



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MARCH 21, 2016
IN THE COUNCIL CHAMBERS

1. Roll Call

2. Perfecting And Approval Of Agenda

2.A. Perfecting And Approval Of The Agenda

Documents: [2 - COUNCIL AGENDA.PDF](#)

3. Consent Agenda

3.A. Consent Agenda

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

4. Public Hearing

4.A. Public Hearings

Documents: [4 - PUBLIC HEARINGS.PDF](#)

5. Meeting Minutes/Communications

5.A. Meeting Minutes And Communications

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

6. Committee Business

6.A. Report From The Finance Committee

6.A.1. Report From The Finance Committee

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

6.B. Report From Planning Committee

6.B.1. Report From The Planning Committee

Documents: [6B - PLANNING COMM 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 21, 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, March 7, 2016 Regular Session.
 - Previous minutes as drafted from the Monday, February 29, 2016 Special.
 - Approve Veterans Memorial Commission appointment (3 year term):
 - Leo Lease effective April 1, 2016.
 - Approve new liquor licenses and renewals for the following:
 - Grinnell Chamber of Commerce, 833 4th Avenue,
 - HyVee, Food Store, 320 West St S,
 - Grinnell Country Club, 933 13th Avenue,
 - West Side Diner, 229 6th Avenue W,
 - Wal-Mart Supercenter #647, 415 Industrial Avenue.
 - Employee retirement notice – Miriam Schultz effective March 30, 2016.
 - Approve request from Grinnell Recreation, GRMC and GMRC to hold a Live Healthy Iowa 5K race on Saturday, April 9, 2016.
 - Review Campbell Fund requests.
- 4) Public Hearings:
 - Public hearing on the issuance of \$8,450,000 (See Resolution No. 2016-37).
 - Public hearing on the issuance of \$3,100,000 (See Resolution No. 2016-38).
- 5) Meeting Minutes/Communications:
 - a) Finance Committee minutes: March 7, 2016.
 - b) Planning Committee minutes: March 7, 2016.
 - c) Public Safety Committee minutes: March 7, 2016.
 - d) Public Works and Grounds Committee minutes: March 7, 2016.
 - e) Planning and Zoning Commission minutes: March 8, 2016.
 - f) February 2016 Monthly Treasurer's Report.
 - g) February 2016 Monthly Police Report.
- 6) Committee Business:

A. Report from the Finance Committee

1. Consider resolution instituting proceedings to take additional action for the issuance of not to exceed \$8,450,000 (See Resolution No. 2016-37).
2. Consider resolution instituting proceedings to take additional action for the issuance not to exceed \$3,100,000 (See Resolution No. 2016-38).
3. Consider approval of Boundary Line Agreement between the Estate of David H. Hamilton and city of Grinnell.

B. Report from the Planning Committee

1. Consider adoption of the Council's Goal Setting Report.

C. Report from the Public Safety Committee

1. Discuss Crime Stoppers program.
2. Consider participation in the Rx Drug drop off program.
3. Consider first reading of an ordinance amending the code of ordinances no parking section to reflect changes made during the Central Business District Phase 4 construction (See Ordinance No. 1419).
4. Consider first reading of an ordinance amending the code of ordinances all night parking prohibited to reflect changes made during the Central Business District Phase 4 construction (See Ordinance No. 1420).
5. Consider first reading of an ordinance amending the code of ordinances stop required section for Highway 146 North street construction project (See Ordinance No. 1421).
6. Consider first reading of an ordinance amending the code of ordinances by adding a new chapter for Load and Weight Restrictions (See Ordinance No. 1422).

D. Report from the Public Works and Grounds Committee

1. Consider free yard waste weekend for April 9 and 10th with inclement weather dates as April 16th and 17th.
2. Consider resolution approving installation of street lights (See Resolution No. 2016-39).
3. Consider resolution awarding the contract for the Central Business District Phase 5 Project (See Resolution No. 2016-40).

7) Inquiries:

8) Adjourn



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, MARCH 7, 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, and Hueftle-Worley. Absent: Wray. Also present were Chris Johnson, David Isch, Russ Behrens, and Kay Cmelik.

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 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.

AYES: 5-0. Motion carried.

PUBLIC HEARINGS

The Mayor announced it was the time and place for the public hearing regarding FY 17 Budget Estimate. He asked whether any written objections filed with respect to the budget estimate. There were none. He then called for any oral objections to the budget estimate. There were none. The public hearing was then closed.

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the proposal to approve and authorize execution of a Development Agreement by and between the City of Grinnell and Avalanche Composites, Inc. and that notice of the proposed action by the Council to enter into said Agreement had been published pursuant to the provisions of Section 364.6 of the City Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any City resident or property owner to the proposed action. The Clerk advised the Mayor and the Council that no written objections had been filed. The Mayor then called for oral objections and none were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

The Mayor announced it was the time and place for the public hearing on the proposed plans and specifications, proposed form of contract and estimate of cost for construction of West Side Sanitary Sewer Rehabilitation project. He asked whether any written objections filed with respect to the proposed project. There were none. He then called for any oral objections to the proposed project. There were none. The public hearing was then closed.

The Mayor announced it was the time and place for the public hearing on the proposed plans and specifications, proposed form of contract and estimate of cost for construction of the Central Business District Improvements, Phase 5. He asked whether any written objections filed with respect to the proposed project. There were none. He then called for any oral objections to the proposed project. There were none. The public hearing was then closed.

ROUTINE BUSINESS

The council acknowledged the receipt of the previous council committee minutes and other monthly reports as follows:

- 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

No action was necessary.

FINANCE COMMITTEE

Hansen made the motion, second by White to approve RESOLUTION NO. 2016-27 - Resolution adopting the final budget for the fiscal year ending June 30, 2017. AYES: 5-0. Motion carried.

Hansen made the motion, second by White to approve RESOLUTION NO. 2016-28 - Resolution approving and authorizing execution of a development agreement by and between the city of Grinnell and Avalanche Composites, Inc. AYES: 5-0. Motion carried.

Hansen made the motion, second by White to approve RESOLUTION NO. 2016-29 - 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 Improvement. AYES: 5-0. Motion carried.

Hansen made the motion, second by White to approve RESOLUTION NO. 2016-30 - 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. AYES: 5-0. Motion carried.

Hansen made the motion, second by White to approve RESOLUTION NO. 2016-31 - 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. AYES: 5-0. Motion carried.

An update was provided on an online utility account management software upgrade. No action was taken.

Website statistics received from CivicPlus were reviewed. No action was taken.

The council requested supporting documentation on a special Campbell Fund request from GYBSA in the amount of \$2,500. No action was taken.

PLANNING COMMITTEE

The 2017 Goal Setting Session Report was reviewed. No action was taken.

PUBLIC SAFETY COMMITTEE

White made the motion, second by Burnell to approve appointment of Dan Sicard as an alternate to the 911 Commission. AYES: 5-0. Motion carried.

No action was taken on the downtown parking issues.

White made the motion, second by Hueftle-Worley to approve Noga Ashkenazi's request for permission to film an independent movie. AYES: 5-0. Motion carries.

No action was taken on the Crime Stoppers program.

PUBLIC WORKS AND GROUNDS COMMITTEE

Hueftle-Worley made the motion, second by Bly to approve RESOLUTION NO. 2016-32 - Resolution adopting plans, specifications, form of contract and estimate of cost for construction of West Side Sanitary Sewer Rehabilitation Project. AYES: 5-0. Motion carried.

Hueftle-Worley made the motion, second by Bly to approve RESOLUTION NO. 2016-33 - Resolution awarding the contract for the West Side Sanitary Sewer Rehabilitation Project. AYES: 5-0. Motion carried. (See Resolution No. 2016-33).

Hueftle-Worley made the motion, second by Bly to approve RESOLUTION NO. 2016-34 - Resolution adopting plans, specifications, form of contract and estimate of cost for construction of Central Business District Phase 5. AYES: 5-0. Motion carries. AYES: 5-0. Motion carried.

Hueftle-Worley made the motion, second by Bly to approve 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. AYES: 5-0. Motion carried.

Hueftle-Worley made the motion, second by Bly to approve RESOLUTION NO. 2016-36 - Resolution accepting work for the Central Business District Phase 4 Reconstruction Project with a final cost of \$3,512,301.35. AYES: 5-0. Motion carried.

INQUIRIES: None.

The meeting was adjourned at 7:28 p.m.

GORDON R. CANFIELD, MAYOR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR



GRINNELL CITY COUNCIL SPECIAL SESSION MEETING
MONDAY, FEBRUARY 29, 2016 AT 5:30 P.M.
PUBLIC SAFETY BUILDING
1020 SPRING STREET

Minutes

The Grinnell City Council met in special session Monday, February 29, 2016 at 5:30 P.M. at the Public Safety Building located at 1020 Spring Street. Mayor Canfield presided with the following council members in attendance: White, Bly, Burnell, Hansen and Hueftle-Worley. Absent: Wray. Also present were Russ Behrens, Duane Neff, Jan Anderson, Jim Brown, Marilyn Kennett, Kelly Johnson Rose, Dennis Reilly and Dan Sicard.

The meeting was called to order at 5:40 p.m.

White made the motion, second by Bly to approve Resolution No. 2016-26 – Resolution approve improvement projects as submitted for property and request tax exemption for this improvement according to 2013 Central Urban Revitalization Plan (Watertower Square at Mayflower, LLC). AYES: All. Motion carried.

The City Manager lead a strategic planning session which begin with listing the accomplishments over the past two years and ending with the development of action plans for the next year. A full report will be prepared and provided to the council, staff and community. No official action was necessary.

The meeting was adjourned at 7:45 p.m.

GORDON R. CANFIELD, MAYOR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR

Applicant License Application ()

Name of Applicant: <u>Grinnell Area Chamber of</u>		
Name of Business (DBA): <u>Grinnell Area Chamber of Commerce</u>		
Address of Premises: <u>833 4th Avenue</u>		
City <u>Grinnell</u>	County: <u>Poweshiek</u>	Zip: <u>50112</u>
Business <u>(641) 236-6555</u>		
Mailing <u>833 4th Avenue</u>		
City <u>Grinnell</u>	State <u>IA</u>	Zip: <u>50112</u>

Contact Person

Name <u>Rachael Kinnick</u>		
Phone: <u>(641) 236-6555</u>	Email <u>rachael@getintogrinnell.com</u>	

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term: 6 months

Effective Date: 04/01/2016

Expiration Date: 01/01/1900

Privileges:

Outdoor Service

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType: <u>Privately Held Corporation</u>		
Corporate ID Number: <u>58329</u>	Federal Employer ID <u>420286455</u>	

Ownership

Dan Agnew

First Name: Dan **Last Name:** Agnew
City: Grinnell **State:** Iowa **Zip:** 50112
Position: Past Chair
% of Ownership: 0.00% **U.S. Citizen:** Yes

Rachael Kinnick

First Name: Rachael **Last Name:** Kinnick
City: Grinnell **State:** Iowa **Zip:** 50112
Position: Chamber Director
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Scottsdale Insurance Company</u>

Policy Effective Date: 04/01/2016

Policy Expiration 10/01/2016

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Applicant License Application (LE0000590)

Name of Applicant: <u>Hy-Vee, Inc.</u>		
Name of Business (DBA): <u>Hy-Vee Food Store</u>		
Address of Premises: <u>320 West St S</u>		
City <u>Grinnell</u>	County: <u>Poweshiek</u>	Zip: <u>5011200</u>
Business <u>(641) 236-6584</u>		
Mailing <u>5820 Westown Pkwy</u>		
City <u>West Des Moines</u>	State <u>IA</u>	Zip: <u>50266</u>

Contact Person

Name <u>Denae Elgin</u>			
Phone: <u>(515) 267-2874</u>	Email	<u>delgin@hy-vee.com</u>	

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 04/21/2016

Expiration Date: 04/20/2017

Privileges:

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

Status of Business

BusinessType: <u>Privately Held Corporation</u>		
Corporate ID Number: <u>19862</u>	Federal Employer ID	<u>42-0325638</u>

Ownership

Stephen Meyer

First Name: Stephen **Last Name:** Meyer
City: Des Moines **State:** Iowa **Zip:** 50309
Position: Executive VP, Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Randy Edeker

First Name: Randy **Last Name:** Edeker
City: Urbandale **State:** Iowa **Zip:** 50322
Position: CEO, President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Michael Skokan

