
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 323

(CC) MRS. E.E. WOOD (U-418(5))
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 389

(DD) E. SINK ET UX (U-418(5))
 CONTRACT DEC. 18, 1958
 WARRANTY DEED
 BOOK 241 PAGE 325

CENTRAL STATE BANK
STATE CENTER, IA 50247
72-685/739

60138

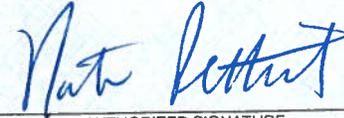
COMMUNICATION DATA LINK

PH: 515-224-9544
1305 SW 37TH STREET
GRIMES, IOWA 50111

DATE AMOUNT
Feb 25, 2016 *****\$250.00

PAY Two Hundred Fifty and 00/100 Dollars

TO THE ORDER OF City of Grinnell
927 4th Avenue
Grinnell, IA 50112-2043



AUTHORIZED SIGNATURE



Memo:

⑈060138⑈ ⑆073906856⑆ 123943⑈

City of Grinnell

PUBLIC RIGHT-OF-WAY COMMUNICATIONS SYSTEM LICENSE APPLICATION ORDINANCE NO. 1060

1. Applicant: BECKSTROM CONSTRUCTION 5499 NE 14th ST
Name Address
DES MOINES, IA 50313 515 278-4661
City, State Zip Telephone
2. Contact Person: BRAD FELDMAN 5499 NE 14th ST
Name Address
DES MOINES, IA 50313 515 320-4994 (cell)
City, State Zip Telephone

3. Application requires an engineering site plan for the proposed system that is to be placed within the City Right-of-way. Check off each of these items as they are included on the site plan:

- Plans drawn to scale.
- Street names.
- Right-of-way widths.
- Pavement widths.
- Sidewalk location and width including sidewalk ramps.
- Obstacles or improvements that are in or near the work area.
An example of such are: existing trees, fence, drainage structures, Water stop-boxes, ditches, and utility vaults.
- Horizontal and vertical location and physical size of the proposed utility.
- Proposed construction work method such as "open cut" or "bore".
- A drawing and explanation of concrete or asphalt restoration.
- Information regarding sod work and tree replacement.
- Location of other existing utilities within the work area.
- Typical detail sections where special attention is required for some restoration work.
- Excavation soil replacement and compaction requirements. Aggregate replacement under street surfaces, soil backfill outside of 5' from edge of street surface.
- Detailed time schedule.
- Address of adjacent properties.
- Legal description of communication system location.

4. List any other items of concern particular to this project:

5. **Administrative Fee:** An Administrative fee of \$50.00 shall be due and payable to the City Engineer at the time of filing of the initial license application and at the time of filing of each proposed amendment to the license. (Attach copy of receipt) Receipt No. _____.

6. **Use Fee: (Serving no additional customers)** If the licensed serves no customers other than itself, then in addition to the Administrative Fee, the licensee shall pay a use fee to the City Engineer at the time of filing of the initial license application. The amount of the use fee shall be the greater of the following two (2) amounts: \$100.00 or \$1.00 per lineal foot of route traversed by the communication line within any public right-of-way in a C-2 zone and \$0.50 per lineal foot in any other part of the city. At the time of filing of each proposed amendment to the license involving an increase in the length of route traversed within public right-of-way, the licensee shall pay to the City Engineer an additional fee computed at the rate of \$1.00 per lineal foot of additional route of traversed within any public right-of-way.

(Serving additional customers) If the licensed system serves customers other than the licensee itself, then, in addition to the administrative fee, the licensee shall pay an annual use fee to the City Engineer. The annual use fee shall be based on a license year ending on March 31 of each year, and the use fee for each license year shall be due and payable at the end of such year on March 31, or if the license has terminated during such year, on the date of termination. The amount of the annual use fee shall be the greater of the following two (2) amounts: \$100.00, or three percent of the gross revenues derived by the licensee from the sale or exchange of services in connection with the operation of the licensee's communications system within the public right-of-way during the license year. Each annual use fee payment shall be accompanied by a report from the licensee in a form approved by the City Manager and the city legal department showing the basis for the computation of the fee and such other relevant data as may be required by the City Manager and the city legal department. Each such report shall contain a notarized verification by the chief financial officer of the licensee, and upon request by the city, such reports shall be verified by a certified public accountant at the expense of the licensee.

**NOTICE OF PUBLIC HEARING
BUDGET ESTIMATE**

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of Grinnell, Iowa

The City Council will conduct a public hearing on the proposed Budget at Community Center Building
on 03/07/2016 at 7:00 p.m.

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property . . . 14.42076

The estimated tax levy rate per \$1000 valuation on Agricultural land is 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

641-236-2600
phone number

P. Kay Cmelik
City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-est. FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,669,299	3,817,572	3,770,196
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	3,669,299	3,817,572	3,770,196
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	2,203,567	2,004,618	1,811,065
Other City Taxes	6	2,208,707	1,828,924	1,619,250
Licenses & Permits	7	2,760	2,850	15,791
Use of Money and Property	8	177,099	184,837	342,573
Intergovernmental	9	5,405,324	3,338,296	2,235,856
Charges for Services	10	5,554,580	5,362,095	5,080,993
Special Assessments	11	0	0	0
Miscellaneous	12	1,911,758	1,475,378	2,293,012
Other Financing Sources	13	1,500,000	7,498,000	6,150,438
Transfers In	14	5,864,497	13,326,212	4,635,286
Total Revenues and Other Sources	15	28,497,591	38,838,782	27,954,460
Expenditures & Other Financing Uses				
Public Safety	16	2,169,848	2,097,052	1,967,473
Public Works	17	1,402,215	1,680,202	2,149,765
Health and Social Services	18	2,000	2,000	1,274
Culture and Recreation	19	1,329,699	1,325,090	1,245,017
Community and Economic Development	20	798,387	847,749	634,591
General Government	21	2,103,130	1,938,194	1,648,682
Debt Service	22	2,366,723	2,009,624	8,150,058
Capital Projects	23	15,088,127	5,775,514	3,825,114
Total Government Activities Expenditures	24	25,260,129	15,675,425	19,621,974
Business Type / Enterprises	25	3,923,077	4,132,192	4,018,429
Total ALL Expenditures	26	29,183,206	19,807,617	23,640,403
Transfers Out	27	5,864,497	13,326,212	4,635,286
Total Expenditures/Transfers Out	28	35,047,703	33,133,829	28,275,689
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-6,550,112	5,704,953	-321,229
Beginning Fund Balance July 1	30	17,170,948	11,465,995	11,787,224
Ending Fund Balance June 30	31	10,620,836	17,170,948	11,465,995

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF
THE CITY OF GRINNELL IN THE STATE OF IOWA, ON THE
MATTER OF THE PROPOSAL TO ENTER INTO A
DEVELOPMENT AGREEMENT WITH AVALANCHE
COMPOSITES, INC. AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Grinnell in the State of Iowa, will hold a public hearing on March 1, 2016, at 7:00 P.M. in the Council Chambers, City Hall, 927-4th Avenue, Grinnell, Iowa, 50112, at which meeting the Council proposes to take action on the proposal to enter into a Development Agreement (the "Agreement") with Avalanche Composites, Inc. (the "Developer").

The Agreement would obligate the Developer to retain eleven (11) Full-Time Equivalent Employment Units until the Termination Date of the Agreement in order to be eligible for Grants under the terms and following satisfaction of the conditions set forth in the Agreement.

The Agreement proposes that the City will make up to three (3) consecutive annual payments of Grants to Developer in the amount of \$15,000 per year, the cumulative total for all such payments not to exceed \$45,000, under the terms and following satisfaction of the conditions set forth in the Agreement.

A copy of the Agreement is on file for public inspection during regular business hours in the office of the City Clerk, City Hall, city of Grinnell, Iowa.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City, to the proposal to enter into the Agreement with the Developer. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to authorize said Agreement.

This notice is given by order of the City Council of the City of Grinnell in the State of Iowa, as provided by Section 364.6 of the City Code of Iowa.

Dated this 15th day of February, 2016.

City Clerk, City of Grinnell in the State of Iowa

(End of Notice)

NOTICE OF HEARING AND LETTING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF WEST SIDE SANITARY SEWER REHABILITATION, FOR THE CITY OF GRINNELL, IOWA, AND THE TAKING OF BIDS THEREFOR

Sealed proposals will be received by the City Clerk of the City of Grinnell, Iowa, in the City Council Chambers, City Hall, 927 Fourth Avenue, Grinnell, Iowa until 2:00 P.M. on the 2nd day of March, 2016, for the construction of the West Side Sanitary Sewer Rehabilitation, as described in the plans and specifications therefore, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced in said Council Chambers by the City Manager at the time and date specified above.

Also, at 7:00 P.M. on the 7th day of March, 2016, the City Council of said City will, in said Council Chambers, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost and at the time, date and place specified above, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of said improvements.

At said hearing, the City Council will consider the proposed plans and specifications and proposed form of contract for the project, the same now being on file in the office of the City Manager, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications, estimate of cost and form of contract made by and interested party.

The nature and extent of the improvements are as follows:

WEST SIDE SANITARY SEWER REHABILITATION

Construct West Side Sanitary Sewer Rehabilitation including all labor, materials and equipment necessary for approximately 10,200 linear feet of 8-inch through 20-inch diameter cured-in-place pipe lining, various manhole repairs, and miscellaneous associated work, including root cutting, televising, cleaning, surface restoration and cleanup.

NHL-1

288105

Notice of Hearing and Letting

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Grinnell, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for said hearing. All proposals shall be made on official bidding blanks furnished by the City, and any alterations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF GRINNELL, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes.

The City Council reserves the right to reject any or all bids and to waive informalities or technicalities in any bid and to accept the bid which it deems to be in the best interest of the City.

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of Hearing and Letting.

NHL-2

288105

Notice of Hearing and Letting

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period of two (2) years after its completion and acceptance by the City Council.

The work shall commence within ten (10) days after written Notice to Proceed and shall be completed by November 18, 2016.

Liquidated damages in the amount of Three Hundred Dollars (\$300.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period, with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared on the last day of each month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment each approved estimate on or before the tenth (10th) day of the following month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty-one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No

Notice of Hearing and Letting

such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project.

Plans and specifications governing the construction of the proposed improvements, and also the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies may be obtained from VEENSTRA & KIMM, INC., 3000 Westown Parkway, West Des Moines, Iowa 50266.

This notice is given by order of the Council of the City of Grinnell, Iowa.

CITY OF GRINNELL, IOWA

Gordon Canfield, Mayor

ATTEST:

P. Kay Cmelik, City Clerk

NHL-4

288105

NOTICE OF HEARING AND LETTING

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CONSTRUCTION OF THE CENTRAL BUSINESS DISTRICT IMPROVEMENTS, PHASE 5, FOR THE CITY OF GRINNELL, IOWA AND THE TAKING BIDS THEREFOR

A public hearing will be held at 7:00 P.M. on the 7th day of March, 2016, by the City Council of the City of Grinnell, Iowa, in the City Council Chambers, City Hall, 927 Fourth Avenue, Grinnell, Iowa. At said hearing, the City Council of said City will consider the proposed plans and specifications, proposed form of contract and estimate of cost for the Central Business District Improvements, Phase 5, as described in the plans and specifications therefor, that will be on file in the office of the City Clerk, February 16, 2016. At said time and place the City Council of said City will also receive and consider any objections to said plans, specifications, form of contract and estimate of cost made by any interested party.

Sealed proposals will be received by the City Clerk of the City of Grinnell, Iowa, in the Council Chambers, City Hall, 927 Fourth Avenue, Grinnell, Iowa until 2:00 P.M. on the 9th day of March, 2016, for the construction of the Central Business District Improvements, Phase 5, as described in the plans and specifications therefor. Proposals will be opened and the amount of the bids announced in said Council Chambers by the City Manager at the time and date specified above.

Also, at 7:00 P.M. on the 21st day of March, 2016, the City Council of said City will, in said Council Chambers, consider to act upon proposals and enter into a contract for the construction of said improvements.

The nature and extent of the improvements are as follows:

CENTRAL BUSINESS DISTRICT IMPROVEMENTS, PHASE 5

Construct Central Business District Improvements, Phase 5 including all labor, materials and equipment necessary for various water main improvements including 2 horizontal bores under 6th Avenue, storm sewer improvements, approximately 20,000 square yards of PCC pavement removal and replacement, 5,000 square feet of brick paver installation, electrical and lighting removal and placement (42 new lights),

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288112

Notice of Hearing and Letting

pavement markings, sodding, erosion control and pollution prevention plan and miscellaneous associated work, including cleanup.

Alternate bids will be taken on additional work described similar to the above with approximately 2,000 square yards of PCC pavement removal and replacement and other work.

All of this work will be within the vicinity of the Central Business District west of Iowa Highway 146 and south of US Highway 6.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost on file in the office of the City Clerk of Grinnell, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for said letting. All proposals shall be made on official bidding blanks furnished by the City, and any alterations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa bank or a bank chartered under the laws of the United States or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to five percent (5%) of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of five percent (5%) of the bid.

The bid security should be made payable to the CITY OF GRINNELL, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form bound in the specifications.

NHL-2

288112

Notice of Hearing and Letting

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa Statutes.

The City Council reserves the right to reject any or all bids and to waive informalities or technicalities in any bid and to accept the bid which it deems to be in the best interest of the City.

The Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) calendar days from the date of Letting.

The successful bidder will be required to furnish a bond in an amount equal to one hundred percent (100%) of the contract price, said bond to be issued by a responsible surety approved by the City Council and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment for all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor, and shall guarantee the work against faulty workmanship and materials for a period of four (4) years after its completion and acceptance by the City Council.

The work will commence within ten (10) days after date set forth in written Notice to Proceed and shall be completed no later than November 2017, as set forth in the plans.

Liquidated damages in the amount of Seven Hundred Fifty Dollars (\$750.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after November 2 at the end of the construction season for the work described in the plans for each individual calendar year of 2016 and 2017, with due allowance for extensions of the contract period for each individual year due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in cash derived from the proceeds of the issuance and sale of such bonds and/or from such cash funds of the City as may be legally used for said purposes. Any combination of the above methods of payment may be used at the discretion of the City Council.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments

Notice of Hearing and Letting

made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared on the last day of each month by the Contractor, subject to the approval of the Engineer, who will certify to the City for payment each approved estimate on or before the tenth (10th) day of the following month. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. Final payment of the remaining five percent (5%) will be made not less than thirty-one (31) days after completion and acceptance by resolution of the City Council of the completed contract, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The City will issue a sales tax exemption certificate applicable for all materials purchased for the project.

Plans and specifications governing the construction of the proposed improvements, and also the prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications are now on file in the office of the City Clerk, for examination by bidders. Copies may be obtained from VEENSTRA & KIMM, INC., 3000 Westown Parkway, West Des Moines, Iowa 50266 at no charge.

This notice is given by order of the Council of the City of Grinnell, Iowa.

CITY OF GRINNELL, IOWA

Gordon Canfield, Mayor

ATTEST:

NHL-4

288112

Notice of Hearing and Letting

P. Kay Cmelik, City Clerk

NHL-5

288112



**Grinnell FINANCE COMMITTEE Meeting
MONDAY, FEBRUARY 15, 2016 AT 7:00 A.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

MINUTES

PRESENT: Wray (Chair), White, Hansen. Also present were Mayor Canfield, Sondi Burnell, Mike Allen, Skip Lowe, Duane Litogot, Brian Megal, Russ Behrens and Kay Cmelik.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Skip Lowe and Duane Litogot of Bernie Lowe and Associates presented the group health insurance renewals for July 1, 2017. White made the motion, second by Hansen to recommend approval of Option #3 with small increase to co-pay and increasing the deductibles. AYES: 3-0. Motion carried.
2. Brian Megal of B3 Computers is trying to expand his business and wanted to discuss possible city incentives for the same. He described his project and potential uses. The committee took no action at this time.
3. Mike Allen discussed his intent to purchase the Blue Stone Properties, LLC – tenant buildings. He requested assignment of the current Development Agreement to Daralee, LLC.

White made the motion, second by Hansen to recommend directing the staff to begin the necessary procedures to assign the Blue Stone Properties LLC Development Agreement to DARALEE, LLC. AYES: 3-0. Motion carried.

4. White made the motion, second by Hansen to recommend approval of the Campbell Fund special request from Mid-Iowa Community Action, Inc., Poweshiek County Family Development Center in the amount of \$1,500.00. AYES: 3-0. Motion carried.
5. White made the motion, second by Hansen to recommend approval of the Campbell Fund special request from Grinnell Regional Medical Center for the Community Care Clinic in the amount of \$5,000.00. AYES: 3-0. Motion carried.
6. White made the motion, second by Hansen to recommend approval of Resolution No. 2016-17 - Resolution amending policies and procedures for examination of open records. AYES: 3-0. Motion carried.
7. White made the motion, second by Hansen to recommend Resolution NO. 2016-18 - Resolution setting the public hearing on the budget estimate for fiscal year beginning July 1, 2016 and ending June 30, 2017. AYES: 3-0. Motion carried.

INQUIRIES: None.

The meeting was adjourned at 8:15 a.m.

JO WRAY, CHAIR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR



**GRINNELL PLANNING COMMITTEE MEETING
MONDAY, FEBRUARY 15, 2016 AT 4:45 PM
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

MINUTES

PRESENT: Bly (Chair), Burnell, Hansen. Also present were Mayor Canfield, Jo Wray, Jim White, Duane Neff, Russ Behrens and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Hansen made the motion, second by Burnell to recommend approval of Resolution No. 2016-19 – Resolution authorizing the establishment of an Iowa Reinvestment District for the city of Grinnell. AYES: 3-0. Motion carried.
2. Hansen made the motion, second by Burnell to recommend approval of Resolution No. 2016-20 – Resolution approving and authorizing execution of an agreement concerning the relocation of commercial or industrial enterprise by and between the city of Grinnell and the city of Newton. AYES: 3-0. Motion carried.
3. Hansen made the motion, second by Burnell to recommend approval of Resolution No. 2016-21 – Resolution fixing date for public hearing on the proposal to enter into a development agreement with Avalanche Composites, Inc. and providing for publication of notice thereof. AYES: 3-0. Motion carried.
4. Hansen made the motion, second by Burnell to recommend approval of Resolution No. 2016-22 – Resolution assenting to the annexation of certain real estate to the city of Grinnell, Iowa. AYES: 3-0. Motion carried.
5. The committee discussed dates for a council goal setting session. A tentative date of February 29, 2016, from 5:30 p.m. to 8:00 p.m., was suggested.

INQUIRIES: None.

The meeting was declared adjourned at 5:02 p.m.

RACHEL BLY, CHAIR

ATTEST:

ANN WINGERTER, DEPUTY CITY CLERK



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING
MONDAY, FEBRUARY 15, 2016 AT 5:30 P.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

MINUTES

ROLL CALL: White (Chair), Hueftle-Worley and Burnell. All present were Mayor Canfield, Stan McIlrath, Duane Roland, Mike Groves, Dan Sicard, Dennis Reilly, Julie Hansen, Jo Wray, Russ Behrens, and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Hueftle-Worley made the motion, second by Burnell to recommend approval of the request from Darren Peak to shoot a movie scene in Grinnell. AYES: 3-0. Motion carried.
2. Hueftle-Worley made the motion, second by Burnell to recommend approval of the request from Grinnell Fire Department to close Spring Street north of 1019 Spring Street and south of 1026 Spring Street for training weekend. AYES: 3-0. Motion carried.

The closure of the street will be after 2:00 p.m. on Friday, March 4th, and will reopen Sunday, March 6th after 4:00 p.m.

3. Chief Sicard provided an update from the Rural Fire Association annual meeting.

INQUIRIES: None.

The meeting was declared adjourned at 5:42 p.m.

JIM WHITE, CHAIR

ATTEST:

ANN WINGERTER, DEPUTY CITY CLERK



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING
MONDAY, FEBRUARY 15, 2016 AT 5:30 P.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

MINUTES

ROLL CALL: White (Chair), Hueftle-Worley and Burnell. All present were Mayor Canfield, Stan McIlrath, Duane Roland, Mike Groves, Dan Sicard, Dennis Reilly, Julie Hansen, Jo Wray, Russ Behrens, and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Hueftle-Worley made the motion, second by Burnell to recommend approval of the request from Darren Peak to shoot a movie scene in Grinnell. AYES: 3-0. Motion carried.
2. Hueftle-Worley made the motion, second by Burnell to recommend approval of the request from Grinnell Fire Department to close Spring Street north of 1019 Spring Street and south of 1026 Spring Street for training weekend. AYES: 3-0. Motion carried.

The closure of the street will be after 2:00 p.m. on Friday, March 4th, and will reopen Sunday, March 6th after 4:00 p.m.

3. Chief Sicard provided an update from the Rural Fire Association annual meeting.

INQUIRIES: None.

The meeting was declared adjourned at 5:42 p.m.

JIM WHITE, CHAIR

ATTEST:

ANN WINGERTER, DEPUTY CITY CLERK

Grinnell Historic Preservation Commission
Drake Community Library
February 18, 2016

The meeting was called to order at 7:04 p.m. by Chair J.R. Paulson. Members in attendance: Grabinski and Neubert. Members absent: Adkins and Whittaker.

The minutes from the December 10, 2015 meeting were approved.

Old Business

Tom Grabinski shared with commission members copies of the Iowa City zoning ordinances so we can compare them to those of Pella, Mt. Vernon and Grinnell.

Cheryl reported that it has been rumored that the College has purchased the former Hallmark store on Main Street and will move the college bookstore to that location.

The sidewalks mini-grant for the historic district has been re-submitted to the College Mini Grants Committee by the January 29 deadline. Tom Sonnichsen and Cheryl worked on this project. The mini grants will be announced in March.

We discussed the idea of installing the same streetlamps that the college used on 8th Avenue in the historic district.

West Street renovation (redoing highway surface, new trees, new streetlamps, new driveway approaches, new crossings) will start this spring.

New Business

Central Park project. RDG architects wanted some input from local history folks about what kinds of events, people and buildings should be highlighted in the Central Park Memory Walk and in the park itself. JR and Cheryl worked on pulling together a "top ten list" with accompanying information for the architects which was sent to Kelly Rose, City representative.

J.R. is going to submit an article/letter to the editor to the Grinnell *Herald-Register* on Central Park gazebo and more. Questions include: What three things do you like about Central Park? What three things do you not like about Central Park? What changes would you support?

The meeting was adjourned at 7:47 p.m.

Cheryl Neubert, Secretary

PROJECTS: All
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2016 THRU 2/29/2016
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE		
20160192 WH C/O	2/05/2016 2/05/2016	SCHOON CONSTRUCTION WATER HEATER CHANGEOUT	603 PENROSE ST WH - WATER HEATER CHANGEOUT	OWNER TERPSTRAPH	WATER HEATER CHANGEOUT 1,079.27	WH C/O 66.47		
20160193 SIGN-POLE	2/08/2016 2/08/2016	COUNTRY INN & SUITES POLE SIGN	1710 WEST ST S SIGN-POLE - POLE SIGN	EAGLESIGNC EAGLESIGNC	POLE SIGN 12,348.00	SIGN-POLE 327.44		
20160194 MECH	2/11/2016 2/11/2016	GRINNELL COLLEGE MECHANICAL	1020 MAIN ST MECH - MECHANICAL	GERMPLUMHE GERMPLUMHE	MECHANICAL 2,570.00	MECH 122.14		
20160195 14-COMREM	2/11/2016 2/11/2016	DILLON, FRED COMMERCIAL REMODEL	1022 BROAD ST COMREM - COMMERCIAL REMODEL	FREDDILLON FREDDILLON	COMMERCIAL REMODEL 3,500.00	14-COMREM 118.06		
20160196 01-NEWRES ELEC-NC MECH-NC PLUM-NC	2/17/2016 2/17/2016 2/17/2016 2/17/2016 2/17/2016	TLB HOLDINGS LLC NEW RESIDENTIAL BUILDING ELECTRICAL MECHANICAL PLUMBING	810 COMMERCIAL 101 - SINGLE FAMILY ATTACHE ELEC-NC - ELECTRICAL NO CHA MECH-NC - MECHANICAL NO CHA PLB-NC - PLUMBING-NO CHARGE	HWDBUILDER HWDBUILDER OWNER OWNER OWNER	NEW RESIDENTIAL BUILDING 15,000.00 0.00 0.00 0.00	01-NEWRES 383.17 0.00 0.00 0.00		
					TOTAL VALUE	15,000.00	TOTAL FEE	383.17
20160197 SIGN-WALL	2/18/2016 2/18/2016	BROWNELLS INC WALL SIGN	3006 BROWNELLS PKWY SIGN-WALL - WALL SIGN	IOWASIGNCO IOWASIGNCO	WALL SIGN 31,000.00	SIGN-WALL 683.80		
20160198 MECH	2/29/2016 2/29/2016	MARTINEK, JOHN J. MECHANICAL	412 13TH AVE MECH - MECHANICAL	OWNER GERMPLUMHE	MECHANICAL 3,960.00	MECH 126.11		
*** TOTALS ***		NUMBER OF PROJECTS:	7	VALUATION:	69,457.27	FEEES:	1,827.19	

PROJECTS: All

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 2/01/2016 THRU 2/29/2016

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEWRES - NEW RESIDENTIAL BUILD	1	15,000.00	383.17
14-COMREM - COMMERCIAL REMODEL	1	3,500.00	118.06
ELEC-NC - ELECTRICAL	1	0.00	0.00
MECH - MECHANICAL	2	6,530.00	248.25
MECH-NC - MECHANICAL	1	0.00	0.00
PLUM-NC - PLUMBING	1	0.00	0.00
SIGN-POLE - POLE SIGN	1	12,348.00	327.44
SIGN-WALL - WALL SIGN	1	31,000.00	683.80
WH - WATER HEATER CHANGEOUT	1	1,079.27	66.47
*** TOTALS ***	10	69,457.27	1,827.19

PROJECTS: All

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 2/01/2016 THRU 2/29/2016

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEEES
101 - SINGLE FAMILY ATTACHED	1	1	15,000.00	383.17
COMREM - COMMERCIAL REMODEL	1	1	3,500.00	118.06
ELEC-NC - ELECTRICAL NO CHARGE	0	1	0.00	0.00
MECH - MECHANICAL	2	2	6,530.00	248.25
MECH-NC - MECHANICAL NO CHARGE	0	1	0.00	0.00
PLB-NC - PLUMBING-NO CHARGE	0	1	0.00	0.00
SIGN-POLE - POLE SIGN	1	1	12,348.00	327.44
SIGN-WALL - WALL SIGN	1	1	31,000.00	683.80
WH - WATER HEATER CHANGEOUT	1	1	1,079.27	66.47
*** TOTALS ***	7	10	69,457.27	1,827.19

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: THROUGH ZZZZZZZZZZ
PROJECT STATUS: All
CONTRACTOR: All
PROJECT TYPE: All
SEGMENT: All
VALUATION RANGE FROM: 0.00 THROUGH 999,999,999.99

PROJECT DATES

APPLIED RANGE FROM: 00/00/0000 THROUGH 99/99/9999
ISSUED RANGE FROM: 02/01/2016 THROUGH 02/29/2016
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

TOTALS ONLY: NO
INCLUDE SEGMENTS: YES
COMMENT CODES: None

*** END OF REPORT ***



**Grinnell PUBLIC WORKS AND GROUNDS Meeting
MONDAY, FEBRUARY 15, 2016 AT 6:15 P.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

MINUTES

PRESENT: Hueftle-Worley (Chair), Wray, Bly. Also present were Mayor Canfield, Jan Anderson, Russ Behrens and Ann Wingerter.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Wray made the motion, second by Bly to recommend approval of Resolution No. 2016-23 - Resolution to award contract for Highway 146 North Construction Project. AYES: 3-0. Motion carried.
2. Bly made the motion, second by Wray to recommend approval Resolution No. 2016-24 - Resolution to award contract for Highway 146 North Tree Clearing Project. AYES: 3-0. Motion carried.
3. The resolution to consider approving an engineering services agreement with Clapsaddle-Garber Associates, Inc. for the Grinnell Regional Airport Runway Rehabilitation Improvements Project was tabled.

