



GRINNELL CITY COUNCIL REGULAR SESSION MEETING
MONDAY, APRIL 6, 2020 AT 7:00 P.M.
HELD VIA ZOOM
<https://skccom.zoom.us/j/250411950>

MINUTES

Mayor Agnew called the meeting to order at 7:00 p.m. with all the council members in attendance.

White made the motion, second by Hueftle-Worley to approve the agenda. AYES: 6-0. Motion carried.

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

1. Previous minutes as drafted from the Monday, March 16, 2020 Regular Session.
2. Previous minutes as drafted from the Friday, April 3, 2020 Special Session.
3. Approve Liquor License renewals:
 1. Hy-Vee, Inc., 320 West St S.
 2. Walmart, Inc., 415 Industrial Ave.
 3. Westside Family Dining, 229 6th Ave W
4. Accept Retirement of Police Chief, Dennis Reilly, effective December 31, 2020.
5. Approve ROW work for Windstream for West Street & I-80
6. Approve ROW work for Windstream for West Street – Pinder Avenue to Ogan Avenue.
7. Approve ROW work for Windstream for Ogan Avenue.
8. Approve ROW work for Grinnell Friends Church for West Street.
9. Approve city claims and payroll claims from March 3, 2020 through and including April 6, 2020 in the amount of \$5,644,380.56.
10. Review Campbell Fund requests.

AYES: 6-0. Motion carried.

The Council acknowledged receipt of the previous meeting minutes and other communications as follows:

- a) Finance Committee minutes: March 16, 2020.
- b) Public Works & Grounds Committee minutes: March 16, 2020.
- c) Planning Committee minutes: March 16, 2020.
- d) Library Board minutes: February 26, 2020.
- e) Civil Service minutes: April 1, 2020.
- f) March 2020 Monthly Police Report.
- g) 2020 Arbor Day Proclamation
- h) Trees from Planters to be Sold on GovDeals.
- i) February 2020 Central Park Campaign Report.
- j) February 2020 Skatepark Campaign Report.

k) February 2020 Veterans Memorial Building Campaign Report.

FINANCE COMMITTEE

Wray made the motion, second by White to approve Resolution No. 2020-36 - A resolution proposing to lease real property and scheduling public hearing on said proposal (Grinnell Housing Authority – three-year lease). AYES: 6-0. Motion carried.

Wray noted that the committee reviewed the recommendation from the Grinnell Historic Preservation Commission regarding 915 Main Street. No action was taken.

Wray made the motion, second by Bly to approve Resolution No. 2020-37 - A resolution approving support of Community Catalyst Building Remediation Grant for 915 Main Street. AYES: 6-0. Motion carried.

Wray made the motion, second by White to approve Resolution No. 2020-38 - A resolution authorizing payment in the amount of \$27,256.28 for improvements by Daralee, LLC to 629 West Street S in accordance with development agreement. AYES: 6-0. Motion carried.

Wray made the motion, second by Bly to approve Resolution No. 2020-39 – A resolution authorizing payment in the amount of \$3,719.35, for improvements by AJP Enterprises, LLC to 923 Main Street in accordance with development agreement. AYES: 6-0. Motion carried.

Wray made the motion, second by White to approve Resolution No. 2020-40 - A resolution authorizing payment in the amount of \$154,453.43 for improvements by Key Cooperative to 1128 Pinder Avenue in accordance with development agreement. AYES: 6-0. Motion carried.

Wray made the motion, second by Bly to approve Resolution No. 2020-41 - A resolution authorizing payment in the amount of \$136,200.92 for improvements by Grinnell Center LLC to 925 Park Street in accordance with development agreement. AYES: 6-0. Motion carried.

Wray made the motion, second by White to approve Resolution No. 2020-42 – A resolution authorizing payment in the amount of \$40,197.00 for improvements by Casey’s Marketing Company to 635 Lang Creek Ave Street in accordance with development agreement. AYES: 6-0. Motion carried.

Wray made the motion, second by Bly to approve Resolution No. 2020-43 – A resolution authorizing the lump sum payment in the amount of \$30,000 for improvements made by SEAJAE Properties LLC a/k/a Hometown Heroes Sports Grill LLC in accordance with development agreement. AYES: 6-0. Motion carried.

Wray made the motion, second by Gaard to approve Resolution No. 2020-44 – A resolution for monthly internal transfers of funds. AYES: 6-0. Motion carried.

Wray made the motion, second by White to approve Resolution No. 2020-45 – A resolution for monthly transfers of funds for trust and agency. AYES: 6-0. Motion carried.

Wray made the motion, second by Bly to approve Resolution No. 2020-46 – A resolution for transfers of funds per budget. AYES: 6-0. Motion carried.

Dumpster charges for portions of a month were discussed. No action was taken.