First Name: Michael **Last Name:** Skokan

City: Waukee **State:** Iowa **Zip:** 50263
Position: CFO, Treasurer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**
Jeffrey Pierce
First Name: Jeffrey **Last Name:** Pierce
City: West Des Moines **State:** Iowa **Zip:** 50265
Position: Asst. Treasurer, Financial
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company:	<u>EMPLOYERS MUTUAL CASUALTY COMPANY</u>		
Policy Effective Date:	<u>04/21/2016</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:	

Applicant License Application (BW0094697)

Name of Applicant: <u>Trustees of Grinnell College</u>		
Name of Business (DBA): <u>Grinnell College</u>		
Address of Premises: <u>1115 Eighth Avenue</u>		
City <u>Grinnell</u>	County: <u>Poweshiek</u>	Zip: <u>5011216</u>
Business <u>(641) 269-4818</u>		
Mailing <u>733 Broad Street</u>		
City <u>Grinnell</u>	State <u>IA</u>	Zip: <u>501121690</u>

Contact Person

Name James R. Mulholland	
Phone: (641) 269-4818	Email mulholla@grinnell.edu

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term:12 months

Effective Date: 04/01/2016

Expiration Date: 03/31/2017

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>63906</u>	Federal Employer ID <u>420680387</u>

Ownership

James Mulholland

First Name: James

Last Name: Mulholland

City: Grinnell

State: Iowa

Zip: 50112

Position: Assistant Treasurer

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Scottsdale Insurance Company</u>	
Policy Effective Date: <u>04/01/2016</u>	Policy Expiration <u>04/01/2017</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application (LC0036767)

Name of Applicant: <u>West Side Family Dining Inc</u>		
Name of Business (DBA): <u>West Side Family Restaurant</u>		
Address of Premises: <u>229 6th Ave W</u>		
City <u>Grinnell</u>	County: <u>Poweshiek</u>	Zip: <u>50112</u>
Business <u>(641) 236-5939</u>		
Mailing <u>229 6th Ave W</u>		
City <u>Grinnell</u>	State <u>IA</u>	Zip: <u>50112</u>

Contact Person

Name <u>Bruce Blankenfeld</u>		
Phone: <u>(641) 236-5939</u>	Email <u>grinnellwestside@gmail.com</u>	

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 04/19/2016

Expiration Date: 04/18/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>		
Corporate ID Number: <u>308578</u>	Federal Employer ID <u>20-2629532</u>	

Ownership

Bruce Blankenfeld

First Name: Bruce **Last Name:** Blankenfeld
City: Grinnell **State:** Iowa **Zip:** 50112
Position: president
% of Ownership: 45.00% **U.S. Citizen:** Yes

Laura Blankenfeld

First Name: Laura **Last Name:** Blankenfeld
City: Grinnell **State:** Iowa **Zip:** 50112
Position: vice president
% of Ownership: 45.00% **U.S. Citizen:** Yes

Matther Blankenfeld

First Name: Matther **Last Name:** Blankenfeld
City: Grinnell **State:** Iowa **Zip:** 50112
Position: sec.

% of Ownership: 10.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Illinois Casualty Co</u>		
Policy Effective Date:	<u>04/19/2016</u>	Policy Expiration	<u>04/18/2017</u>
Bond Effective		Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective		Temp Transfer Expiration Date:	

Applicant License Application (LE0001295)

Name of Applicant: <u>Wal-Mart Stores, Inc.</u>		
Name of Business (DBA): <u>Wal-Mart Supercenter #647</u>		
Address of Premises: <u>415 Industrial Ave</u>		
City <u>Grinnell</u>	County: <u>Poweshiek</u>	Zip: <u>50112</u>
Business <u>(641) 236-4999</u>		
Mailing <u>508 SW 8th St</u>		
City <u>Bentonville</u>	State <u>AR</u>	Zip: <u>72716</u>

Contact Person

Name <u>Cynthia Montero</u>		
Phone: <u>(479) 277-0270</u>	Email <u>cynthia.montero@walmart.com</u>	

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 04/17/2016

Expiration Date: 04/16/2017

Privileges:

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

Status of Business

BusinessType: <u>Privately Held Corporation</u>		
Corporate ID Number: <u>51094</u>	Federal Employer ID <u>71-0415188</u>	

Ownership

Doug McMillon

First Name: Doug **Last Name:** McMillon
City: Bentonville **State:** Arizona **Zip:** 72712
Position: President & CEO
% of Ownership: 0.00% **U.S. Citizen:** Yes

Amy Thrasher

First Name: Amy **Last Name:** Thrasher
City: Bella Vista **State:** Arkansas **Zip:** 72714
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Phyllis Harris

First Name: Phyllis **Last Name:** Harris

City: Rogers **State:** Arkansas **Zip:** 72758
Position: SVP & Chief Compliance Officer
% of Ownership: 0.00% **U.S. Citizen:** Yes

Jeff Davis

First Name: Jeff **Last Name:** Davis
City: Rogers **State:** Arkansas **Zip:** 72758
Position: Treasurer
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andrea Marie Lazenby

First Name: Andrea Marie **Last Name:** Lazenby
City: Lowell **State:** Arkansas **Zip:** 72745
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

James Robert Renfrow

First Name: James Robert **Last Name:** Renfrow
City: Fayetteville **State:** Arkansas **Zip:** 72701
Position: Asst. Sec
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Safeco Insurance Co</u>	
Policy Effective Date: <u>04/17/2016</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:

Miriam Schultz
copy

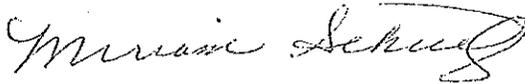
February 28, 2016

To: Russ Beherns
City Manager
927 4th Ave
Grinnell, Iowa 50112

Dennis Reilly
Chief of Police
1020 Spring St
Grinnell, Iowa 50112

Accept this letter as notification that I am leaving my position with the city of Grinnell for retirement. To receive full benefit pay out my last day of employment will be March 30, 2016, providing the city policy for terminating employment is 30 calendar days. If the city policy is 30 working days, my last day will be April 8, 2016.

Sincerely,



Miriam Schultz

Live Healthy Iowa 5K Race

The Grinnell Recreation Department, Grinnell Regional Medical Center and Grinnell Mutual have teamed up to host a 5K race along with 17 other communities on Saturday April 9.

We are requesting to have three (3) sets of barricades delivered to the intersection of 10th and Penrose on Friday, April 8th. We will set up a set of barricades to the Ahrens Park entrance in front of the Ahrens Family Center. This will be the starting area of the race. We ask for police presence along with barricades at that intersection at the start of the race. Once all runners have started the barricades can be taken down. We then ask the police presence then move over to 8th and Penrose where the runners/walkers will enter the park to finish up the race. We will have volunteers on the rest of the route at the intersections but no barricades are needed. We have let Mid West ambulance know of the event. They will not be dedicated to the event.

The race route is as follows:

Start line is Ahrens Family Center at the intersection of 10th and Penrose St. Runners will head West down 10th Ave to Park Street where they will turn Left and head South to 8th Avenue. Runners will then take a Left on 8th Ave and head back East to Penrose St. They will enter Ahrens Park and run around the trail to the finish line which will be located by the GARC.

Please let us know of any questions you may have.

Kelly M Johnson Rose
Parks and Recreation Director

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

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.

City Clerk, City of Grinnell, State of Iowa



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

MINUTES

PRESENT: White, Hansen. **Absent:** Wray. Also present were Mayor Canfield, Sondi Burnell, Russ Behrens and Kay Cmelik.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. White made the motion, second by Hansen to recommend approval of Resolution No. 2016-27 - Resolution adopting the final budget for the fiscal year ending June 30, 2017. AYES: 2-0. Motion carried.
2. White made the motion, second by Hansen to recommend approval of Resolution No. 2016-28 - Resolution approving and authorizing execution of a development agreement by and between the city of Grinnell and Avalanche Composites, Inc. AYES: 2-0. Motion carried.
3. White made the motion, second by Hansen to recommend approval of Resolution No. 2016-29 - 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. AYES: 2-0. Motion carried.
4. White made the motion, second by Hansen to recommend approval of Resolution No. 2016-30 - 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. AYES: 2-0. Motion carried.
5. White made the motion, second by Hansen to recommend approval of 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. AYES: 2-0. Motion carried.
6. The group reviewed the proposed online utility account management software upgrade. No official action was necessary.
7. The group reviewed website statistics received from CivicPlus. There was great information in the report.
8. The committee did not take any action on the special Campbell Fund request from GYBSA in the amount of \$2,500. They would like more information before making any decision on the request.

INQUIRIES: None.

The meeting was adjourned at 7:45 a.m.

JULIE HANSEN, ACTING CHAIR

ATTEST: _____
P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR



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

MINUTES

PRESENT: Bly (Chair), Burnell, Hansen. Also present were Mayor Canfield, Russ Behrens, and Kay Cmelik

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. The committee reviewed the 2017 Goal Setting Session Report. No action was taken.

INQUIRIES: None.

The meeting was declared adjourned.

RACHEL BLY, CHAIR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR



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

MINUTES

PRESENT: White (Chair), Hueftle-Worley and Burnell. Also present were Mayor Canfield, Rachel Bly, Julie Hansen, Dan Sicard, Russ Behrens, and Kay Cmelik.

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Hueftle-Worley made the motion, second by Burnell to recommend appointment of Dan Sicard as an alternate to the 911 Commission. AYES: 3-0. Motion carried.
2. The committee discussed downtown parking issues. No action was taken.
3. Hueftle-Worley made the motion, second by White to recommend approval of Noga Ashkenazi's request for permission to film an independent movie. AYES: 3-0. Motion carried.
4. The committee discussed the Crime Stoppers program. No action was taken.

INQUIRIES: None.

The meeting was declared adjourned.

JIM WHITE, CHAIR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR



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

MINUTES

PRESENT: Hueftle-Worley (Chair), Bly. Absent: Wray. Also present were Mayor Canfield, Jan Anderson, Julie Hansen, Jim White, Russ Behrens and Kay Cmelik

PERFECTING AND APPROVAL OF AGENDA: Approved as presented.

COMMITTEE BUSINESS:

1. Bly made the motion, second by Hueftle-Worley to recommend approval of Resolution No. 2016-32 - Resolution adopting plans, specifications, form of contract and estimate of cost for construction of the West Side Sanitary Sewer Rehabilitation Project. AYES: 2-0. Motion carried.
2. Bly made the motion, second by Hueftle-Worley to recommend approval of Resolution No. 2016-33 - Resolution awarding the contract for the West Side Sanitary Sewer Rehabilitation Project. AYES: 2-0. Motion carried.
3. Bly made the motion, second by Hueftle-Worley to recommend approval of Resolution No. 2016-34 - Resolution adopting plans, specifications, form of contract and estimate of cost for construction of Central Business District Phase 5 Reconstruction Project. AYES: 2-0. Motion carried.
4. Bly made the motion, second by Hueftle-Worley to recommend approval of 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. AYES: 2-0. Motion carried.
5. Bly made the motion, second by Hueftle-Worley to recommend approval of Resolution No. 2016-36 - 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. AYES: 2-0. Motion carried.

INQUIRIES: None.

The meeting was declared adjourned.

BYRON HUEFTLE-WORLEY, CHAIR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR

MINUTES OF THE PLANNING AND ZONING COMMISSION

Chairperson Randy Reavis called the regular meeting of the Planning and Zoning Commission to order at 7:18 p.m. on March 8, 2016. It was determined that a quorum was present.

ROLL CALL: Aron P , Stewart P , Bair A , Adams P , Mathis A .

Also in Attendance: Staff: Duane Neff. Tyler Avis.

Development Representatives: Glen Lyons. Marilyn Arber.

APPROVAL OF AGENDA: Adams made a motion to approve the agenda. Stewart seconded the motion. Motion passed unanimously.

COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS:

1. Election of Officers.

Election of Chairperson: Adams made a motion to nominate Reavis, Stewart seconded the motion. Motion passed unanimously.

Election of Vice-Chairperson: Adams made a motion to nominate Stewart, Reavis seconded the motion. Motion passed unanimously.

Election of Secretary: Adams made a motion to nominate Tyler Avis, Aron seconded the motion. Motion passed unanimously.

2. Review the Planned Unit Development (PUD) Preliminary Plat for Grinnell Garden Cottages – bordered by 134 East St. to the North, and 114 East St. to the South.

Aron moved to open the public hearing. Adams seconded the motion. The motion passed unanimously.