INQUIRIES: None.

The meeting adjourned at 6:21 p.m.

BYRON HUEFTLE-WORLEY, CHAIR

ATTEST:

ANN WINGERTER, DEPUTY CITY CLERK



**Grinnell FINANCE COMMITTEE Meeting
MONDAY, MARCH 7, 2016 AT 7:00 A.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

TENTATIVE AGENDA

ROLL CALL: Wray (Chair), White, Hansen.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider resolution adopting the final budget for the fiscal year ending June 30, 2017 (See Resolution No. 2016-27).
2. Consider resolution approving and authorizing execution of a development agreement by and between the city of Grinnell and Avalanche Composites, Inc. (See Resolution No. 2016-28).
3. Consider resolution to approve an agreement between the city of Grinnell and the Region Six Planning Commission for Professional Administrative Services for the CDBG Wastewater Collection Improvements (See Resolution No. 2016-29).
4. Consider resolution fixing date for the meeting on the proposition of the issuance of not to exceed \$8,450,000 General Obligation Bonds of the city of Grinnell, State of Iowa (for essential corporate Urban Renewal Purposes), and providing for publication of notice thereof (Resolution No. 2016-30).
5. Consider resolution fixing date for the meeting on the proposition of the issuance of not to exceed \$3,100,000 General Obligation Bonds of the city of Grinnell, State of Iowa (for Essential Corporate Purposes), and providing for publication of notice thereof (Resolution No. 2016-31).
6. Update on online utility account management software upgrade.
7. Review website statistics received from CivicPlus.
8. Consider special Campbell Fund request from GYBSA in the amount of \$2,500.

INQUIRIES:

ADJOURNMENT

RESOLUTION NO. 2016-27

**A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR
ENDING JUNE 30, 2017**

Be It Resolved by the Council of the city of Grinnell, Iowa:

The annual budget for the fiscal ending June 30, 2017, as set forth in the Budget Summary Certificate and in the detailed budget in support thereof showing the revenue estimates and appropriation expenditures and allocations to programs for said fiscal year is adopted, and the clerk is directed to make the filings required by law and to set up her books in accordance with the summary and details as adopted.

AYES:

NAYS:

ABSTENTION:

ABSENT:

Passed and approved on this 7th day of March, 2016.

GORDON CANFIELD, MAYOR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR

79-745

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

Resolution No.:

The City of: Grinnell

County Name: POWESHIEK

Date Budget Adopted: 03/07/2016

(Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City

641-236-2600

Telephone Number

[Signature]
Signature

County Auditor Date Stamp

January 1, 2015 Property Valuations

Regular	2a	With Gas & Electric	2b	Without Gas & Electric	Last Official Census
DEBT SERVICE		251,269,304		246,814,003	9,218
	3a	326,214,344	3b	321,759,043	
Ag Land	4a	931,818			

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8 10000	Regular General Levy	5 2,035,281	43 1,999,193	8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0 67500	Contract for use of Bridge	6	0	44 0
12(10)	0 95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0 13500	Opr & Maint of City owned Civic Center	9	0	47 0
12(13)	0 06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0 27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0 06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 140,000	137,517	52 0.55717
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462	0	465 0
(384)		Voted Other Permissible Levies			
12(1)	0 13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0 81000	Memorial Building	16	0	54 0
12(3)	0 13500	Symphony Orchestra	17	0	55 0
12(4)	0 27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1 35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0 03375	Aid to a Transit Company	21	0	59 0
12(16)	0 20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1 00000	City Emergency Medical District	463	0	466 0
12(20)	0 27000	Support Public Library	23	0	61 0
28E.22	1 50000	Unified Law Enforcement	24	0	62 0
Total General Fund Regular Levies (5 thru 24)			25 2,175,281	2,136,710	
384.1	3 00375	Ag Land	26 2,799	2,799	63 3.00375
Total General Fund Tax Levies (25 + 26)			27 2,178,080	2,139,509	Do Not Add
Special Revenue Levies					
384.8	0 27000	Emergency (if general fund at levy limit)	28 67,841	66,637	64 0.26999
384.6	Amt Nec	Police & Fire Retirement	29 312,000	306,469	1.24170
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 233,773	229,628	0.93037
Rules	Amt Nec	Other Employee Benefits	31 475,000	466,577	1.89040
Total Employee Benefit Levies (29,30,31)			32 1,020,773	1,002,674	65 4.06247
Sub Total Special Revenue Levies (28+32)			33 1,088,614	1,069,311	
Valuation					
386	As Req	With Gas & Elec	Without Gas & Elec		
	SSMID 1 (A)	(B)		34 0	66 0
	SSMID 2 (A)	(B)		35 0	67 0
	SSMID 3 (A)	(B)		36 0	68 0
	SSMID 4 (A)	(B)		37 0	69 0
	SSMID 5 (A)	(B)		555 0	565 0
	SSMID 6 (A)	(B)		556 0	566 0
	SSMID 7 (A)	(B)		1177 0	567 0
Total SSMID			38 0	0	Do Not Add
Total Special Revenue Levies			39 1,088,614	1,069,311	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 466,855	40 460,479	70 1.43113
384.7	0 67500	Capital Projects (Capital Improv. Reserve)	41	0	71 0
Total Property Taxes (27+39+40+41)			42 3,733,549	3,669,299	72 14.42076

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631 1) was lawfully published, or posted if applicable, and notarized. filed proof was evidenced
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days prior to the budget hearing
- 3) Adopted property taxes do not exceed published or posted amounts
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total
- 5) Number of the resolution adopting the budget has been included at the top of this form
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G O debt certified by the city to this office

(County Auditor)

CHECK CITY VALUATIONS

Taxable Valuations By Class By Levy Authority
 100% Valuations By Class By Levy Authority

Commercial & Industrial Replacement Claim Estimation

This sheet has been designed to allow each city to estimate the amount of property tax reimbursement that will be received from the State for each fund.

The City of Grinnell

	(A) Commercial - Non-TIF	(B) Commercial - TIF	(C) Industrial - Non-TIF	(D) Industrial - TIF
1 Taxable	50,844,593	32,314,073	11,175,138	12,026,400
2 100% Assessed	60,084,438	32,314,073	13,855,490	12,026,400

REPLACEMENT \$

	FILLS TO:
3 General Fund	REVENUES, LINE 18, COL (C)
4 Special Fund	REVENUES, LINE 18, COL (D)
5 Debt Fund	REVENUES, LINE 18, COL (F)
6 Capital Reserve Fund	REVENUES, LINE 18, COL (G)

* Please input the amount of revenue being received from State of Iowa sources in the form of grants or reimbursements below. Separate the revenues by fund receiving the money. The information below will flow to REVENUES line 18.

(A) General	(B) Special Revenue	(C) TIF Sp. Revenue	(D) Debt Service	(E) Capital Projects	(F) Proprietary
18	\$109,746	\$1,115,378		\$1,671,250	

Fund Balance Worksheet for City of

Grinnell

	2015				2016				2017									
	(1) Annual Report FY	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)	(1) Annual Report FY	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
1	Beginning Fund Balance July 1 (pg 5, line 134) *	3,882,633	197,873	140,143	3,361,858	505,251	9,214,095	2,573,129	11,787,224									
2	Actual Revenues Except Beg Bal (pg 5, line 132) *	5,410,965	1,812,532	8,481,382	2,735,290	3,424	22,757,559	5,196,901	27,954,460									
3	Actual Expenditures Except End Bal (pg 12, line 259) *	4,238,171	1,753,181	8,473,813	3,959,296	0	23,305,081	4,970,608	28,275,689									
4	Ending Fund Balance June 30 (pg 12, line 261) *	1,202,132	4,412,978	257,224	2,137,852	508,675	8,666,573	2,799,422	11,465,995									
	(2) Re-Estimated FY	General	Spec Rev	TIF Special Rev	Debt Serv	Permanent	Tot Govt	Proprietary	Grand Total									
5	Beginning Fund Balance	1,202,132	4,412,978	257,224	147,712	508,675	8,666,573	2,799,422	11,465,995									
6	Re-Est Revenues	4,679,851	4,495,806	2,006,618	9,928,399	3,000	33,783,242	5,055,540	38,838,782									
7	Re-Est Expenditures	4,880,967	5,133,435	2,004,618	9,942,080	0	27,841,614	5,292,215	33,133,829									
8	Ending Fund Balance	1,001,016	3,775,349	259,224	134,031	511,675	14,608,201	2,562,747	17,170,948									
	(3) Budget FY	General	Spec Rev	TIF Special Rev	Debt Serv	Permanent	Tot Govt	Proprietary	Grand Total									
9	Beginning Fund Balance	1,001,016	3,775,349	259,224	134,031	511,675	14,608,201	2,562,747	17,170,948									
10	Revenues	4,859,864	4,184,871	2,205,567	2,855,577	3,000	23,294,916	5,202,675	28,497,591									
11	Expenditures	5,000,939	4,427,664	2,308,995	2,833,578	0	29,779,108	5,268,595	35,047,703									
12	Ending Fund Balance	859,941	3,532,556	155,796	156,030	514,675	8,124,009	2,496,827	10,620,836									

* The figures in section (1) are taken from FORM F-66(A-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2015

** The remaining two sections are filled in by the software once ALL worksheets are completed.

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUE (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	Fiscal Years	
									RE-ESTIMATED 2016 (J)	ACTUAL 2015 (K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	1,181,236	230,200						1,411,436	1,272,952
Jail	2								0	0
Emergency Management	3	2,475							2,475	6,453
Flood Control	4								0	0
Fire Department	5	399,271	81,500						480,771	440,141
Ambulance	6	109,170							109,170	121,087
Building Inspections	7								0	0
Miscellaneous Protective Services	8								0	101,966
Animal Control	9	6,450							6,450	4,874
Other Public Safety	10	86,750							86,750	20,000
TOTAL (lines 1 - 10)	11	1,785,352	311,700	0	0	0	0	0	2,097,052	1,967,473
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	84,511	596,860						681,371	697,696
Parking - Meter and Off-Street	13								0	0
Street Lighting	14		92,250						92,250	92,712
Traffic Control and Safety	15		47,491						47,491	34,080
Snow Removal	16		188,640						188,640	163,933
Highway Engineering	17								0	0
Street Cleaning	18		38,710						38,710	27,603
Airport	19	88,232							88,232	187,702
Barbage (if not Enterprise)	20								0	0
Other Public Works	21		543,508						543,508	946,039
TOTAL (lines 12 - 21)	22	172,743	1,507,459	0	0	0	0	0	1,680,202	2,149,765
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23									
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29	2,000							2,000	1,274
TOTAL (lines 23 - 29)	30	2,000	0	0	0	0	0	0	2,000	1,274
CULTURE & RECREATION										
Library Services	31	526,967	32,000						558,967	587,316
Museum, Band and Theater	32	0							0	2,452
Parks	33	141,091							141,091	132,493
Recreation	34	282,287							282,287	201,888
Cemetery	35	96,880							96,880	97,608
Community Center, Zoo, & Marina	36	12,400							12,400	0
Other Culture and Recreation	37	233,465							233,465	229,260
TOTAL (lines 31 - 37)	38	1,293,090	32,000	0	0	0	0	0	1,325,090	1,245,017

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2
RE-ESTIMATED Fiscal Year Ending 2016

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
GENERAL ACTIVITIES CONT.		GENERAL REVENUES	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2016	ACTUAL 2015
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
GOVERNMENT ACTIVITIES CONT.										
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39	25,914							25,914	3,000
Economic Development	40	100,000	9,400	268,612					378,012	52,643
Housing and Urban Renewal	41								0	0
Planning & Zoning	42	243,703							243,703	227,902
Other Com & Econ Development	43	85,000	115,120						200,120	351,046
TOTAL (lines 39 - 44)	45	454,617	124,520	268,612			0		847,749	634,591
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	39,552							39,552	33,560
Clerk, Treasurer, & Finance Adm.	47	169,358							169,358	139,180
Elections	48								0	0
Legal Services & City Attorney	49	16,000							16,000	4,103
City Hall & General Buildings	50	146,604							146,604	156,796
Port Liability	51	62,700							224,000	69,270
Other General Government	52	470,951	161,300						1,342,680	1,245,773
TOTAL (lines 46 - 52)	53	905,165	1,033,029	0			0		1,938,194	1,648,682
DEBT SERVICE										
Gov Capital Projects	54				2,009,624				2,009,624	8,150,058
TIF Capital Projects	55					5,775,514			5,775,514	3,825,114
TOTAL CAPITAL PROJECTS	57	0	0	0		5,775,514	0		5,775,514	3,825,114
TOTAL Governmental Activities Expenditures	58	4,612,967	3,008,708	268,612	2,009,624	5,775,514	0		15,675,425	19,621,974
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59									
Sewer Utility	60									
Electric Utility	61									
Gas Utility	62									
Airport	63									
Landfill/Garbage	64									
Transit	65									
Cable TV, Internet & Telephone	66									
Housing Authority	67									
Storm Water Utility	68									
Other Business Type (city hosp., ISF, parking, etc.)	69									
Enterprise DEBT SERVICE	70									
Enterprise CAPITAL PROJECTS	71									
Enterprise TIF CAPITAL PROJECTS	72									
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)	73									
TOTAL ALL EXPENDITURES (lines 58+74)	74	4,612,967	3,008,708	268,612	2,009,624	5,775,514	0		4,132,192	4,018,429
Regular Transfers Out	75	268,000	2,124,727		7,932,456	105,000			11,590,206	23,640,403
Internal TIF Loan Transfers Out	76			1,736,006				1,160,023	1,736,006	3,138,612
Total ALL Transfers Out	77	268,000	2,124,727	1,736,006	7,932,456	105,000	0	1,160,023	13,326,212	1,496,674
Total Expenditures and Other Fin Uses (lines 73+74)	78	4,880,967	5,133,435	2,004,618	9,942,080	5,880,514	0	5,292,215	33,133,829	28,275,689
Ending Fund Balance June 30	79	1,001,016	3,775,349	259,224	134,031	8,926,906	511,675	2,562,747	17,170,948	11,465,995

THE USE OF THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

CITY OF

Grinnell

Department of Management

RE-ESTIMATED REVENUES DETAIL
RE-ESTIMATED Fiscal Year Ending 2016

(A)	(B)	Fiscal Years								
		GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2016 (J)	ACTUAL 2015 (K)
REVENUES & OTHER FINANCING SOURCES										
axes Levied on Property	1	2,235,946	1,172,411		409,215				3,817,572	3,770,196
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	2,235,946	1,172,411		409,215				3,817,572	3,770,196
Delinquent Property Taxes	4								0	0
TIF Revenues	5			2,004,618					2,004,618	1,811,065
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	38,271	20,090		5,571				63,932	64,505
Utility franchise tax (Iowa Code Chapter 364.2)	7	368,500							368,500	161,506
Parish/wage tax	8								0	0
Gaming/wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11		300,000						300,000	304,410
Other Local Option Taxes	12		1,096,492						1,096,492	1,088,829
Subtotal - Other City Taxes (lines 6 thru 12)	13	406,771	1,416,582		5,571				1,828,924	1,619,250
Licenses & Permits	14	2,850							2,850	15,791
Use of Money & Property	15	130,631	15,405	2,000	5,000		3,201		184,837	342,573
Intergovernmental:										
Federal Grants & Reimbursements	16						913,437		913,437	600,326
Road Use Taxes	17		1,110,769						1,110,769	958,511
Other State Grants & Reimbursements	18	216,471	45,764		17,619		567,760		847,614	551,819
Local Grants & Reimbursements	19	94,025					372,451		466,476	125,200
Subtotal - Intergovernmental (lines 16 thru 19)	20	310,496	1,156,533	0	17,619		1,853,648		3,338,296	2,235,856
Charges for Fees & Service:										
Water Utility	21								1,560,466	1,599,561
Sewer Utility	22								1,703,693	1,570,552
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27								1,287,987	1,141,541
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32								303,295	298,481
Other Fees & Charges for Service	33	506,654			0				506,654	470,858
Subtotal - Charges for Service (lines 21 thru 33)	34	506,654	0		0				5,362,095	5,080,993
Special Assessments	35								0	0
Miscellaneous	36	898,958	196,880				205,041		1,475,378	2,293,012
Other Financing Sources:										
Regular Operating Transfers In	37	177,545	537,995		1,008,488		9,866,178		11,590,206	3,138,612
Internal TIF Loan Transfers In	38	10,000			984,506		741,500		1,736,006	1,496,674
Subtotal ALL Operating Transfers In	39	187,545	537,995	0	1,992,994		10,607,678	0	13,326,212	4,635,286
Proceeds of Debt (Excluding TIF Internal Borrowing)	40				7,498,000				7,498,000	6,150,438
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 30 thru 39)	42	187,545	537,995	0	9,490,994		10,607,678	0	20,824,212	10,785,724
Total Revenues except for beginning fund balance	43	4,679,851	4,495,806	2,006,618	9,928,399		12,669,568		38,838,782	27,954,460
Beginning Fund Balance July 1	44	1,202,132	4,412,978	257,224	147,712		2,137,852		508,675	11,787,224
TOTAL REVENUES & BEGIN BALANCE (lines 41-44)	45	5,881,983	8,908,784	2,263,842	10,076,111		14,807,420	511,675	50,304,777	39,741,684

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2017

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF			PERMANENT (H)	PROPRIETARY (I)	BUDGET 2017 (J)	RE-ESTIMATED 2016 (K)	ACTUAL 2015 (L)
				SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)					
PUBLIC SAFETY											
Police Department/Crime Prevention	1	1,232,864	244,155					1,477,019	1,411,436	1,272,952	
Jail	2							0	0	0	
Emergency Management	3	2,475						2,475	2,475	6,453	
Flood Control	4							0	0	0	
Fire Department	5	406,840	78,750					485,590	480,771	440,141	
Ambulance	6	114,164						114,164	109,170	121,087	
Building Inspections	7							0	0	0	
Miscellaneous Protective Services	8							0	0	0	
Animal Control	9	7,700						7,700	6,450	101,966	
Other Public Safety	10	82,900						82,900	86,750	4,874	
TOTAL (lines 1 - 10)	11	1,846,943	322,905				0	2,169,848	2,097,052	1,967,473	
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	88,654	619,400					708,054	681,371	697,696	
Parking - Meter and Off-Street	13							0	0	0	
Street Lighting	14		94,400					94,400	92,250	92,712	
Traffic Control and Safety	15		47,160					47,160	47,491	34,080	
Snow Removal	16		166,000					166,000	188,640	163,933	
Highway Engineering	17							0	0	0	
Street Cleaning	18		38,450					38,450	38,710	27,603	
Airport	19	89,411						89,411	88,232	187,702	
Garbage	20							0	0	0	
Other Public Works	21		258,740					258,740	543,508	946,039	
TOTAL (lines 12 - 21)	22	178,065	1,224,150				0	1,402,215	1,680,202	2,149,765	
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23							0	0	0	
City Hospital	24							0	0	0	
Payments to Private Hospitals	25							0	0	0	
Health Regulation and Inspection	26							0	0	0	
Water, Air, and Mosquito Control	27							0	0	0	
Community Mental Health	28							0	0	0	
Other Health and Social Services	29	2,000						2,000	2,000	1,274	
TOTAL (lines 23 - 29)	30	2,000	0				0	2,000	2,000	1,274	
CULTURE & RECREATION											
Library Services	31	537,673	15,000					552,673	558,967	587,316	
Museum, Band and Theater	32							0	0	2,452	
Parks	33	135,696						135,696	141,091	132,493	
Recreation	34	285,655						285,655	282,287	201,888	
Cemetery	35	110,100						110,100	96,880	97,608	
Community Center, Zoo, & Marina	36	2,400						2,400	12,400	0	
Other Culture and Recreation	37	243,175						243,175	233,465	223,260	
TOTAL (lines 31 - 37)	38	1,314,699	15,000				0	1,329,699	1,325,090	1,245,017	

EXPENDITURES SCHEDULE PAGE 2
Fiscal Year Ending 2017

Fiscal Years

(A)	(B)	(C)	(D)	TIF		(F)	(G)	(H)	(I)	(J)	(K)	(L)
				(E)	(E)							
GENERAL ACTIVITIES CONT.		GENERAL REVENUES	SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2017	RE-ESTIMATED 2016	ACTUAL 2015		
(A)	(B)	(C)	(D)	(E)	(F)	(H)	(I)	(J)	(K)	(L)		
GOVERNMENT ACTIVITIES CONT.												
COMMUNITY & ECONOMIC DEVELOPMENT												
Community Beautification	39	26,931						26,931	25,914	3,000		
Economic Development	40	15,000	118,050	249,436				382,486	378,012	52,643		
Housing and Urban Renewal	41							0	0	0		
Planning & Zoning	42	267,470						267,470	243,703	227,902		
Other Com & Econ Development	43	96,500	25,000					121,500	200,120	351,046		
TOTAL (lines 39 - 44)	45	405,901	143,050	249,436		0		798,387	847,749	634,591		
GENERAL GOVERNMENT												
Mayor, Council, & City Manager	46	36,621						36,621	39,552	33,560		
Clerk, Treasurer, & Finance Adm.	47	174,836						174,836	169,358	139,180		
Elections	48							0	0	0		
Legal Services & City Attorney	49	16,000						16,000	16,000	4,103		
City Hall & General Buildings	50	155,525						155,525	146,604	156,796		
Tort Liability	51	62,700	178,090					240,790	224,000	69,270		
Other General Government	52	482,509	996,849					1,479,358	1,342,680	1,245,773		
TOTAL (lines 46 - 52)	53	928,191	1,174,939	0		0		2,103,130	1,938,194	1,648,682		
DEBT SERVICE												
Gov Capital Projects	54			2,366,723				2,366,723	2,009,624	8,150,058		
TIF Capital Projects	55				15,088,127			15,088,127	5,775,514	3,825,114		
TOTAL CAPITAL PROJECTS	56	0	0	0	15,088,127	0		15,088,127	5,775,514	3,825,114		
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	4,675,799	2,880,044	249,436	15,088,127	0		25,260,129	15,675,425	19,621,974		
BUSINESS TYPE ACTIVITIES												
Proprietary: Enterprise & Budgeted ISF												
Water Utility	59							1,550,791	1,593,628	2,246,862		
Sewer Utility	60							1,001,668	1,172,903	0		
Electric Utility	61							0	0	0		
Gas Utility	62							0	0	0		
Airport	63							0	0	0		
Landfill/Garbage	64							1,097,840	1,057,283	950,504		
Transit	65							0	0	0		
Cable TV, Internet & Telephone	66							0	0	0		
Housing Authority	67							0	0	0		
Storm Water Utility	68							272,778	308,378	195,413		
Other Business Type (city hosp., ISF, parking, etc.)	69							0	0	0		
Enterprise DEBT SERVICE	70							0	0	0		
Enterprise CAPITAL PROJECTS	71							0	0	0		
Enterprise TIF CAPITAL PROJECTS	72							0	0	0		
TOTAL Business Type Expenditures (lines 59 - 73)	73							3,923,077	4,132,192	4,018,429		
TOTAL ALL EXPENDITURES (lines 58+74)	74	4,675,799	2,880,044	249,436	15,088,127	0		29,183,206	19,807,617	23,640,403		
Regular Transfers Out	75	325,140	1,547,620	466,855	119,805			3,804,938	11,590,206	3,138,612		
Internal TIF Loan / Repayment Transfers Out	76			2,059,559				2,059,559	1,736,006	1,496,674		
Total ALL Transfers Out	77	325,140	1,547,620	2,059,559	119,805	0		5,864,497	13,326,212	4,635,286		
Total Expenditures & Fund Transfers Out (lines 75-78)	78	5,000,939	4,427,664	2,308,995	15,207,932	0		35,047,703	33,133,829	28,275,689		
ending Fund Balance June 30	79	859,941	3,532,556	155,796	2,905,011	514,675		10,820,836	17,170,948	11,465,995		

A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

The last two columns will fill in once the Re-Est forms are completed

REVENUES DETAIL
Fiscal Year Ending 2017

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
		GENERAL	SPECIAL	TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	BUDGET	RE-ESTIMATED	ACTUAL
		(C)	REVENUES	SPECIAL	SERVICE	PROJECTS	(H)	(I)	2017	2016	2015
		(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
REVENUES & OTHER FINANCING SOURCES											
1 Taxes Levied on Property		2,139,509	1,069,311		460,479	0			3,669,299	3,817,572	3,770,196
2 Less: Uncollected Property Taxes - Levy Year									0	0	0
3 Net Current Property Taxes (line 1 minus line 2)		2,139,509	1,069,311		460,479	0			3,669,299	3,817,572	3,770,196
4 Delinquent Property Taxes									0	0	0
5 TIF Revenues				2,203,567					2,203,567	2,004,618	1,811,065
6 Other City Taxes:											
7 Utility Tax Replacement Excise Taxes		38,571	19,303		6,376	0			64,250	63,932	64,505
8 Utility franchise tax (Iowa Code Chapter 364.2)		731,000							731,000	368,500	161,506
9 Parimutuel wager tax									0	0	0
10 Gaming wager tax									0	0	0
11 Mobile Home Taxes			306,000						306,000	300,000	304,410
12 Hotel/Motel Taxes			1,107,457						1,107,457	1,096,492	1,088,829
13 Other Local Option Taxes (lines 6 thru 12)		769,571	1,432,760		6,376	0			2,208,707	1,828,924	1,619,250
14 Subtotal - Other City Taxes (lines 6 thru 13)		2,760	15,150	2,000	5,000			34,058	177,099	184,837	15,791
15 Licenses & Permits		120,891									
16 Use of Money & Property		4,000				1,892,480			1,896,480	913,437	600,326
17 Intergovernmental:											
18 Federal Grants & Reimbursements											
19 Road Use Taxes		212,941	1,167,022	0	17,059	1,671,250		0	3,068,272	1,110,769	958,511
20 Other State Grants & Reimbursements		55,572				385,000			440,572	466,476	125,200
21 Local Grants & Reimbursements		272,513	1,167,022	0	17,059	3,948,730		0	5,405,324	3,338,296	2,235,856
22 Subtotal - Intergovernmental (lines 16 thru 19)											
23 Charges for Fees & Service:											
24 Water Utility								1,644,197	1,644,197	1,560,466	1,599,561
25 Sewer Utility								1,771,261	1,771,261	1,703,693	1,570,552
26 Electric Utility											
27 Gas Utility											
28 Parking											
29 Airport											
30 Landfill/Garbage								1,305,793	1,305,793	1,287,987	1,141,541
31 Hospital											
32 Transit											
33 Cable TV, Internet & Telephone											
34 Housing Authority											
35 Storm Water Utility								314,366	314,366	303,295	298,481
36 Other Fees & Charges for Service		518,963							518,963	508,654	470,858
37 Subtotal - Charges for Service (lines 21 thru 33)		518,963	0	0	0	0	0	5,035,617	5,554,560	5,362,095	5,080,993
38 Special Assessments											
39 Miscellaneous		861,316	174,442			740,000	3,000	133,000	1,911,758	1,475,378	2,293,012
40 Other Financing Sources:											
41 Regular Operating Transfers In		174,341	326,186		1,262,104	2,042,307			3,804,938	11,590,206	3,138,612
42 Internal TIF Loan Transfers In					1,104,559	955,000			2,059,559	1,736,006	1,496,674
43 Subtotal ALL Operating Transfers In		174,341	326,186	0	2,366,663	2,997,307	0	0	5,864,497	13,326,212	4,635,286
44 Proceeds of Debt (Excluding TIF Internal Borrowing)						1,500,000			1,500,000	7,498,000	6,150,438
45 Proceeds of Capital Asset Sales											
46 Subtotal-Other Financing Sources (lines 38 thru 45)		174,341	326,186	0	2,366,663	4,497,307	0	0	7,364,497	20,824,212	10,785,724
47 Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)		4,859,884	4,184,871	2,205,587	2,855,577	9,186,037	3,000	5,202,675	28,497,591	38,638,782	27,954,460
48 Beginning Fund Balance July 1		1,001,016	3,775,349	259,224	134,031	8,926,906	511,675	2,562,747	17,170,948	11,465,995	11,787,224
49 TOTAL REVENUES & BEGIN BALANCE (lines 47+48)		5,860,880	7,960,220	2,464,791	2,989,608	18,112,943	514,675	7,765,422	45,668,539	50,304,777	39,741,684