The city utility account payment policy during COVID-19 event was discussed. No action was taken.

Wray made the motion, second by White to appropriate \$10,000 to assist small businesses with their city utility bills during COVID-19 event. AYES: 6-0. Motion carried.

Possible impacts of COVID-19 event on FY 19-20 and FY 20-21 budget were discussed. No action was taken.

A special Campbell Fund request from the Grinnell Food Coalition was considered. The Grinnell Food Coalition will be gathering additional information and the request will be placed on the agenda again on April 20, 2020.

PUBLIC WORKS AND GROUNDS COMMITTEE

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-47 - A resolution accepting bids and authorizing the award of contract for the 16th Avenue Culvert Replacement project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-48 – A resolution authorizing payment of contractor’s pay request No. 25 in the amount of \$174,266.87 to WRH, Inc. of Amana, Iowa for the Wastewater Treatment Facility Improvements. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-49 – A resolution authorizing payment of contractor’s pay request No. 26 in the amount of \$119,613.99 to WRH, Inc. of Amana, Iowa for the Wastewater Treatment Facility Improvements). AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-50 – A resolution authorizing payment of contractor’s pay request No. 14 in the amount of \$2,775.00 for the East Street Reconstruction Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-51 – A resolution approving professional services agreement with Veenstra & Kimm for the Water Main Replacement Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-52 – A resolution approving professional services agreement with Veenstra & Kimm for the 8th Avenue Repair (Park Street to East Street) Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-53 – A resolution approving professional services agreement with Veenstra & Kimm for the 8th Avenue Repair (West Street to Park Street) Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-54 – A resolution approving professional services agreement with Veenstra & Kimm for the Park Street (6th Avenue to south of 9th Avenue) Overlay Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-55 – A resolution approving professional services agreement with Veenstra & Kimm for the Park Street (1st Avenue to RR) Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-56 – A resolution approving professional services agreement with Veenstra & Kimm for the Reed Street (1st Avenue to 6th Avenue) Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-57 – A resolution approving professional services agreement with Veenstra & Kimm for the Sewer Lining and Manhole Rehabilitation Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-58 – A resolution approving professional services agreement with Veenstra & Kimm for the Grinnell Area Regional Trail (from Stagecoach Rd to Industrial Ave) Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-59 – A resolution accepting work on the CBD 2019 Maintenance Project for a total of \$192,340.00 and paying the retainage of \$9,617. AYES: 6-0. Motion carried.

Delaying park openings was discussed. No action was taken.

PUBLIC SAFETY COMMITTEE

White made the motion, second by Hueftle-Worley to approve request from Grinnell College/McGough Construction for closure of 8th Ave from June 1st thru June 16th and Park Street from June 16th thru July 7th for the last phase of landscape work. AYES: 6-0. Motion carried.

White made the motion, second by Davis to approve Resolution No. 2020-60 – A resolution approving engagement agreement with Ahlers & Cooney, P.C. for the amendment of the contract with Midwest Ambulance. AYES: 6-0. Motion carried.

White made the motion, second by Hueftle-Worley to authorize staff to submit an application to the Iowa Economic Development Authority Community Development Block Grant to expand capacity to respond to COVID-19 and other emergencies.

AYES: 6-0. Motion carried.

Street parking in the downtown was discussed. No action was taken.

White made the motion, second by Hueftle-Worley to approve Resolution No. 2020-61 – A resolution approving agreements with Poweshiek County Townships for EMS. AYES: 6-0. Motion carried.

PLANNING COMMITTEE

Bly made the motion, second by Gaard to approve Resolution No. 2020-62 – A resolution accepting bids and authorizing the award of contract for the demolition of the structure at 1217 5th Avenue. AYES: 6-0. Motion carried.

Amending/expanding the Central Urban Revitalization Area was discussed. No action was taken.

ORDINANCE

White made the motion, second by Davis to approve the third and final reading of Ordinance No. 1483 – An ordinance amending provisions pertaining to Animal Protection and Control. AYES: 6-0. Motion carried.

INQUIRIES

There were no inquiries.

ADJOURNMENT

The Mayor declared the meeting adjourned at 7:44 p.m.

DAN F. AGNEW, MAYOR

ATTEST:

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR



GRINNELL CITY COUNCIL SPECIAL SESSION MEETING
THURSDAY, APRIL 16, 2020 at 3:30 P.M.

VIA ZOOM

<https://zoom.us/j/501026966?pwd=ZlgYMEtV3RXVlW0E82REsrTnVKUT09>

MINUTES

Mayor Agnew called the meeting to order at 3:30 p.m. with the following council members in attendance: White, Bly, Wray, Gaard. Davis joined the meeting at 3:34 p.m. Absent: Hueftle-Worley

White made the motion, second by Wray to approve the agenda. AYES: 4-0. Motion carried.