Neff explained the development in general detail. Updated plans were provided that reflected staff recommendations on changes made to mostly utilities; relocating fire hydrants, placing individual curb-stops at each property connection to the City's system, and installing a larger water line to allow a fire hydrant at the East side of the development.

Aron asked about the fencing on the property, and the Lyons explained that on the North and South property lines a 6 ft tall solid painted wood fence would be placed, and a 4 ft tall picket type fence would be installed around each individual property.

Neff explained that the development does not meet section 165.22.2A of Grinnell's Code, stating that PUD Developments not platted as of January 1, 1995, not be less than five (5) acres in size. Neff explained a variance will have to be granted in order for this project to move forward and it may be best to change the ordinance to reflect what is stated in section

165.22.2B: “PUDs proposed for land platted prior to January 1, 1995 shall be considered on a case-by-case basis,” so all PUDs are reviewed on a case-by-case bases.

Adams asked whether the driveway of the development was public or private, and also asked about parking and the width of the roadway to be constructed. Lyons explained that it will be a private drive and will be maintained privately with the funds collected by the Homeowner Association. He also explained that it will be wide enough for two vehicles side-by-side to travel on and that there are six (6) additional parking spaces on the East end of the development for guests, in addition to parking most likely being allowed on one side of the drive. Lyons also explained that the developers will record the Homeowner Association, and it will be responsible for landscaping, snow removal, and mowing.

Lyons began a discussion explaining the size, appearance, cost, and construction timeline of the homes. Each home’s target price range will be between \$200,000 and \$210,000 but may potentially cost less. The development representatives both agreed that construction would start at the end of April and a show-home will be available mid-September. The homes are planned to be built in fours, and construction completion for the entire development would be 12 months from the start date with a goal of having all of the units sold within 15 months.

Neff explained that no abutting property owners have expressed opposition to the development, and Sandy Ross, the abutting property owner to the East, stated that the property is used for agricultural purposes and the crops are sprayed with chemicals, so a fence may be of interest to protect any landscaping of the development. The Development Representatives said they would be open to the idea.

Anon moved to close the public hearing. Stewart seconded the motion. The motion passed unanimously.

Stewart moved that the Commission recommend approval of a variance to Grinnell’s Code Section 165.22.2A to allow the Grinnell Garden Cottages PUD Preliminary Plat to be built on a parcel of land less than five (5) acres in size. Aron seconded the motion. The roll call votes were as follows: Aron Yes , Stewart Yes , Adams No , Reavis Yes , Motion Passed.

After a discussion, the Committee unanimously agreed to not make a recommendation to change the ordinance(s) dealing with making PUD review based on the size of a parcel to strictly case-by-case.

Aron moved to approve the PUD Preliminary Plat for Grinnell Garden Cottages. Stewart seconded the motion. The roll call votes were as follows: Aron Yes , Stewart Yes , Adams No , Reavis Yes , Motion Passed.

INQUIRIES: None

ADJOURN: Stewart moved that the meeting be adjourned. Adams seconded the motion. Motion passed unanimously. Meeting was adjourned at 7:43 p.m.

RANDY REAVIS, CHAIRPERSON

ATTEST:

TYLER AVIS, SECRETARY

CITY OF GRINNELL
MONTH TO DATE TREASURERS REPORT
AS OF: FEBRUARY 2016

FUND	BEGINNING CASH BALANCE	MONTH TO DATE RECEIPTS	MONTH TO DATE DISBURSEMENTS	ENDING CASH BALANCE
GENERAL FUNDS				
001-GENERAL FUND	251,719.59	68,999.17	259,412.42	61,306.34
003-LIBRARY - GENERAL FUND	0.00	44,268.91	44,043.52	225.39
004-COMM CTR RES - GENERAL	287,823.31	39,143.58	0.00	326,966.89
009-SPORTS AUTHORITY	64,350.03	30.68	5,000.00	59,380.71
010-BUILDING & PLANNING - GEN	245,294.05	8,398.97	24,241.02	229,452.00
011-UTILITY FRANCHISE - GEN	36,660.62	0.00	0.00	36,660.62
102 - FORBES FUND - GENERAL	13,905.44	0.00	1,859.24	12,046.20
103 - LIBRARY FUND STATE - GENERAL	4,815.68	0.00	0.00	4,815.68
104 - STAYING WELL - GENERAL	4,813.09	0.00	0.00	4,813.09
105 - RENAISSANCE - GEN	66,695.91	29.30	0.00	66,725.21
107 - PLANTINGS - GEN	9,993.18	0.00	0.00	9,993.18
108 - TREE FUND - GEN	3,220.00	0.00	0.00	3,220.00
109 - PENSION - GEN	120,552.72	52.96	0.00	120,605.68
130-CDBG HSG GRANT 01 - GEN	9,957.23	0.00	0.00	9,957.23
TOTAL GENERAL FUNDS	1,119,800.85	160,923.57	334,556.20	946,168.22
SPECIAL REVENUE FUNDS				
110-ROAD USE FUND - SPEC REV	600,993.65	95,277.56	57,842.21	638,429.00
112-T&A EMP BEN- SPEC REV	494,355.64	6,151.17	87,034.61	413,472.20
121-LOCAL OPTION SALES TAX	767,960.92	155,155.18	91,680.00	831,436.10
133-T-A RES UNEMP - SPEC REV	24,963.30	10.97	0.00	24,974.27
136-INSURANCE DED -SPEC REV	67,335.66	29.58	0.00	67,365.24
138-MED INS RESERVE - SPEC RV	157,066.13	10,089.35	11,751.06	155,404.42
140-HEALTH INS ESC-SPEC REV	9,790.58	0.00	0.00	9,790.58
145-HOTEL/MOTEL TAX - SPC REV	174,352.79	73.90	6,146.25	168,280.44
167-LIBRARY GIFTS - SPEC REV	180,567.34	5,569.56	348.96	185,787.94
490-FIRE EQMT REP FUND - SP R	299,925.27	131.77	0.00	300,057.04
491-GEN EQMT REP FUND- SP RV	436,098.69	191.59	0.00	436,290.28
492-WA EQMT REV FUND - SP RV	(65,977.55)	0.00	476.00	(66,453.55)
493-SW EQMT REV FUND- SP RV	209,837.70	92.19	0.00	209,929.89
494-SAN EQMT REP FUND-SP RV	440,712.84	193.62	0.00	440,906.46
496-WATER TOWER RES	7,435.30	3.27	0.00	7,438.57
498-OFFICE EQMT REP FD - SR	52,181.24	22.93	0.00	52,204.17
499-REC EQMT REP FD- SP RV	9,312.10	22,463.16	0.00	31,775.26
TOTAL SPECIAL REVENUE FUNDS	3,866,911.60	295,455.80	255,279.09	3,907,088.31
TAX INCREMENT FINANCING FUNDS				
125-URBAN REN - TIF SPEC REV	58,099.77	8,410.83	108,175.53	(41,664.93)
TOTAL TIF FUNDS	58,099.77	8,410.83	108,175.53	(41,664.93)
DEBT SERVICE FUNDS				
200-DEBT SERV - SPEC REV	836,137.23	183,643.73	0.00	1,019,780.96
TOTAL DEBT SERVICE FUNDS	836,137.23	183,643.73	0.00	1,019,780.96

CITY OF GRINNELL
MONTH TO DATE TREASURERS REPORT
AS OF: FEBRUARY 2016

FUND	BEGINNING CASH BALANCE	MONTH TO DATE RECEIPTS	MONTH TO DATE DISBURSEMENTS	ENDING CASH BALANCE
CAPITAL PROJECT FUNDS				
309 - GMRC RISE PROJECT	(4,596.50)	0.00	1,660.96	(6,257.46)
310-CENTRAL PARK PROJECT	73,547.71	0.00	19,934.28	53,613.43
312 LIBRARY BLDG PROJ CP	0.00	0.00	0.00	0.00
313-ITM MUSEUM DOT PROJ CP	43,423.89	0.00	0.00	43,423.89
350-AIRPORT DEVELOPMENT	41,857.13	0.00	0.00	41,857.13
362-HWY 146 NORTH	65,753.44	0.00	20,414.36	45,339.08
364 - CBDG FAÇADE IMP	431,860.43	189.73	0.00	432,050.16
365-CLNS FY 15-16	72,717.90	0.00	3,673.72	69,044.18
368-CLNS FY 14-15	94.20	0.00	0.00	94.20
369-REINVESTMENT PROJECT	(12,122.96)	0.00	0.00	(12,122.96)
370 - POOL & LIONS PARK PROJECT	0.00	0.00	0.00	0.00
371 WATER TOWER PROJECT	150,141.06	0.00	0.00	150,141.06
372-BIKE TRAIL PROJECT	12,926.44	0.00	810.92	12,115.52
373 - 8TH AVENUE ST CONST IMP	9,239.45	0.00	186.00	9,053.45
374 - HWY 146 & 180 SIGNAL IMP	(262,897.36)	0.00	5,103.78	(268,001.14)
375-I-80 INTERCHANGE PROJECT	(27,904.49)	0.00	0.00	(27,904.49)
376-CBD PROJECTS	5,868.87	0.50	0.00	5,869.37
377-BROWNELL'S - I-80 PROJECT	0.50	0.00	0.50	0.00
378 - WW TRMT PLAN PROJECT	247,788.80	97.20	26,541.05	221,344.95
380 - SUNSET ST IMP PROJECT	(65,355.28)	0.00	13,290.10	(78,645.38)
381 - CBD PHASE 5	(63,891.47)	0.00	58,707.64	(122,599.11)
CAPITAL PROJECT FUNDS	718,451.76	287.43	150,323.31	568,415.88
PERMANENT FUNDS				
500-PERP CARE FD - PERMANENT	511,537.68	606.98	0.00	512,144.66
TOTAL PERMANENT FUNDS	511,537.68	606.98	0.00	512,144.66
PROPRIETARY FUNDS				
141-WATER DEP FUND - PROP	86,360.34	200.00	0.00	86,560.34
610-WATER FUND	428,509.05	123,541.02	98,976.21	453,073.86
611-WATER REV SINKING FUND	0.00	0.00	0.00	0.00
612-WATER BOND RESERVE	0.00	0.00	0.00	0.00
613-WA IMP FUND	0.00	0.00	0.00	0.00
620-SEWER OPERATION AND MAINT	1,477,414.87	135,641.30	68,822.76	1,544,233.41
621-SEWER SINKING FUND	0.00	0.00	0.00	0.00
622-SEWER BOND RESERVE	0.00	0.00	0.00	0.00
630-STORM SEWER FUND	642,547.72	31,052.86	8,796.59	664,803.99
670-SOLID WASTE	556,829.42	125,656.82	79,372.18	603,114.06
TOTAL PROPRIETARY FUNDS	3,191,661.40	416,092.00	255,967.74	3,351,785.66
TOTAL FUND BALANCES	10,302,600.29	1,065,420.34	1,104,301.87	10,263,718.76

GRINNELL POLICE DEPARTMENT

CITY OF GRINNELL, IOWA

INTER-OFFICE MEMORANDUM

FROM: Dennis Reilly
Chief of Police

DATE: March 9, 2016

TO: Honorable Gordon Canfield
Honorable Council Persons
Mr. Russell Behrens, City Manager
Ms. Kay Cmelik, City Clerk

SUBJECT: Monthly Report for **February**

Areas of Interest/Accomplishments:

- Attended the graduation of Sgt. Johnson from the Northwestern Staff & Command School
- Met with Mid-Iowa Narcotics Enforcement (M.I.N.E.) Board of Directors for acceptance of Grinnell P.D. into the M.I.N.E. Taskforce. Inv. Foreman will be assigned to M.I.N.E. starting March 14, 2016.
- Conducted our annual department meeting
- I attended the following: Council meetings; Department Head meetings; Command meeting; KGRN interview, meeting with Jasper County EMA on radio ops, meeting with Grinnell College V.P. of Student Affairs, meeting with Grinnell College Title IX office and Crisis Intervention Services, "Blue Courage" executive training; meeting with Americorp project representative, meeting with media representative on mental health concerns in Iowa/Grinnell .

Listed below is a summary of activities for the police department during the reporting period.