CITY OF

Grinnell

ADOPTED BUDGET SUMMARY
YEAR ENDED JUNE 30, 2017

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
		GENERAL REVENUES	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2017	RE-ESTIMATED 2016	ACTUAL 2015
		(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	2,139,509	1,069,311		460,479	0			3,669,299	3,817,572	3,770,196
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	2,139,509	1,069,311		460,479	0			3,669,299	3,817,572	3,770,196
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			2,203,567							
Other City Taxes	6	769,571	1,432,760		6,376	0			2,203,567	2,004,618	1,811,065
Licenses & Permits	7	2,760	0						2,208,707	1,828,924	1,619,250
Use of Money and Property	8	120,891	15,150	2,000	5,000	0	0	34,058	177,099	184,837	342,573
Intergovernmental	9	272,513	1,167,022	0	17,059	3,948,730	0	0	5,405,324	3,338,296	2,235,856
Charges for Fees & Service	10	518,963	0	0	0	0	0	5,035,617	5,554,580	5,362,095	5,080,993
Special Assessments	11	0	0	0	0	0	0	0	0	0	0
Miscellaneous	12	861,316	174,442			740,000	3,000	133,000	1,911,758	1,475,378	2,293,012
Sub-Total Revenues	13	4,685,523	3,858,685	2,205,567	488,914	4,688,730	3,000	5,202,675	21,133,094	18,014,570	17,168,736
Other Financing Sources:											
Total Transfers In	14	174,341	326,186	0	2,366,663	2,997,307	0	0	5,864,497	13,326,212	4,635,286
Proceeds of Debt	15	0	0	0	0	1,500,000	0	0	1,500,000	7,498,000	6,150,438
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	4,859,864	4,184,871	2,205,567	2,855,577	9,186,037	3,000	5,202,675	28,497,591	38,838,782	27,954,460
Expenditures & Other Financing Uses											
Public Safety	18	1,846,943	322,905	0			0		2,169,848	2,097,052	1,967,473
Public Works	19	178,065	1,224,150	0			0		1,402,215	1,680,202	2,149,765
Health and Social Services	20	2,000	0	0			0		2,000	2,000	1,274
Culture and Recreation	21	1,314,699	15,000	0			0		1,329,699	1,325,090	1,245,017
Community and Economic Development	22	405,901	143,050	249,436			0		798,387	847,749	634,591
General Government	23	928,191	1,174,939	0			0		2,103,130	1,938,194	1,648,682
Debt Service	24	0	0	0	2,366,723	15,088,127	0		2,366,723	2,009,624	8,150,058
Capital Projects	25	0	0	0		15,088,127	0		15,088,127	5,775,514	3,825,114
Total Government Activities Expenditures	26	4,675,799	2,880,044	249,436	2,366,723	15,088,127	0		25,260,129	15,675,425	19,621,974
Business Type Proprietary: Enterprise & ISF	27							3,923,077	3,923,077	4,132,192	4,018,429
Total Gov & Bus Type Expenditures	28	4,675,799	2,880,044	249,436	2,366,723	15,088,127	0	3,923,077	29,183,206	19,807,617	23,640,403
Total Transfers Out	29	325,140	1,547,620	2,059,559	466,855	119,805	0	1,345,518	5,864,497	13,326,212	4,635,286
Total ALL Expenditures/Fund Transfers Out	30	5,000,939	4,427,664	2,308,995	2,833,578	15,207,932	0	5,268,595	35,047,703	33,133,829	28,275,689
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31	-141,075	-242,793	-103,428	21,999	-6,021,895	3,000	-65,920	-6,550,112	5,704,963	-321,229
Beginning Fund Balance July 1	33	1,001,016	3,775,349	259,224	134,031	8,926,906	511,675	2,562,747	17,170,948	11,465,995	11,787,224
Ending Fund Balance June 30	34	859,941	3,532,556	155,796	156,030	2,905,011	514,675	2,496,827	10,620,836	17,170,948	11,465,995

LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Fiscal Year
2017

City Name: **Grinnell**

	(A)	(B)	(C)	(D)	(E)	(F)	+(G)	+(H)	=(I)	=(J)	=(K)
	Project Name	Amount of Issue	Type of Debt Obligation	Date Certified to County Auditor	Debt Resolution Number	Principal Due FY 2017	Interest Due FY 2017	Bond Reg./Paying Agent Fees Due FY 2017	Total Obligation Due FY 2017	Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	(A)	(B)	(C)	(D)	(E)	(F)	+(G)	+(H)	=(I)	=(J)	=(K)
(1)	LOST REFUNDING CAPITAL LOAN NOTES SERIES 2014	5,995,000	GO	SEPT 14	2014-120	65,000	114,113	500	179,613	179,613	0
(2)	GRINNELL GO URB RENEWAL SERIES 2013A TAXABLE	280,000	GO	DEC 13	2013-114	60,000	1,900	500	62,400	62,400	0
(3)	GRINNELL GO URB RENEWAL SERIES 2013B	3,720,000	GO	DEC 13	2013-115	790,000	81,805	500	82,305	82,305	0
(4)	CBD PHASE II REFINANCING	2,765,000	GO	DEC 11	2011-126	130,000	21,228	500	131,728	131,728	0
(5)	GO CAPITAL LOAN NOTE 09	1,900,000	GO	OCT 09	3553	565,000	46,113	500	571,613	571,613	0
(6)	GO LOST BOND 09	3,700,000	GO	JAN 09	3421	25,000	28,690	500	54,190	54,190	0
(7)	GO REFUNDING CAPITAL LOAN NOTE	200,000	GO	MAY 08	3279	466,855	2,200	500	475,555	475,555	0
(8)	CAPITAL LOAN NOTE 2017	466,855	GO	MAR 16	2016	466,855			466,855		466,855
(9)			NO SELECTION						0		0
(10)			NO SELECTION						0		0
(11)			NO SELECTION						0		0
(12)			NO SELECTION						0		0
(13)			NO SELECTION						0		0
(14)			NO SELECTION						0		0
(15)			NO SELECTION						0		0
(16)			NO SELECTION						0		0
(17)			NO SELECTION						0		0
(18)			NO SELECTION						0		0
(19)			NO SELECTION						0		0
(20)			NO SELECTION						0		0
(21)			NO SELECTION						0		0
(22)			NO SELECTION						0		0
(23)			NO SELECTION						0		0
(24)			NO SELECTION						0		0
(25)			NO SELECTION						0		0
(26)			NO SELECTION						0		0
(27)			NO SELECTION						0		0
(28)			NO SELECTION						0		0
(29)			NO SELECTION						0		0
(30)			NO SELECTION						0		0
TOTALS						2,101,855	296,247	3,500	2,401,602	1,934,747	466,855

ERRORS LISTING PAGE SCROLL TO VIEW ALL ERROR MESSAGES (You may also print this page)

CONGRATULATIONS! THE BUDGET FILE CONTAINS NO ERRORS IN THE FOUR CATEGORIES

(1)

OPERATING TRANSFERS IN / OPERATING TRANSFERS OUT COMPARISONS

(2)

ENDING YEAR FUND BALANCE / BEGINNING YEAR FUND BALANCE COMPARISONS

0
0

0
0

0
0

(3)

AN ERROR MESSAGE APPEARS IN **RED** BELOW IF THE BUDGET DOES NOT CONTAIN ALL 3 YEARS OF DATA

(4)

AN ERROR MESSAGE APPEARS IN **RED** BELOW IF A "DEBT TYPE" WAS NOT SELECTED ON THE LT DEBT TAB.

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2016 - ENDING JUNE 30, 2017

City of Grinnell, Iowa

The City Council will conduct a public hearing on the proposed Budget at Community Center Building
on 03/07/2016 at 7:00 p.m.
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.
Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,
City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 14.42076
The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

641-236-2600
phone number

P. Kay Cmelik
City Clerk/Finance Officer's NAME

		Budget FY 2017	Re-estimated FY 2016	Actual FY 2015
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	3,669,299	3,817,572	3,770,196
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	3,669,299	3,817,572	3,770,196
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	2,203,567	2,004,618	1,811,065
Other City Taxes	6	2,208,707	1,828,924	1,619,250
Licenses & Permits	7	2,760	2,850	15,791
Use of Money and Property	8	177,099	184,837	342,573
Intergovernmental	9	5,405,324	3,338,296	2,235,856
Charges for Fees & Service	10	5,554,580	5,362,095	5,080,993
Special Assessments	11	0	0	0
Miscellaneous	12	1,911,758	1,475,378	2,293,012
Other Financing Sources	13	1,500,000	7,498,000	6,150,438
Transfers In	14	5,864,497	13,326,212	4,635,286
Total Revenues and Other Sources	15	28,497,591	38,838,782	27,954,460
Expenditures & Other Financing Uses				
Public Safety	16	2,169,848	2,097,052	1,967,473
Public Works	17	1,402,215	1,680,202	2,149,765
Health and Social Services	18	2,000	2,000	1,274
Culture and Recreation	19	1,329,699	1,325,090	1,245,017
Community and Economic Development	20	798,387	847,749	634,591
General Government	21	2,103,130	1,938,194	1,648,682
Debt Service	22	2,366,723	2,009,624	8,150,058
Capital Projects	23	15,088,127	5,775,514	3,825,114
Total Government Activities Expenditures	24	25,260,129	15,675,425	19,621,974
Business Type / Enterprises	25	3,923,077	4,132,192	4,018,429
Total ALL Expenditures	26	29,183,206	19,807,617	23,640,403
Transfers Out	27	5,864,497	13,326,212	4,635,286
Total ALL Expenditures/Transfers Out	28	35,047,703	33,133,829	28,275,689
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-6,550,112	5,704,953	-321,229
Beginning Fund Balance July 1	30	17,170,948	11,465,995	11,787,224
Ending Fund Balance June 30	31	10,620,836	17,170,948	11,465,995

RESOLUTION NO. 2016-28

RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A DEVELOPMENT AGREEMENT BY AND
BETWEEN THE CITY OF GRINNELL AND AVALANCHE
COMPOSITES, INC.

WHEREAS, by Resolution No. 1687, adopted March 21, 1994, which has been amended seven times, lastly by Amendment No. 7 as approved by Resolution No. 2016-06 on January 18, 2016, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Grinnell Urban Renewal Plan (the "Plan") for the Grinnell Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein, which Plan as amended, is on file in the office of the Recorder of Poweshiek County; and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, the City has received a proposal from Avalanche Composites, Inc. (the "Developer") in the form of a proposed Development Agreement (the "Agreement") by and between the City and the Developer pursuant to which, among other things, the Developer will undertake certain employment obligations as outlined in the proposed Development Agreement; and

WHEREAS, the Agreement proposes that the City will make up to three (3) consecutive annual payments of Grants to Developer in the amount of \$15,000 per year, the cumulative total for all such payments not to exceed \$45,000, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, Iowa Code Chapters 15A and 403 authorize cities to make loans and grants for economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the purposes of said Chapters, and to levy taxes and assessments for such purposes; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development activities and objectives of the City within the meaning of Chapters 15A and 403 of the Iowa Code taking into account any or all of the factors set forth in Chapter 15A, to wit:

- a. Businesses that add diversity to or generate new opportunities for the Iowa economy should be favored over those that do not.

- b. Development policies in the dispensing of the funds should attract, retain, or expand businesses that produce exports or import substitutes or which generate tourism-related activities.
- c. Development policies in the dispensing or use of the funds should be targeted toward businesses that generate public gains and benefits, which gains and benefits are warranted in comparison to the amount of the funds dispensed.
- d. Development policies in dispensing the funds should not be used to attract a business presently located within the state to relocate to another portion of the state unless the business is considering in good faith to relocate outside the state or unless the relocation is related to an expansion which will generate significant new job creation. Jobs created as a result of other jobs in similar Iowa businesses being displaced shall not be considered direct jobs for the purpose of dispensing funds; and

WHEREAS, pursuant to notice published as required by law, this Council has held a public meeting and hearing upon the proposal to approve and authorize execution of the Agreement and has considered the extent of objections received from residents or property owners as to said proposed Agreement; and, accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That the performance by the City of its obligations under the Agreement, including but not limited to making of loans and grants to the Developer in connection with the development of the Development Property under the terms set forth in the Agreement, be and is hereby declared to be a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development activities and objectives of the City within the meaning of Chapters 15A and 403 of the Iowa Code, taking into account the factors set forth therein.

Section 2. That the form and content of the Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Agreement, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Agreement as executed.

PASSED AND APPROVED this _____ day of _____, 2016.

Mayor

ATTEST:

City Clerk

DEVELOPMENT AGREEMENT

By and Between

CITY OF GRINNELL, IOWA

AND

AVALANCHE COMPOSITES, INC.

_____, 2016

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (“Agreement”), is made on or as of the ____ day of _____, 2016, by and between the CITY OF GRINNELL, IOWA, a municipality (“City”), established pursuant to the Code of Iowa and acting under the authorization of Chapters 15A and 403 (“Urban Renewal Act”) of the Code of Iowa, 2015, and AVALANCHE COMPOSITES, INC., an Iowa corporation having offices for the transaction of business at 727 6th Ave. W, Grinnell, IA 50112 (“Developer”). The City and Developer are the Parties to this Agreement.

WITNESSETH:

WHEREAS, in furtherance of the objectives of the Urban Renewal Act, the City has undertaken a program for the development of an economic development area in the City and, in this connection, is engaged in carrying out urban renewal project activities in an area known as the Grinnell Urban Renewal Area (the “Urban Renewal Area”), which is described in the Grinnell Urban Renewal Plan approved for such Urban Renewal Area by Resolution No. 1687 on March 21, 1994, which has been amended seven times, lastly by Amendment No. 7 as approved by Resolution No. 2016-06 on January 18, 2016 (the "Urban Renewal Plan"); and

WHEREAS, a copy of the foregoing Urban Renewal Plan, as amended, has been recorded among the land records in the office of the Recorder of Poweshiek County, Iowa; and

WHEREAS, the City has been presented with a proposal to be undertaken by the Developer for the retention of employees on property legally described on the attached Exhibit A (the "Development Property") which is located within the Urban Renewal Area; and

WHEREAS, under the terms of the proposal the Developer will undertake certain employment obligations as described herein and within the Development Property in return for certain grants as specified in Article VIII of this Agreement; and

WHEREAS, the City Council has found the Project to be consistent with the objectives of the Plan for the Urban Renewal Area and has further found that the use of City funds to finance the grants is in accord with the provisions of the applicable laws under which the Project will be undertaken, including but not limited to, Iowa Code Chapters 15A and 403.

NOW, THEREFORE, the City and the Developer, in consideration of the promises and mutual obligations set forth in this Agreement now agree and covenant as follows:

ARTICLE I. DEFINITIONS

Section 1.1. Definitions. In addition to other definitions set forth in this Agreement, all capitalized terms used and not otherwise defined herein shall have the following meanings unless a different meaning clearly appears from the context:

Agreement means this Agreement and all exhibits and appendices hereto, as the same may be from time to time modified, amended or supplemented.

Area or Urban Renewal Area shall mean the area known as the Grinnell Urban Renewal Area (as amended).

City means the City of Grinnell, Iowa, or any successor to its functions.

Code means the Code of Iowa, 2015, as amended.

Commencement Date means the date of this Agreement.

Developer means Avalanche Composites, Inc. and each permitted assignee that assumes in writing all of the obligations of the Developer under this Agreement with the written consent of the City as provided in Section 7.1 of this Agreement.

Development Property means that portion of the Urban Renewal Area described in Exhibit A.

Event of Default means any of the events described in Section 10.1 of this Agreement.

Grant means the payment to be made by the City to Developer under Article VIII of this Agreement.

Project shall mean the retention of employees on the Development Property, as described in this Agreement.

State means the State of Iowa.

Termination Date means the date of termination of this Agreement, as established in Section 12.8 of this Agreement.

Urban Renewal Plan means the Urban Renewal Plan, as amended, approved with respect to the Urban Renewal Area, described in the preambles hereof.

ARTICLE II. REPRESENTATIONS AND WARRANTIES

Section 2.1. Representations and Warranties of the City. The City makes the following representations and warranties:

a. The City is a municipal corporation and municipality organized under the provisions of the Constitution and the laws of the State and has the power to enter into this Agreement and carry out its obligations hereunder.

b. The execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, and the fulfillment of or compliance with the terms and

conditions of this Agreement are not prevented by, limited by, in conflict with, or result in a breach of, the terms, conditions or provisions of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which the City is now a party or by which it is bound, nor do they constitute a default under any of the foregoing.

c. All covenants, stipulations, promises, agreements, and obligations of the City contained herein shall be deemed to be the covenants, stipulations, promises, agreements, and obligations of the City, and not of any governing body member, officer, agent, servant or employee of the City in the individual capacity thereof.

Section 2.2. Representations and Warranties of Developer. Developer makes the following representations and warranties:

a. Developer is an Iowa corporation duly organized and validly existing under the laws of the State of Iowa, and has all requisite power and authority to own and operate its properties, to carry on its business as now conducted and as presently proposed to be conducted, and to enter into and perform its obligations under the Agreement.

b. This Agreement has been duly and validly authorized, executed and delivered by Developer and, assuming due authorization, execution and delivery by the City, is in full force and effect and is a valid and legally binding instrument of Developer enforceable in accordance with its terms, except as the same may be limited by bankruptcy, insolvency, reorganization or other laws relating to or affecting creditors' rights generally.

c. The execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented by, limited by, in conflict with, or result in a violation or breach of, the terms, conditions or provisions of the governing documents of Developer or of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which Developer is now a party or by which it or its property is bound, nor do they constitute a default under any of the foregoing.

d. There are no actions, suits or proceedings pending or threatened against or affecting Developer in any court or before any arbitrator or before or by any governmental body in which there is a reasonable possibility of an adverse decision which could materially adversely affect the business (present or prospective), financial position or results of operations of Developer or which in any manner raises any questions affecting the validity of the Agreement or Developer's ability to perform its obligations under this Agreement.

e. Developer has not received any notice from any local, State or federal official that the activities of Developer with respect to the Development Property may or will be in violation of any environmental law or regulation (other than those notices, if any, of which the City has previously been notified in writing). Developer is not currently aware of any State or federal claim filed or planned to be filed by any party relating to any violation of any local, State or federal environmental law, regulation or review procedure applicable to the Development Property, and Developer is not currently aware of any violation of any local, State or federal

environmental law, regulation or review procedure which would give any person a valid claim under any State or federal environmental statute with respect thereto.

f. Developer will cooperate fully with the City in resolution of any traffic, parking, trash removal or public safety problems which may arise in connection with the construction and operation of its business.

g. Developer agrees to occupy the Development Property until at least the Termination Date.

h. Developer would not undertake its obligations under this Agreement without the payment by the City of the grants being made to Developer pursuant to this Agreement.

i. Developer will not seek to change the current land assessment category, or the zoning classification, of the Development Property during the term of this Agreement.

ARTICLE III. RESERVED

ARTICLE IV. RESERVED

ARTICLE V. INSURANCE

Section 5.1. Insurance Requirements. Developer will provide and maintain or cause to be maintained builder's risk, property damage, and liability insurance coverage with respect to the Development Property in such amounts as are customarily carried by like organizations engaged in activities of comparable size and liability exposure with insurance companies reasonably satisfactory to the City, together with such additional coverage as the City may reasonably request, and shall provide evidence of such coverage to the City upon request.

ARTICLE VI. FURTHER COVENANTS OF DEVELOPER

Section 6.1. Maintenance of Properties. Developer will maintain, preserve, and keep its properties within the City (whether owned in fee or a leasehold interest) in good repair and working order, ordinary wear and tear excepted, and from time to time will make all necessary repairs, replacements, renewals, and additions.

Section 6.2. Maintenance of Records. Developer will keep at all times proper books of record and account in which full, true, and correct entries will be made of all dealings and transactions of or in relation to the business and affairs of Developer relating to this Project in accordance with generally accepted accounting principles, consistently applied throughout the period involved, and Developer will provide reasonable protection against loss or damage to such books of record and account.

Section 6.3. Compliance with Laws. Developer will comply with all state, federal and local laws, rules and regulations relating to the Development Property.

Section 6.4. Non-Discrimination. Developer shall not discriminate against any applicant or employee because of age, color, creed, national origin, race, religion, marital status, sex, physical disability, or familial status. Developer shall ensure that applicants and employees are considered and are treated without regard to their age, color, creed, national origin, race, religion, marital status, sex, physical disability, or familial status.

Section 6.5. Available Information. Upon request, Developer shall promptly provide the City with copies of information requested by City that are related to this Agreement so that City can determine compliance with this Agreement.

Section 6.6. Employment. Developer currently employs 11 Full-Time Equivalent Employment Units in its fiberglass manufacturing facility at the Development Property. Developer shall retain all 11 Full-Time Equivalent Employment Units until the Termination Date of this Agreement in order to be eligible for Grants. Developers Annual Certifications shall show that a Monthly Average of at least 11 Full-Time Equivalent Employment Units has been maintained from the date of this Agreement through the Termination Date.

"Monthly Average" means the average number of Full-Time Equivalent Employment Units employed as of October 1 of each year and as of the first day of each of the preceding eleven (11) months, as shown in Developer's Annual Certification in Section 6.7. Developer shall not receive any loan forgiveness if the Monthly Average of Full-Time Equivalent Employment Units does not meet the requirements of this Section 6.6. Developer shall provide information as requested by the City to determine compliance with the foregoing employment obligations. If any Annual Certification reflects a Monthly Average of additional Full-Time Equivalent Employment Units less than 11 from the date of this Agreement to the Termination Date, then no loan forgiveness shall be made for that year.

Section 6.7. Annual Certification. To assist the City in monitoring the Agreement and performance of Developer hereunder, a duly authorized officer of Developer shall annually provide to the City: (i) proof that all ad valorem taxes on the Development Property have been timely paid for the prior fiscal year and for the current fiscal year as of the date of certification (if due and payable); (ii) certification of the number of Full-Time Equivalent Employment Units as of October 1 and as of the first day of each of the preceding eleven (11) months; and (iii) certification that such officers have re-examined the terms and provisions of this Agreement and that at the date of such certification, and during the preceding twelve (12) months, Developer is not, and was not, in default in the fulfillment of any of the terms and conditions of this Agreement and that no Event of Default (or event which, with the lapse of time or the giving of notice, or both, would become an Event of Default) is occurring or has occurred as of the date of such certification or during such period, or if the signer is aware of any such default, event or Event of Default, said officer shall disclose in such statement the nature thereof, its period of existence and what action, if any, has been taken or is proposed to be taken with respect thereto. Such statement, proof and certificate shall be provided not later than October 15 of each year, commencing October 15, 2016 and ending on October 15, 2017, both dates inclusive. Developer shall provide supporting information for its Annual Certification upon request of the City. See Exhibit B for form required for Developers Annual Certification.

Section 6.8. Term of Operation. Developer will maintain its operations on the Development Property, until the Termination Date of this Agreement.

Section 6.9. Developer Completion Guarantee. By signing this Agreement, Developer hereby guarantees to the City performance by Developer of all the terms and provisions of this Agreement pertaining to Developer's obligations hereunder.

ARTICLE VII. PROHIBITION AGAINST ASSIGNMENT AND TRANSFER

Section 7.1. Status of Developer; Transfer of Substantially All Assets; Assignment. As security for the obligations of Developer under this Agreement, Developer represents and agrees that, prior to the Termination Date, Developer will maintain existence as a company and will not wind up or otherwise dispose of all or substantially all of its assets or transfer, convey, or assign its interest in the Development Property or interest in this Agreement to any other party unless: (i) the transferee partnership, corporation, limited liability company or individual assumes in writing all of the obligations of Developer under this Agreement; and (ii) the City consents thereto in writing in advance thereof. Developer understands and agrees that if it transfers, assigns, or conveys all or a portion of its interest in the Development Property in violation of this Section 7.1, that it is not eligible for loan forgiveness.

Section 7.2. Prohibition Against Use as Non-Taxable or Centrally Assessed Property. During the term of this Agreement, Developer, or its successors, or assigns agree that the Development Property cannot be transferred or sold to a non-profit entity or used for a purpose that would exempt the Development Property from property tax liability. Nor can the Development Property be used as centrally assessed property (including but not limited to, Iowa Code § 428.24 to 428.29 (Public Utility Plants and Related Personal Property); Chapter 433 (Telegraph and Telephone Company Property); Chapter 434 (Railway Property); Chapter 437 (Electric Transmission Lines); Chapter 437A (Property Used in the Production, Generation, Transmission or Delivery of Electricity or Natural Gas); and Chapter 438 (Pipeline Property)).

ARTICLE VIII. GRANTS

Section 8.1. Grant. For and in consideration of the obligations of Developer as set forth herein, and as a necessary means of achieving the goals and objectives of the Urban Renewal Plan, the City agrees (subject to the conditions set forth in this Article and this Agreement) to make up to three (3) years of consecutive annual payments of Grants to Developer up to a total amount not to exceed Forty-five Thousand Dollars (\$45,000) (the "Grants") as follows:

<u>Date</u>	<u>Amount of Grants</u>
March 1, 2016	\$15,000
March 1, 2017	\$15,000
March 1, 2018	\$15,000

Section 8.2. Payment Schedule. If Developer is in compliance with this Agreement, the first payment shall be made on March 1, 2016. If Developer's Annual Certification is timely filed and contains the information required under Section 6.7 and the Council approves of the same, the City shall certify to the County prior to December 1 of that year its request for the available tax increments resulting from the assessments imposed by the County as of January 1 of that year, to be collected by the County and paid to the City as taxes are paid during the following fiscal year and which shall thereafter be disbursed to Developer on the following March 1.

Section 8.3. Maximum Amount of Grants. The aggregate amount of the Grants that may be paid to Developer under this Agreement shall be Forty-five Thousand Dollars (\$45,000) over three (3) years.

Section 8.4. Limitations. The Grants are only for the Developer's obligations described in this Agreement and not any future expansions which, to be eligible for Grants, would be the subject of an amendment or new agreement, at the sole discretion of the City Council.

Section 8.5. Conditions Precedent. Notwithstanding the provisions of Section 8.1 above, the obligation of the City to make a Grant in any year shall be subject to and conditioned upon the following:

- (a) compliance with the terms of this Agreement, including, but not limited to, the employment obligations in Section 6.6 of this Agreement, and payment of property taxes; and
- (b) timely filing by Developer of the Annual Certifications required under Section 6.7 hereof and the Council's approval thereof.

In the event that an Event of Default occurs or any certification filed by Developer under Section 6.7 (or other information) discloses the existence or prior occurrence of an Event of Default that was not cured or cannot reasonably be cured, the City shall have no obligation thereafter to make any payments to Developer in respect of the Grants and the provisions of this Article shall terminate and be of no further force or effect.

Each Annual Certification filed by Developer under Section 6.7 hereof shall be considered separately in determining whether the City shall make any of the Grant payments available to Developer under this Section. Under no circumstances shall the failure by Developer to qualify Developer for a Grant in any year serve to extend the term of this Agreement beyond the Termination Date or the years during which Grants may be awarded to Developer or the total amount thereof, it being the intent of parties hereto to provide Developer with an opportunity to receive Grants only if Developer fully complies with the provisions hereof and Developer becomes entitled thereto, up to the maximum aggregate amount set forth in Sections 8.1 and 8.3.