The Mayor announced it was the time and place for the public hearing regarding the Proposed Property Tax Levy. He asked for any comments written or verbal, for or against the Proposed Property Tax Levy. There were none. One participant on the Zoom call had some questions, which were answered.

Wray made the motion, second by Gaard to close the public hearing. AYES: 5-0. Motion carried.

Wray made the motion, second by Gaard to approve Resolution No. 2020-63 – A resolution approving FY 2021 maximum property tax dollars. AYES: 5-0. Motion carried.

Wray made the motion, second by Davis to approve Resolution No. 2020-64 – A resolution setting the public hearing on the budget estimate for FY21 beginning July 1, 2020 and ending June 30, 2021. AYES: 5-0. Motion carried.

White made the motion, second by Davis to approve offer from Grinnell College to provide housing to certain city employees during the COVID-19 pandemic. AYES: 5-0. Motion carried.

There were no inquiries.

Wray made the motion, second by White to adjourn the meeting at 3:44 p.m. AYES: 5-0. Motion carried.

DAN F. AGNEW, MAYOR

ATTEST:

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

April 16, 2020

Dear Marilyn,

Please accept this notice of my intention to retire from my position as library assistant at Drake Community Library effective April 26, 2020.

Thank you for the opportunity to serve the Grinnell community. It has been an honor and a privilege.

Yours sincerely,
Brenda McDonald

Windstream Communications
4001 N. Rodney Parham
Little Rock, AR 72212



kinetic
by windstream.

March 26, 2020

City of Grinnell
924 4th Ave
Grinnell, IA 50112-2043

Dear Sirs:

Windstream proposing to install GPON service to 510 Penrose St

JobTrac # 71330008100001 / OSP-18501

Location: 2495 190th Street

If there are no objections to the above proposal, please sign below and return this cover letter to Carlia.F.Jacobs@windstream.com.

____ Print Name and Title

____ Signature

____ Date

Your cooperation concerning this permit application is greatly appreciated. The project engineer is Zeadoon Alkhaladi, and he can be reached at 859-357-6099. If you need any additional assistance, please contact me at (501) 748-4650 or Carlia.F.Jacobs@windstream.com.

Sincerely,

Carlia Jacobs

Carlia Jacobs
Engineer - Coordinator

713492281 / OSP-17857

Hill, Kristle E

From: Tyler Avis <TAvis@grinnelliowa.gov>
Sent: Tuesday, December 13, 2016 12:03 PM
To: Hill, Kristle E
Subject: Grinnell - Check Returned

Kristle,

The City of Grinnell and Windstream have entered into an agreement where Windstream is a Franchise and makes payment in other ways to the City to provide its services. Because it is a franchise, the City does not charge administrative and use fees for projects.

TYLER AVIS
BUILDING AND PLANNING ASSISTANT
CITY OF GRINNELL
927 4TH AVENUE
GRINNELL, IA 50112-2043
PH: 641.236.2600
FAX: 641.236.2626



City of Grinnell

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

OSP-18501 / JobTrac #71330008100001

1. Applicant: Windstream Iowa Communications, LLC 4001 N. Rodney Parham Road
Name Address
Little Rock, AR 72212 501-748-4650
City, State Zip Telephone
2. Contact Person: Carlia Jacobs 4001 N. Rodney Parham Road
Name Address
Little Rock, AR 72212 501-748-4650
City, State Zip Telephone

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

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

4. List any other items of concern particular to this project:
5. **Administrative Fee:** An Administrative fee of \$50.00 shall be due and payable to the City Engineer at the time of filing of the initial license application and at the time of filing of each proposed amendment to the license. (Attach copy of receipt)
Receipt No. __.
6. **Use Fee: (Serving no additional customers)** If the licensed serves no customers other than itself, then in addition to the Administrative Fee, the licensee shall pay a use fee to the City Engineer at the time of filing of the initial license application. The amount of the use fee shall be the greater of the following two (2) amounts: \$100.00 or \$1.00 per lineal foot of route traversed by the communication line within any public right-of-way in a C-2 zone and \$0.50 per lineal foot in any other part of the city. At the time of filing of each proposed amendment to the license involving an increase in the length of route traversed within public right-of-way, the licensee shall pay to the City Engineer an additional fee computed at the rate of \$1.00 per lineal foot of additional route of traversed within any public right-of-way.