	February 16	January 16	February 15
Incident Reports	107	95	58
Arrests	39	39	22
Citations	85	87	23
Warnings	154	166	74
PD Collisions	10	11	22
PI Collisions	3	1	0
Hit & Run	2	---	----
Parking Tickets	115	75	91
Calls for Service	809	757	413

Respectfully Submitted,



Dennis Reilly
Chief of Police



**Grinnell FINANCE COMMITTEE Meeting
MONDAY, MARCH 21, 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 instituting proceedings to take additional action for the issuance of not to exceed \$8,450,000 (See Resolution No. 2016-37).
2. Consider resolution instituting proceedings to take additional action for the issuance not to exceed \$3,100,000 (See Resolution No. 2016-38).
3. Consider approval of Boundary Line Agreement between the Estate of David H. Hamilton and city of Grinnell.

INQUIRIES:

ADJOURNMENT

RESOLUTION NO. 2016-37

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED
\$8,450,000 GENERAL OBLIGATION BONDS

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of not to exceed \$8,450,000 General Obligation Bonds, for the essential corporate purposes, in order 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, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Bonds; and no petition was filed calling for a referendum thereon. 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, STATE OF IOWA:

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$8,450,000 General Obligation Bonds, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Bonds. The amounts so advanced shall be reimbursed from the proceeds of the Bonds not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 21st day of March, 2016.

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2016-38

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$3,100,000 GENERAL OBLIGATION BONDS

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of not to exceed \$3,100,000 General Obligation Bonds, for the essential corporate purposes, in order 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, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Bonds; and 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, STATE OF IOWA:

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$3,100,000 General Obligation Bonds, for the foregoing essential corporate purposes.

PASSED AND APPROVED this 21st day of March, 2016.

Mayor

ATTEST:

City Clerk

Prepared by: Michael W. Mahaffey, 107 South Fourth Street, Montezuma, IA 50171; phone: 641-623-5425

BOUNDARY LINE AGREEMENT

This Boundary Line Agreement ("Agreement") is entered into this ____ day of _____, 2016 by and between the Estate of David H. Hamilton, deceased, Poweshiek County No. ESPR018502, Robert S. Hamilton, Personal Representative, and the City of Grinnell, Poweshiek County, Iowa. The Agreement, made pursuant to §650.17 of the 2015 Code of Iowa as amended is for the purpose of recognizing the validity of the Boundary Retracement Survey of Tract 1 filed July 17, 2015 as Instrument 2015-02085, Poweshiek County, Iowa, (hereafter the "Survey") as it pertains to real estate referenced below. The Agreement is as follows:

1. The Estate of David H. Hamilton, deceased, Poweshiek County No. ESPR018502, is the present owner of the following described real estate located in Poweshiek County, Iowa, hereafter called "Tract 1":

The South One-Hundred Eighty-five Feet of Lot Eight in the Subdivision of the Southwest Quarter of the Southeast Quarter of Section Nine, Township Eighty North, Range Sixteen West of the Fifth P.M., according to the Plat thereof appearing of record in Mortgage Record D at Page 421, except the North Sixty-six Feet thereof

with Robert S. Hamilton serving as Personal Representative of the estate.

2. The City of Grinnell, Iowa, having fee simple absolute ownership in the public streets and other land, if any, which adjoins Tract 1 on 6th Avenue and Summer Street to, respectively, the south and west (hereafter the "Contiguous Streets"), is part of this Agreement for that reason.
3. As a result of the Boundary Retracement Survey specifically mentioned above, a copy of which is attached to this Agreement and made a part hereof, the boundary lines of Tract 1 and the Contiguous Streets are disputed based upon previous surveys and must be resolved by agreement or otherwise. The purpose and intent of this Agreement is to definitively and permanently establish the legal boundary line of Tract 1 and the Contiguous Streets.



**GRINNELL PLANNING COMMITTEE MEETING
MONDAY, MARCH 21, 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. Consider adoption of the Council's Goal Setting Report.

INQUIRIES:

ADJOURNMENT:

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

Mayor:
Gordon Canfield

City Council:
Jim White
Byron Hueftle Worley
Jo Wray
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

TABLE OF CONTENTS

Introduction	Page 3
Goal Setting Work Session	Page 3
Major Accomplishments	Page 3
Issues, Concerns, Trends, and Opportunities.....	Page 5
On-Going Priorities	Page 8
Priority Projects, Programs, Policies, and Initiatives.....	Page 9
Organizational Effectiveness.....	Page 11
Final Comments	Page 13
<u>Exhibit A</u> – Accomplishments, Goals, Concerns, and Significant Projects, Programs, Policies, and Initiatives Considered.....	Page 14
<u>Exhibit B</u> - Agenda.....	Page 24
<u>Exhibit C</u> –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.
- **Patiently develop a plan for the resolution of the issues surrounding the defunct Iowa Transportation Museum.** Oversight by the Finance Committee, managed by the City Manager with assistance from the City Attorney.

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, property owners, existing business owners, 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 Sonni 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 Hueffle 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:
 - 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.

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 21, 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 Crime Stoppers program.
2. Consider participation in the Rx Drug drop off program.
3. Consider first reading of an ordinance amending the code of ordinances no parking section to reflect changes made during the Central Business District Phase 4 construction (See Ordinance No. 1419).
4. Consider first reading of an ordinance amending the code of ordinances all night parking prohibited to reflect changes made during the Central Business District Phase 4 construction (See Ordinance No. 1420).
5. Consider first reading of an ordinance amending the code of ordinances stop required section for Highway 146 North street construction project (See Ordinance No. 1421).
6. Consider first reading of an ordinance amending the code of ordinances by adding a new chapter for Load and Weight Restrictions (See Ordinance No. 1422).

INQUIRIES:

ADJOURN:

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.

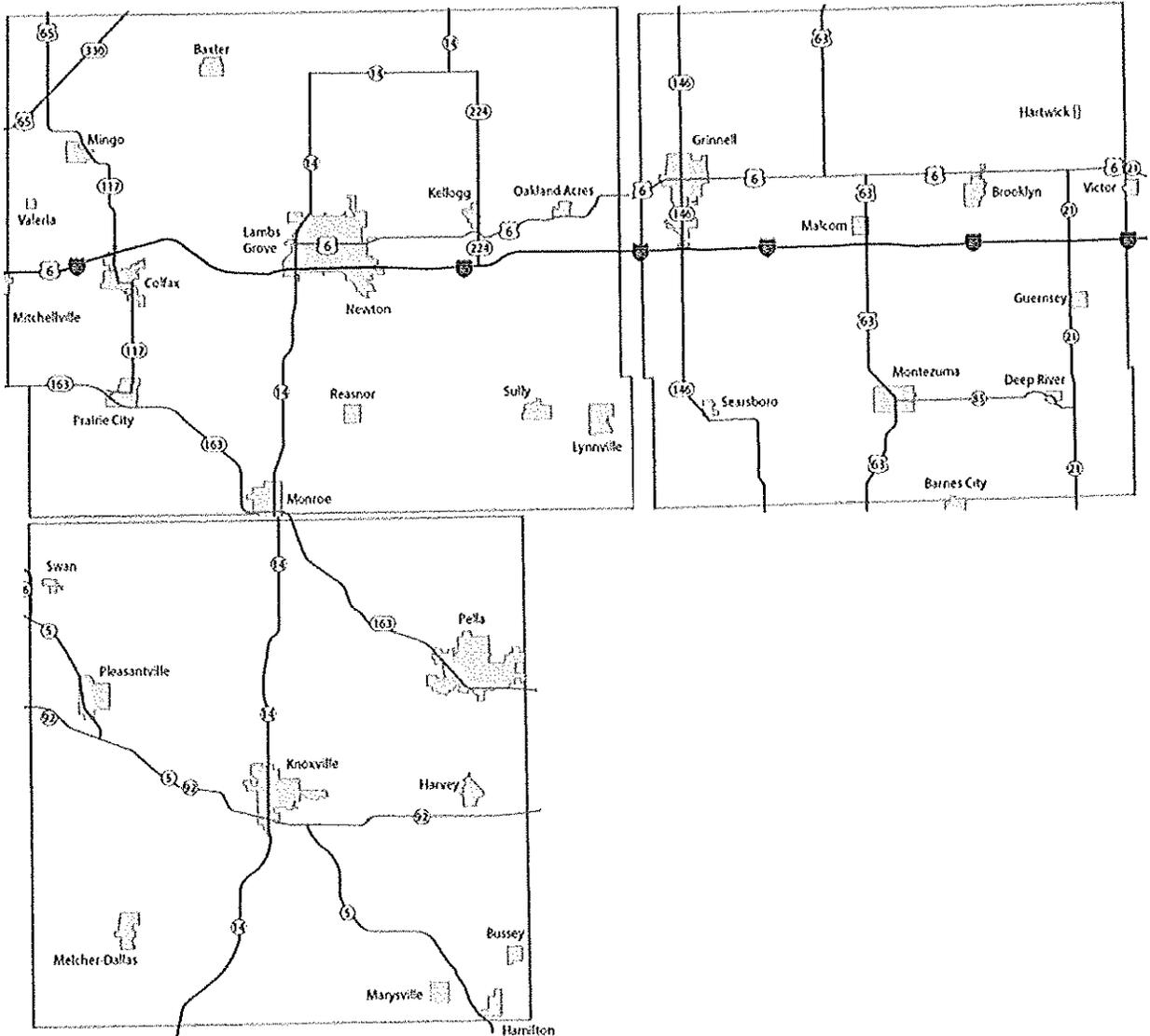
The Crime Stoppers program has enjoyed great success with the information received which has led to the arrest and indictment of those responsible for committing felony offenses, boasting an average conviction rate of approximately 95% on cases solved by a tip to the program. Crime Stoppers is a partnership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

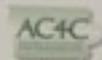
- Location of call center.
 - Training for Tipsline call handler.
 - Costs associated with set up.
- Evaluate Telecommunication Equipment/Software needed.
 - Private, non-recorded, non-caller ID line/Website access.
- 24/7 call service set up. (ie. Dispatch center)
- Utilize number ending in TIPS (8477)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

**Iowa Take Back
Prescription Drug Drop Box**

Supported By



www.Iowa.Gov/ODCP
www.IfYouCareAbout.org



ORDINANCE NO. 1419

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRINNELL, IOWA, BY AMENDING PROVISIONS PERTAINING TO NO PARKING ZONES.

BE IT ENACTED by the City Council of the City of Grinnell, Iowa:

SECTION 1. SECTION MODIFIED. Section 69.08 of the Code of Ordinances of the City of Grinnell, Iowa, 2007, is repealed and the following adopted in lieu thereof:

69.08 NO PARKING ZONES. No one shall stop, stand or park a vehicle in any of the following specifically designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal.

1. Beck Court, on both sides of the cul-de-sac, from Third Avenue to the point of termination
2. First Avenue, on the north side, from Park Street to a point 83 feet west.
3. First Avenue, on the north side, from Park Street to a point 92 feet east.
4. Third Avenue, on the north side from Reed Street to the alley.
5. Eighth Avenue, on both sides, from Sunset Street to Bliss Street.
6. Tenth Avenue, on both sides, from Park Street to a point 75 feet west.
7. Eleventh Avenue, on both sides, from Sunset Drive to a point 75 feet west.
8. East Street, on both sides, from Eighth Avenue to Tenth Avenue.
9. Industrial Avenue, on both sides, from Highway 146 to the east end of Industrial Avenue.
10. Reed Street, on the west side, from Third Avenue to a point 50 feet north.
11. Reed Street, on the west side, from Fourth Avenue to a point 190 feet south.
12. Reed Street, on the east side, from Third Avenue north to a point 85 feet south of Fourth Avenue.
13. Park Street on the east side, from Sixth Avenue to a point 80 feet north.
14. Park Street on the east side, from a point 196 feet north of Sixth Avenue to a point 234 feet north of Sixth Avenue.