Section 8.6. Source of Grant Funds Limited.

a. The Grants shall be payable from and secured solely and only by amounts deposited and held in the Grinnell Urban Renewal Tax Increment Revenue Fund of the City. The City hereby covenants and agrees to maintain the Ordinance in force during the term hereof to pay the Grants, as and to the extent set forth in this Article. The Grants shall not be payable in any manner by other tax increment revenues or by general taxation or from any other City funds. Any commercial and industrial property tax replacement monies that may be received under chapter 441.21A shall not be included in the calculation to determine the amount of Grants for which Developer is eligible, and any monies received back under chapter 426C relating to the Business Property Tax Credit shall not be included in the calculation to determine the amount of Grants for which Developer is eligible.

b. Each Grant is subject to annual appropriation by the City Council each fiscal year. The City has no obligation to make any payments to Developer as contemplated under this Agreement until the City Council annually appropriates the funds necessary to make such payments. The right of non-appropriation reserved to the City in this Section is intended by the parties, and shall be construed at all times, so as to ensure that the City's obligation to make future Grants shall not constitute a legal indebtedness of the City within the meaning of any applicable constitutional or statutory debt limitation prior to the adoption of a budget which appropriates funds for the payment of that installment or amount. In the event that any of the provisions of this Agreement are determined by a court of competent jurisdiction or by the City's bond counsel to create, or result in the creation of, such a legal indebtedness of the City, the enforcement of the said provision shall be suspended, and the Agreement shall at all times be construed and applied in such a manner as will preserve the foregoing intent of the parties, and no Event of Default by the City shall be deemed to have occurred as a result thereof. If any provision of this Agreement or the application thereof to any circumstance is so suspended, the suspension shall not affect other provisions of this Agreement which can be given effect without the suspended provision. To this end the provisions of this Agreement are severable.

c. Notwithstanding the provisions of Section 8.1 hereof, the City shall have no obligation to make a Grant to Developer if at any time during the term hereof the City fails to appropriate funds for payment, or receives an opinion from its legal counsel to the effect that the use of Tax Increments to fund a Grant to Developer, as contemplated under said Section 8.1, is not authorized or otherwise an appropriate urban renewal activity permitted to be undertaken by the City under the Urban Renewal Act or other applicable provisions of the Code, as then constituted or under controlling decision of any Iowa Court having jurisdiction over the subject matter hereof. Upon receipt of any such legal opinion or non-appropriation, the City shall promptly forward notice of the same to Developer. If the non-appropriation or circumstances or legal constraints giving rise to the decision continue for a period during which two (2) annual Grants would otherwise have been paid to Developer under the terms of Section 8.1, the City may terminate this Agreement, without penalty or other liability to the City, by written notice to Developer.

Section 8.7. Reserved.

Section 8.8. Real Property Taxes. Developer, or its successors shall pay or cause to be paid, when due, all real property taxes and assessments payable with respect to all and any parts

of the Development Property acquired and owned or leased by them and pursuant to the provisions of this Agreement. Until Developer's obligations have been assumed by any other person or legal title to the property is vested in another person, all pursuant to the provisions of this Agreement, Developer and shall be solely responsible for all assessments and taxes.

Developer and its permitted successors and assigns agree that prior to the Termination Date:

a. They will not seek administrative review or judicial review of the applicability or constitutionality of any tax statute relating to the taxation of real property contained on the Development Property determined by any tax official to be applicable to the Development Property or raise the inapplicability or constitutionality of any such tax statute as a defense in any proceedings, including delinquent tax proceedings; and

b. They will not seek any tax exemption deferral or abatement either presently or prospectively authorized under any State, federal or local law with respect to taxation of real property contained on the Development Property between the date of execution of this Agreement and the Termination Date.

ARTICLE IX. INDEMNIFICATION

Section 9.1. Release and Indemnification Covenants.

a. Developer releases the City and the governing body members, officers, agents, servants and employees thereof (hereinafter, for purposes of this Article IX, the "Indemnified Parties") from, covenant and agree that the Indemnified Parties shall not be liable for, and agree to indemnify, defend, and hold harmless the Indemnified Parties against, any loss or damage to property or any injury to or death of any person occurring at or about or resulting from any defect in the Project or Development Property.

b. Except for any willful misrepresentation or any willful or wanton misconduct or any unlawful act of the Indemnified Parties, Developer agrees to protect and defend the Indemnified Parties, now or forever, and further agree to hold the Indemnified Parties harmless, from any claim, demand, suit, action or other proceedings whatsoever by any person or entity whatsoever arising or purportedly arising from: (i) any violation of any agreement or condition of this Agreement (except with respect to any suit, action, demand or other proceeding brought by Developer against the City to enforce its rights under this Agreement); (ii) the acquisition and condition of the Development Property and the construction, installation, ownership, and operation of the Development Property; or (iii) any hazardous substance or environmental contamination located in or on the Development Property.

c. The Indemnified Parties shall not be liable for any damage or injury to the persons or property of Developer or its officers, agents, servants or employees or any other person who may be about the Development Property due to any act of negligence of any person, other than any act of negligence on the part of any such Indemnified Party or its officers, agents, servants or employees.

- d. The provisions of this Article IX shall survive the termination of this Agreement.

ARTICLE X. REMEDIES

Section 10.1. Events of Default Defined. The following shall be "Events of Default" under this Agreement and the term "Event of Default" shall mean, whenever it is used in this Agreement, any one or more of the following events during the term of this Agreement:

- a. Failure by Developer to comply with Sections 6.6 of this Agreement.
- b. Transfer of Developer's interest in the Development Property or any interest in this Agreement or the assets of Developer in violation of the provisions of this Agreement;
- c. Failure by Developer to pay ad valorem taxes on the Development Property;
- d. Failure by Developer to substantially observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement;
- e. The holder of any Mortgage on the Development Property, or any improvements thereon, or any portion thereof, commences foreclosure proceedings as a result of any default under the applicable Mortgage documents;
- f. Developer shall:
 - i. file any petition in bankruptcy or for any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar relief under the United States Bankruptcy Act of 1978, as amended, or under any similar federal or state law; or
 - ii. make an assignment for the benefit of its creditors; or
 - iii. admit in writing its inability to pay its debts generally as they become due;or
 - iv. be adjudicated as bankrupt or insolvent; or if a petition or answer proposing the adjudication of Developer as bankrupt or its reorganization under any present or future federal bankruptcy act or any similar federal or state law shall be filed in any court and such petition or answer shall not be discharged or denied within ninety (90) days after the filing thereof; or a receiver, trustee or liquidator of Developer or Development Property, or part thereof, shall be appointed in any proceedings brought against Developer, and shall not be discharged within ninety (90) days after such appointment, or if Developer shall consent to or acquiesce in such appointment; or
- g. Any representation or warranty made by Developer in this Agreement or in any written statement or certificate furnished by Developer pursuant to this Agreement, shall prove to

have been incorrect, incomplete or misleading in any material respect on or as of the date of the issuance or making thereof.

Section 10.2. Remedies on Default. Whenever any Event of Default referred to in Section 10.1 of this Agreement occurs and is continuing, the City may take any one or more of the following actions after giving thirty (30) days' written notice to Developer and the holder of the First Mortgage (but only to the extent the City has been informed in writing of the existence of a First Mortgage and been provided with the address of the holder thereof) of the Event of Default, but only if the Event of Default has not been cured to the satisfaction of the City within said thirty (30) days, or if the Event of Default cannot reasonably be cured within thirty (30) days and Developer does not provide assurances reasonably satisfactory to the City that the Event of Default will be cured as soon as reasonably possible:

- a. The City may suspend its performance under this Agreement until it receives assurances from Developer, deemed adequate by the City, that Developer will cure the default and continue its performance under this Agreement;
- b. The City may terminate this Agreement;
- c. Reserved;
- d. The City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of Developer, as the case may be, under this Agreement; or
- e. The City shall have no obligation to make payment of Grants to Developer subsequent to an Event of Default and shall be entitled to recover from the Developer, and the Developer shall repay to the City, an amount equal to the full amount of the Grants previously made to Developer under Article VIII hereof, with interest thereon at the highest rate permitted by State law. The City may take any action, including any legal action it deems necessary, to recover such amount from Developer. The City may demand such payment at any time following its determination that Developer is in default under this Agreement, including if Developer fails to satisfy its employment obligations under Section 6.6 hereof.

Section 10.3. No Remedy Exclusive. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

Section 10.4. No Implied Waiver. In the event any agreement contained in this Agreement should be breached by any party and thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

Section 10.5. Agreement to Pay Attorneys' Fees and Expenses.

a. Developer and the City shall each pay for its own attorney's fees associated with this Agreement; and

b. Whenever any Event of Default occurs and the City shall employ attorneys or incur other expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on the part of Developer herein contained, Developer agrees that it shall, on demand therefor, pay to the City the reasonable fees of such attorneys and such other expenses as may be reasonably and appropriately incurred by the City in connection therewith.

ARTICLE XI. RESERVED

ARTICLE XII. MISCELLANEOUS

Section 12.1. Conflict of Interest. Developer represents and warrants that, to its best knowledge and belief after due inquiry, no officer or employee of the City, or their designees or agents, nor any consultant or member of the governing body of the City, and no other public official of the City who exercises or has exercised any functions or responsibilities with respect to the Project during his or her tenure, or who is in a position to participate in a decision-making process or gain insider information with regard to the Project, has had or shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work or services to be performed in connection with the Project, or in any activity, or benefit therefrom, which is part of the Project at any time during or after such person's tenure.

Section 12.2. Notices and Demands. A notice, demand or other communication under this Agreement by any party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

a. In the case of Developer, is addressed or delivered to Avalanche Composites, Inc. at 727 6th Ave. W., Grinnell, IA 50112, Attn: Joshua Loftus, President;

b. In the case of the City, is addressed to or delivered personally to the City at 927 – 4th Avenue, Grinnell, Iowa 50112-2043, Attn: City Clerk;

or to such other designated individual or officer or to such other address as any party shall have furnished to the other in writing in accordance herewith.

Section 12.3. Titles of Articles and Sections. Any titles of the several parts, Articles, and Sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

Section 12.4. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

Section 12.5. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Iowa.

Section 12.6. Entire Agreement. This Agreement and the exhibits hereto reflect the entire agreement among the parties regarding the subject matter hereof, and supersedes and replaces all prior agreements, negotiations or discussions, whether oral or written. This Agreement may not be amended except by a subsequent writing signed by all parties hereto.

Section 12.7. Successors and Assigns. This Agreement is intended to and shall inure to the benefit of and be binding upon the parties hereto and their respective permitted successors and assigns.

Section 12.8. Termination Date. This Agreement shall terminate and be of no further force or effect on and after December 31, 2018, unless terminated earlier under the provisions of this Agreement.

Section 12.9. No Third-Party Beneficiaries. No rights or privileges of either party hereto shall inure to the benefit of any landowner, contractor, subcontractor, material supplier, or any other person or entity, and no such contractor, landowner, subcontractor, material supplier, or any other person or entity shall be deemed to be a third-party beneficiary of any of the provisions contained in this Agreement.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its name and behalf by its Mayor and its seal to be hereunto duly affixed and attested by its City Clerk, and Developer has caused this Agreement to be duly executed in its name and behalf by its authorized representatives, all on or as of the day first above written.

[Remainder of page intentionally left blank; signature pages follow]

AVALANCHE COMPOSITES, INC.,
an Iowa corporation

By: _____
Joshua Loftus, President

STATE OF IOWA)
) SS
COUNTY OF POWESHIEK)

On this _____ day of _____, 2016, before me the undersigned, a Notary Public in and for said State, personally appeared Joshua Loftus, to me personally known, who, being by me duly sworn, did say that he is the President of Avalanche Composites, Inc., and that said instrument was signed on behalf of said corporation; and that the said Joshua Loftus as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by him voluntarily executed.

Notary Public in and for said State

[Signature page to Development Agreement –Avalanche Composites, Inc.]

EXHIBIT A
DEVELOPMENT PROPERTY

The Development Property is described as follows:

Lot F in the East Half of the Northeast Quarter of Section Eighteen, Township
Eighty North, Range Sixteen West of the 5th P.M., according to the Plat thereof
appearing of record in Plat Book D page 165

Poweshiek County Parcel No. 0427500

EXHIBIT B
DEVELOPER ANNUAL CERTIFICATION
(due before October 15th as required under terms of Development Agreement)

The Developer certifies the following:

During the time period covered by this Certification, the Developer is and was in compliance with Section 6.7 of the Agreement as follows:

(i) All ad valorem taxes on the Development Property then leased by the Developer in the Urban Renewal Area have been timely paid for the prior fiscal year (and for the current year, if due) and attached to this Annual Certification are proof of payment of said taxes;

(ii) The Developer has retained all 11 Full-Time Equivalent Employment Units and the total number of Full-Time Equivalent Employment Units employed at the Development Property as of October 1, 20__ and as of the first day of each of the preceding eleven (11) months were are follows:

October 1, 20__: _____	April 1, 20__: _____
September 1, 20__: _____	March 1, 20__: _____
August 1, 20__: _____	February 1, 20__: _____
July 1, 20__: _____	January 1, 20__: _____
June 1, 20__: _____	December 1, 20__: _____
May 1, 20__: _____	November 1, 20__: _____

(iii) The undersigned officer of Developer has re-examined the terms and provisions of the Agreement and certify that at the date of such certificate, and during the preceding twelve (12) months, the Developer is not, or was not, in default in the fulfillment of any of the terms and conditions of the Agreement and that no Event of Default (or event which, with the lapse of time or the giving of notice, or both, would become an Event of Default) is occurring or has occurred as of the date of such certificate or during such period, or if the signer is aware of any such default, event or Event of Default, said officer shall disclose in such statement the nature thereof, its period of existence and what action, if any, has been taken or is proposed to be taken with respect thereto.

[Remainder of page intentionally left blank-signature page to follow]

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct to the best of my knowledge and belief.

Signed this ____ day of _____, 20__.

AVALANCHE COMPOSITES, INC.
an Iowa corporation

By: _____
Joshua Loftus, President

STATE OF IOWA)
) SS
COUNTY OF POWESHIEK)

On this _____ day of _____, 2016, before me the undersigned, a Notary Public in and for said State, personally appeared Joshua Loftus, to me personally known, who, being by me duly sworn, did say that he is the President of Avalanche Composites, Inc., and that said instrument was signed on behalf of said corporation; and that the said Joshua Loftus as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by him voluntarily executed.

Notary Public in and for said State

Attachments: Proof of payment of taxes

01207259-1\10542-115

RESOLUTION NO. 2016-29

A RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE CITY OF GRINNELL AND THE REGION SIX PLANNING COMMISSION FOR PROFESSIONAL ADMINISTRATIVE SERVICES FOR THE CDBG WASTEWATER COLLECTION IMPROVEMENTS

WHEREAS the city of Grinnell was awarded a Community Development Block Grant (CDBG) by the Iowa Economic Development Authority (IEDA) in the amount not to exceed \$365,480 for the West Side Sanitary Sewer Rehabilitation Project.

WHEREAS the project will require the City to have a qualified grant administrator such as the Region 6 Planning Commission, and

WHEREAS the grant application included the Region 6 Planning contract amounts in the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GRINNELL:

The Region 6 Planning Commission General Administration Services contract is hereby approved.

Approved this 7th day of March 2016.

GORDON R. CANFIELD, MAYOR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR

**AGREEMENT BETWEEN
THE CITY OF GRINNELL
AND
THE REGION SIX PLANNING COMMISSION
FOR
PROFESSIONAL ADMINISTRATIVE SERVICES**

This is an AGREEMENT made as of _____, 2016, by and between the City of Grinnell, hereinafter called the "Grantee" and the Region Six Planning Commission, hereinafter called the "Administrator".

Grantee intends to provide comprehensive administrative management services for the Grantee's 2015 \$365,480 CDBG for wastewater collection improvements.

Grantee and Administrator in consideration of mutual covenants herein agree in respect to the performance of professional administrative services by the Administrator and the payment for those services by Grantee, as set forth below.

Administrator shall serve as the Grantee's professional administration representative in those phases of the project to which this agreement applies, and will give consultation and advice to Grantee during the project's performance.

SECTION 1 - TERMS AND CONDITIONS

1.1 It is agreed between the parties hereto that the Grantee hereby retains and employs the Region Six Planning Commission to perform all grant administration/management services associated with the Project, subject to the terms and conditions stated below.

SECTION 2 - PERSONNEL

2.1 The administrator represents that they have, or will provide all necessary personnel to perform the services provided under this contract.

SECTION 3 - SCOPE OF SERVICES

3.1 The administrator shall perform all mutually agreed upon and necessary services required to carry out grant administration/management as set forth in the following Scope of Services.

3.2 GENERAL PROVISIONS

- A. Assure understanding of terms and conditions of the Iowa Department of Economic Development.
- B. Identify applicable state and federal laws and regulations.
- C. Assist in complying with state and federal requirements.
- D. Assist in preparing documents, notices and certifications necessary to receive grant funds.

3.3 FINANCIAL MANAGEMENT

- A. Assist in establishing and maintaining a financial management system.
- B. Assist in preparing required financial management and accounting documents.
- C. Assist in assuring compliance with state internal control and accountability procedures.
- D. Monitor project files and associated records regularly.
- E. Assist in reviewing and monitoring project related transactions and records for compliance purposes.
- F. Assist with draw-down procedures including preparation of draw-down requests and disbursements of project funds.

- G. Assist in preparing monthly expenditure reports.
- H. Assist in executing budget amendments.

3.4 PROJECT FILES AND RECORD RETENTION

- A. Assist in establishing and maintaining project files and record retention system.
- B. Assist in assuring compliance with state project file and record retention procedures.
- C. Monitor project files and associated records regularly.
- D. Assist in preparing and submitting quarterly performance reports.
- E. Assist in executing amendments or modifications to the program schedule or project activities.
- F. Assist in meeting with Iowa Department of Economic Development personnel during on-site monitoring visits.
- G. Assist in resolving monitoring findings.

3.5 PROGRAM IMPLEMENTATION

- A. Assist in preparing proposal to obtain professional services.
- B. Assist in coordinating professional and contractor activities during conduct of project.
- C. Monitor and evaluate project, progress so as to facilitate compliance with applicable federal and state laws and regulations.
- D. Attend meetings of the Grantee governing body as needed.
- E. Represent the Grantee at meetings and with other parties or interests, as required.

3.6 PROGRAM CLOSE OUT

- A. Assist in preparing and submitting a Grantee Performance Report...
- B. Assist in securing the services of a qualified auditor to perform final program audit.
- C. Assist in providing information to auditor to establish compliance with financial requirements.
- D. Assist in closing out all financial documents and reports.
- E. Assist in completing and compiling all file information for audit purposes...
- F. Assist in closeout of all project files and associated records...

3.7 ACQUISITION/DISPLACEMENT/RELOCATION

- A. Ensure that federal acquisition/relocation/displacement policies are followed and documented.

SECTION 4 - COMPENSATION

- 4.1 The Grantee shall compensate the Administrator for services provided under Section 3. Payment shall be due in a timely manner upon receipt of billing statements.
- 4.2 Services rendered under this contract shall be billed at actual cost. The maximum amount that may be billed to the City of Grinnell for the general administration on this project is \$11,000.
- 4.3 The services of the Administrator shall commence as of July 7, 2015, and continue until the project is completed.

SECTION 5 - TERMINATION OF CONTRACT

- 5.0 TERMINATION OF CONTRACT FOR CAUSE.

- A. If, through any cause, the Administrator shall fail to fulfill in timely and proper or if the Administrator shall violate any of the covenants, agreements, or stipulations of this Contract, the Grantee shall thereupon have the right to terminate this Contract by giving written notice to the Administrator of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished, documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Administrator under this Contract shall, at the option of the Grantee become its property and the Administrator shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.
- B. Notwithstanding the above, the Administrator shall not be relieved of liability to the Grantee for damages sustained by the Grantee by virtue of any breach of the Contract by the Administrator; and the Grantee may withhold payments to the Administrator for the purpose until such time as the exact amount of damages due the Grantee from the Administrator is determined.

5.1 TERMINATION FOR CONVENIENCE OF THE GRANTEE:

- A. The Grantee may terminate this contract at any time by giving at least ten (10) days notice in writing to the Administrator. If the Administrator is terminated by the Grantee as provided herein, the Administrator will be paid for the time provided and expenses incurred up to the termination date. If this Contract is terminated due to the fault of the Administrator, Section 5.0 of this contract shall apply.

5.2 AMENDMENTS:

- A. The Grantee may, from time to time, request changes in the scope of the services of the Administrator to be performed hereunder. Such changes, including any increase or decrease in the amount of the Administrator's compensation, which are mutually agreed upon by and between the Grantee and the Administrator, shall be incorporated as written amendments to this Contract.

5.3 ASSIGNABILITY:

- A. The Administrator shall not assign any interest on this Contract, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent. Provided, however, that claims for money by the Administrator from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the Grantee.

5.4 RECORDS AND AUDITS:

- A. The Administrator shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the Grantee to assure proper accounting for all project funds. These records will be made available for audit purposes to the Grantee or any authorized representative, and will be retained for three years after the expiration of this Contract unless permission to destroy them is granted by the Grantee.

5.5 FINDINGS CONFIDENTIAL:

- A. All of the reports, information, data, etc..., prepared or assembled by the Administrator under this contract are confidential and the Administrator agrees that they shall not be made available to any individual or organization without the prior written approval of the Grantee.

5.6 EQUAL EMPLOYMENT OPPORTUNITY:

- A. The Administrator will not discriminate against any employee or applicant for employment because of race, creed, sex, color or national origin. The Administrator will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color, or national origin. Such action shall include, but not be limited to the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Administrator agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Grantee setting forth the provisions of this non-discriminatory clause.
- B. The Administrator will, in all solicitations or advertisements for employees placed by or on behalf of the Administrator, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex or national origin.
- C. The Administrator will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- D. The Administrator will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- E. The Administrator will furnish all information and reports required by Executive Order 11246 of September 24, 1965 and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the Grantee's Department of Housing and Community Development and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- F. In the event of the Administrator's non compliance clauses of this Agreement or with any of such rules, regulations or orders, this agreement may be cancelled, terminated, or suspended in whole or in part and the Administrator may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965 and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965 or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.
- G. The Administrator will include the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965 so that such provisions will be binding upon each subcontractor or vendor. The Administrator will take such action with respect to any subcontract or purchase order as the Grantee's Department of Housing and Community Development may direct as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that in the event the Administrator becomes involved in or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Grantee, Department of Housing and Community Development, the Administrator, may request the United States to enter into such litigation to protect the interests of the United States.
- H. Civil Rights Act of 1964 - Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- I. Section 109 of the Housing and Community Development Act of 1974.
 - a. No person in the United States shall on the grounds of race, color, national origin, or sex be

excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

- J. "Section 3" Compliance in the Provision of Training, Employment and Business Opportunities
 - a. The work to be performed under this contract is on a project assisted under a program providing direct federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.
 - b. The parties to this contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.
- K. Interest of Members of a Grantee - No member of the governing body of the Grantee and no other officer, employee, or agent of the Grantee who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interests, direct or indirect, in this Contract; and the Administrator shall take appropriate steps to assure compliance.
- L. Interest of Other Local Public Officials - No member of the governing body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this contract; and the Administrator shall take appropriate steps to insure compliance.
- M. Interest of Administrator and Employees - The Administrator covenants that he presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. The Administrator further covenants that in the performance of this Contract, no person having any such interest shall be employed.
- N. Section 504, Rehabilitation Act of 1973.
- O. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.).
- P. Iowa Civil Rights Act of 1965 (Iowa Executive Orders 15 and 34).
- Q. Americans with Disabilities Act (P.L. 101-336, 42 U.S.C. 12101-12213).
- R. Title VIII of the Civil Rights Act of 1968, as amended.
- S. Federal Executive Order 11063, as amended by Executive Order 12259.
- T. At any time during normal business hours and as frequently as is deemed necessary, the contractor shall make available to the Iowa Department of Economic Development, the State Auditor, the General Accounting Office, and the Department of Housing and Urban Development, for their examination, all of its records pertaining to all matters covered by this contract and permit these agencies to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment, and all other matters covered by this contract.
- U. No federal appropriated funds have been paid or will be paid, by or on behalf of the recipient, to any person for influencing or attempting to influence any officer or employee of any agency, a member of congress, an officer or employee of congress, or any employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- V. If any funds other than federal appropriated funds have been paid or will be paid to any person for

influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee, or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the recipient shall complete and submit standard form-LLL, "disclosure form to report federal lobbying" in accordance with its instruction.

W. The administrator shall require that the language of this certification (u & v) be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

5.7 COMPLIANCE WITH LOCAL LAWS:

A. The Administrator shall comply with all applicable laws, ordinances and codes of the state and local governments, and the Administrator shall save the Grantee harmless with respect to any damages arising from any tort done by this Administrator.

SECTION 6 - INSURANCE

6.1 Region 6 Planning Commission shall maintain liability, workers compensation, and errors and omissions insurance over the term of this contract.

SECTION 7 - EFFECTIVE DATE

The effective date of this Agreement is _____, 2016.

IN WITNESS WHEREOF, the parties to these present have hereunto caused these present to be executed the day and the year first mentioned above.

Date
Mayor of Grinnell

Date
Marty Wymore, Region 6 Planning Comm

RESOLUTION NO. 2016-30

RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$8,450,000 GENERAL OBLIGATION BONDS OF THE CITY OF GRINNELL, STATE OF IOWA (FOR ESSENTIAL CORPORATE URBAN RENEWAL PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, by Resolution No. 1687, adopted March 21, 1994, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Grinnell Urban Renewal Plan (the "Plan") for the Grinnell Urban Renewal Area (the "Area" or "Urban Renewal Area"), which Plan is on file in the office of the Recorder of Poweshiek County, Iowa; and

WHEREAS, by Resolution 2016-06, adopted January 18, 2016, this Council approved and adopted an Amendment No. 7 to the Plan, which Amendment confirmed, modified, added or deleted urban renewal projects proposed to be undertaken within the Area, added land, deleted land, and adopted a finding that the Area contained conditions of blight and proposed blight remediation activities and projects; and

WHEREAS, it is deemed necessary and advisable that the City of Grinnell, State of Iowa, should issue General Obligation Bonds, to the amount of not to exceed \$8,450,000, as authorized by Sections 384.25 and 403.12, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential corporate urban renewal purpose projects as hereinafter described; and

WHEREAS, before bonds may be issued, it is necessary to comply with the procedural requirements of Chapters 384 and 403 of the Code of Iowa, and to publish a notice of the proposal to issue such bonds and the right to petition for an election.

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

Section 1. That this Council meet in the Council Chambers, City Hall, 927 - 4th Avenue, Grinnell, Iowa, at 7:00 P.M., on the 21st day of March, 2016, for the purpose of taking action on the matter of the issuance of not to exceed \$8,450,000 General Obligation Bonds, for essential corporate urban renewal purposes, the proceeds of which bonds will be used to provide funds to pay the costs of aiding in the planning and undertaking and carrying out of urban renewal projects under the authority of Chapter 403, including but not limited to, improvements to Central Park, Phase 5 of the Central Business District improvements, projects in the Iowa Reinvestment District Project and water improvements related to Highway 146N.

Section 2. To the extent any of the projects or activities described in this resolution may be reasonably construed to be included in more than one classification under Division III of Chapter 384 of the Code of Iowa, the Council hereby elects the "essential corporate purpose"

classification and procedure with respect to each such project or activity, pursuant to Section 384.28 of the Code of Iowa.

Section 3. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than ten clear days nor more than twenty days before the date of the public meeting on the issuance of the Bonds.