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

Office Use Only

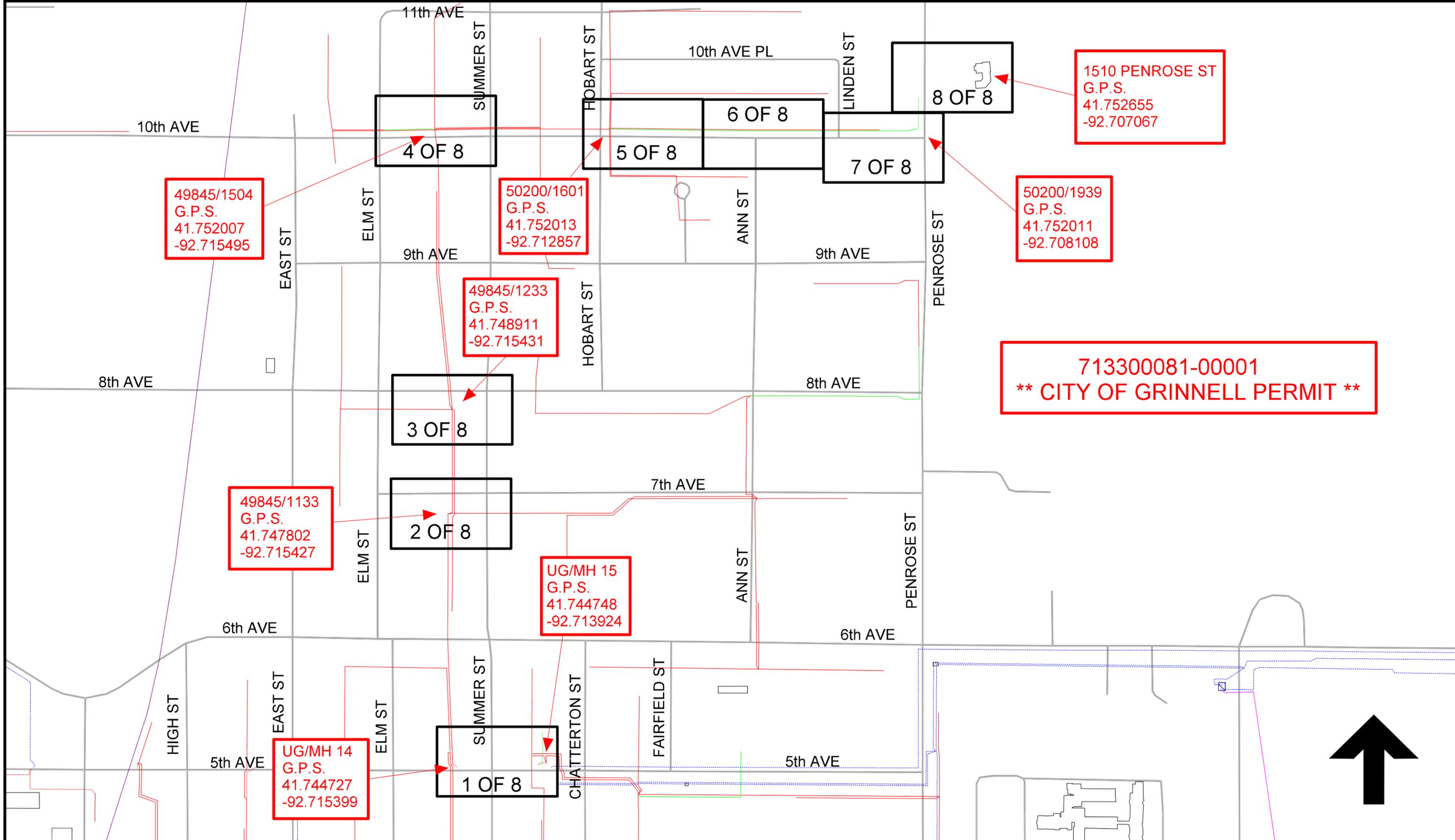
Fees: Administrative Fee:			<u>\$50.00</u>
Use Fee:			
(No Additional Customers) Greater of \$100.00 or:			
Linear Feet Within C-2: _____	x \$1.00		_____
Linear Feet Outside C-2: 1250	x \$0.50		<u>625</u>
	Total:		<u>\$ 675.00</u>