15. Park Street on the east side, from a point 343 feet north of Sixth Avenue to a point 373 feet north of Sixth Avenue.
16. Park Street on the east side, from a point 513 feet north of Sixth Avenue to a point 541 feet north of Sixth Avenue.
17. Park Street on the east side, from a point 39 feet north of Seventh Avenue to a point 71 feet north of Seventh Avenue.
18. Park Street on the east side, from a point 102 feet north of Seventh Avenue to a point 120 feet north of Seventh Avenue.
19. Park Street on the east side, from a point 145 feet north of Seventh Avenue to a point 163 feet north of Seventh Avenue.
20. Park Street on the east side, from a point 190 feet north of Seventh Avenue to a point 217 feet north of Seventh Avenue.
21. Park Street on the east side, from a point 294 feet north of Seventh Avenue to a point 312 feet north of Seventh Avenue.
22. Park Street on the east side, from a point 359 feet north of Seventh Avenue to a point 375 feet north of Seventh Avenue.
23. Park Street, on the east side, from a point 156 feet north of Seventh Avenue to a point 186 feet north of Seventh Avenue.
24. Park Street, on the east side, from a point 224 feet north of Seventh Avenue to a point 240 feet north of Seventh Avenue.
25. Park Street on the east side, from a point 359 feet north of Seventh Avenue to a point 375 feet north of Seventh Avenue.
26. Park Street, on the east side, from a point 156 feet north of Seventh Avenue to a point 186 feet north of Seventh Avenue.
27. Park Street, on the east side, from a point 224 feet north of Seventh Avenue to a point 240 feet north of Seventh Avenue.
28. Park Street, on the west side, from Sixth Avenue to Tenth Avenue.
29. Park Street on the east side from Eighth Avenue to Tenth Avenue.
30. Park Street, on both sides, from Tenth Avenue to a point 75 feet north.
31. Sunset Street, on both sides, from Eleventh Avenue to a point 40 feet south.
32. Sunset Street, on the east side, from Eleventh Avenue to a point 40 feet north.
33. Sunset Street, on the west side, from Eighth Avenue to Thirteenth Avenue.
34. Sunset Street, on the east side, from a point 49 feet south of the entrance to the school parking lot to a point 51 feet north of said entrance.
35. Sunset Street, on the east side, from a point 62 feet south of the exit from the school parking lot to a point 57 feet north of said exit.
36. Grinnell Mutual Family Aquatic Center. In the aquatic center parking lot located east of the bathhouse and all other parking

that may be part of the aquatic center from 9:00 p.m. to 6:00 a.m. June 1 to September 1. There shall be no parking outside these dates except as authorized in writing by the Chief of Police.

37. Eighth Avenue, on both sides, from East Street to Elm Street except on Sunday parking is allowed on the south side of Eighth Avenue.
38. Eighth Avenue, on the south side, from East Street to a point 40 feet east.
39. Reed Street, on the east side, from Eighth Avenue to a point 100 feet south.
40. Reed Street, on the west side, from Eighth Avenue to a point 110 feet south.
41. Prairie Street, on the east side, from Eighth Avenue to a point 246 feet south.
42. Prairie Street, on the west side, from Eighth Avenue to a point 42 feet south.
43. Ninth Avenue, on the south side, from east curb line of Hobart Avenue to a point 175 feet east.
44. Tenth Avenue, on the south side, from East Street to Park Street.
45. Prince Street, on the west side, from the back of the south curb of Eighth Avenue to a point 219 feet south of Eighth Avenue.
46. Tenth Avenue, on the north side, from East Street to Park Street.
47. Seventh Avenue, on the south side, from Broad Street to Park Street.
48. Ninth Avenue, on the south side, from Broad Street to Park Street.
49. Blakely Circle, west side in its entirety.
50. ***Fourth Avenue, on the north side from Park Street to a point 186 feet west.***
51. ***Fourth Avenue, on both sides, from Spring Street to Pearl Street.***
52. ***Fourth Avenue, on the south side, from West Street to Spring Street.***

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the ____ day of _____, _____, and approved this ____ day of _____, _____.

Mayor

ATTEST:

City Clerk

ORDINANCE NO. 1420

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRINNELL, IOWA, 2007, BY AMENDING PROVISIONS PERTAINING TO ALL NIGHT PARKING PROHIBITED

BE IT ENACTED by the City Council of the City of Grinnell, Iowa:

SECTION 1. SECTION MODIFIED. Section 69.09 of the Code of Ordinances of the City of Grinnell, Iowa, 2007, is repealed and the following adopted in lieu thereof:

69.09 ALL NIGHT PARKING PROHIBITED. No person, except physicians or other persons on emergency calls, shall park a vehicle on any of the following named streets or locations between the hours of 1:00 a.m. and 5:00 a.m. of any day.

1. Fourth Avenue, on both sides, from West Street to State Street.
2. Fifth Avenue, on both sides, from West Street to Park Street.
3. Broad Street, on both sides, from the railroad to Sixth Avenue.
4. Commercial Street, on both sides, from Broad Street to Main Street.
5. Main Street, on both sides, from the railroad to Sixth Avenue.
6. Park Street, on both sides, from Fourth Avenue to Fifth Avenue.
7. Park Street on the east side from Sixth Avenue to Eighth Avenue.
8. On the east side and north side of the municipal parking lot located at the 700 block of Fourth Avenue.
9. On the north side of the municipal parking lot located at the 1000 block of West Street.
10. In the spaces located on either side of the west driveway of the municipal parking lot located at the 800 block of Commercial Avenue.
11. In the entire Community Center parking lot, including south and west sides.
12. On the north side of Seventh Avenue from Broad Street to Park Street.
13. On the north side of Ninth Avenue from Broad Street to Park Street.
14. ***Fourth Avenue, on the south side, from West Street to Spring Street.***

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication

shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the ___ day of _____, _____, and approved this ___ day of _____, _____.

Mayor

ATTEST:

City Clerk

ORDINANCE NO. 1421

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRINNELL, IOWA, BY AMENDING PROVISIONS PERTAINING TO STOP REQUIRED.

BE IT ENACTED by the City Council of the City of Grinnell, Iowa:

SECTION 1. SECTION MODIFIED. Section 65.02 of the Code of Ordinances of the City of Grinnell, Iowa, is repealed and the following adopted in lieu thereof:

65.02 STOP REQUIRED. Every driver of a vehicle shall stop in accordance with the following:

1. Second Avenue. Vehicles traveling on Second Avenue shall stop at Main Street.
2. Second Avenue. Vehicles traveling on Second Avenue shall stop at Park Street.
3. Second Avenue. Vehicles traveling on Second Avenue shall stop at Reed Street.
4. Third Avenue. Vehicles traveling on Third Avenue shall stop at Main Street.
5. Third Avenue. Vehicles traveling on Third Avenue shall stop at Reed Street.
6. Fairfield Street. Vehicles traveling on Fairfield Street shall stop at Fifth Avenue.
7. Ninth Avenue. Vehicles traveling on Ninth Avenue shall stop at Summer Street.
8. Fifth Avenue. Vehicles traveling on Fifth Avenue shall stop at East Street.
9. Fifth Avenue. Vehicles traveling on Fifth Avenue shall stop at Pearl Street.
10. Fifth Avenue. Vehicles traveling on Fifth Avenue shall stop at Reed Street.
11. Fifth Avenue. Vehicles traveling on Fifth Avenue shall stop at Spring Street.
12. Fifth Avenue. Vehicles traveling on Fifth Avenue shall stop at State Street.
13. Seventh Avenue. Vehicles traveling on Seventh Avenue shall stop at Summer Street.
14. Tenth Avenue. Vehicles traveling on Tenth Avenue shall stop at Broad Street.
15. Eleventh Avenue. Vehicles traveling on Eleventh Avenue shall stop at Broad Street.
16. Twelfth Avenue. Vehicles traveling on Twelfth Avenue shall stop at Country Club Drive.
17. Thirteenth Avenue. Vehicles traveling on Thirteenth Avenue shall stop at Prairie Street.
18. Thirteenth Avenue. Vehicles traveling on Thirteenth Avenue shall stop at Spencer Street.
19. Thirteenth Avenue. Vehicles traveling on Thirteenth Avenue shall stop at Reed Street.
20. Ann Street. Vehicles traveling on Ann Street shall stop at Tenth Avenue.

21. Commercial Street. Vehicles traveling on Commercial Street shall stop at Broad Street.
22. Commercial Street. Vehicles traveling on Commercial Street shall stop at Main Street.
23. East Street. Vehicles traveling on East Street shall stop at Tenth Avenue.
24. Elm Street. Vehicles traveling on Elm Street shall stop at Tenth Avenue.
25. High Street. Vehicles traveling on High Street shall stop at First Avenue.
26. High Street. Vehicles traveling on High Street shall stop at Third Avenue.
27. High Street. Vehicles traveling on High Street shall stop at Fifth Avenue.
28. Hobart Street. Vehicles traveling on Hobart Street shall stop at Tenth Avenue.
29. Linden Street. Vehicles traveling on Linden Street shall stop at Tenth Avenue.
30. Main Street. Vehicles traveling on Main Street shall stop at First Avenue.
31. Main Street. Vehicles traveling on Main Street shall stop at Tenth Avenue.
32. Manor Drive. Vehicles traveling on Manor Drive shall stop at Twelfth Avenue.
33. Park Street. Vehicles traveling on Park Street shall stop at First Avenue.
34. Park Street. Vehicles traveling on Park Street shall stop at Third Avenue.
35. Park Street. Vehicles traveling on Park Street shall stop at Tenth Avenue.
36. Park Street. Vehicles traveling on Park Street shall stop at Hamilton Avenue.
37. Prairie Street. Vehicles traveling on Prairie Street shall stop at Fourth Avenue.
38. Prince Street. Vehicles traveling on Prince Street shall stop at Fourth Avenue.
39. Spring Street. Vehicles traveling on Spring Street shall stop at Second Avenue.
40. State Street. Vehicles traveling on State Street shall stop at First Avenue.
41. Summer Street. Vehicles traveling on Summer Street shall stop at Fifth Avenue.
42. Summer Street. Vehicles traveling on Summer Street shall stop at Tenth Avenue.
43. Ferguson Road. Vehicles traveling on Ferguson Road shall stop at 380th Street.
44. Reed Street. Vehicles traveling on Reed Street shall stop at Fourteenth Avenue.
45. Spencer Street. Vehicles traveling on Spencer Street shall stop at Fourteenth Avenue.
46. Alley between Broad Street and Park Street shall stop at Fifth Avenue.
47. Alley between Main Street and Broad Street shall stop at Fourth Avenue.
48. Alley between Main Street and Broad Street shall stop at Fifth Avenue.
49. Alley between West Street and Main Street shall stop at Fourth Avenue.
50. Alley between West Street and Main Street shall stop at Fifth Avenue.
51. Alley between Prince Street and Prairie Street shall stop at Third Avenue.
52. Third Avenue. Vehicles traveling west on Third Avenue shall stop at Broad Street.
53. Jewel Drive. Vehicles traveling north on Jewel Drive shall stop at Sixteenth Street.

54. Jewel Drive. Vehicles traveling west on Jewel Drive shall stop at Penrose Street.
- 55. Seventh Avenue. Vehicles traveling on Seventh Avenue shall stop at Main Street.**
- 56. Ninth Avenue. Vehicles traveling on Ninth Avenue shall stop at Main Street.**

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the ___ day of _____, _____, and approved this ___ day of _____, _____.

Mayor

ATTEST:

City Clerk

ORDINANCE NO. 1422

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF GRINNELL, IOWA BY ADDING A NEW CHAPTER FOR LOAD AND WEIGHT RESTRICTIONS .

BE IT ENACTED by the City Council of the City of Grinnell, Iowa:

SECTION 1. NEW CHAPTER. The Code of Ordinances of the City of Grinnell, Iowa, is amended by adding a new Chapter 66, entitled LOAD AND WEIGHT RESTRICTIONS, which is hereby adopted to read as follows:

66.01 TEMPORARY EMBARGO. If the Council declares an embargo when it appears by reason of deterioration, rain, snow or other climatic conditions that certain streets will be seriously damaged or destroyed by vehicles weighing in excess of an amount specified by the signs, no such vehicles shall be operated on streets so designated by such signs.

(Code of Iowa, Sec. 321.471 & 321.472)

66.02 PERMITS FOR EXCESS SIZE AND WEIGHT.

A permit for excess size and weight authorizing the applicant to operate or move a vehicle or combination of vehicles of a size or weight or load exceeding the maximum specified by State law or the City over those streets or bridges named in the permit which are under the jurisdiction of the City and for which the City is responsible for the maintenance is required as follows:

1. The Public Service Director, or their authorized agent, may at their discretion, and upon application and good cause being shown, issue a special permit in writing authorizing the movement on city streets of indivisible oversize and/or overweight vehicles and loads as defined in Iowa Code Section 321. The maximum vehicle dimensions and weight are as specified in Sections 321.452 through 321.466 of the Iowa Code or succeeding legislation.
 - A. Permits for excess size and weight may be issued by the City as a single trip permits or annual permits. All permits shall be in writing, shall be carried in the cab of the vehicle for which the permit has been issued, and shall be available for inspection at all times.
 - B. Fees: The fee for the issuance of an annual permit for excess size and weight shall be \$250.00. A fee shall not be required for single-trip permits.
 - C. The permit holder must comply with all provisions of Chapter 321E of the Iowa Code, including requirements for escort vehicles, lights, signs, and flags.
 - D. When in the judgement of the Public Services Director or law enforcement official the movement of a permitted vehicle of excess size and/or weight will be hazardous to public safety or will cause undue damage to a specific street pavement, curb, sidewalk or other property, the permit shall be revoked either permanently or temporarily. The reasons for the revocation and tenure of the revocation shall be noted in writing to the permit holder.