Section 4. The notice of the proposed action to issue bonds shall be in substantially the following form:

(To be published on or before: March 7, 2016)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF GRINNELL, STATE OF IOWA, ON THE MATTER
OF THE PROPOSED ISSUANCE OF NOT TO EXCEED
\$8,450,000 GENERAL OBLIGATION BONDS OF THE CITY
(FOR ESSENTIAL CORPORATE URBAN RENEWAL
PURPOSES), AND THE HEARING ON THE ISSUANCE
THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Grinnell, State of Iowa, will hold a public hearing on the 21st day of March, 2016, at 7:00 P.M., in the Council Chambers, City Hall, 927 - 4th Avenue, Grinnell, Iowa, at which meeting the Council proposes to take additional action for the issuance of Not to Exceed \$8,450,000 General Obligation Bonds, for essential corporate urban renewal purposes, to provide funds to pay the costs of aiding in the planning and undertaking and carrying out of urban renewal projects under the authority of Chapter 403, including but not limited to, improvements to Central Park, Phase 5 of the Central Business District improvements, projects in the Iowa Reinvestment District Project and water improvements related to Highway 146N.

At any time before the date of the meeting, a petition, asking that the question of issuing such Bonds be submitted to the legal voters of the City, may be filed with the Clerk of the City, including the drop box in the alley west of City Hall during non-business hours, in the manner provided by Section 362.4 of the Code of Iowa, pursuant to the provisions of Sections 384.24(3)(q), 384.25 and 403.12 of the Code of Iowa.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at the meeting or at any adjournment thereof, take additional action for the issuance of the Bonds or will abandon the proposal to issue said Bonds.

This notice is given by order of the City Council of the City of Grinnell, State of Iowa, as provided by Chapters 384 and 403 of the Code of Iowa.

Dated this 7th day of March, 2016.

City Clerk, City of Grinnell, State of Iowa

(End of Notice)

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

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2016-31

RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$3,100,000 GENERAL OBLIGATION BONDS OF THE CITY OF GRINNELL, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, it is deemed necessary and advisable that the City of Grinnell, State of Iowa, should issue General Obligation Bonds, to the amount of not to exceed \$3,100,000, as authorized by Section 384.25, of the Code of Iowa, for the purpose of providing funds to pay costs of carrying out essential corporate purpose project as hereinafter described; and

WHEREAS, before the Bonds may be issued, it is necessary to comply with the provisions of the Code, and to publish a notice of the proposal to issue such bonds and of the time and place of the meeting at which the Council proposes to take action for the issuance of the Bonds and to receive oral and/or written objections from any resident or property owner of the City to such action.

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

Section 1. That this Council meet in the Council Chambers, City Hall, 927 - 4th Avenue, Grinnell, Iowa, at 7:00 P.M., on the 21st day of March, 2016, for the purpose of taking action on the matter of the issuance of not to exceed \$3,100,000 General Obligation Bonds, for essential corporate purposes, the proceeds of which bonds will be used to provide funds to pay the costs of settlement, adjustment, renewing, or extension of any part or all of the legal indebtedness of a city, whether evidenced by bonds, warrants, or judgments, or the funding or refunding of the same, whether or not such indebtedness was created for a purpose for which general obligation bonds might have been issued in the original instance.

Section 2. To the extent any of the projects or activities described in this resolution may be reasonably construed to be included in more than one classification under Division III of Chapter 384 of the Code of Iowa, the Council hereby elects the "essential corporate purpose" classification and procedure with respect to each such project or activity, pursuant to Section 384.28 of the Code of Iowa.

Section 3. That the Clerk is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than four clear days nor more than twenty days before the date of the public meeting on the issuance of the Bonds.

Section 4. The notice of the proposed action to issue bonds shall be in substantially the following form:

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF GRINNELL, STATE OF IOWA, ON THE MATTER
OF THE PROPOSED ISSUANCE OF NOT TO EXCEED
\$3,100,000 GENERAL OBLIGATION BONDS OF THE CITY
(FOR ESSENTIAL CORPORATE PURPOSES), AND THE
HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Grinnell, State of Iowa, will hold a public hearing on the 21st day of March, 2016, at 7:00 P.M., in the Council Chambers, City Hall, 927 - 4th Avenue, Grinnell, Iowa, at which meeting the Council proposes to take additional action for the issuance of not to exceed \$3,100,000 General Obligation Bonds, for essential corporate purposes, to provide funds to pay the costs of settlement, adjustment, renewing, or extension of any part or all of the legal indebtedness of a city, whether evidenced by bonds, warrants, or judgments, or the funding or refunding of the same, whether or not such indebtedness was created for a purpose for which general obligation bonds might have been issued in the original instance.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will at the meeting or at any adjournment thereof, take additional action for the issuance of the Bonds or will abandon the proposal to issue said Bonds.

This notice is given by order of the City Council of the City of Grinnell, State of Iowa, as provided by Section 384.25 of the Code of Iowa.

Dated this 7th day of March, 2016.

/s/ P. Kay Cmelik

City Clerk, City of Grinnell, State of Iowa

(End of Notice)



Proposal

Local Government Division

Tyler Output Processor,
UB Online & UB Notify

Presented to:

Kay Cmelik

City Clerk

City of Grinnell

927 4th Ave

Grinnell, IA 50122

(641) 236-2600

cityclerk@grinnelliowa.gov

Proposal date:

November 11, 2015

Submitted by:

DK Robertson

(800) 646-2633

dk.robertson@tylertech.com

Tyler Technologies

Local Government Division

5519 53rd Street

Lubbock, Texas 79414

Investment Summary

Kay Cmelik
City of Grinnell
November 11, 2015



Investment Breakdown

Proposal Valid for 120 days

Software	Investment	Annual Fees
License Fees (Existing Customer)	4,675	1,169
	4,675	1,169
Tyler On-Demand	Investment	Annual Fees
Hosted Applications	800	1,728
Incode Notification		-
	800	1,728
Professional Services	Investment	
Implementation Services (Existing Customers)	1,000	
	1,000	
Project Total	6,475	2,897

Note: Travel Expenses are billed as incurred based on Federal IRS per diem standards.

Tyler will invoice Client for the License Fees listed above upon delivery of the software.

Maintenance Fees listed above will be invoiced upon ninety (90) days of delivery and annually thereafter on the anniversary of that date

All payment terms are net thirty (30) days

Software Licenses

Kay Cmelik
 City of Grinnell
 November 11, 2015



Application Software	QTY	Hours	Estimated Services	License Fee	Estimated Services	Annual Maintenance
Incode Content/Document Management Suite				4,675	1,000	1,169
Incode Printing and Reporting Solutions						
Forms Overlay <i>(4 Overlays for Financials, 4 Overlays for Court, 5 Overlays for CRM, 1 Logo)</i>		Included	Included			
Tyler Output Processor						
Tyler Output Processor Server <i>(Base Top Engine, Print Output Channel, Tyler Content Management Output Channel, Email Output Channel)</i>		8	1,000			
Incode Application Subtotal		8	1,000	4,675	1,000	1,169
Application and System Software Total		8	1,000	4,675	1,000	1,169

Note: Public Safety On-Site Services are based on a 8 a.m. to 5 p.m. day.
 Public Safety On-Site Services are based on the following criteria:

Number of CAD Training Sessions: 1
 Number of RMS Training Sessions: 1

Accu4GL

Hosted Applications

Kay Cmelik
 City of Grinnell
 November 11, 2015



Service	QTY	Charges	Initial Year	Annual Fee
Citizen Portal				
One Time Setup Fee	1	800	800	
- Hardware Configuration				
- DNS registration				
INCODE Utility Billing On-Line Component				
Utility Billing Online (4 cents per bill, per month)	<u>3,600</u>	0.04 /month	1,728	1,728
- Data extraction and storage				
- Display of:				
• Current status (late, cut off etc)				
• Action needed to avoid penalty				
• Current Balance				
• Deposits on file (optional)				
• Last payment date				
• Last payment amount				
• Payment arrangements on file				
• Last bill amount				
• Last bill date				
• Bill due date				
• Contracts on file and status				
• Transaction history				
- Address information including				
• Legal description*				
• Precinct*				
• School district*				
• Services at address				
* - Subject to data availability				
- Consumption history by service, including graphs				
- Request for service (optional)				
- Information change request (optional)				
- Security - SSL (Secure Socket Layer)				
- Online Payments				
• Payment packet is created to be imported to Utility System				
<i>NOTE: Customer pays \$1.25 fee per transaction for payment on-line.</i>				
Hosted Applications Total			2,528	1,728

INCODE Notification

Kay Cmelik

City of Grinnell

November 11, 2015



INCODE Notification for Utility Billing

INCODE Notification for Utility Billing (\$0.10 per call)

Active Accounts 4-6K

-Customer Notification by Phone

- Call Late Notices
- Call Late Notices
- General Notifications

- Call Lists automatically generated

- Account updated after call

- Custom message for each call type

- Call Message can be English or Spanish

- Generate reports based on call results

Note: The Utility will be billed at the rate specified above for all calls made.

The Utility will be billed quarterly by Tyler Technologies for calls conducted.

INCODE Notification Total



Incode Notify for Utilities

Do you have more productive ways of using your time than calling and leaving messages? Tyler's Incode Notify for Utilities relieves you of the duty of contacting utility customers regarding matters such as billing delinquencies, cut-off notices and more by allowing users the capability to create and send customized phone messages in an audited environment—even during the past due and penalty process phases.

After a call is made, Incode Notify for Utilities posts back to the host server confirming delivery. For example, during a call campaign the result of each call will be recorded back to the system indicating whether the call was answered, the line was busy or if the call was picked up by an answering machine or voicemail. This helps you ensure all citizens are notified appropriately and enables you to easily set up follow-up campaigns as needed.

Incode Notify for Utilities gives you the ability to:

- Send courtesy messages, penalty notifications or 24-hour utility service cut-off notification at any point during the past due and penalty processes
- Replace mailings with personalized phone messages
- Set up multiple phone messages
- Control time range for calls to be made
- Control notification exclusion based on specific message codes (calls successful, delivered to voice mail, etc.)
- See comprehensive, campaign-based or account level notification results

Standard Incode Notify for Utilities features include:

Phone Campaigns

- User-defined messages with embedded application data field values
- Independent interactive and voicemail messages
- Bilingual option (English/Spanish/both)
- Right party contact confirmation
- Schedulable time frames
- Input modes (touch tone/voice recognition)
- Wait on hold for right party
- User-defined retry for missed calls
- Inbound campaigns with real-time lookups

Empowering people who serve the public®



For more information, visit
www.tylertech.com

or email
info@tylertech.com

Incode Online Utility Account Management

Tyler's Incode online utility billing application boosts efficiency in your organization while improving customer services by placing the power of account management in the hands of your customers. Real-time account data provides customers with instant access to accurate billing and account information that's automatically integrated with your Incode Utility CIS Software.

Customers can access and pay their bill online 24 hours a day, 365 days a year, resulting in reduced waiting lines and increased customer satisfaction. Your agency will benefit from increased collection rates, minimal payment paperwork and improved productivity.

Agency Benefits

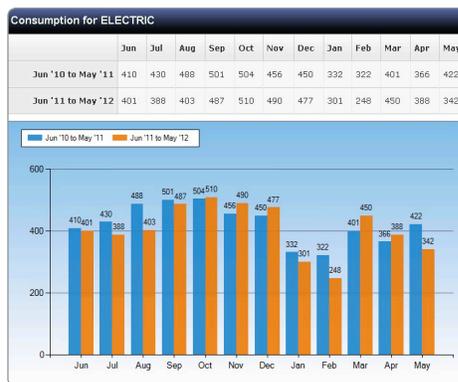
- Real-time integration offers automatic, live updates to accounts, with no 3rd party interference.
- Online accessibility leads to increased collection rates and decreased office foot traffic
- Eliminate data entry duplication and errors
- Minimize need for paper statements
- History site displays graphs of payments and payees for your site from the past 12 months
- Customized portal offers extensive customization of your site, including coloring, background, links and images
- Security control available with the addition of application-specific roles

IT Friendly

- Provides Secure Socket Layer (SSL)
- Web site is hosted by Tyler Technologies
- Uses ASP.NET

Citizen Benefits

- Pay bills by credit card or e-check
- Reduced waiting lines
- Application is optimized for mobile devices to offer quick and easy account access for payments on the go
- View last payment date, payment amount and bill due date
- View real-time balances
- View graphs detailing consumption history



Incode Online Utility Account Management Key Features:

- Automatic, live updates to all utility accounts
- Eliminate data entry errors
- Minimize need for paper statements
- Customers have instant access to accurate billing and account information
- Customers can pay bills online by credit card or e-check 24 hours a day, 365 days a year
- Online accessibility leads to increased collection rates and decreased foot traffic
- Data is automatically integrated with Incode Utility CIS software
- IT friendly application provides a Secure Socket Layer, is hosted by Tyler Technologies and uses ASP.NET

Check out our demo site - <https://demo.municipalonlinepayments.com/tylerdemo>

Tyler Output Processor

Tyler Output Processor eliminates the time and expense of printing and storing hardcopy files, as well as the cost of traditional delivery methods.

Isn't it time your organization worked more efficiently?

Tyler Output Processor

Tyler Output Processor (TOP) is a robust productivity tool that streamlines document distribution and access. TOP delivers on-the-fly PDF-based outputs via distribution channels you choose, including email, fax, printer, and document archives. This server-based application will automatically copy, split and distribute your documents. Improve your business processes and save time and money by providing your clients and suppliers with information they need instantly.

TOP gives you the ability to email out:

- Purchase Orders from Purchase Orders
- Invoices and Statements from Accounts Receivable
- Licenses, Renewals and forms from Business License
- Letters and forms from Income Tax
- Direct Deposit and Check notifications from Payroll
- Utility Bills, Late and Cutoff Notices from Utility Billing

User Friendly

- Easy installation, setup and module activation
- Notifies users of success or failure of TOP jobs via e-mail
- Provides support for some third-party integration

2015 Website Review

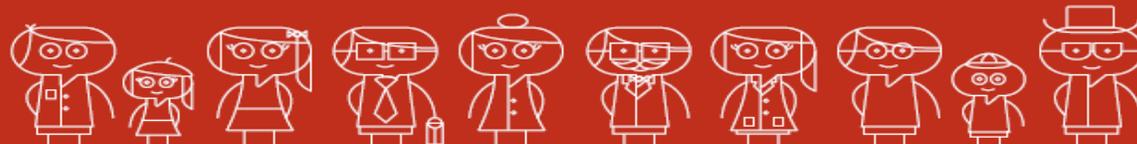
Grinnell, IA

Partnering with CivicPlus since 2010



Table of Contents

- Top Level Information
- Top Visited Pages
- Mobile Statistics
- Top Searched Terms
- Mobile Utilization
- 2015 Updates
- General Best Practices



LET'S TALK NUMBERS

Only **25%**
of local government
websites are optimized
for mobile use

Citizen's Most Wanted Features

58% Online Issue Submission

Online Bill Pay **53%**

61% Online Registration

54%
of local governments
offer email subscriptions



19%
of local governments
allow online permit
payments



70%
of internet-using citizens
believe governments
should use social media



21%
of local governments
use social media

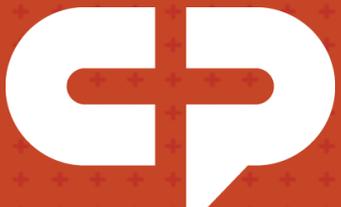
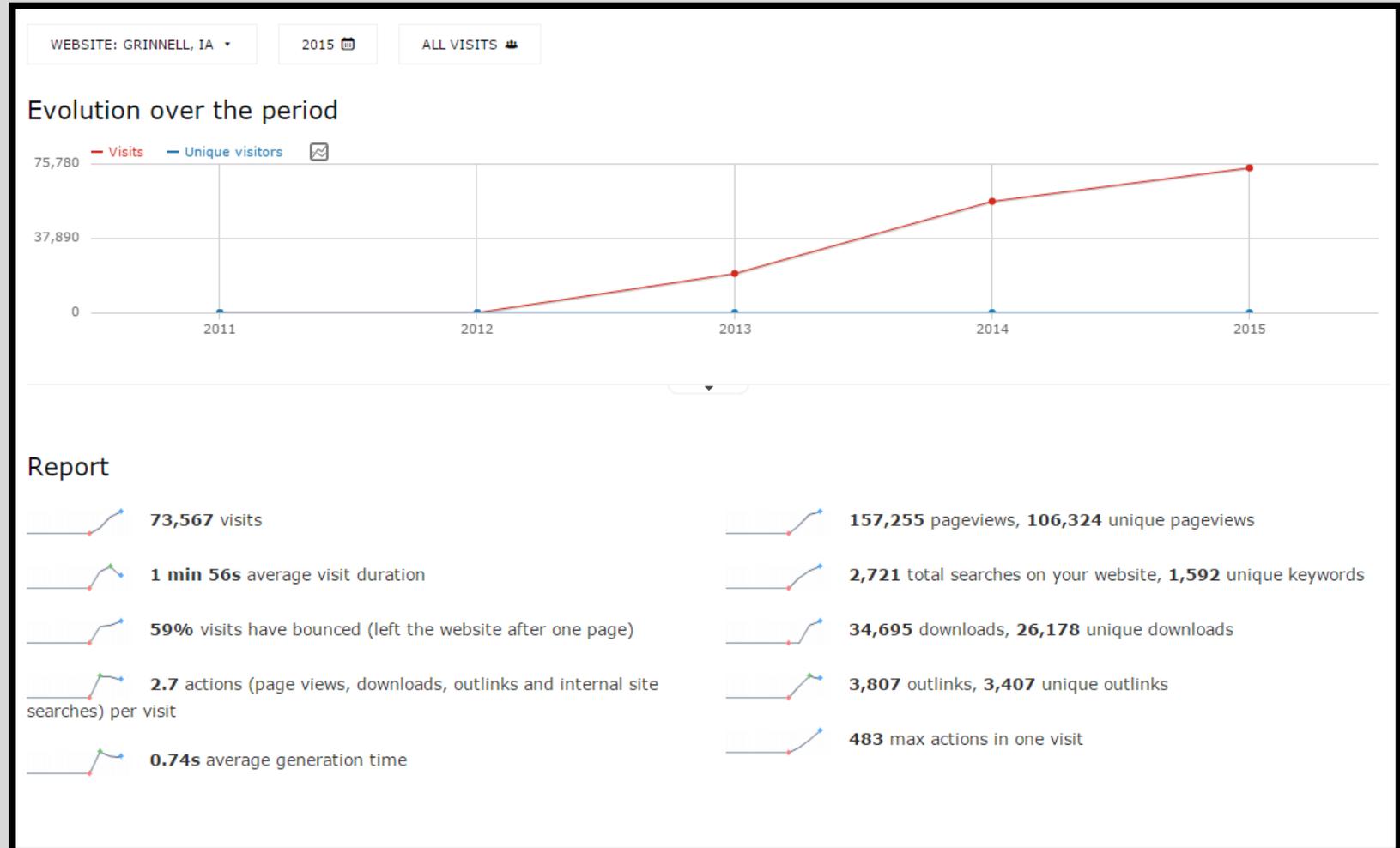


More than 50% of citizens are unsure about the basic functionalities their local government website provides

TOP LEVEL INFORMATION



- 73,567 Visits in 2015
- 1 min 56 sec. Is average duration
- 157,255 total page views
- 106,324 unique page views



TOP VISITED PAGES



*30% Increase in Web Visits
from
2014-2015*

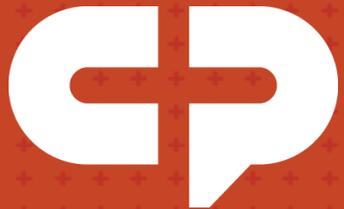
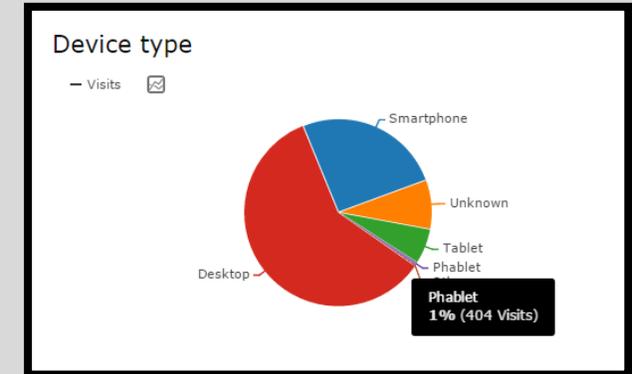
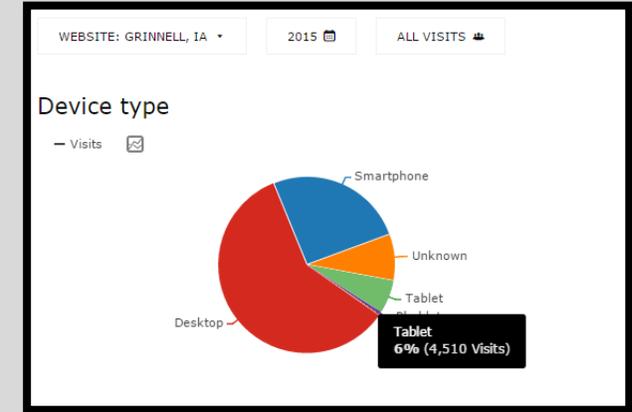
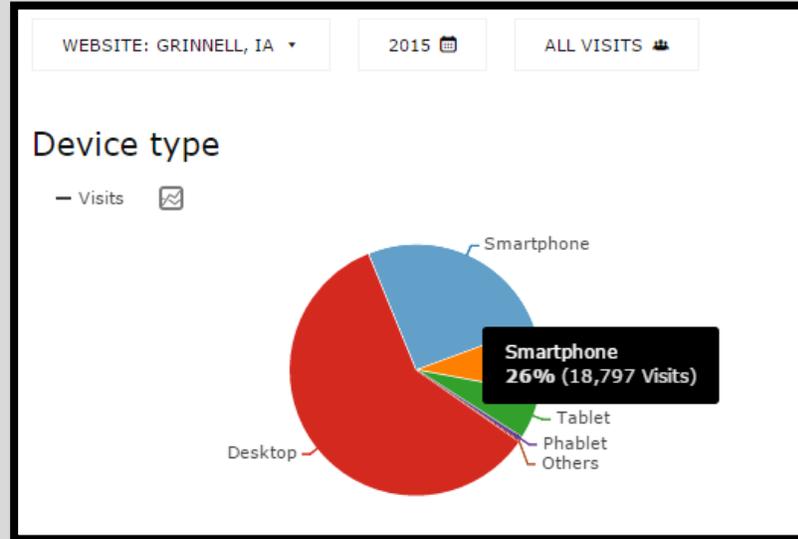
- Aquatic Center
- Parks and Recreation
- Home
- Police
- Recreational Activities
- Mayor and City Council
- Swim Rates and Closings
- Departments
- About Grinnell
- Government



MOBILE STATISTICS



33% of your site traffic in 2015 generated from a smart phone / tablet device (23,711 visits)



AN INTERACTIVE, MOBILE-RESPONSIVE WEBSITE is no longer a luxury, it's a necessity. Nearly 80% of the US population uses the internet and nearly 2/3 use mobile devices. **It's how we communicate. It's how communities connect. It's our passion.**

TOP SEARCHED TERMS



*34% of your website visits
happen outside the hours of
8-5*

- Crime
- Police
- Grinnell News
- Arrests
- Brush
- Schedules
- Population



Module Utilization



Many organizations are tempted to start down the path of building or redesigning a website by considering what they want their site to look like. But beauty is only pixel-deep... a website can be so much more!

A truly great, interactive government site can serve as a convenient hub for your community, allowing you to connect like never before and work together toward a better tomorrow. The first step is determining where you want to go. When you've got a clear vision and an engaged community... sky's the limit.

- Great job utilizing Notify Me! 😊 Lots of categories and many subscribers.
- Great job using Agenda Center!
- Facilities module looks great with the photos and amenities listed.
- Consider showcasing Police and Parks and Recreation on home page since that is where citizens are landing on most and searching for. Make it easier for them to find what they want.
- Consider switching banners to correspond with seasons for visual enriched and current site.
- Constancy in font under News Flash on home page
- Consider Utilizing Request Tracker for reporting “problems”.





CivicEngage
160 Product Enhancements
\$2.5 Million Investment



CLIENT REQUESTED ENHANCEMENTS

- **CivicSend**
 - New mobile responsive templates
 - Push notifications
 - Message scheduling
 - Archiving
 - Robust editing features
 - Text wrapping
- **Expanded drag and drop capabilities through multiple modules**
- **Archive Center**
 - Ability to upload additional file types such as media
- **Enhanced Slide Show Capabilities**
- **Facilities**
 - Enhanced reporting
 - Reservation updates
 - Advanced search capabilities
 - Email Notification updates
- **Staff Directory**
 - Rich text capabilities and
 - Custom widget
 - Import / Export solutions
- **Slideshow Enhancements**
- **Agenda Center**
 - Enhanced sorting capabilities down to the item level
- **New Support request features**

ADDITIONAL ENHANCEMENTS

- **Performance enhancements**
 - We recognized the need to provide a highly responsive, faster solution for both citizens and administrators. The performance of the CivicPlus platform is now one of the fastest website solutions available.
 - Improved site speed so that more than 90% of citizen pages load in 1.7 seconds or less, and admin pages load in 3.2 seconds or less
 - Introduced automated image optimization
- **Hosting & Security enhancements**
 - Introduced 2 new hosting & security options
 - Deployed a DDOS attack mitigation solution to address attacks (optional)
 - Introduced live human detection to prevent many attacks (optional)
 - Introduced an option for a Content Distribution Network (CDN) (optional)
- **Accessibility/WCAG 2.0/ADA compliance**
 - Updated our software to support WCAG 2.0 A and AA requirements (Aurora)
- **Introduced a new online payment solution**
 - Solution is fully PCI Level 1 certified
- **Launched completely revamped CivicMobile 2.0 solution**
 - Updated all citizen facing modules to new responsive views
 - Push notifications
 - Enhanced support for 16 in-app solutions
- **Updated all citizen facing modules to new responsive views**
- **Predictive Search**

GENERAL BEST PRACTICES



Mapping out your vision, goals, and type of website you want for your community is a crucial step for a well-executed project that delivers the results you're looking for.

PAGE TITLES / HEADINGS

- Page titles should be clear and concise and accurately describe the content found on the page. Ex: “Content Policy Documents” is much clearer than just “Documents.”
- Page titles should be 55 characters or less – Keeping page titles short will prevent ... from appearing in search results
- Headings should be used to break up content and provide the user guidance as to what information is in the text below it.
- Headings should be clear and concise – describing what information can be found in the text beneath it.
- Headings and page titles should utilize the ampersand (&) to save space.
- Headings should be created with title case.

IMAGES

- Images used on the site should enhance the content on the page. •
- Images inside the content area should be no wider than 300 px.
- For more than three images per page, consider utilizing a slideshow instead of stagnant images.
- Images require a descriptive alt text for users with screen readers. File names and single words do not make usable alt text entries. Try “black and white police cruiser with lights on” instead of “cop car,” or “young girl participating in recreation program” instead of “little girl.”
- Image sizes should be optimized for web to minimize page loading times.



GENERAL BEST PRACTICES

CONTENT / LINKS

- Avoid using multiple punctuation marks in a row such as “wow!” instead of “wow!!!!” or “what?” instead of “what???” Exclamation points should be used sparingly.
- Know your audience. Some content is meant to engage. Some content is meant to inform or educate. Some content has to simply direct users to contact a real person. Not all content is intended to do everything, and that is ok. Make sure that you are keeping your audience and the purpose of the content in mind when either writing or formatting content for the website.
- It is okay to write in a more conversational tone when writing for the web. However, slang and jargon should still be avoided.
- Avoid writing in the passive voice. The active voice is more engaging and direct. Example: "Action on the bill is being considered by the Council" is passive voice. "The Council is considering taking action on the bill" is active voice.
- Be Consistent with your sentence tense throughout the entire page
- All links to documents should open in a new window.
- All links to other pages within the same website should open in the same window
- All links to external URLs should open in a new window to allow users to utilize browser tools throughout their web experience.
- Avoid using terms like “click here” as they don’t indicate to the user where the link is going to take them. They also hinder the usability of the site for someone utilizing a screen reader. Instead, link to words that indicate what is found at the link. (Ex: Instead of “to view the training document, click here” try “View the training document.”)
- Don’t replicate content, use links instead. You can link to content within the site on the same topic to avoid having to duplicate any content



Imagine... instead of frustrated calls, you could be getting comments like the one our friends in Hot Springs received from a grateful citizen:

“I no longer have to figure out what department is responsible for the information I’m trying to find. Everything is clearly displayed on the home page... Well done.”