**(Additional Customers) Greater of \$100.00 or 3% Gross Revenues from Services.
Paid annually.**

Date of Acceptance 4-8-2020

Date of Approval _____

Staff TA



49845/1504
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50200/1601
G.P.S.
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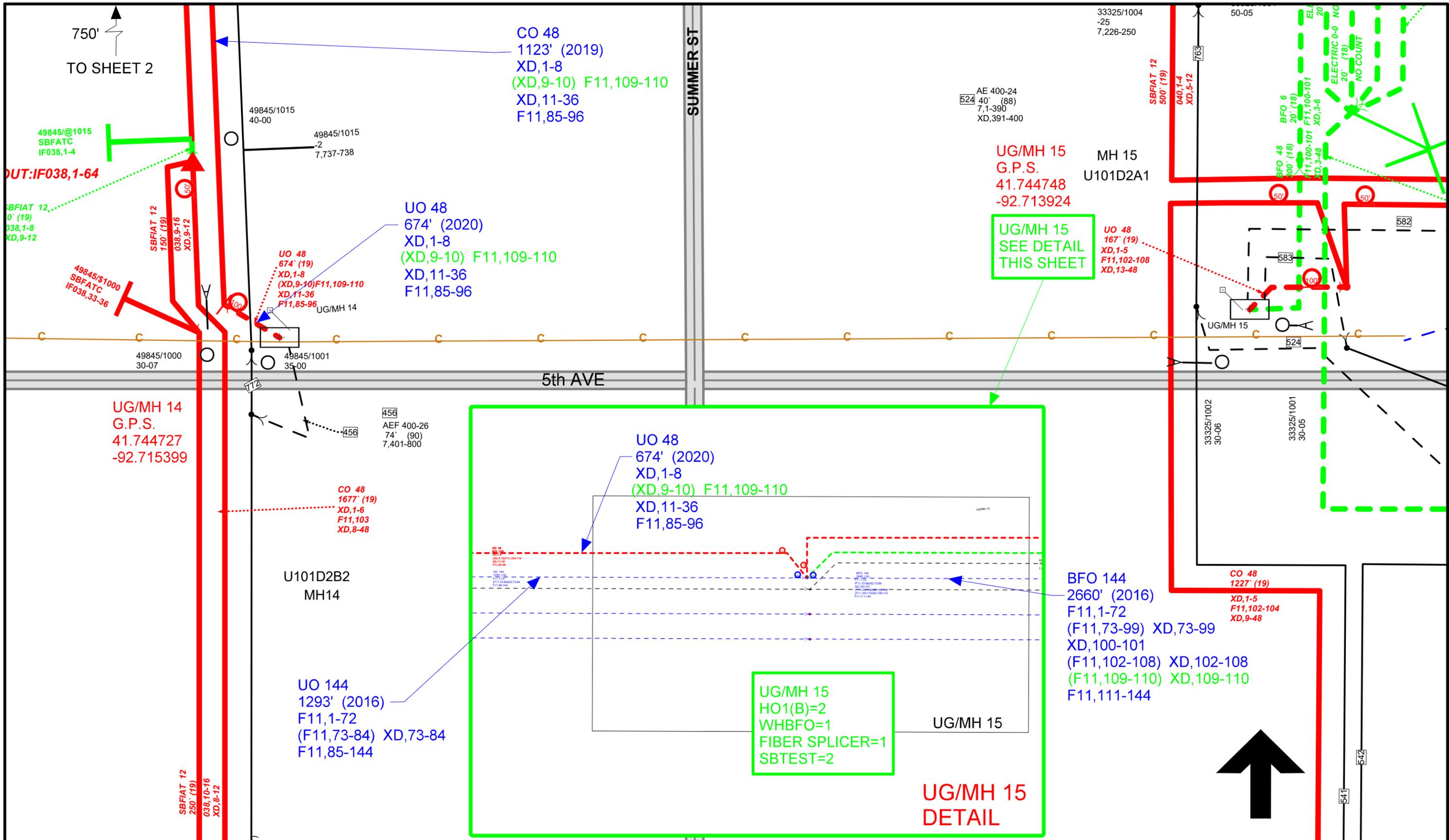
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** CITY OF GRINNELL PERMIT **