- E. The permit holder must comply with the restrictions and requirements in regard to temporary embargos, load limits on certain streets, load limits on bridges, truck routes and any other restrictions as designated in this chapter.

66.03 LOAD LIMITS UPON CERTAIN STREETS.

When signs are erected giving notice thereof, no person shall operate any vehicle with a gross weight in excess of the amounts specified on such signs at any time upon any of the following streets or parts of streets:

1. Notwithstanding the provisions of this section, vehicles in excess of 10 tons are prohibited on the following roadways:
 - a. 16th Avenue, between Prairie Street and city limits
 - b. 11th Avenue, between city limit and West Street
 - c. 10th Avenue, between Penrose Street and West Street
 - d. 8th Avenue, between Penrose Street and West Street
 - e. Main Street, between 6th Avenue and 11th Avenue
 - f. Broad Street, between 6th Avenue and 11th Avenue
 - g. Reed Street, between 6th Avenue and 11th Avenue

66.04 LOAD LIMITS ON BRIDGES. Where it has been determined that any City bridge has a capacity less than the maximum permitted on the streets of the City, or on the street serving the bridge, the Public Services Director may cause to be posted and maintained signs on said bridge and at suitable distances ahead of the entrances thereof to warn drivers of such maximum load limits. No person shall drive upon said bridge any vehicle weighing, loaded or unloaded, in excess of such posted limit.
(Code of Iowa, Sec. 321.471)

66.05 TRUCK ROUTE. (Reserved for future consideration)

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the ___ day of _____, ____, and approved this ___ day of _____, ____.

Mayor

ATTEST:

City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the ____ day of _____,
_____.

City Clerk



**Grinnell PUBLIC WORKS AND GROUNDS Meeting
MONDAY, MARCH 21, 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 free yard waste weekend for April 9 and 10th with inclement weather dates as April 16th and 17th.
2. Consider resolution approving installation of street lights (See Resolution No. 2016-39).
3. Consider resolution awarding the contract for the Central Business District Phase 5 Project (See Resolution No. 2016-40).

INQUIRIES:

ADJOURNMENT

RESOLUTION NO. 2016-39

RESOLUTION APPROVING INSTALLATION OF STREET LIGHTS

WHEREAS, the city of Grinnell is requesting the installation of street lights at the following locations:

1. 200' West of Prince Street on 4th Avenue, North side,
 2. Intersection of Maple Street and Pinehurst Drive, southwest corner;
- and

WHEREAS, Alliant Energy requires that the city of Grinnell pass a resolution to authorize the installation of any street lights within the city; and

WHEREAS, the cost of installation of said street lights is the developers' responsibility and not the city's; and

WHEREAS, the Water Resources Director Jan Anderson has reviewed and requested the installation of the street lights at the aforementioned locations; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grinnell does hereby that Alliant Energy, Inc. is hereby directed to make the following changes to the existing system with the installation of street lights at location described above.

PASSED AND APPROVED THIS 21st day of March 2016.

Gordon R. Canfield, Mayor

Attest:

P. Kay Cmelik, City Clerk/Finance Director



STREET LIGHTING RESOLUTION

The following Resolution Grinnell was adopted by the City Council of the City of Grinnell at a meeting held on _____, 20_____.

Be it resolved by the City Council of the City of Grinnell, that Alliant Energy Inc. is hereby directed to make the following changes to the existing system, at the locations described below (or shown on an attached map made a part of this Resolution) according to the terms expressed in the existing street light contract:

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM					
ADD NUMBER	DELETE NUMBER	WATTAGE	STYLE OF LUMINAIRE	TYPE AND HEIGHT OF POLE	WIRING (check one)
1. <u>1</u>		<u>80</u>	<u>LED</u>	<u>Shared Wood</u>	<input checked="" type="checkbox"/> OH <input type="checkbox"/> UG
2. <u>1</u>		<u>80</u>	<u>LED</u>	<u>35' New Dedicated</u>	<input type="checkbox"/> OH <input checked="" type="checkbox"/> UG
3. _____					<input type="checkbox"/> OH <input type="checkbox"/> UG

LOCATION OF NEW INSTALLATION OR CHANGES
1. <u>200' West of Prince St on 4th Ave, North Side</u>
2. <u>Intersection of Maple St & Pinhurst Dr, SW Corner</u>
3. _____

Mayor _____
declared said Resolution duly passed and adopted the _____
day of _____, 20_____.

Attest _____
Title _____

**Interstate Power & Light Company (Applicable to the Iowa Service Area)
ESTIMATE**

Customer Name: City of Grinnell

Date: 3/4/2016

Mailing Address:

Phone #

Project Address: 4th ave
Maple and Pinehurst Dr

Account #

WR #

Contract # _____

The lighting contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
LIGHTING UNDERGROUND CABLE	SPG-30	0 feet	\$0.00
TRENCH/PLOW	IPG-19	0 feet	\$0.00

Iowa Total Free Conductor Footage = 0 feet
Iowa Total Free Cable Footage = 100 feet
Iowa Free Trenching Footage = 100 feet

Street Lighting Facilities Installed Standard Charge = \$0.00

Iowa Public Good Contribution Tax Adder = 0.00%

Tax Amount = \$0.00

Non-Refundable Public Good Contribution In Aid of Construction Required = \$0.00

Reimbursable Charge Description	Billing Code	Amount
---------------------------------	--------------	--------

Non-Refundable Reimbursement Required = \$0.00

Tariff Item Description	Rate Code	QTY	Total Charge
80 WATTS LED or 100 WATTS HPS (DECORATIVE)	640	2 each	\$12.02
SHARED WOOD	640	1 each	\$2.70
NEW DEDICATED WOOD LIGHTING POLE	640	1 each	\$8.26

monthly Tariff cost without energy charge and taxes = \$22.98

Total Non-Refundable Project Contribution = \$0.00

COMMENTS:

Charges that will be added to the Grinnell street light account for the new installation of 2 street lights.

Pricing valid for 30 calendar days. (until 04/03/2016)

RESOLUTION NO. 2016-40

RESOLUTION MAKING AWARD OF THE CONTRACT FOR CENTRAL BUSINESS DISTRICT PHASE 5

WHEREAS, the following bid for the Central Business District Phase 5 is hereby accepted, the same being the lowest responsible bid for the said work, as follows:

1) CONTRACTOR:

AMOUNT OF BID:
PORTION OF PROJECT:

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 Central Business District Phase 5.

Passed and approved this 21st day of March, 2016.

GORDON CANFIELD, MAYOR

ATTEST:

P. KAY CMELIK, CITY CLERK/FINANCE DIRECTOR

BID ITEMS
GRINNELL, IOWA
CENTRAL BUSINESS DISTRICT IMPROVEMENTS PHASE 5

ITEM NO.	DESCRIPTION	UNIT	BASE QUANTITY	UNIT PRICE	Contract, Inc.		Manatts, Inc.		Absolute Concrete						
					EXTENDED PRICE	ALTERNATE 1 QUANTITY	EXTENDED PRICE	ALTERNATE 1 QUANTITY	EXTENDED PRICE	ALTERNATE 1 QUANTITY	EXTENDED PRICE	ALTERNATE 1 QUANTITY			
1.1	Construction Staking	LS	1	\$ 38,200.00	\$ 38,200.00	1	\$ 38,200.00	1	\$ 38,200.00	1	\$ 38,200.00	1	\$ 38,200.00	1	\$ 38,200.00
1.2	Traffic Control	LS	1	25,000.00	25,000.00	1	26,000.00	1	20,000.00	1	20,000.00	1	20,000.00	1	5,000.00
1.3	Mobilization	LS	1	150,000.00	150,000.00	1	220,000.00	1	20,000.00	1	250,000.00	1	250,000.00	1	45,000.00
1.4	Clearing and Grubbing	LS	1	10,000.00	10,000.00	1	25,000.00	1	10,000.00	1	25,000.00	1	25,000.00	1	10,000.00
1.5	Erosion Control and Pollution Prevent Plan	LS	1	14,000.00	14,000.00	1	10,000.00	1	1,000.00	1	10,000.00	1	10,000.00	1	1,000.00
1.6	Safety Closure	Ea.	22	11,000	2,420,000	1	110,000	1	150,000	1	100,000	1	2,200,000	1	1,000,000
1.7	Safety Fence	STA	30	500.00	15,000.00	2	3,300.00	2	900.00	2	500.00	2	15,000.00	2	1,000.00
1.8	Signage	LS	1	20,000.00	20,000.00	1	27,500.00	1	25,000.00	1	25,000.00	1	25,000.00	1	5,000.00
1.9	Unclassified Excavation	LS	1	150,000.00	150,000.00	1	120,000.00	1	72,000.00	1	120,000.00	1	120,000.00	1	72,000.00
1.10	Surfacing Removal	SY	21,679	7.00	151,753.00	1,829	151,753.00	1,829	12,803.00	1,829	151,753.00	1,829	151,753.00	1,829	12,803.00
1.11	Granular Backfill	TONS	4,500	18.00	81,000.00	2,750	90,000.00	2,750	55,000.00	2,750	90,000.00	2,750	90,000.00	2,750	55,000.00
1.12	Sodding	SQ	450	78.00	35,100.00	140	27,900.00	140	8,680.00	140	33,750.00	140	33,750.00	140	10,500.00
1.13	Temporary Granular Surfacing	TONS	150	35.00	5,250.00	N/A	35.75	N/A	N/A	N/A	37.75	5,662.50	N/A	N/A	N/A
1.14	16" Water Main in 30" Steel casing Augered In Place	LF	62	450.00	27,900.00	N/A	455.00	28,210.00	N/A	N/A	455.00	28,210.00	N/A	N/A	N/A
1.15	Removal of Sewer	LF	316	20.00	6,320.00	N/A	28.00	8,848.00	N/A	N/A	28.00	8,848.00	N/A	N/A	N/A
1.15.1	Storm Sewer <L= 36"	LF	25	50.00	1,250.00	N/A	35.00	875.00	N/A	N/A	35.00	875.00	N/A	N/A	N/A
1.15.2	Storm Sewer >36"	LF	76	20.00	1,520.00	375	17.00	1,292.00	375	6,375.00	375	1,292.00	375	6,375.00	
1.16	Removal of Inlets and Manholes	Ea.	13	700.00	9,100.00	N/A	900.00	11,700.00	N/A	N/A	900.00	11,700.00	N/A	N/A	6,375.00
1.17	Connection to Existing Water System	Ea.	6	10,000.00	60,000.00	2	3,750.00	22,500.00	2	7,500.00	3,750.00	22,500.00	2	7,500.00	
1.18	Water Main in Open Cut	LF	N/A	62.00	N/A	406	47.00	N/A	19,082.00	406	47.00	N/A	19,082.00	406	19,082.00
1.18.1	8" PVC	LF	100	15.00	1,500.00	N/A	165.00	16,500.00	N/A	N/A	165.00	16,500.00	N/A	N/A	N/A
1.18.2	12" PVC	LF	555	65.00	36,075.00	N/A	58.00	32,190.00	N/A	N/A	58.00	32,190.00	N/A	N/A	N/A
1.18.3	12" PVC	LF	275	165.00	45,375.00	N/A	68.00	18,700.00	N/A	N/A	68.00	18,700.00	N/A	N/A	N/A
1.18.4	16" DI	LF	290	85.00	24,650.00	N/A	90.00	26,100.00	N/A	N/A	90.00	26,100.00	N/A	N/A	N/A
1.18.5	16" PVC	LF	390	120.00	46,800.00	N/A	185.00	72,150.00	N/A	N/A	185.00	72,150.00	N/A	N/A	N/A
1.19	12" Water Main Directional Drilled	LF	5	2,400.00	12,000.00	5	3,900.00	19,500.00	5	19,500.00	3,900.00	19,500.00	5	19,500.00	
1.20	Water Service Connection	Ea.	5	5,000.00	25,000.00	2	4,700.00	9,400.00	2	4,700.00	4,700.00	9,400.00	2	9,400.00	
1.20.1	2"	LF	90	100.00	9,000.00	N/A	38.00	3,420.00	N/A	N/A	38.00	3,420.00	N/A	N/A	
1.21	Directional Bored Water Service Pipe	LF	1	1,100.00	1,100.00	N/A	1,500.00	1,500.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A	
1.22	Valve and Valve Box	Ea.	1	1,400.00	1,400.00	1	1,800.00	1,800.00	1	1,800.00	1,800.00	1,800.00	1	1,800.00	
1.22.1	6" Gate	Ea.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1.22.2	8" Gate	Ea.	7	2,300.00	16,100.00	N/A	2,900.00	20,300.00	N/A	N/A	2,900.00	20,300.00	N/A	N/A	N/A
1.22.3	12" Gate	Ea.	2	6,000.00	12,000.00	N/A	7,250.00	14,500.00	N/A	N/A	7,250.00	14,500.00	N/A	N/A	
1.22.4	16" Gate	Ea.	2	4,500.00	9,000.00	1	5,000.00	5,000.00	1	5,000.00	5,000.00	5,000.00	1	5,000.00	
1.23	Hydrant Assembly	Ea.	1	650.00	650.00	N/A	1,000.00	1,000.00	N/A	N/A	1,000.00	1,000.00	N/A	N/A	
1.24	Removal of Hydrant	LF	76	90.00	6,840.00	375	66.00	5,016.00	375	24,750.00	66.00	5,016.00	375	24,750.00	
1.25	8" Sanitary Sewer Pipe in Open Cut	LF	76	90.00	6,840.00	375	66.00	5,016.00	375	24,750.00	66.00	5,016.00	375	24,750.00	