Today’s world is changing quickly, but staying ahead of the curve doesn’t have to be complicated. In fact, it can make your job easier. CivicPlus is leading the way in government-to-citizen communication.

LET'S DO THIS... TOGETHER.

Government Websites,
Emergency Notifications,
Professional Services & HR
Management

WE ARE CIVICPLUS.



302 South 4th Street, Suite 500
Manhattan, Kansas 66502
civicplus.com



We Focus On Technology That Works With Local Government

Let us help you!



Monday, February 22, 2016

Mayor Gordon Canfield
927 4th Avenue
Grinnell, IA 50112

Mayor Gordon Canfield and City Council,

I am writing on behalf of the Grinnell Youth Baseball/Softball Association (GYBSA) Board of Directors and the boys and girls we serve ages 4-14 in the Grinnell community. The Board expects to have approximately 350+ Grinnell area youth sign up for Little League for the 2016 season. The GYBSA Board of Directors is all volunteer and the only staff we have are seasonal umpires. We have volunteer coaches, volunteers that staff the concessions, and many generous businesses that donate annually to help us provide this opportunity to the youth in the community.

We want to stress to you that we are all inclusive with our programs and we focus on sportsmanship, fundamental skill development, and fun. We are pleased to let you know that the Grinnell College has awarded GYBSA \$2,500 to help us purchase equipment to continue to make this program available to all youth in the community. Unfortunately youth baseball and softball is being divided between tournament teams and local Little League teams. It is often lower income youth that lack the resources to be able to participate the higher cost option of traveling teams. We are working hard to insure that all area youth are given the opportunity to participate in a quality experience that enriches them as athletes and citizens regardless of family resources.

Our rates for participation are \$40, \$60, and \$75 and GYBSA expects that approximately 40-60 participants will be unable to pay either the full amount or any amount. Using information provided by the Grinnell-Newburg Schools that 40%+ of students are on free or reduced lunch, we can estimate that approximately 140 of the 350 participants are low to moderate income. This results in an estimated lost revenue to the GYBSA program in the range of \$2000 - \$3500. We strive to provide the best possible experience for all participants and their families and your assistance will help us level the playing field for all youth who want to participate.



We respectfully request that you consider utilizing the John M. Campbell Fund to match the \$2,500 provided by the Grinnell College to GYBSA to help cover the cost of participation for low income youth from Grinnell which will help provide a high quality experience for participants. The GYBSA Board is committed to improving the experience we provide to all area youth that wish to participate in youth baseball and softball, regardless of their social or economic standing.

Sincerely,

Ben Latimer - President
GYBSA Board of Directors



**GRINNELL PLANNING COMMITTEE MEETING
MONDAY, MARCH 7, 2016 AT 4:45 P.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

TENTATIVE AGENDA

ROLL CALL: Bly (Chair), Burnell, Hansen

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Review the 2017 Goal Setting Session Report.

INQUIRIES:

ADJOURNMENT:

City of Grinnell, Iowa Goal Setting Report February 29, 2016

**Mayor:
Gordon Canfield**

**City Council Present:
Jim White
Byron Hueftle Worley
Rachel Bly
Sondi Burnell
Julie Hansen**

**City Staff Present:
Russ Behrens, City Manager
Jan Anderson, Water/Wastewater Superintendent
Jim Brown, Water Director
Kelly Johnson Rose, Parks & Recreation Director
Dennis Reilly, Chief of Police
Dan Sicard, Fire Chief
Marilyn Kennett, Drake Community Library Director
Duane Neff, Director of Building and Planning**

***Facilitated by:
Russ Behrens, City Manager***

CITY OF GRINNELL, IOWA
GOAL SETTING SESSION
2016

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Exhibit A – Accomplishments, Goals, Concerns, and Significant Projects, Programs,
Policies, and Initiatives Considered..... Page 14

Exhibit B - Agenda.....Page 24

Exhibit C –Questionnaire and Pre-Meeting Summary..... Page 25

CITY OF GRINNELL, IOWA

GOAL SETTING SESSION

FEBRUARY 29, 2016

Introduction

The City of Grinnell Mayor and City Council requested the City Manager to lead the city with a goal setting process. The City Manager facilitated a process that involved the following steps:

1. Prepare a questionnaire to identify recent accomplishments, issues/trends/concerns, potential new initiatives/programs/policies and suggestions to improve organizational effectiveness.
2. Conduct a goal-setting session with the elected leaders and department heads.
3. Prepare a final report.
4. Create action plans and assignments for each priority.

Goal Setting Work Session

City Council Members and the Mayor held a work session conducted by the City Manager on February 29, 2016. In attendance and participating at this meeting were Mayor Gordon Canfield and Council Members Jim White, Byron Hueftle Worley, Rachel Bly, Sonni Burnell and Julie Hansen. Jo Wray was absent due to her mother passing away earlier in the day.

Also in attendance and participating in this meeting were City Manager Russ Behrens, Water/Wastewater Superintendent Jan Anderson, Water Director Jim Brown, Parks and Recreation Director Kelly Johnson Rose, Chief of Police Dennis Reilly, Fire Chief Dan Sicard, Drake Community Library Director Marilyn Kennett, and Director of Building and Planning Duane Neff. Director of Public Services David Popp was absent with a serious illness.

Major Accomplishments

1.	Successful completion of Phase 4 of the CBD reconstruction.
2.	Successful application and plan development for the GMRC RISE grant project to improve traffic flow and safety near GMRC on Iowa Highway 146. Project involves a partnership with Poweshiek County, the Iowa DOT, GMRC, and the city of Grinnell. Although not a mandatory provision of the annexation agreement it was a request made by GMRC.

3.	Bike trail expansion and US Highway 6 underpass.
4.	Recruitment of Brownells and the opening of their facility.
5.	Continued and determined work on the repurposing of the Grinnell Community Center as a boutique hotel and events center.
6.	Retirement of the debt from Phase I of the CBD reconstruction.
7.	Retirement of the waste water treatment plant debt from 1985.
8.	Development of the Iowa Reinvestment Act proposal and advancement of project development. Excellent working relations with Grinnell College.
9.	Advancement of plans and investigation into various funding options for the new waste water treatment plant.
10.	Work with Grinnell College on downtown redevelopment and facilitating their desire to be a partner in community improvement.
11.	2014 Fire Convention proceeds used to buy 20 new sets of turnout gear.
12.	Transition to Jasper County ARL and policy change on animal recovery. Savings.
13.	Several housing projects are nearing completion or will begin soon, such as the Spaulding Lofts, Water Tower Plaza, and Grinnell Garden Cottages. The redevelopment of a number of vacant or abandoned properties has been a solid step in the right direction.
14.	Work on nuisance and abandoned properties has been methodical and successful.
15.	The library landscaping has balanced the desire for a sustainable landscape and the expectation by others to have a suburban look. The converging landscapes project addressed storm water runoff issues, added landscape beds where native planting had been less successful, and retained areas where native plantings had worked.
16.	The library continues to maintain and improve their new building with projects such as a new hand railing at the north entrance, stabilization of the Maple tree, installation of compact shelving, improved humidity control, improvements to computer networking, and use of services/materials remains strong.
17.	The city of Grinnell's ISO rating has improved from a 6 to a 4 over the past 10 years and we are currently only one rating point away from receiving a 3 designation.
18.	Work to develop plans and finance the new water tower and wastewater plant are progressing.
19.	Completion of the Hazard Mitigation Plan and FEMA approval.
20.	Successful integration of EMS into the Public Safety Building.
21.	Emergency plan created for the airport.
22.	Successful projects to reduce inflow and infiltration into the sanitary sewer system and the large CDBG project that will start soon.
23.	Implementation of a web/app based volunteer fire fighter tracking system with instant access to information about hydrant location and pre-plan information.
24.	Department successfully trained, practiced, and implemented a new strategy on structural fire attacks based on new science released by the National Institute for Standards and Technology.
25.	The Central Park planning and public input process has been thorough and

	inclusive.
26.	The preservation of the Spaulding building via the development of the Spaulding Lofts.
27.	Fiscal responsibility and accountability in all areas.
28.	I80 and Iowa Highway 146 traffic safety improvements projects. Traffic signals at Iowa Highway 146 and Lang Creek Avenue, etc.
29.	Sump pump program completed with excellent public support.
30.	Selling of East Street lots and sale of abandoned properties for redevelopment.
31.	Working with school district to allow them to purchase the 11 11th Avenue property for their future needs.
32.	First downtown maintenance project completed. Rebuilding it is important but maintaining it is equally important.
33.	Although part of the CBD Phase 4 project, a special note on the intersection of 4th Avenue and Iowa Highway 146 improvements.
34.	More effective use of the Sports Authority funds and better input from citizen committee.
35.	Recruitment of various new employees, maybe especially noteworthy with the wastewater and public service departments. Overall we are able to recruit quality candidates due to fair wages, excellent benefits, a good work environment and support from management and elected leaders.
36.	Excellent public input process and meeting facilitation for the Iowa Highway 146 project development and successful development of plans and very good project bids.
37.	Sunset Street reconstruction and improvement of 8th Avenue.
38.	Successful project development and funding for the CBD CDBG façade grant program.
39.	Designated as an Iowa Great Place and received associated grant funding.
40.	Numerous airport projects completed (SRE building, etc.) and planning for runway reconstruction and lighting underway.
41.	Foresight to implement utility franchise fee in response to property tax roll backs.
42.	Public Records Management project and cooperation with Poweshiek County.
43.	Completed 10th annual Capital Improvements Plan and have consistently implemented this plan to the best of our fiscal ability.

Issues, Concerns, Trends and Opportunities

The following were identified as issues, concerns, trends, and opportunities that may affect future city services, policies, finances or operations:

- Public infrastructure issues:
 - Several areas where public infrastructure needs replacement.
 - Need to adjust rates to coincide with infrastructure needs – water in particular.

- Sidewalk repairs, improvements, and construction.
 - Must find a solution for downtown parking, in particular long term and quality parking options for downtown residents.
 - Waste water collection system.
 - Waste water treatment plant.
 - 20th Street Bridge.
 - Expansion of Hazelwood Cemetery.
 - Need to improve response time to street repair requests.
 - Cemetery mowing.
 - Park mowing.
 - Locating a dog park.
 - Possible service to remove yard waste from residences.
 - Street maintenance and reconstruction.
 - Aging equipment, fire department in particular.
 - In approximately ten years the debt from the library, public safety building, and aquatic center will be retired which is an opportunity.
- Financial issues:
 - Reduced general fund (\$8.10 levy in particular).
 - Several people were concerned over the property tax roll backs.
 - The financial implications of the failure of the ITM Board and their project on the city of Grinnell.
 - Concerns over the cost of keeping pace with technology.
 - Short term finances on the heels of these large capital projects and their increased operating expenses.
 - Increasing fixed costs (IPERS, MFPRSI, fuel, utilities, wages, etc.).
 - Balancing rates with need to perform maintenance and upgrades.
 - Balance the budget annually and improve reserves, especially water and general fund.
 - Find ways to use the money we have more wisely. The city cannot be everything to everyone.
- Public Buildings:
 - The uses of the library will shift over time but the building is well suited for this adjustment. There will be both computer based learning and group activity learning that can occur.
 - Technology will continue to provide great opportunities but will also require constant reinvestment with the library and city administrative offices being examples.
 - Increased costs of operating and maintaining new buildings.
 - Overall the sense was that the city should limit/minimize their ownership of buildings.
- Staff:
 - Reduce work comp problems. Find ways to reduce the injuries and better manage work comp cases. Employees must understand the importance of safety procedures and protocols even if the process is heavy handed.

- Encourage staff development and promote lifelong learning. Areas of interest include human resources, personnel management, workers' rights, etc.
 - Hire good people when and where you can find them.
 - Policy on social media for all departments.
 - Parks staff. Are we using current staff effectively now that mowing is largely done by contract employees? A quality person could do great things in the parks system.
- Community and economic development:
 - Expanded marketing of the community to businesses and potential residents. Find that special marketing niche or tourism draw. It could be Grinnell College, sporting events, architecture, etc.
 - Potential commercial and industrial development at I80 is an opportunity. Another saw the lack of businesses there as a concern.
 - Empty strip mall at Wal-Mart.
 - Concerns about loss of businesses and potential population loss.
 - Maintaining a vibrant downtown is a concern.
 - Redevelopment of the RC Industries property is an opportunity. Several noted that we should be willing to partner with the school district if formally requested.
 - A rental inspection would help in many ways but one not often talked about benefit is improving people's first impression of our community. Many people's first experience in Grinnell is looking for an apartment and this is often a very horrifying experience. We are losing good residents to other communities and gaining others.
 - Continue to improve nuisance and abandoned properties, work to redevelop properties where possible.
 - Increased safety inspection of commercial buildings and a rental housing inspection program.
 - Collaboration with Grinnell College on their building plans and properties.
 - Collaboration with GRMC as they work through their transition.
 - Provide incentives for retrofitting downtown buildings to meet life safety requirements and fire suppression systems for new businesses.
 - The Drake Community Library is supporting the Campaign for Grade Level Reading and is well positioned to help sustain this worthwhile effort in the years ahead.
 - Changing demographics will create both challenges and opportunities. Possible population loss is a significant concern.
 - Better cooperation and more effective marketing to bring new spending to support business, city, school, and many others.
 - Development of the interstate provides opportunity to increase sales tax, property tax, and hotel tax revenues, while providing jobs for many. This development should be sensitive to existing business while aggressively tapping into the interstate travel and the regional population.
 - Keep downtown vibrant.
 - Sprawl, ineffective extensions of our utilities, conflicts with poorly planned development, and inequitable contributions to pay for public

services and assets could be fatal to the long term health of the community.

- Miscellaneous:
 - Some saw both concerns and opportunities for recruitment of volunteers.
 - Develop a procedure to handle citizen complaints and concerns.
 - Increase focus on volunteer recruitment and private donations.
 - Improve public transportation.
 - Determine the city's news source and use it more.
 - Create a strong quality of life endowment that can be built on over the next 100 years (surplus sales tax, private donations, small amounts from here and there, etc.). Funding for these quality of life projects is likely going to get harder and harder as time passes.

On-Going Priorities

The following were identified as on-going priorities for the upcoming 12 – 24 month period:

- **Wastewater treatment plant replacement planning and construction.** Assigned to the Water Resources Director with oversight by the Public Works and Grounds Committee.
- **Central business district reconstruction – Phase V – final phase.** Assigned to the City Manager with oversight by the Public Works and Grounds Committee.
- **Continue development of annual CIP.** Assigned to the City Manager with oversight by the Planning Committee with involvement of all Council committees and members.
- **Retention, recruitment, and development of employees to maintain quality workforce.** Responsibility of all with leadership of City Manager and Finance Committee.
- **Proactive code enforcement for nuisances and incentives for improvements.** Assigned to the City Manager with assistance from the City Clerk, Building and Planning Director, and Chief of Police with oversight by the Public Safety Committee.
- **Repurpose the Community Center.** We believe we are very close to achieving this goal. The final three pieces include approval of the Iowa Reinvestment Act proposal, receipt of an allocation for state historic tax credits, and approval of a development agreement. Oversight by the Planning Committee. Managed by City Manager assisted by City Clerk. Others involved will include Ahlers Law.
- **Solution of the Veterans Building.** Identify, select, and implement a solution for the poor state of the Veterans Memorial Building. This solution needs to compliment Central Park as well. This project is under the complete prevue of the Veterans Commission.

- **Build a new water tower in south Grinnell.** Oversight by the Public Works and Grounds Committee. Managed by Water Resources Director assisted by City Manager. Others involved will include Veenstra and Kimm.
- **Promote housing initiatives that improve existing housing stock, reduce nuisance properties, and increase the diversity of housing options.** Oversight by the Planning Committee. Managed by City Manager assisted by City Clerk. Others involved will include Ahlers Law.

Priority Projects, Programs, Policies and Initiatives

The participants reviewed potential projects, programs, policies and initiatives for consideration and selected the following as priorities for the upcoming 12 – 24 month period (listed in priority order):

1. Implement a rental inspection program to ensure quality living environments for renters, improve safety for renters and first responders, and to eliminate low quality housing. This may include a provision that would require all property sold on contract to be inspected prior to sale. This may also include a commercial property inspection program in the downtown to reduce the risk of fire or other hazards for all central business district properties. It was also suggested that we examine ordinances recently passed by neighboring communities that provide disincentives for those keeping housing units that have habitual criminal activity.

Action Items

Consider development of an advisory committee consisting of quality housing advocates, rental property owners, and citizens to guide the development of all aspects of the project. Review past work done on this concept and gather information from other communities. Set attainable goals for the program.

Oversight by the Planning Committee with Rachel Bly and Byron Hueftle Worley specifically assigned. Managed by Director of Building and Planning, assisted by the Fire Chief (commercial properties), Police Chief (ordinance on criminal activity) and City Manager. Others involved will include the City Attorney.

2. Investigate options to improve existing sidewalks and expand sidewalks into all areas of Grinnell. Eliminate bike lane signs and markings – keep parking restrictions in place. Expand recreational trail in city limits.

Action Items

Conduct a sidewalk inventory and set priority improvements. Develop a reasonable and attainable set of goals for the first year. Amend ordinance to require minimum 5' width for all new sidewalks. Partner with Imagine Grinnell or other appropriate groups. Periodic progress reports to the City Council starting June 2016. Continue with implementation of master bike trails plan.

Oversight by the Public Works and Grounds Committee specifically assigned to Byron Hueftle Worley and Julie Hansen. Managed by Building and Planning Director assisted by City Clerk (sidewalks) and City Manager (trails). Others involved will include the City Attorney, Veenstra and Kimm and Tyler Avis with the Building and Planning Department.

3. Examine options to promote additional vibrancy in the central business district and expand parking options for area residents in particular. Work with Grinnell College, Chamber of Commerce, and others to develop a comprehensive plan that examines current conditions and opportunities for improvement.

Action Items

Convene a working group to develop an outline for this effort. Identify a set of goals and anticipated outcomes. Define the area to be considered in this planning effort. Review work that has been done by other communities related to this topic.

Oversight by the Finance Committee specifically assigned to Mayor Canfield, Jim White, and Rachel Bly. Managed by the City Manager. Others involved will include the City Attorney, Veenstra and Kimm and Tyler Avis with the Building and Planning Department.

4. Improve technology for delivery of city services to include online payments, even better access to information via electronic sources, access to real time budget information for all, and consider hiring an information technology professional.

Conduct a full assessment of the current state of the city's technology infrastructure. Identify the strengths and weaknesses of the current system. Identify areas where improvements will have the greatest impact. Coordinate this with the likely move of city offices to another location.

Oversight by the Finance Committee specifically assigned to Sondi Burnell. Managed by the City Clerk, Library Director and Police Chief.

5. Expand opportunities for staff development especially on site training that allows department heads and staff to be involved in the training as a group. This shall also include a greater commitment to improving the safety program beyond the good work that has been done in recent years.

Conduct a survey of employees to determine topics of training interest. Identify sources for these topics. Create a calendar as far in advance as possible to maximize participation.

Oversight by the Finance Committee specifically assigned to Jo Wray. Managed by the Parks and Recreation Director, Police Chief, and Water Director. Others involved will include the City Clerk and City Manager.

Those assigned to these projects should create an action plan with the Chair of the oversight committee or the specific council members assigned to present to the oversight committee listed.

A complete list of all programs and initiatives considered by the Mayor and City Council members is attached as **Exhibit A**.

Organizational Effectiveness

The Mayor and City Council reviewed a variety of ideas relating to improving organizational effectiveness to accomplish the selected goals and priorities. These are items that should be fostered and supported by the Mayor and City Council as they deem appropriate in the next year. Each project has been assigned to the Mayor or a Council member to champion that project as they see fit and work with appropriate staff. After review and discussion, the Mayor and City Council selected the following steps to improve organizational effectiveness (not in order of priority):

1. Continue the work to retain, honor and recruit volunteers for work throughout the community. Continue program to honor volunteers and people who do things right and are good citizens and neighbors. These people get lost in the shuffle between big projects and detrimental citizens. Enhance efforts to recruit citizens to serve on boards, committees and volunteer positions. **Mayor Canfield and Julie Hansen with staff assistance from the Fire Chief.**
2. A renewed commitment to making comprehensive improvements at the cemetery including better roads, improve information and access to electronic data, better turf management and maintenance, and an overall higher level of care. **Jim White with staff assistance from the Public Services Director and Barb Flander.**
3. Closely monitor utility rates and align rates with capital infrastructure needs. As work on the new wastewater treatment plant progresses in the coming year we should have very clear understanding of the needs of the waste water department. The water rates are likely the area that will need to be examined more closely. **Byron Hueftle Worley and Jo Wray with staff assistance from Kay Cmelik, Jim Brown and Jan Anderson.**
4. All aspects of city government need to keep pace with technology. There was support to hire a person to track technology, work on software/hardware, maintain website, monitor social media, newsletter, etc. however most recognize funding for this position is very unlikely to be available. Do the best we can with the resources available. Expand community engagement and education via various social media platforms. Better communication with the public via social media.

Clear understanding by citizens where or who they go to for information about city. Enhance citizen awareness of city government and activities. **Sondi Burnell.**

5. Encourage periodic reporting to the Council from staff on the progress and challenges being encountered in advancing their (Council) goals. The Council would then offer additional direction or insight. **Mayor Canfield.**
6. Support development of new city offices that are modern, accessible in all regards, appropriately sized, high quality, equipped with appropriate technology, and designed for efficiency. Council meeting room or general meeting room and work space that has appropriate audio and visual resources, an appropriate and effective design, and general improvement of the work environment. This will better facilitate information sharing, information exchange, public input, and overall efficiency. **Jo Wray and Sondi Burnell with staff assistance from Kay Cmelik and all staff housed there.**
7. Except for new retail businesses that need I80 exposure or serve the travelers on I80, try to encourage retail developments in the CBD and along the Iowa Highway 146 and US Highway 6 corridors adjacent and near the center of Grinnell. Encourage projects that have the potential to increase our local option sales tax revenues and hotel-motel tax revenues. The greatest potential for this type of revenue growth is likely at the I80 and Iowa Highway 146 interchange. **Rachel Bly but must involve everyone.**

Finally, below you will find several projects that were identified via the Preliminary Questionnaire results that appear to have some support for further consideration:

Develop pilot program to disconnect footing drains.

Advance a program to reconstruct the intersection of 6th Avenue and West Street to possibly include Iowa Highway 146 from 6th Avenue to 4th Avenue.

Name something prominent in Grinnell after Officer Warren Binegar.

Investigate automated garbage pick up to reduce injuries to make this position safer and more attractive to current and potential employees.

Develop tourism as an even stronger component of Grinnell's community development.

Cooperate on the development of the I-80 and 146 interchange, especially due to the multiple revenue generators and the untapped potential at that location. Improve the appearance of the community's front door.

Maintain a strong city center, support and encourage redevelopment where possible and logical. Development incentives for 'green' sites should be scrutinized carefully.

Continue to work on the completion of the trail. Expand the coalition to include Poweshiek County / Jasper County Board of Supervisors and Conservation Board. It will not be too many more years before the Grinnell portion will be complete. Encourage work on the ‘rural’ segments to proceed now opposed to waiting until the Grinnell segment is complete.

Employ smart efforts for employee recruitment and train employees with potential and willingness for advancement. Everyone should be head hunting all the time. Give the City Manager the green light to work with Department Heads to hire good employees when they are available – opposed to when there is an opening.

Update several key planning processes/documents such as the Grinnell Housing Study, Grinnell Comprehensive Land Use Plan, and possibly a comprehensive examination of the central business district to include building inventories, barriers to business development, opportunities for improvement, compilation of investment incentives, and related items.

Investigate the equitability of water charges – look at charging for fire sprinkler connections and charges for those that benefit from the water system without payment or via a very limited payment.

Improve the sanitary sewer collection system.

Final Comments

It is important to note that the prioritization of projects and initiatives is not “cast in stone.” They can be modified as new information becomes available. It is recommended that city staff work with the elected leader(s) assigned to each project to prepare an “action plan” for accomplishing the planning goals. The action plan would define the steps that would be needed to accomplish each goal, identify who is responsible for implementation, and establish a timeline for accomplishment. The action plan should then be presented to the Mayor and City Council for review and approval. It is also recommended that staff review with the Mayor and City Council the status of implementing the goals on a quarterly basis.

Note: The agenda for the Goal Setting Session and the Preliminary Questionnaire Results are attached to this report as **Exhibits A** and **B** respectively.

Exhibit A

City of Grinnell
Goal Setting Session – 2016

**ACCOMPLISHMENTS, GOALS, CONCERNS AND SIGNIFICANT
INITIATIVES OR PROGRAMS CONSIDERED**

Summary of questionnaire/survey submitted by Grinnell elected leaders and management staff for City Council Planning Session. Prepared by City Manager, Russ Behrens 2-29-16.

ACCOMPLISHMENTS

1.	Successful completion of Phase 4 of the CBD reconstruction.
2.	Bike trail expansion and US Highway 6 underpass.
3.	Recruitment of Brownells and the opening of their facility.
4.	The successful and amicable annexation of GMRC and extension of water.
5.	Retirement of the debt from Phase I of the CBD reconstruction.
6.	Retirement of the waste water treatment plant debt from 1985.
7.	Development of the Iowa Reinvestment Act proposal and advancement of project development. Excellent working relations with Grinnell College.
8.	Advancement of plans and investigation into various funding options for the new waste water treatment plant.
9.	Work with Grinnell College on downtown redevelopment and facilitating their desire to be a partner in community improvement.
10.	Continued and determined work on the repurposing of the Grinnell Community Center as a boutique hotel and events center.
11.	Successful projects to reduce inflow and infiltration into the sanitary sewer system and the large CDBG project that will start soon.
12.	Several housing projects are nearing completion or will begin soon, such as the Spaulding Lofts, Water Tower Plaza, and Grinnell Garden Cottages. The redevelopment of a number of vacant or abandoned properties has been a solid step in the right direction.
13.	Work on nuisance and abandoned properties has been methodical and successful.
14.	The library landscaping has balanced the desire for a sustainable landscape and the expectation by others to have a suburban look. The converging landscapes project addressed storm water runoff issues, added landscape beds where native planting had been less successful, and retained areas where native plantings had worked.
15.	The library continues to maintain and improve their new building with

	projects such as a new hand railing at the north entrance, stabilization of the Maple tree, installation of compact shelving, improved humidity control, improvements to computer networking, and use of services/materials remains strong.
16.	The city of Grinnell's ISO rating has improved from a 6 to a 4 over the past 10 years and we are currently only one rating point away from receiving a 3 designation.
17.	Work to develop plans and finance the new water tower and wastewater plant are progressing.
18.	Completion of the Hazard Mitigation Plan and FEMA approval.
19.	Successful integration of EMS into the Public Safety Building.
20.	Emergency plan created for the airport.
21.	2014 Fire Convention proceeds used to buy 20 new sets of turnout gear.
22.	Implementation of a web/app based volunteer fire fighter tracking system with instant access to information about hydrant location and pre-plan information.
23.	Department successfully trained, practiced, and implemented a new strategy on structural fire attacks based on new science released by the National Institute for Standards and Technology.
24.	The Central Park planning and public input process has been thorough and inclusive.
25.	The preservation of the Spaulding building via the development of the Spaulding Lofts.
26.	Fiscal responsibility and accountability in all areas.
27.	I80 and Iowa Highway 146 traffic safety improvements projects. Traffic signals at Iowa Highway 146 and Lang Creek Avenue, etc.
28.	Sump pump program completed with excellent public support.
29.	Selling of East Street lots and sale of abandoned properties for redevelopment.
30.	Working with school district to allow them to purchase the 11 11th Avenue property for their future needs.
31.	First downtown maintenance project completed. Rebuilding it is important but maintaining it is equally important.
32.	Although part of the CBD Phase 4 project, a special note on the intersection of 4th Avenue and Iowa Highway 146 improvements.
33.	More effective use of the Sports Authority funds and better input from citizen committee.
34.	Recruitment of various new employees, maybe especially noteworthy with the wastewater and public service departments. Overall we are able to recruit quality candidates due to fair wages, excellent benefits, a good work environment and support from management and elected leaders.
35.	Excellent public input process and meeting facilitation for the Iowa Highway 146 project development and successful development of plans and very good project bids.
36.	Sunset Street reconstruction and improvement of 8th Avenue.
37.	Successful project development and funding for the CBD CDBG façade grant program.
38.	Designated as an Iowa Great Place and received associated grant funding.