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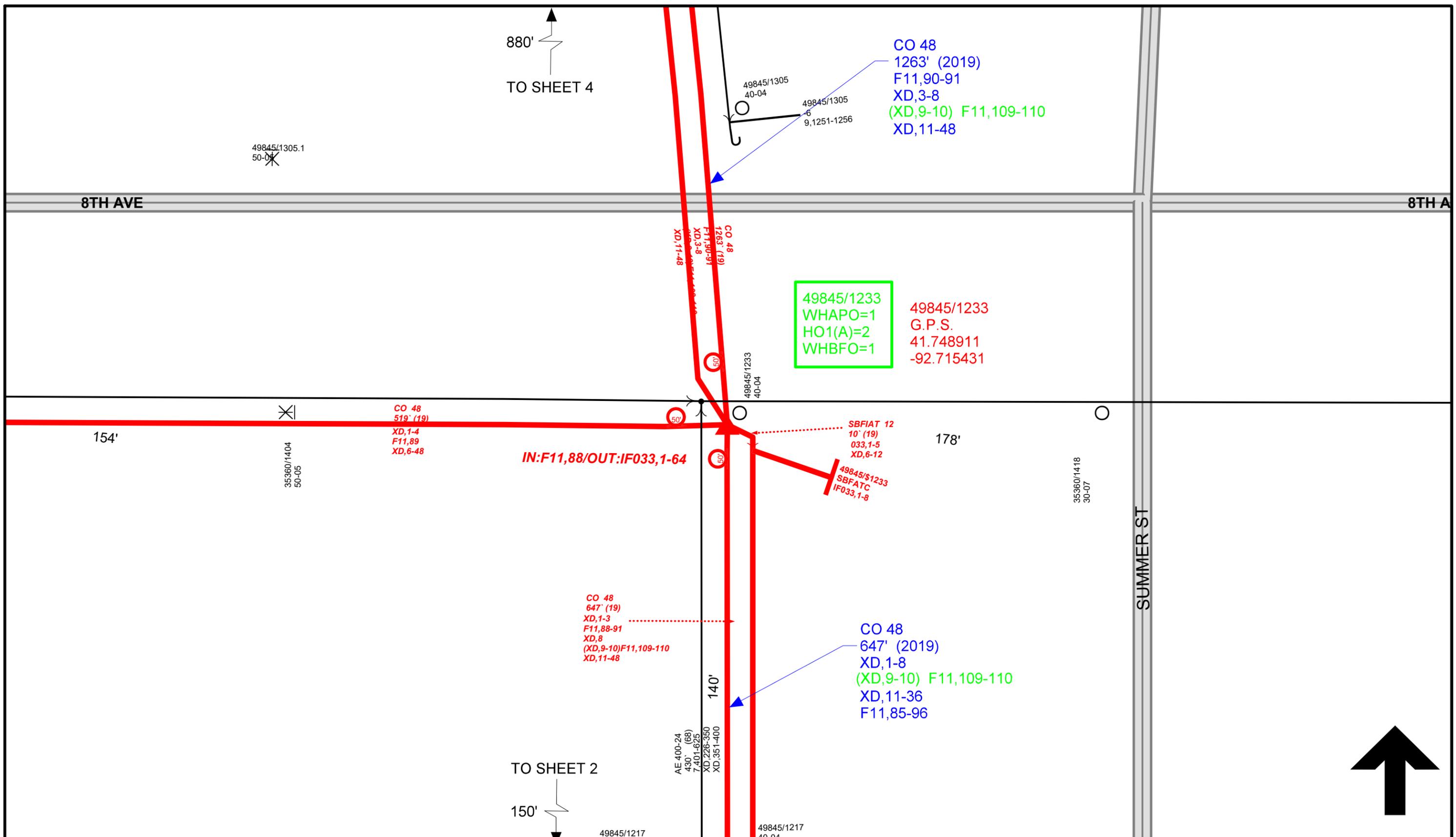
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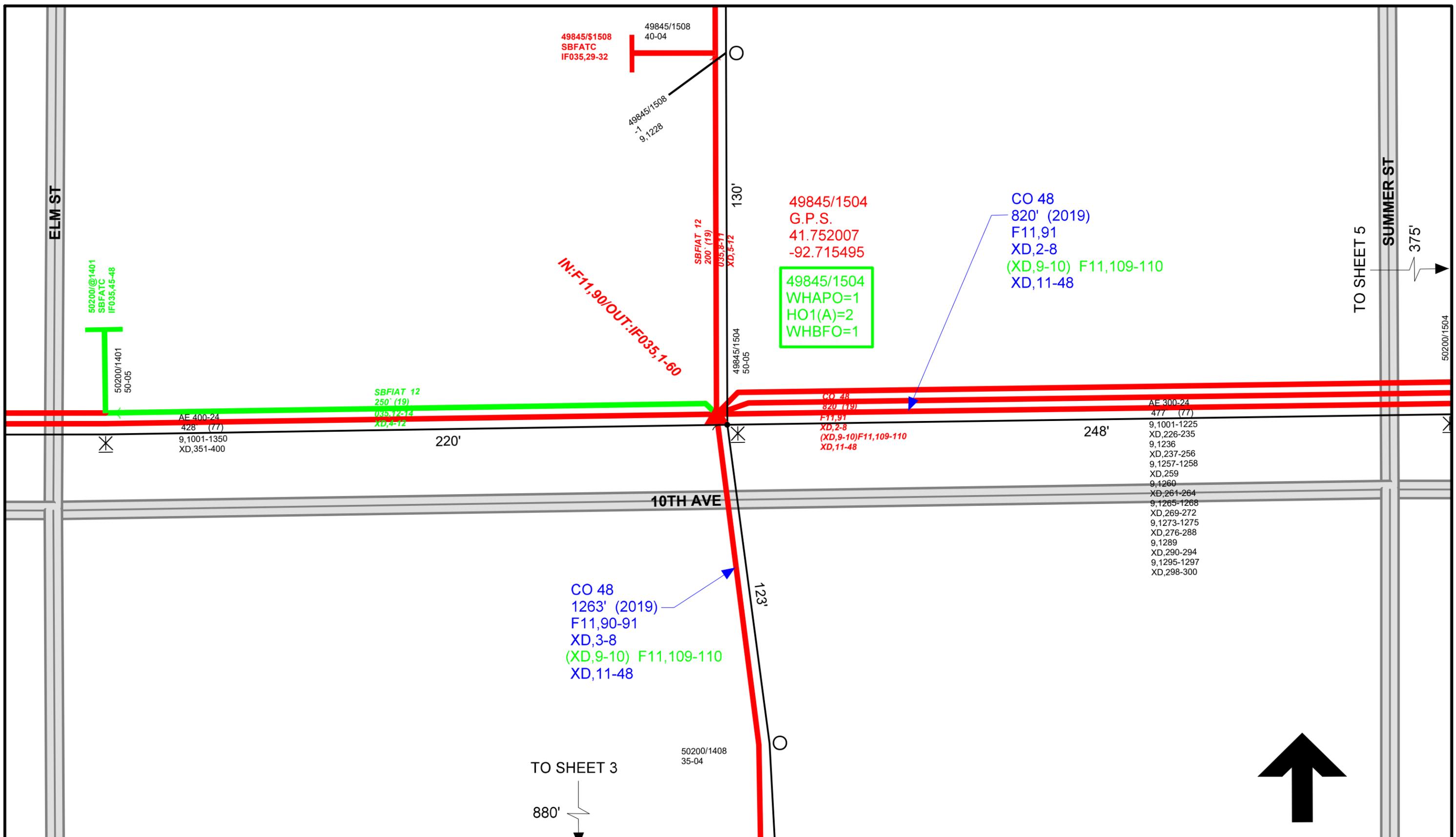
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AWGF	GEO BLOCK	TAX DISTRICT	REQUESTED BY	OTHER CONTACTS	CIRCUIT ID	CUT SHT REQ N	MOP REQ N					