BID ITEMS
GRINNELL, IOWA
CENTRAL BUSINESS DISTRICT IMPROVEMENTS PHASE 5

ITEM NO.	DESCRIPTION	UNIT	BASE QUANTITY	UNIT PRICE	BASE EXTENDED PRICE	ALTERNATE 1 QUANTITY	ALTERNATE 1 EXTENDED PRICE	UNIT PRICE	BASE EXTENDED PRICE	ALTERNATE 1 QUANTITY	ALTERNATE 1 EXTENDED PRICE	UNIT PRICE	BASE EXTENDED PRICE	ALTERNATE 1 QUANTITY	ALTERNATE 1 EXTENDED PRICE	UNIT PRICE	BASE EXTENDED PRICE	ALTERNATE 1 QUANTITY	ALTERNATE 1 EXTENDED PRICE
1.26	Storm Sewer Pipe in Open cut	LF	113	55.00	6,215.00	N/A	N/A	82.00	9,266.00	N/A	N/A	82.00	9,266.00	N/A	N/A	82.00	9,266.00	N/A	N/A
	1.26.1 12" RCP Class 3	LF	116	60.00	6,960.00	N/A	N/A	82.00	9,512.00	N/A	N/A	82.00	9,512.00	N/A	N/A	82.00	9,512.00	N/A	N/A
	1.26.2 15" RCP Class 3	LF	139	60.00	8,340.00	N/A	N/A	110.00	15,290.00	N/A	N/A	110.00	15,290.00	N/A	N/A	110.00	15,290.00	N/A	N/A
	1.26.4 18" RCP Class 3	LF	174	62.00	10,788.00	N/A	N/A	85.00	14,790.00	N/A	N/A	85.00	14,790.00	N/A	N/A	85.00	14,790.00	N/A	N/A
	1.26.5 24" RCP Class 3	LF	21	80.00	1,680.00	N/A	N/A	175.00	3,675.00	N/A	N/A	175.00	3,675.00	N/A	N/A	175.00	3,675.00	N/A	N/A
	1.26.6 48" RCP Class 3	LF	25	300.00	7,500.00	N/A	N/A	365.00	9,125.00	N/A	N/A	365.00	9,125.00	N/A	N/A	365.00	9,125.00	N/A	N/A
1.27	Sewer Service Investigation	Ea.	10	1,500.00	15,000.00	7	10,500.00	2,500.00	25,000.00	7	17,500.00	2,500.00	25,000.00	7	17,500.00	2,500.00	25,000.00	7	17,500.00
1.28	6" Sanitary Sewer Service in Open Cut	Ea.	10	2,500.00	25,000.00	7	17,500.00	650.00	6,500.00	7	4,550.00	650.00	6,500.00	7	4,550.00	650.00	6,500.00	7	4,550.00
1.29	Manhole Adjustment	Ea.	3	2,000.00	6,000.00	N/A	N/A	1,500.00	4,500.00	N/A	N/A	1,500.00	4,500.00	N/A	N/A	1,500.00	4,500.00	N/A	N/A
	1.29.1 Sanitary Sewer, Minor	Ea.	3	1,500.00	4,500.00	N/A	N/A												
	1.29.2 Storm Sewer, Minor	Ea.	1	1,000.00	1,000.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A
	1.29.3 Water, Minor	Ea.	1	1,000.00	1,000.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A	1,500.00	1,500.00	N/A	N/A
1.30	Manhole	Ea.	1	4,500.00	4,500.00	N/A	N/A												
	1.30.1 SW-301, Sanitary	Ea.	1	5,500.00	5,500.00	N/A	N/A	4,500.00	4,500.00	N/A	N/A	4,500.00	4,500.00	N/A	N/A	4,500.00	4,500.00	N/A	N/A
	1.30.2 SW-401, Storm	Ea.	2	11,000.00	22,000.00	N/A	N/A	9,000.00	18,000.00	N/A	N/A	9,000.00	18,000.00	N/A	N/A	9,000.00	18,000.00	N/A	N/A
	1.30.3 SW-402, Storm	Ea.	1	7,500.00	7,500.00	N/A	N/A	9,000.00	9,000.00	N/A	N/A	9,000.00	9,000.00	N/A	N/A	9,000.00	9,000.00	N/A	N/A
1.31	Storm Sewer Intake	Ea.	7	3,600.00	25,200.00	N/A	N/A	6,000.00	42,000.00	N/A	N/A	6,000.00	42,000.00	N/A	N/A	6,000.00	42,000.00	N/A	N/A
	1.31.1 SW-507	Ea.	1	3,800.00	3,800.00	N/A	N/A	6,000.00	6,000.00	N/A	N/A	6,000.00	6,000.00	N/A	N/A	6,000.00	6,000.00	N/A	N/A
	1.31.2 SW-508	Ea.	2	7,500.00	15,000.00	N/A	N/A	9,950.00	19,900.00	N/A	N/A	9,950.00	19,900.00	N/A	N/A	9,950.00	19,900.00	N/A	N/A
	1.31.3 SW-508 Modified	Ea.	1	3,000.00	3,000.00	N/A	N/A	3,500.00	3,500.00	N/A	N/A	3,500.00	3,500.00	N/A	N/A	3,500.00	3,500.00	N/A	N/A
	1.31.4 SW-511	Ea.	5	5,000.00	25,000.00	N/A	N/A												
	1.31.5 SW-541	LF	6,960	13.00	90,480.00	850	11,050.00	23.50	163,560.00	850	19,975.00	23.50	163,560.00	850	19,975.00	23.50	163,560.00	850	19,975.00
1.32	4" Longitudinal Subdrain	Ea.	12	500.00	6,000.00	2	1,000.00	350.00	4,200.00	2	700.00	350.00	4,200.00	2	700.00	350.00	4,200.00	2	700.00
1.33	Subdrain Cleanout	Ea.	12	500.00	6,000.00	2	1,000.00	350.00	4,200.00	2	700.00	350.00	4,200.00	2	700.00	350.00	4,200.00	2	700.00
1.34	Modified Subbase	SY	21,370	10.00	213,700.00	1,650	16,500.00	8.00	170,960.00	1,650	13,200.00	8.00	170,960.00	1,650	13,200.00	8.00	170,960.00	1,650	13,200.00
1.35	PCC Pavement	SY	18,923	52.00	983,996.00	1,387	72,124.00	56.50	1,069,149.50	1,387	78,365.50	56.50	1,069,149.50	1,387	78,365.50	56.50	1,069,149.50	1,387	78,365.50
	1.35.1 7"	SY	100	150.00	15,000.00	N/A	N/A	175.00	17,500.00	N/A	N/A	175.00	17,500.00	N/A	N/A	175.00	17,500.00	N/A	N/A
	1.35.2 Tunnel Approach	SY	105	100.00	10,500.00	N/A	N/A	150.00	15,750.00	N/A	N/A	150.00	15,750.00	N/A	N/A	150.00	15,750.00	N/A	N/A
1.36	6" RCP Drive	SY	883	55.00	48,565.00	N/A	N/A	57.50	50,772.50	N/A	N/A	57.50	50,772.50	N/A	N/A	57.50	50,772.50	N/A	N/A
1.37	5" PCC Sidewalk	SY	5,823	50.00	291,150.00	595	29,750.00	45.00	26,775.00	595	26,775.00	45.00	26,775.00	595	26,775.00	45.00	26,775.00	595	26,775.00
1.38	Detectable Warning	SF	606	32.00	19,392.00	N/A	N/A	40.00	24,240.00	N/A	N/A	40.00	24,240.00	N/A	N/A	40.00	24,240.00	N/A	N/A
1.39	Pavement Markings	STA	47.5	100.00	4,750.00	N/A	N/A	84.00	3,990.00	N/A	N/A	84.00	3,990.00	N/A	N/A	84.00	3,990.00	N/A	N/A
	1.39.1 Waterborne/Solvent	STA	26.0	175.00	4,550.00	N/A	N/A	155.00	4,030.00	N/A	N/A	155.00	4,030.00	N/A	N/A	155.00	4,030.00	N/A	N/A
1.40	1.39.2 Durable Pavement Symbols	Ea.	11	280.00	3,080.00	N/A	N/A	250.00	2,750.00	N/A	N/A	250.00	2,750.00	N/A	N/A	250.00	2,750.00	N/A	N/A
1.41	1.41.1 Paver 1	SF	3,236	11.00	35,596.00	N/A	N/A	9.50	30,742.00	N/A	N/A	10.50	33,978.00	N/A	N/A	10.50	33,978.00	N/A	N/A
	1.41.2 Paver 4	SF	2,003	13.00	26,039.00	N/A	N/A	11.50	23,034.50	N/A	N/A	12.50	25,037.50	N/A	N/A	12.50	25,037.50	N/A	N/A
1.42	Sand Setting Bed	SF	5,239	0.75	3,929.25	N/A	N/A	0.55	2,881.45	N/A	N/A	1.00	5,239.00	N/A	N/A	1.00	5,239.00	N/A	N/A
1.43	Light Footings	Ea.	41	700.00	28,700.00	3	2,100.00	631.00	25,871.00	3	1,893.00	675.00	20,250.00	3	2,025.00	675.00	20,250.00	3	2,025.00
1.44	Light Poles	Ea.	41	93,070.00	3,816,870.00	3	6,810.00	2,064.00	84,624.00	3	6,192.00	2,500.00	102,500.00	3	7,500.00	2,500.00	102,500.00	3	7,500.00
1.45	2 Globe Fixtures	Ea.	41	2,270.00	93,070.00	3	6,810.00	2,064.00	84,624.00	3	6,192.00	2,500.00	102,500.00	3	7,500.00	2,500.00	102,500.00	3	7,500.00
1.46	Electrical System	LS	1	137,600.00	137,600.00	1	11,200.00	125,143.00	125,143.00	1	10,200.00	126,500.00	126,500.00	1	10,200.00	126,500.00	126,500.00	1	10,200.00
1.47	Control Cabinet	LS	1	14,175.00	14,175.00	N/A	N/A	12,478.00	12,478.00	N/A	N/A	13,500.00	13,500.00	N/A	N/A	13,500.00	13,500.00	N/A	N/A
	TOTAL BASE BID \$				3,375,228.25				3,497,209.45				3,610,637.00				3,648,937.00		
	TOTAL ALTERNATE 1 BID \$				406,919.00				471,632.50				505,849.50						

Con-Struct, Inc.
1710 E. Main Street
Marshalltown, IA 50158

Manatts, Inc.
1775 Old 6 Road
Brooklyn, IA 52211

Absolute Concrete
505 1st Avenue, P O Box 148
Slater, IA 60355

2. ALTERNATE 2 BID
The City of Grinnell is converting the 2-globe and 4-globe non-LED lighting fixtures as previously installed throughout the downtown area. These lights have been supplied by Architectural Area Lighting (Hubbell Lighting), Catalog number 2-PRMD-13-40LED-4K-700 TRAY-2 for 2-globe LED fixtures, 2-PRMD-V3TRAY-5/BULK for 2-globe non-LED and 4-PRMD-V3-TRAY-4/BULK for 4-globe non-LED fixtures. The contractor is to supply a unit price per fixture for converting the non-LED lights to LED lights matching the recently installed LED fixtures as part of the Phase 4 project. This unit price shall include all materials, labor, coordination, shop drawings, traffic control, connections, cleanup and other work to convert the existing non-LED fixtures to LED fixtures consistent with those specified above.