39.	Numerous airport projects completed (SRE building, etc.) and planning for runway reconstruction and lighting underway.
40.	Foresight to implement utility franchise fee in response to property tax roll backs.
41.	Transition to Jasper County ARL and policy change on animal recovery. Savings.
42.	Public Records Management project and cooperation with Poweshiek County.
43.	Completed 10th annual Capital Improvements Plan and have consistently implemented this plan to the best of our fiscal ability.
44.	Successful application and plan development for the GMRC RISE grant project to improve traffic flow and safety near GMRC on Iowa Highway 146. Project involves a partnership with Poweshiek County, the Iowa DOT, GMRC, and the city of Grinnell. Although not a mandatory provision of the annexation agreement it was a request made by GMRC.

There was one theme expressed by a number of people that I summarize as follows.

The city staff, volunteers, business leaders, elected officials, and others are deliberate, calculated, inclusive and intelligent about the development of projects ranging from economic development to public infrastructure projects. The city government and community have well thought out plans, involve the right people in both plan development and implementation, maintain consistency, and follow through – even if that follow through takes years. Some projects noted include many listed above, EMS, interstate development, planning for Highway 146 North, the annexation of Grinnell Mutual Reinsurance, waste water systems, and repurposing of the Grinnell Community Center. At a time when so many levels of government and even private business are distrusted by many, the city of Grinnell has been able to limit citizen complaints and apathy. Friction between citizens, elected leaders, staff, volunteers, and other groups is minimal and in most cases all work cooperatively and effectively.

ISSUES, TRENDS, CONCERNS, AND OPPORTUNITIES

Some of the items listed are all of the above – you can decide.

- Public infrastructure issues:
 - Several areas where public infrastructure needs replacement.
 - Need to adjust rates to coincide with infrastructure needs – water in particular.
 - Sidewalk repairs, improvements, and construction.
 - Must find a solution for downtown parking, in particular long term and quality parking options for downtown residents.
 - Waste water collection system.
 - Waste water treatment plant.
 - 20th Street Bridge.
 - Expansion of Hazelwood Cemetery.
 - Need to improve response time to street repair requests.
 - Cemetery mowing.
 - Park mowing.

- Locating a dog park.
 - Possible service to remove yard waste from residences.
 - Street maintenance and reconstruction.
 - Aging equipment, fire department in particular.
 - In approximately 10 years the debt from the library, public safety building, and aquatic center will be retired.
- Financial issues:
 - Reduced general fund (\$8.10 levy in particular).
 - Several people were concerned over the property tax roll backs.
 - The financial implications of the failure of the ITM Board and their project on the city of Grinnell.
 - Concerns over the cost of keeping pace with technology.
 - Short term finances on the heels of these large capital projects and their increased operating expenses.
 - Increasing fixed costs (IPERS, MFPRSI, fuel, utilities, wages, etc.).
 - Balancing rates with need to perform maintenance and upgrades.
 - Balance the budget annually and improve reserves, especially water and general fund.
 - Find ways to use the money we have more wisely. The city cannot be everything to everyone.
- Public Buildings:
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 - Technology will continue to provide great opportunities but will also require constant reinvestment with the library and city administrative offices being examples.
 - Increased costs of operating and maintaining new buildings.
 - Overall the sense was that the city should limit/minimize their ownership of buildings.
- Staff:
 - Reduce work comp problems. Find ways to reduce the injuries and better manage work comp cases. Employees must understand the importance of safety procedures and protocols even if the process is heavy handed.
 - Encourage staff development and promote lifelong learning. Areas of interest include human resources, personnel management, workers' rights, etc.
 - Hire good people when and where you can find them.
 - Policy on social media for all departments.
 - Parks staff. Are we using current staff effectively now that mowing is largely done by contract employees? A quality person could do great things in the parks system.
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- Expanded marketing of the community to businesses and potential residents. Find that special marketing niche or tourism draw. It could be Grinnell College, sporting events, architecture, etc.
 - Potential commercial and industrial development at I80 is an opportunity. Another saw the lack of businesses there as a concern.
 - Empty strip mall at Wal-Mart.
 - Concerns about loss of businesses and potential population loss.
 - Maintaining a vibrant downtown is a concern.
 - Redevelopment of the RC Industries property is an opportunity. Several noted that we should be willing to partner with the school district if formally requested.
 - A rental inspection would help in many ways but one not often talked about benefit is improving people's first impression of our community. Many people's first experience in Grinnell is looking for an apartment and this is often a very horrifying experience. We are losing good residents to other communities and gaining others.
 - Continue to improve nuisance and abandoned properties, work to redevelop properties where possible.
 - Increased safety inspection of commercial buildings and a rental housing inspection program.
 - Collaboration with Grinnell College on their building plans and properties.
 - Collaboration with GRMC as they work through their transition.
 - Provide incentives for retrofitting downtown buildings to meet life safety requirements and fire suppression systems for new businesses.
 - The Drake Community Library is supporting the Campaign for Grade Level Reading and is well positioned to help sustain this worthwhile effort in the years ahead.
 - Changing demographics will create both challenges and opportunities. Possible population loss is a significant concern.
 - Better cooperation and more effective marketing to bring new spending to support business, city, school, and many others.
 - Development of the interstate provides opportunity to increase sales tax, property tax, and hotel tax revenues, while providing jobs for many. This development should be sensitive to existing business while aggressively tapping into the interstate travel and the regional population.
 - Keep downtown vibrant.
 - Sprawl, ineffective extensions of our utilities, conflicts with poorly planned development, and inequitable contributions to pay for public services and assets could be fatal to the long term health of the community.
- Miscellaneous:
 - Some saw both concerns and opportunities for recruitment of volunteers.
 - Develop a procedure to handle citizen complaints and concerns.
 - Increase focus on volunteer recruitment and private donations.
 - Improve public transportation.
 - Determine the city's news source and use it more.
 - Create a strong quality of life endowment that can be built on over the next 100 years (surplus sales tax, private donations, small amounts from

here and there, etc.). Funding for these quality of life projects is likely going to get harder and harder as time passes.

Significant Initiatives and Programs

Implement a rental inspection program to ensure quality living environments for renters, improve safety for renters and first responders, and to eliminate the low quality housing that can attract similar renters.

Repurpose the Grinnell Community Center into a boutique hotel and events center.

Develop pilot program to disconnect footing drains.

Establish fire connection fees.

Reconstruction of 6th and West intersection.

Even more outreach with social media.

Name something prominent in Grinnell after Officer Warren Binegar.

Build an outstanding war memorial including the names of our war dead.

Work with Chamber, Grinnell College, and others to improve the buildings in the CBD to allow business to thrive in all locations to avoid empty store fronts.

Make Grinnell better, not bigger. Update the comprehensive land use plan and zoning ordinance utilizing the Census 2010 data when available.

Investigate automated garbage pick up to reduce injuries and make this position more attractive.

Improve overall employee productivity. Must be willing to reward good employees, train those with potential, and remove those that are likely not serving the community with quality work and effort.

Study utility rates and connect the rate plan logically to the capital improvement plan, if necessary beyond five years.

Aggressive targeted retail recruitment to stop retail leakage.

Develop tourism as a stronger component of Grinnell's community development.

Cooperate on the development of the I-80 and 146 interchange, especially due to the multiple revenue generators and the untapped potential at that location. Improve the appearance of the community's front door.

Maintain a strong city center, redevelopment where possible and logical. Development incentives for 'green' sites should be scrutinized carefully.

Improve nuisance abatement activities. Improving the city starts with improving what we already have. Junk cars, vacant houses, garbage accumulations, and vacant properties will negate much of the marketing we are doing. Be creative, be consistent, and be forceful when necessary.

Continue to work on the completion of the trail. Expand the coalition to include Poweshiek County / Jasper County Board of Supervisors and Conservation Board. It will not be too many more years before the Grinnell portion will be complete. Encourage work on the 'rural' segments to proceed now opposed to waiting until the Grinnell segment is complete.

Employ smart efforts for employee recruitment and train employees with potential and willingness for advancement. Everyone should be head hunting all the time. Give the City Manager the green light to work with Department Heads to hire good employees when they are available – opposed to when there is an opening.

Continue the cemetery road improvements.

Update several key planning processes/documents such as the Grinnell Housing Study, Grinnell Comprehensive Land Use Plan, and possibly a comprehensive examination of the central business district to include building inventories, barriers to business development, opportunities for improvement, compilation of investment incentives, and related items.

Investigate the equitability of water charges – look at charging for fire sprinkler connections and charges for those that benefit from the water system without payment or via a very limited payment.

Improve the sanitary sewer collection system.

Develop a plan to locate, design, and finance an additional water tower for the community.

Improve upon the good relations with Grinnell College.

Maintain and operate new buildings impeccably. Maintain and operate old buildings the same way or get rid of some of them.

ORGANIZATIONAL EFFECTIVENESS

<p>Take advantage of technology only when there is an obvious benefit. Although many are touting the benefits of social networking sites, organizations that are great at person to person communication and building relationships that matter will be the successes in the future.</p>

Department access to purchasing/budget software for direct entry of transaction with appropriate approval process and real time access to budget information.
Hire a professional I.T. staff person to coordinate I.T infrastructure.
Cooperate with Grinnell College, school officials, non-profit leaders, and citizens to identify and meet local needs.
Improve team work among all departments. If everyone is pulling in the same direction there is very little we cannot accomplish but even one person can be very disruptive to this effort. Celebrate one another's accomplishments.
Understand that communication is everyone's job, it flows in all directions. There is nothing that is not your job. Saying that no one told me is often another way to say "I was not engaged and should have been paying attention." Although you may feel it is someone else's job to keep you up to speed, you have a greater responsibility to be engaged and seek out information.
Create a system for electronic purchase orders that generate reports and feedback to managers that are tied to the annual budget.
I appreciate the open dialogue and honest feedback. I respect the Mayor, Council, and staff, especially the way almost everyone is interested in a positive manner in all aspects of what we do, not just items pertaining directly to a job title. Communication is important and we should all remain open to new ideas and possibilities.
Record the department head meetings and send recordings to those that miss.
The local government and citizens seem in step most of the time, likely the result of great citizens and quality elected officials, volunteers, and staff. I guess they are largely one in the same
Create opportunities for organizations funded by the city to visit with the Council. Eliminate conflicts either real or perceived with these organizations.
Create opportunities for staff to communicate with the City Council.
Strive to respond to inquiries in a timely manner and hold each other accountable.
Continue to distribute minutes of boards, commissions and other groups to give everyone a chance to stay informed.

I WOULD LIKE TO SEE THE FOLLOWING ITEMS COMPLETED BEFORE I ...

- ✓ Appropriate and robust commercial development at I80 that does not compete with the downtown.
- ✓ Sale of 927 4th Avenue for appropriate redevelopment.
- ✓ New waste water plant capable of serving the community's long term needs with a design that is sustainable from a maintenance point and financially.
- ✓ New water tower at an appropriate location, of an appropriate size, and financed in an equitable manner.
- ✓ New water production plant.
- ✓ CBD reconstruction 100% complete.
- ✓ 100% of new construction designed and built with appropriate fire suppression.
- ✓ Resolution of the Veterans Building one way or another.
- ✓ Resolution of the ITM issues and proper repurposing.
- ✓ An ever improving sense of TEAM within all city functions.
- ✓ The best process possible to provide information to the public and strive to provide all equal access to participation in all processes involving the city.
- ✓ Construction of the central business district reconstruction complete and impeccable maintenance of this investment.
- ✓ A robust commercial and light manufacturing/business park at the I-80 and 146 interchange that is also supportive of the city center.
- ✓ Effective and financially viable uses for city buildings (this is paraphrasing many similar comments).
- ✓ Development of a new deep well.
- ✓ Upgrade to the water plant.
- ✓ Improve the community's Insurance Services Office (ISO) fire suppression rating to 3.
- ✓ Statewide awareness of Grinnell as a tourist destination and as a premier lifestyle choice.
- ✓ Retail leakage eliminated and strong surpluses in some categories of retail trade.
- ✓ Create an endowment/angel investment like fund that will set apart from other communities in the long term. It should provide both capital for business development and return for quality of life upgrades in the community.

These were not identified as priorities but each is assigned to a Council Committee and they may consider each item as their workloads or interest allow.

- 1. Improve the library grounds – Public Works and Grounds.**
- 2. Special emphasis on fire protection in the CBD – Public Safety.**
- 3. Rental housing inspection program in place – Public Safety.**
- 4. Fire inspections of large assembly areas (hotels, large apartment, etc.) – Public Safety.**

- 5. Continued investment in downtown buildings and more residents – parking – Finance.**
- 6. Development of a city endowment – used to make capital investments in Grinnell where possible with endowment and annual revenue used for operations - Finance.**
- 7. After all of these are completed apply for and receive All American City award - Planning.**
- 8. A professional city hall with state of the art council room, communication equipment, and adequate space to be in one location. Move toward paperless for office and council – Finance.**
- 9. 100% of residential buildings with working smoke detectors – Public Safety.**
- 10. Spring and fall clean up days – Public Works and Grounds.**
- 11. Improved parking options and availability in the CBD - Planning.**
- 12. Begin planning and investigation for the possibility of an overpass on the IIR – Public Works and Grounds.**

Exhibit B
AGENDA
CITY OF GRINNELL
GOAL SETTING SESSION - 2016

MONDAY, FEBRUARY 29, 2016

5:30 PM – 8:00 PM

Large Training Room Grinnell Public Safety Building

1. Introductions and Opening Comments
 - a. What makes Grinnell city government unique from other local government and why does it matter?
2. General Overview of the Meeting and the Goal Setting Process
 - a. Why are we doing this? What is different this year than in the past?
3. Review Recent City Accomplishments (2014 - 16)
 - a. Select two projects from the list of ACCOMPLISHMENTS that you think are noteworthy, one that you played a role in and another that you had a limited or no role. Please explain why you selected each one.
4. Review Issues, Concerns, Opportunities, and Trends
 - a. Please pick one in priority order and discuss.
5. Identify On-Going Priorities
6. Programs, Policies, Projects and Initiatives
7. Organizational Effectiveness
8. Review priority projects and set priorities.
 - a. I would like to be a champion for the following project(s)
_____.
9. Report to the Mayor and City Council – 2016 Goal Setting Process
 - a. Development of Action Plan
 - b. Importance of Quarterly Updates
10. Questions, comments, and suggestions
11. Adjourn

Exhibit C
CITY OF GRINNELL
GOAL SETTING SESSION – 2016
QUESTIONNAIRE

INTRODUCTION

The City of Grinnell’s Goal Setting Session will be held on Monday, February 29, 2016, in the large training room at the Public Safety Building 5:30 p.m. to 8:00 p.m. The purpose of the session will be to identify and prioritize the City’s overall goals and objectives for the next several years.

In order to prepare for this session, you are requested to identify key issues and potential objectives that will be reviewed and discussed at the session. Please complete all sections of this questionnaire. If you need additional space, please feel free to attach additional page(s).

Major Accomplishments

Please list the major city accomplishments over the past two years. These accomplishments could be as large as a street project or as simple as a newly adopted city policy. The items do not need to be in any particular order.

Issues, Concerns, Trends, and Opportunities

Please list specific issues, concerns, trends, and opportunities that affect future city services, policies, finances or operations (for example, loss of population, major new economic development success or resolving a policy question). You do not need to identify potential solutions to your concerns.

Significant Initiatives or Programs

Please list any initiatives, programs or policies that you think the City should consider in the next several years (for example, downtown revitalization, updating employee job descriptions, adopting a policy on open burning, conducting an annexation study, reviewing water and sewer rates, etc.)

Organizational Effectiveness

Please list several things that the Mayor/City Council and/or staff could do in the future to improve organizational effectiveness, decision-making process, teamwork and the ability to accomplish the City’s stated goals and objectives.

V. Before my term ends, before I retire, or before I move to new employment I would like to see the following items addressed, completed or resolved for the community:

RETURN OF QUESTIONNAIRE

Please return this questionnaire to Russ Behrens by Monday, February, 2016 at noon if possible – I know this is short notice. (Email is fine).



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING
MONDAY, MARCH 7, 2016 AT 5:30 P.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

TENTATIVE AGENDA

ROLL CALL: White (Chair), Hueftle-Worley and Burnell

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Discuss 911 Commission alternate.
2. Discuss downtown parking issues.
3. Consider Noga Ashkenazi's request for permission to film an independent movie.
4. Discuss Crime Stoppers program.

INQUIRIES:

ADJOURN:

March 3rd, 2016

Grinnell City Council

Re: Requesting permission to film an independent movie in Grinnell, Iowa

Dear Sir, Madam,

My name is Noga Ashkenazi and I'm a filmmaker, and a Grinnell College alum (graduated in 2009 as valedictorian of my class).

My previous feature film was an award winning documentary about the Grinnell Prison Program ([*The Grey Area: Feminism Behind Bars*](#)), which is currently being distributed by *Women Make Movies*.

Over the past 3 years, I have been writing and producing a musical film, which I like to think of as a "love song to Grinnell, Iowa". The film takes place in the town of Grinnell and tells the story of two sisters who reconnect with each other over their shared love of music during the course of one summer. The film will involve many Grinnellians and town-locals, who will be members of the cast and crew:

Paul McCulley ('79) is the film's Executive Producer, F. Hudson Miller ('80) is our Oscar nominated Sound Designer, the script was written by Tyson Stock and myself ('09, both Grinnell alums), and Brian Cavanagh-Strong ('09) is our Music Director - just to name a few.

Our goal is to showcase the quaint town of Grinnell, and to feature some of the community's biggest talents (actors, singers etc). **We would therefore like to request permission to film in several public locations around the town of Grinnell. There will be NO need to close down any streets. We will work around existing conditions and traffic, and will do our best not to disturb anything. Here are the public locations we would like to shoot at:**

* **Grinnell Downtown Streets**; Main St. Broad st., Park st. etc.

* **Arbor Lake**

* **Grinnell Central Park** - We heard there were renovations planned for this summer and were very disappointed that we might not be able to film there. **Is there any chance the construction work could start after July? Or that we can at least film our scenes at the park in the beginning of July before it is torn down?** We wrote several scenes in the film especially for the Grinnell Park (the swings, the gazebo etc) and would LOVE the chance to feature it on camera before it is being renovated. Thank you for considering our request to film there in July!

In addition, we'll be filming across the street from the park, at Saints Rest, for 7-10 days (12-hour days) and are worried that the construction noise would disturb our sound recordings. Since our film is a musical, we'll be recording LIVE music and dialogue for 12 hours every day for a week, **and would very much appreciate having a week-long break in construction at central park (if possible) so that we can make our film at Saints Rest.**

We can schedule our week in Saints Rest according to the construction schedule and availability, but it would be crucial for our film to have those 7 days without construction noise so that we can make our film in Grinnell. Again, thank you so much for considering our requests re: Central Park.

Beyond telling a moving story, we would like to help "put Grinnell on the map" as a beloved, magical Midwestern town, and involve the community through the process of making a film there. **This micro-budget narrative feature is scheduled to shoot in Grinnell, Iowa for 4 weeks in July 2016 - July 4th - July 30th.**

Film Synopsis -

SAINTS REST is a modern-day musical, a la John Carney's "Once". Like "Once", this is also a love story - except it is a platonic 'romance' between two sisters, one that develops over the course of a summer, in which the sisters form a connection through their shared love of music, and help each other re-choose their life choices. This is a story about healing and forgiveness, and about the meaning of "Home".

SAINTS REST features 10 original songs that will be sung by the main characters - a female-driven cast. The film's strengths lie in its authenticity, in its stunning original soundtrack, and in the complex female characters it celebrates.

Thank you so much for taking the time to learn about this film and I hope to hear back from you soon!

All the best,

Noga Ashkenazi, '09

noga.ashkenazi@gmail.com

Crime Stoppers

Local Crime Stoppers programs are non-profit organizations led by citizens against crime. Some Crime Stoppers programs offer cash rewards of up to \$1000 to persons providing anonymous information that leads to the felony arrest of criminals and fugitives. Information is received through anonymous Crime Stoppers tips that are received through a secure tips line or through a secure web connection manned by a professional program coordinator. Each caller is assigned a code number for the purpose of ensuring anonymity.

Crime Stoppers is based on the principal that someone other than the criminal has information that can solve a crime and was created to combat the three major problems faced by law enforcement in generating that information:

- Fear of REPRISAL
- An attitude of APATHY
- Reluctance to get INVOLVED

Crime Stoppers resolves these problems by:

- Offering ANONYMITY to people who provide information about crimes.
- Paying REWARDS when the information supplied leads to arrest.

Crime Stoppers was the brainchild of a young Albuquerque detective who was concerned by the number of unsolved cases he and fellow detectives were working, and was particularly frustrated that all possible leads had been exhausted regarding the murder of a young college student. He felt information that would solve the crime was available from someone other than the criminal. That principal led to the major factors that needed to be addressed so individuals would come forward. Members of the local community, media, and law enforcement came together in partnership to begin the effort to provide crime-solving assistance to law enforcement. Thus the first Crime Stoppers program was born on September 8, 1976. A cash reward was offered to individuals that provided anonymous tips to Crime Stoppers with information which would lead to the arrest of the person(s) responsible for the crime. The local media publicized the first "Crime of the Week" and the phone number to call with the information. A call received by the program resulted in the arrest of three men, within 72 hours, who had been involved in the homicide of the young college student that had occurred 4 months earlier.

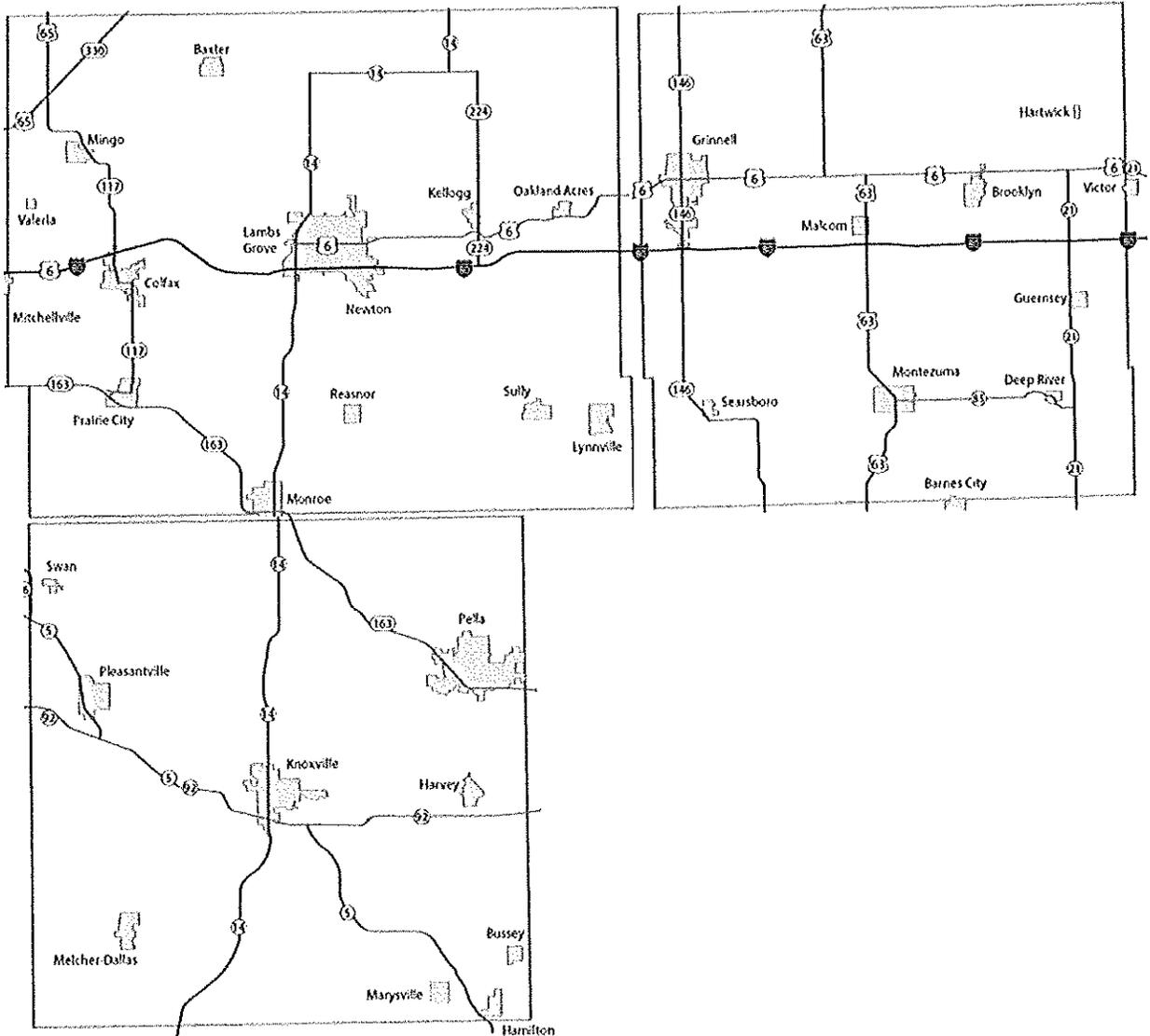
The Crime Stoppers program has enjoyed great success with the information received which has led to the arrest and indictment of those responsible for committing felony offenses, boasting an average conviction rate of approximately 95% on cases solved by a tip to the program. Crime Stoppers is a partnership between the Community, the Media and Law Enforcement.

Community- Citizens are responsible for forming a Crime Stoppers non-profit corporation, whose directors establish policy, determine amount and method of reward payments, work closely with law enforcement and the media, and generally oversee the program. The directors are also responsible for fund raising, and all volunteer service. The program is supported by the public through tax deductible donations from businesses, corporations, individuals, and service organizations.

Media- Crime Stoppers is publicized on a regular basis by all media outlets including print, broadcast and web-based partners. Special attention is given to unsolved crime re-enactments, "Crimes of the Week", cold cases, narcotics activity, wanted fugitives, and suspected terrorist and gang activity.

Law Enforcement- Local law enforcement agencies receive and process the anonymous tips received through Crime Stoppers and solve the crimes. If the information leads to an arrest, the caller will be paid up to \$1,000.00 for their information.

Jasper-Marion-Poweshiek Crime Stoppers



Program General Overview

- Understanding the history, mission, and philosophy of Crime Stoppers.
- Through partnership with citizen group, develop operational standards along with policy and procedures necessary for a successful program.
- Establish the essential elements of a three-part relationship with community, law enforcement and local media outlets.