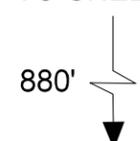
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FTBB	WORK ORDER 71330008100001-2020	DISTRICT	PHONE (641)437-4826	CM PHONE NBR	JOINT WORK REQ N	PERMIT REQUEST N						
AWGF	GEO BLOCK	TAX DISTRICT	REQUESTED BY	OTHER CONTACTS	CIRCUIT ID	CUT SHT REQ N						MOP REQ N



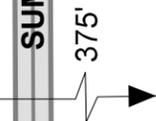
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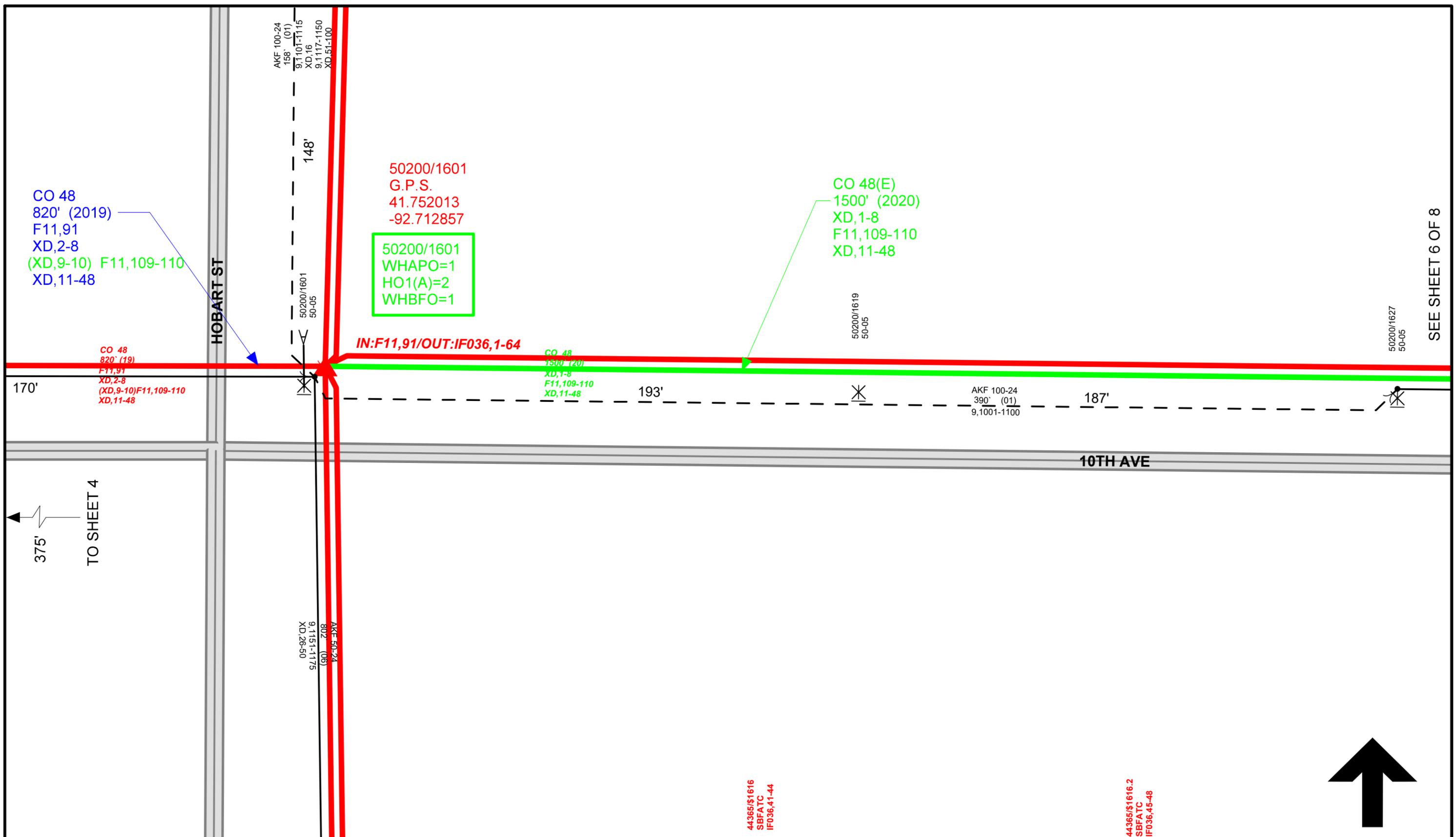
TO SHEET 3