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
2.1	Convert 2-Globe Fixtures to LED	Ea.	54	\$ 1,425.00	76,950.00				
2.2	Convert 4-Globe Fixtures to LED	Ea.	22	2,760.00	60,720.00				
TOTAL ALTERNATE 2 BID (Items 2.1 - 2.2)					\$137,670.00		\$124,500.00		\$161,700.00

Con-Struct, Inc.
1710 E. Main Street
Marshalltown, IA 50158

Manatts, Inc.
1775 Old 6 Road
Brooklyn, IA 52211

Absolute Concrete
505 1st Avenue P.O. Box 148
Slater, IA 50244

I hereby certify that this is a true tabulation of bids received on March 9, 2016 by the City of Grinnell, Iowa.

Gregory J. Roth, P.E.
Iowa License No. 11456
My license renewal date is December 31, 2016





March 17, 2016

Russell L. Behrens
City Manager
City of Grinnell
927 Fourth Avenue
Grinnell, Iowa 50112-2043

**GRINNELL, IOWA
CENTRAL BUSINESS DISTRICT IMPROVEMENTS – PHASE 5
RECOMMENDATION TO AWARD CONTRACT**

The City of Grinnell received bids until 2:00 P.M. on March 9, 2016 for the Central Business District Improvements - Phase 5 project. A total of three bids were received as follows:

Contractor	Total Base Bid	Alternate 1 Bid	Alternate 2 Bid
Con-Struct, Inc.	\$3,375,228.25	\$436,919.00	\$137,670.00
Manatts, Inc.	\$3,497,209.45	\$471,632.50	\$124,500.00
Absolute Concrete	\$3,610,637.00	\$505,849.50	\$161,700.00

The apparent low bid was received from Con-Struct, Inc. of Marshalltown, Iowa in the amount of \$3,375,228.25. The Engineers Estimate of cost for the project was \$3,800,000.

We recommend the City of Grinnell designate Con-Struct, Inc. as the apparent low bidder and award the contract to Con-Struct, Inc. for the Base Bid and Alternate 2 Bid in the amount of \$3,512,898.25 for the Central Business District Improvements - Phase 5 project.

Enclosed is a copy of our tabulation of bids.

Russell L. Behrens
March 17, 2016
Page 2

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

VEENSTRA & KIMM, INC.



William J. Weber

WJW:pjh
288112
Enclosure

BID ITEMS
GRINNELL, IOWA
CENTRAL BUSINESS DISTRICT IMPROVEMENTS PHASE 5

ITEM NO.	DESCRIPTION	UNIT	BASE QUANTITY	Con-Struct, Inc. 1710 E. Main Street Marshalltown, IA 50158			Manatts, Inc. 1775 Old 6 Road Brooklyn, IA 52211			Absolute Concrete 505 1st Avenue, P.O. Box 148 Slater, IA 60355			
				UNIT PRICE	BASE EXTENDED PRICE	ALTERNATE 1 QUANTITY	ALTERNATE 1 PRICE	UNIT PRICE	BASE EXTENDED PRICE	ALTERNATE 1 QUANTITY	ALTERNATE 1 PRICE	UNIT PRICE	BASE EXTENDED PRICE
1.1	Construction Staking	LS	1	\$ 38,200.00	\$ 38,200.00	1	4,400.00	\$ 4,400.00	\$ 38,200.00	1	38,200.00	1	4,400.00
1.2	Traffic Control	LS	1	25,000.00	25,000.00	1	2,000.00	2,000.00	26,000.00	1	26,000.00	1	2,000.00
1.3	Mobilization	LS	1	150,000.00	150,000.00	1	16,500.00	16,500.00	220,000.00	1	220,000.00	1	20,000.00
1.4	Clearing and Grubbing	LS	1	10,000.00	10,000.00	1	5,000.00	5,000.00	25,000.00	1	25,000.00	1	5,000.00
1.5	Erosion Control and Pollution Prevent Plan	LS	1	14,000.00	14,000.00	1	2,000.00	2,000.00	10,000.00	1	10,000.00	1	1,000.00
1.6	Safety Closure	Ea.	22	110.00	2,420.00	1	110.00	110.00	150.00	1	150.00	1	100.00
1.7	Safety Fence	STA	30	500.00	15,000.00	2	1,000.00	2,000.00	450.00	2	900.00	2	1,000.00
1.8	Signage	LS	1	20,000.00	20,000.00	1	3,000.00	3,000.00	27,500.00	1	27,500.00	1	25,000.00
1.9	Unclassified Excavation	LS	1	150,000.00	150,000.00	1	30,000.00	30,000.00	120,000.00	1	120,000.00	1	72,000.00
1.10	Surfacing Removal	SY	21,679	7.00	151,753.00	1,829	12,803.00	12,803.00	7.00	151,753.00	1,829	12,803.00	12,803.00
1.11	Granular Backfill	TONS	4,500	18.00	81,000.00	2,750	49,500.00	49,500.00	20.00	90,000.00	2,750	55,000.00	55,000.00
1.12	Sodding	SQ	450	78.00	35,100.00	140	10,920.00	10,920.00	62.00	27,900.00	140	8,680.00	8,680.00
1.13	Temporary Granular Surfacing	TONS	150	35.00	5,250.00	N/A	N/A	N/A	35.75	5,362.50	N/A	N/A	N/A
1.14	16" Water Main in 30" Steel casing Augered in Place	LF	62	450.00	27,900.00	N/A	N/A	N/A	455.00	28,210.00	N/A	N/A	N/A
1.15	Removal of Sewer	LF	316	20.00	6,320.00	N/A	N/A	N/A	28.00	8,848.00	N/A	N/A	N/A
1.15.1	Storm Sewer <= 36"	LF	25	50.00	1,250.00	N/A	N/A	N/A	35.00	875.00	N/A	N/A	N/A
1.15.2	Storm Sewer > 36"	LF	76	20.00	1,520.00	375	7,500.00	7,500.00	17.00	1,292.00	375	6,375.00	6,375.00
1.15.3	Storm Sewer < 36"	LF	13	700.00	9,100.00	N/A	N/A	N/A	900.00	11,700.00	N/A	N/A	N/A
1.16	Removal of Intakes and Manholes	Ea.	6	10,000.00	60,000.00	2	20,000.00	20,000.00	3,750.00	22,500.00	2	7,500.00	7,500.00
1.17	Connection to Existing Water System	Ea.	6	10,000.00	60,000.00	2	20,000.00	20,000.00	3,750.00	22,500.00	2	7,500.00	7,500.00
1.18	Water Main in Open Cut	LF	N/A	62.00	N/A	406	25,172.00	25,172.00	47.00	N/A	406	N/A	N/A
1.18.1	8" PVC	LF	100	155.00	15,500.00	N/A	N/A	N/A	165.00	16,500.00	N/A	N/A	19,082.00
1.18.2	12" DI	LF	100	65.00	6,500.00	N/A	N/A	N/A	58.00	32,190.00	N/A	N/A	N/A
1.18.3	12" PVC	LF	555	165.00	92,025.00	N/A	N/A	N/A	68.00	18,700.00	N/A	N/A	N/A
1.18.4	16" DI	LF	275	85.00	23,375.00	N/A	N/A	N/A	90.00	26,100.00	N/A	N/A	N/A
1.18.5	16" PVC	LF	290	120.00	34,800.00	N/A	N/A	N/A	185.00	72,150.00	N/A	N/A	N/A
1.19	12" Water Main Directional Drilled	LF	390	120.00	46,800.00	N/A	N/A	N/A	185.00	72,150.00	N/A	N/A	N/A
1.20	Water Service Connection	LF	5	2,400.00	12,000.00	5	12,000.00	12,000.00	3,900.00	19,500.00	5	19,500.00	19,500.00
1.20.1	2"	Ea.	5	5,000.00	25,000.00	2	10,000.00	10,000.00	4,700.00	23,500.00	2	9,400.00	9,400.00
1.20.2	6"	Ea.	5	5,000.00	25,000.00	2	10,000.00	10,000.00	4,700.00	23,500.00	2	9,400.00	9,400.00
1.21	Directional Bored Water Service Pipe	LF	90	100.00	9,000.00	N/A	N/A	N/A	38.00	3,420.00	N/A	N/A	N/A
1.22	Valve and Valve Box	LF	90	100.00	9,000.00	N/A	N/A	N/A	38.00	3,420.00	N/A	N/A	N/A
1.22.1	6" Gate	Ea.	1	1,100.00	1,100.00	N/A	N/A	N/A	1,500.00	1,500.00	N/A	N/A	N/A
1.22.2	8" Gate	Ea.	N/A	1,400.00	N/A	1	1,400.00	1,400.00	1,800.00	N/A	1	1,800.00	1,800.00
1.22.3	12" Gate	Ea.	7	2,300.00	16,100.00	N/A	N/A	N/A	2,900.00	20,300.00	N/A	N/A	20,300.00
1.22.4	16" Gate	Ea.	2	6,000.00	12,000.00	N/A	N/A	N/A	7,250.00	14,500.00	N/A	N/A	14,500.00
1.23	Hydrant Assembly	Ea.	2	4,500.00	9,000.00	1	4,500.00	4,500.00	5,000.00	10,000.00	1	5,000.00	5,000.00
1.24	Removal of Hydrant	Ea.	1	650.00	650.00	N/A	N/A	N/A	1,000.00	1,000.00	N/A	N/A	1,000.00
1.25	8" Sanitary Sewer Pipe in Open Cut	LF	76	90.00	6,840.00	375	33,750.00	33,750.00	66.00	5,016.00	375	24,750.00	24,750.00

BID ITEMS
GRINNELL, IOWA
CENTRAL BUSINESS DISTRICT IMPROVEMENTS PHASE 5

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
2.1	Convert 2-Globe Fixtures to LED	Ea.	54	1,425.00	76,950.00	1,285.00	69,390.00
2.2	Convert 4-Globe Fixtures to LED	Ea.	22	2,760.00	60,720.00	2,505.00	55,110.00
TOTAL ALTERNATE 2 BID					\$137,670.00		\$124,500.00
							\$161,700.00

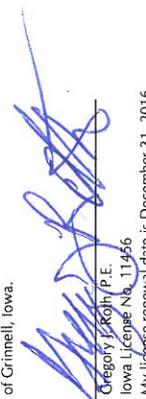
2. ALTERNATE 2 BID
The City of Grinnell is converting the 2-globe and 4-globe non-LED lighting fixtures as previously installed throughout the downtown area. These lights have been supplied by Architectural Area Lighting (Hubbell Lighting). Catalog number 2-PRMD-T3-48LED-4K-700 TRAY-2 for 2-globe LED fixtures, 2-PRMD-V3TRAY-5/BLK for 2-globe non-LED and 4-PRMD-V3-TRAY-4/BLK for 4-globe non-LED fixtures. The contractor is to supply a unit price per fixture for converting the non-LED lights to LED lights matching the recently installed LED fixtures as part of the Phase 4 project. This unit price shall include all materials, labor, coordination, shop drawings, traffic control, connections, cleanup and other work to convert the existing non-LED fixtures to LED fixtures consistent with those specified above.

Con-Struct, Inc.
1710 E. Main Street
Marshalltown, IA 50158

Manatts, Inc.
1775 Old 6 Road
Brooklyn, IA 52211

Absolute Concrete
505 1st Avenue P.O. Box 148
Slater, IA 50244

I hereby certify that this is a true tabulation of bids received on March 9, 2016 by the City of Grinnell, Iowa.


Gregory J. Roth, P.E.
Iowa License No. 11456
My license renewal date is December 31, 2016