Program Development Essentials

Citizen Board Creation/Organization Development:

- Selection of citizen executive board members, (number per county?)
 - Elect chairperson, vice-chair, treasurer and secretary.
 - Decide on name for regional crime stoppers to include (Crime Stoppers).
 - Determine Incorporation/partner current 501 (c) 3 corporation or equivalent and tax exempt status.
- Selection of volunteer citizen action board.
 - Board made up of a cross section of the communities, (7-25 members).
 - The mix should be representative of community served to include geographical, social and demographic makeup.
- Crime Stoppers training for both executive and volunteer boards.
- Determine number of and frequency of meetings per month.
- Begin creating sub-committees for resource development, marketing, etc.
- Produce a strategic plan including vision and mission statement.
- Establish Bylaws for the organization.
- Develop policy for ownership of all Crime Stoppers Property by corporation. (equipment, phones, phone lines, software, office supplies, storage and forms)
- Determine purchase of organizational insurance.
- Establish membership in Crime Stoppers.

Financial Planning:

- Prepare budget to address set up costs and first twelve months.
 - Includes advertising, rewards, administrative, phone lines and software.
- Identify supporters and sponsorship opportunities.

Marketing:

- Produce market plan, Logo
- Identify target audiences and track results, (donations, media coverage, calls).

Program Personnel:

- Program Coordinator(s), If necessary and requires more than admin. assistance.
- Executive Director or Administrative Assistance, if applicable. (for large org.)

Law Enforcement Partnership:

- Identify Law Enforcement Team.
 - State-County and Local
 - Roles-ie. Media Relations, Investigator, Rewards, etc.
- Law Enforcement shall take advisory role only as non-voting board member.
- Draft Letter of Understanding between the Board of Directors and Law Enforcement to establish partnership guidelines.

Caller Rewards:

- Set Rewards Criteria, written.
- Adopt Payment procedure to protect the anonymity of caller.
- Establish payment process with use of reference number for tracking payment to tip.

Law Enforcement Responsibilities:

- Introduction of Crime Stopper to Law Enforcement staff.
- Develop Operational Order outlining how program will be implemented.
- Develop internal promotion of program and marketing by departments.
- Assign Coordinator(s) to work with Crime Stoppers Board.
- Work with Crime Stoppers Board to develop 24 hour tipsline call center responsibilities. Calls generated through Crimes Stoppers are property of CS not Law Enforcement.
- Investigate all calls received by Crime Stoppers.
 - Feedback given to board based on information and investigation.(timely)
 - Protect the anonymity of the caller.

IT/Communications Operational Procedures:

- Location of call center.
 - Training for Tipsline call handler.
 - Costs associated with set up.
- Evaluate Telecommunication Equipment/Software needed.
 - Private, non-recorded, non-caller ID line/Website access.
- 24/7 call service set up. (ie. Dispatch center)
- Utilize number ending in TIPS (8477) if possible and national toll free number.



**Grinnell PUBLIC WORKS AND GROUNDS Meeting
MONDAY, MARCH 7, 2016 AT 6:15 P.M.
IN THE COUNCIL CHAMBERS OF THE
GRINNELL COMMUNITY CENTER**

TENTATIVE AGENDA

ROLL CALL: Hueftle-Worley (Chair), Wray, Bly

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider resolution adopting plans, specifications, form of contract and estimate of cost for construction of West Side Sanitary Sewer (See Resolution No. 2016-32).
2. Consider resolution awarding the contract for the West Side Sanitary Sewer Rehabilitation (See Resolution No. 2016-33).
3. Consider resolution adopting plans, specifications, form of contract and estimate of cost for construction of Central Business District Phase 5 (See Resolution No. 2016-34).
4. Consider resolution authorizing payment of contractor's pay request No. 14 in the amount of \$8,650.70 to Con-Struct, Inc. of Marshalltown, Iowa for the Central Business District Phase 4 Reconstruction Project (See Resolution No. 2016-35).
5. Consider resolution accepting work for the Central Business District Phase 4 Reconstruction Project with a final cost of \$3,512,301.35 and final retainage of \$175,615.07 to be paid after 30 days (See Resolution No. 2016-36).

INQUIRIES:

ADJOURNMENT

RESOLUTION NO. 2016-32

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF WEST SIDE SANITARY SEWER REHABILITATION PROJECT

WHEREAS, on the 15th day of February, 2016, plans, specifications, estimate of cost and form of contract were filed with the City of Grinnell, Iowa for the West Side Sanitary Sewer Rehabilitation Project;

WHEREAS, notice of hearing on plans, specifications, estimate of cost and form of contract for said improvement was published as required by law;

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

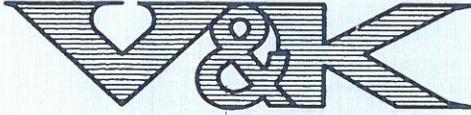
Section 1. That the said plans, specifications, estimate of cost and form of contract are hereby approved as the plans, specifications, estimate of cost and form of contract for said improvements, as described in the preamble of this Resolution.

Where upon Mayor Canfield declared this resolution duly passed and approved this 7th day of March, 2016.

Gordon R. Canfield, Mayor

Attest:

P. Kay Cmelik, City Clerk/Finance Director



March 3, 2016

Russell L. Behrens
City Manager
City of Grinnell
927 Fourth Avenue
Grinnell, Iowa 50112

GRINNELL, IOWA
WEST SIDE SANITARY SEWER REHABILITATION
RECOMMENDATION TO AWARD CONTRACT

The City of Grinnell received bids until 2:00 P.M. on March 2, 2016 for the West Side Sanitary Sewer Rehabilitation project. A total of three bids were received as follows:

Contractor	Total Bid
Visu-Sewer, Inc.	\$651,370.00
SAK Construction, LLC	\$692,970.00
Municipal Pipe Tool Co., LLC	\$849,029.45

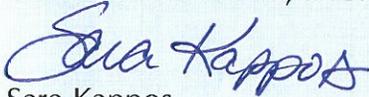
The apparent low bid was received from Visu-Sewer, Inc. of Pewaukee, Wisconsin in the amount of \$651,370.00. The Engineer's Estimate of cost for the project was \$715,000.

We recommend the City of Grinnell designate Visu-Sewer, Inc. as the apparent low bidder and award the contract to Visu-Sewer, Inc. in the amount of \$651,370.00.

Enclosed is a copy of our tabulation of bids.

If you have any questions or comments concerning the project, please contact us at 1-800-241-8000.

VEENSTRA & KIMM, INC.


Sara Kappos

288105

Enclosure

**BID TABULATION
GRINNELL, IOWA
WEST SIDE SANITARY SEWER REHABILITATION**

1. Construct West Side Sanitary Sewer Rehabilitation for the following unit and lump sum prices:		Visu-Sewer, Inc. W230 N4855 Betker Drive Pewaukee, Wisconsin 53072		SAK Construction 864 Hoff Rd. O'Fallon, MO 63366		Municipal Pipe Tool Co., LLC 515 5th Street Hudson, IA 50643	
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1.1	Mobilization	LS	xxxxx	\$ xxxxx	\$ 19,500.00	\$ xxxxx	\$ 43,600.00
1.2	Traffic Control	LS	xxxxx	xxxxx	13,500.00	xxxxx	4,300.00
1.3	Seeding	LS	xxxxx	xxxxx	595.00	xxxxx	537.50
1.4	Cured-in-Place Pipe Lining						
1.4.1	8"	LF	2,180	21.00	45,780.00	22.00	47,960.00
1.4.2	12"	LF	6,680	27.00	180,360.00	36.00	240,480.00
1.4.3	18"	LF	205	68.00	13,940.00	95.00	19,475.00
1.4.4	20"	LF	1,135	75.00	85,125.00	120.00	136,200.00
1.5	Cleaning						
1.5.1	8"	LF	2,180	1.00	2,180.00	2.75	5,995.00
1.5.2	12"	LF	6,680	1.00	6,680.00	2.75	18,370.00
1.5.3	18"	LF	205	1.00	205.00	2.75	563.75
1.5.4	20"	LF	1,135	1.00	1,135.00	2.75	3,121.25
1.6	Televising						
1.6.1	8"	LF	4,360	1.00	4,360.00	1.75	7,630.00
1.6.2	12"	LF	13,360	1.00	13,360.00	1.75	23,380.00
1.6.3	18"	LF	410	1.00	410.00	1.75	717.50
1.6.4	20"	LF	2,270	1.00	2,270.00	1.75	3,972.50
1.7	12" Sanitary Sewer in Open Cut	LF	40	1,100.00	44,000.00	1,150.00	46,000.00
1.8	Heavy Root Cutting	LF	1250	2.00	2,500.00	1.75	2,187.50
1.9	Reinstate Service	Ea.	35	25.00	875.00	100.00	3,500.00
1.10	Grout Service	Ea.	35	350.00	12,250.00	350.00	12,250.00
1.11	Trim Service	Ea.	1	500.00	500.00	500.00	500.00
1.12	Remove and Replace Manhole	Ea.	7	10,000.00	70,000.00	9,500.00	66,500.00
1.13	Remove and Replace Manhole Casting and Chimney Section in Pavement	Ea.	6	2,400.00	14,400.00	2,420.00	14,520.00
1.14	Remove and Replace Manhole Casting and Chimney Section Outside Pavement	Ea.	6	1,500.00	9,000.00	1,475.00	8,850.00
1.15	Remove and Replace Manhole Casting	Ea.	8	1,600.00	12,800.00	1,575.00	12,600.00
1.16	Install Chimney Seal	Ea.	40	550.00	22,000.00	550.00	22,000.00
1.17	Plug Casting	Ea.	8	180.00	1,440.00	190.00	1,520.00
1.18	Line Manhole	Ea.	24	2,400.00	57,600.00	2,420.00	58,080.00
1.19	Grout Manhole	Ea.	29	800.00	23,200.00	790.00	22,910.00
1.20	8" PCC Pavement	SY	100	95.00	9,500.00	85.00	8,500.00
				\$635,870.00		\$692,970.00	
							\$849,029.45
				(Items 1.1 - 1.20)			

BID TABULATION
GRINNELL, IOWA
WEST SIDE SANITARY SEWER REHABILITATION

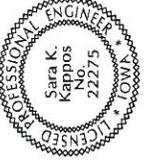
I hereby certify that this is a true tabulation of bids received on March 2, 2016 by the City of Grinnell, Iowa.



Sara K. Kappos, P.E.

Iowa License No. 22275

My license renewal date is December 31, 2017



RESOLUTION NO. 2016-33

RESOLUTION MAKING AWARD OF THE CONTRACT FOR WEST SIDE SANITARY SEWER REHABILITATION.

WHEREAS, the following bid for the West Side Sanitary Sewer Rehabilitation is hereby accepted, the same being the lowest responsible bid for the said work, as follows:

- | | | |
|----|---------------------|----------------------------------|
| 1) | CONTRACTOR: | Visu-Sewer, Inc.
Pewaukee, WI |
| | AMOUNT OF BID: | \$641,370.00 |
| | PORTION OF PROJECT: | All |

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Grinnell, Iowa, that the Mayor and City Clerk are hereby directed and authorized to execute a contract with the Contractor for the West Side Sanitary Sewer Rehabilitation.

Passed and approved this 7th day of March, 2016.

GORDON CANFIELD, MAYOR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR

RESOLUTION NO. 2016-34

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF CENTRAL BUSINESS DISTRICT PHASE 5 IMPROVEMENTS

WHEREAS, on the 15th day of February, 2016, plans, specifications, estimate of cost and form of contract were filed with the City of Grinnell, Iowa for the Central Business District Phase 5 Improvements;

WHEREAS, notice of hearing on plans, specifications, estimate of cost and form of contract for said improvement was published as required by law;

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

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

Where upon Mayor Canfield declared this resolution duly passed and approved this 7th day of March, 2016.

Gordon R. Canfield, Mayor

Attest:

P. Kay Cmelik, City Clerk/Finance Director

RESOLUTION NO. 2016-35

RESOLUTION AUTHORIZING PAYMENT OF CONTRACTOR'S PAY REQUEST NO. 14 IN THE AMOUNT OF \$8,650.70 TO CON-STRUCT, INC OF MARSHALLTOWN, IOWA FOR THE CENTRAL BUSINESS DISTRICT PHASE 4 RECONSTRUCTION PROJECT.

WHEREAS, the City of Grinnell did enter into a contract with Con-Struct, Incorporated of Marshalltown, Iowa, on April 7, 2014; and

WHEREAS, Pay Estimate No. 14 has been initiated by the City of Grinnell and Con-Struct, Inc.; and

WHEREAS, the Project Engineer has verified completion of the project in accordance with the terms of the contract and recommends approval of Pay Estimate No. 14; and

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

Section 1. That said improvements are hereby accepted as having been substantially completed in accordance with the said plans, specifications and contract. The City Clerk is hereby authorized and directed to make payment in the amount of \$8,650.70 to Con-Struct, Incorporated of Marshalltown, Iowa.

Passed and adopted this 7th day of March, 2016.

Gordon Canfield, Mayor

Attest:

P. Kay Cmelik, City Clerk

Con-Struct Inc.

1710 E. Main Street
Marshalltown, IA 50158
641-752-1865
Fax-752-5905

Partial Payment Estimate No. 14 (Final)							
Grinnell CBD Improvements Phase 4							
							Ending 11/30/15
ITEM NO.	DESCRIPTION OF ITEM ON WHICH BID IS BASED	Bid Quantity	To Date Quantity	Period Quantity	UNIT	UNIT PRICE	Total Completed To Date
Base Bid							
1.1	construction staking	1	1.00		ls	\$26,300.00	\$26,300.00
1.2	Traffic control	1	1.00		ls	\$25,000.00	\$25,000.00
1.3	mobilization	1	1.00		ls	\$60,000.00	\$60,000.00
1.4	erosion control and pollution prevention	1	1.00		ls	\$20,000.00	\$20,000.00
1.5	safety closure	16	16.00		each	\$110.00	\$1,760.00
1.6	safety fence	21	21.00		sta	\$500.00	\$10,500.00
1.7	signing	1	1.00		ls	\$16,500.00	\$16,500.00
1.8	unclassified excavation	1	1.00		ls	\$95,000.00	\$95,000.00
1.9	removal of pavement	8600	8600.00		sy	\$7.00	\$60,200.00
1.10	removal of sidewalk	1300	1300.00		sy	\$7.00	\$9,100.00
1.11	removal of driveway	425	425.00		sy	\$7.00	\$2,975.00
1.12	granular backfill	19070	11286.03		tn	\$16.00	\$180,576.48
1.13	sodding	130	162.00	12.00	sq	\$70.00	\$11,340.00
1.14	temp. granular surfacing	50	121.04		tn	\$25.00	\$3,026.00
1.15	12" water main in 24" steel casing augered inplace	63	60.00		lf	\$350.00	\$21,000.00
1.16	removal of 36" storm sewer	1075	1136.00		lf	\$20.00	\$22,720.00
1.17	removal of 36" sanitary sewer	76	76.00		lf	\$20.00	\$1,520.00
1.18	removal of intakes and manholes	16	19.00		each	\$700.00	\$13,300.00
1.19	flowable mortar	10			cy	\$225.00	\$0.00
1.20	connection to existing water system	4	4.00		each	\$5,000.00	\$20,000.00
1.21.1	4" water main in open cut	30			lf	\$90.00	\$0.00
1.21.2	8" water main in open cut	99	88.00		lf	\$105.00	\$9,240.00
1.21.3	12" water main in open cut	690	805.00		lf	\$105.00	\$84,525.00
1.21.4	12" DI water main	225	225.00		lf	\$105.00	\$23,625.00
1.22	water service investigation	8	8.00		each	\$1,100.00	\$8,800.00
1.23	disconnect water service	8	8.00		each	\$600.00	\$4,800.00
1.24.1	2" water service connection	6	6.00		each	\$2,400.00	\$14,400.00
1.24.2	4" water service connection	3	4.00		each	\$2,000.00	\$8,000.00
1.24.3	8" water main connection	1	1.00		each	\$3,800.00	\$3,800.00
1.25.1	4" gate water service connection	1	3.00		each	\$850.00	\$2,550.00
1.25.2	8" gate water service connection	2	1.00		each	\$1,300.00	\$1,300.00
1.25.3	12" gate water service connection	3	1.00		each	\$2,200.00	\$2,200.00
1.26	hydrant assembly	2	2.00		each	\$4,500.00	\$9,000.00
1.27	removal of hydrant	2	2.00		each	\$650.00	\$1,300.00
1.28	8" sanitary sewer pipe in open cut	155	118.00		lf	\$85.00	\$10,030.00
1.29.1	15" RCP sewer pipe in open cut	405	469.00		lf	\$60.00	\$28,140.00
1.29.2	18" RCP storm sewer pipe in open cut	498	490.00		lf	\$62.00	\$30,380.00
1.29.3	24" RCP storm sewer pipe in open cut	257	261.00		lf	\$80.00	\$20,880.00
1.29.4	30" RCP storm sewer pipe in open cut	36	37.00		lf	\$100.00	\$3,700.00
1.29.5	42" RCP storm sewer pipe in open cut	145	145.00		lf	\$140.00	\$20,300.00
1.30	sewer service investigation	27	18.00		each	\$1,100.00	\$19,800.00
1.31	6" sanitary sewer service in open cut	22	17.00		each	\$1,375.00	\$23,375.00
1.32.1	4" PVC storm sewer service	2			each	\$800.00	\$0.00
1.32.2	6" PVC storm sewer service	1	2.00		each	\$800.00	\$1,600.00
1.33	sanitary sewer manhole adjustment	2	2.00		each	\$1,500.00	\$3,000.00
1.34.1	standard manholes SW-401 storm	1	1.00		each	\$3,000.00	\$3,000.00
1.34.2	standard manholes SW-402 storm	4	4.00		each	\$5,125.00	\$20,500.00
1.34.3	standard manholes SW-403 storm	5	5.00		each	\$8,000.00	\$40,000.00
1.34.4	standard manhole SW-301 sanitary	1			each	\$3,500.00	\$0.00
1.34.5	standard manhole SW-303 sanitary	2	3.00		each	\$4,100.00	\$12,300.00
1.35.1	storm sewer intake SW-501	7	7.00		each	\$3,000.00	\$21,000.00
1.35.2	storm sewer intake SW-508	2	2.00		each	\$3,800.00	\$7,600.00
1.35.3	storm sewer intake SW-511	2	2.00		each	\$3,000.00	\$6,000.00
1.35.4	storm sewer intake SW-541	3	3.00		each	\$4,500.00	\$13,500.00

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1.35.5	storm sewer intake - special intake	1	2.00		each	\$5,800.00	\$11,600.00
1.36	4" longitudinal subdrain	2800	1810.00		lf	\$12.00	\$21,720.00
1.37	modified subbase	9985	10772.20	143.20	sy	\$10.00	\$107,722.00
1.38	7" PCC pavement	8700	8051.20		sy	\$50.00	\$402,560.00
1.39	10" PCC pavement	650	687.00		sy	\$100.00	\$68,700.00
1.4	6" PCC pavement	200	278.00	78.00	sy	\$50.00	\$13,900.00
1.41	5" PCC drive	1100	1521.30	65.20	sy	\$45.00	\$68,458.50
1.42	beam curb	75	12.00		lf	\$100.00	\$1,200.00
1.43	detectable warnings	144	204.00		sf	\$32.00	\$6,528.00
1.44	pavement markings, waterborne solvent	49	57.44		sta	\$215.00	\$12,349.60
1.45	pavement symbols	6	6.00		each	\$1,000.00	\$6,000.00
1.46	HMA	70	56.00		sy	\$200.00	\$11,200.00
1.47.1	Paver 1	2800	2800.00		sf	\$10.00	\$28,000.00
1.47.2	Paver 2	1800	1800.00		sf	\$10.00	\$18,000.00
1.47.3	Paver 3	1590	1590.00		sf	\$9.00	\$14,310.00
1.47.4	Paver 4	1700	1700.00		sf	\$10.00	\$17,000.00
1.48	sand setting bed	7890	7890.00		sf	\$1.60	\$12,624.00
1.49	light footings	15	15.00		each	\$630.00	\$9,450.00
1.50	light poles	15	15.00		each	\$2,355.00	\$35,325.00
1.51	2 globe fixtures	15	15.00		each	\$5,000.00	\$75,000.00
1.52	electrical system	1	1.00		ls	\$70,000.00	\$70,000.00
1.53	control cabinet 1	1	1.00		ls	\$10,000.00	\$10,000.00
1.54	control cabinet 2	1	1.00		ls	\$10,000.00	\$10,000.00
1.55	LED cobra lights	4	4.00		each	\$1,700.00	\$6,800.00
1.56	traffic signals	1	1.00		ls	\$163,000.00	\$163,000.00
	Total Base Bid						\$2,260,909.58
	ALT 1						
2.1	construction staking	1	1.00		ls	\$17,500.00	\$17,500.00
2.2	Traffic control	1	1.00		ls	\$8,800.00	\$8,800.00
2.3	mobilization	1	1.00		ls	\$50,000.00	\$50,000.00
2.4	erosion control and pollution prevention	1	1.00		ls	\$15,000.00	\$15,000.00
2.5	safety closure	8	8.00		each	\$110.00	\$880.00
2.6	safety fence	14	14.00		sta	\$500.00	\$7,000.00
2.7	signing	1	1.00		ls	\$5,500.00	\$5,500.00
2.8	unclassified excavation	1	1.00		ls	\$31,500.00	\$31,500.00
2.9	removal of pavement	3800	3800.00		sy	\$7.00	\$26,600.00
2.1	removal of sidewalk	700	700.00		sy	\$7.00	\$4,900.00
2.11	removal of driveway	415	415.00		sy	\$7.00	\$2,905.00
2.12	granular backfill	7180	7180.00		tn	\$16.00	\$114,880.00
2.13	sodding	250	210.00		sq	\$70.00	\$14,700.00
2.14	temp. granular surfacing	325	117.81		tn	\$25.00	\$2,945.25
2.15	removal of 36" storm sewer	750	925.00		lf	\$20.00	\$18,500.00
2.16	removal of 36" sanitary sewer	222	279.00		lf	\$20.00	\$5,580.00
2.17	removal of intakes and manholes	7	7.00		each	\$700.00	\$4,900.00
2.18	flowable mortar	10			cy	\$225.00	\$0.00
2.19	connection to existing water system	5	5.00		each	\$5,000.00	\$25,000.00
2.20.1	4" water main in open cut	24	55.00		lf	\$90.00	\$4,950.00
2.20.2	6" water main in open cut	30	92.00		lf	\$95.00	\$8,740.00
2.20.3	8" water main in open cut	312	87.00		lf	\$100.00	\$8,700.00
2.20.4	10" water main in open cut	44	3.00		lf	\$105.00	\$315.00
2.20.5	12" water main in open cut	666	666.00		lf	\$105.00	\$69,930.00
2.20.6	12" DI	125	125.00		lf	\$105.00	\$13,125.00
2.21	water service investigation	12	12.00		each	\$1,100.00	\$13,200.00
2.22	disconnect water service	12	12.00		each	\$600.00	\$7,200.00
2.23.1	2" water service connection	10	8.00		each	\$2,400.00	\$19,200.00
2.23.2	6" water service connection	1	2.00		each	\$2,000.00	\$4,000.00
2.24.1	8" gate valve & valve box	8	6.00		each	\$1,300.00	\$7,800.00
2.24.2	10" gate valve & valve box	1	1.00		each	\$2,000.00	\$2,000.00
2.24.3	12" gate valve & valve box	4	6.00		each	\$2,200.00	\$13,200.00
2.25	hydrant assembly	2	2.00		each	\$4,500.00	\$9,000.00
2.26	removal of hydrant	2	2.00		each	\$650.00	\$1,300.00
2.27	8" sanitary sewer in open cut	600	600.00		lf	\$85.00	\$51,000.00
2.28.1	15" RCP storm sewer pipe in open cut	67	79.00		lf	\$60.00	\$4,740.00
2.28.2	42" RCP storm sewer pipe in open cut	372	372.00		each	\$140.00	\$52,080.00

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2.29	sewer service investigation	24	18.00		each	\$1,100.00	\$19,800.00
2.30	6" sanitary sewer service in open cut	12	10.00		each	\$1,375.00	\$13,750.00
2.31.1	4" PVC storm sewer service	3			each	\$800.00	\$0.00
2.31.2	6" PVC storm sewer service	2	3.00		each	\$800.00	\$2,400.00
2.31.3	10" PVC storm sewer service	1	3.00		each	\$1,000.00	\$3,000.00
2.32	sewer manhole adjustment	5	4.00		each	\$1,500.00	\$6,000.00
2.33	intake adjustment	1			each	\$2,000.00	\$0.00
2.34.1	standard manhole SW-403 storm	1	1.00		each	\$8,000.00	\$8,000.00
2.34.2	standard manhole SW-301 sanitary	4	4.00		each	\$3,500.00	\$14,000.00
2.35.1	storm sewer intake SW-501	1	1.00		each	\$3,000.00	\$3,000.00
2.35.2	storm sewer intake SW-508	2	2.00		each	\$3,800.00	\$7,600.00
2.36	4" longitudinal subdrain	1600	1500.00		lf	\$12.00	\$18,000.00
2.37	modified subbase	4650	6556.70		sy	\$10.00	\$65,567.00
2.38	7" PCC pavement	3800	3800.00		sy	\$50.00	\$190,000.00
2.39	6" PCC pavement	500	632.80		sy	\$50.00	\$31,640.00
2.4	5" PCC drive	1800	1743.90		sy	\$45.00	\$78,475.50
2.41	detectable warnings	192	192.00		sf	\$32.00	\$6,144.00
2.42	pavement markings, waterborne solvent	2	9.19		sta	\$215.00	\$1,975.85
2.43	pavement symbols	1			each	\$1,000.00	\$0.00
2.44	light footings	8	8.00		each	\$630.00	\$5,040.00
2.45	light poles	8	8.00		each	\$2,355.00	\$18,840.00
2.46	2 globe fixtures	8	8.00		each	\$5,000.00	\$40,000.00
2.47	electrical system	1	1.00		ls	\$41,200.00	\$41,200.00
Total Alternate Bid 1							\$1,222,002.60
CO1	Change in watermain thru casing and sanitary sewer main size	1	1		ls	\$24,816.77	\$24,816.77
CO2	Tree Removal	1	1		ls	\$2,200.00	\$2,200.00
CO3	24" Sanitary Sewer	1	1		ls	\$2,372.40	\$2,372.40
Total Change Orders							\$29,389.17
Prepared By:		Total Contract Sum					\$3,636,927.00
Con-Struct, Inc.		Net Change Orders					\$29,389.17
		Contract Sum to Date					\$3,666,316.17
Signature		Stored Materials					\$0.00
		Total Completed To Date					\$3,512,301.35
Name Matt Jensen		5% Retainage					\$175,615.07
		Total Earned Less Retainage					\$3,336,686.28
Title		Less Previous Certificates for Payment					\$3,328,035.58
		Current Payment Due					\$8,650.70
Date		Balance To Finish, Including Retainage					\$0.00
Recommended By:		Approved By:					
Veenstra & Kimm, Inc.		City of Grinnell					
Signature		Signature					
Name Greg J. Roth		Name					
Title Project Engineer		Title					
Date		Date					

RESOLUTION NO. 2016-36

RESOLUTION ACCEPTING WORK FOR THE CENTRAL BUSINESS DISTRICT
PHASE 4 RECONSTRUCTION PROJECT.

WHEREAS, the City of Grinnell did enter into a contract with Con-Struct, Incorporated of Marshalltown, Iowa, on April 7, 2014; and

WHEREAS, said contractor has substantially completed the construction of said improvements, known as the Central Business District Phase 4 Reconstruction Project, in accordance with the terms and conditions of said contract and plans and specifications.

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

Section 1. That said improvements are hereby accepted as having been substantially completed in accordance with the said plans, specifications and contract. The total contract cost of the improvements payable under said contract is hereby determined to be \$3,512,301.35.

Section 2. The start of the 30 day waiting period for the final retainage payment of \$175,615.07 is March 7, 2016.

Passed and approved on this 7th day of March 2016.

Gordon Canfield, Mayor

ATTEST:

P. Kay Cmelik, City Clerk/Finance Director