TO SHEET 5



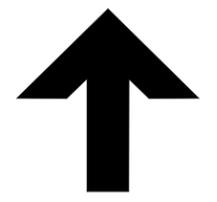
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AWGF	GEO BLOCK	TAX DISTRICT	REQUESTED BY	OTHER CONTACTS	CIRCUIT ID	CUT SHT REQ N	MOP REQ N					



SEE SHEET 6 OF 8

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SBFATC
IF036,41-44

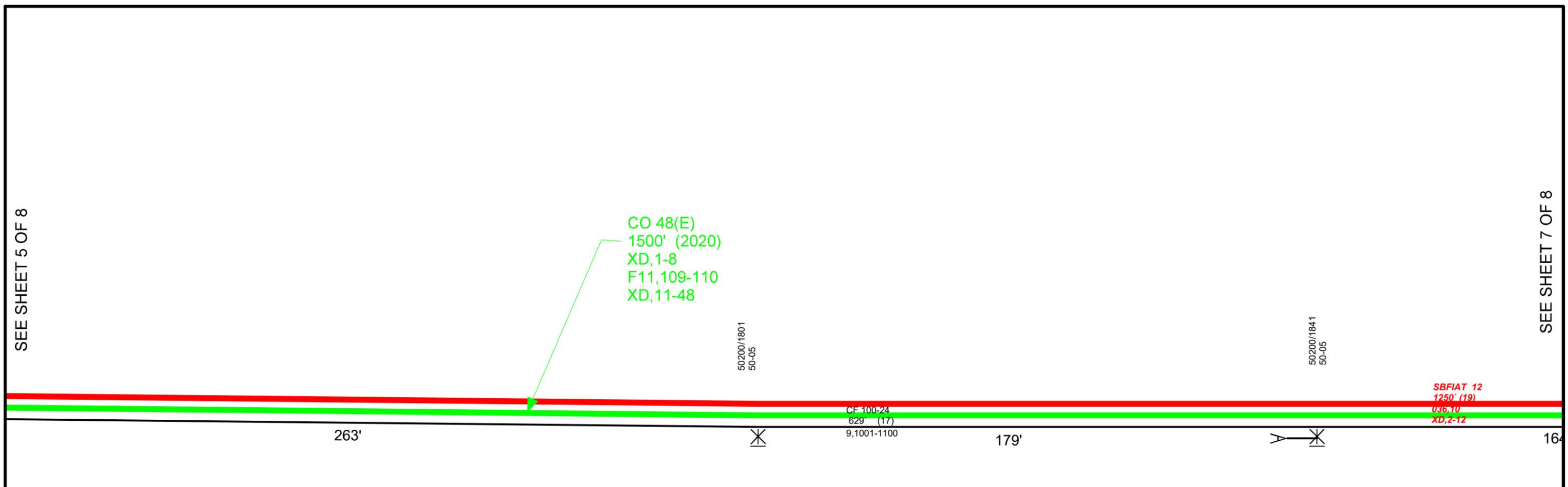
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AWGF	GEO BLOCK	TAX DISTRICT	REQUESTED BY	OTHER CONTACTS	CIRCUIT ID	CUT SHT REQ N	MOP REQ N					

SEE SHEET 5 OF 8

SEE SHEET 7 OF 8



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50200/1801
50-05

CF 100-24
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179'

50200/1841
50-05

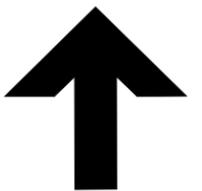
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164'

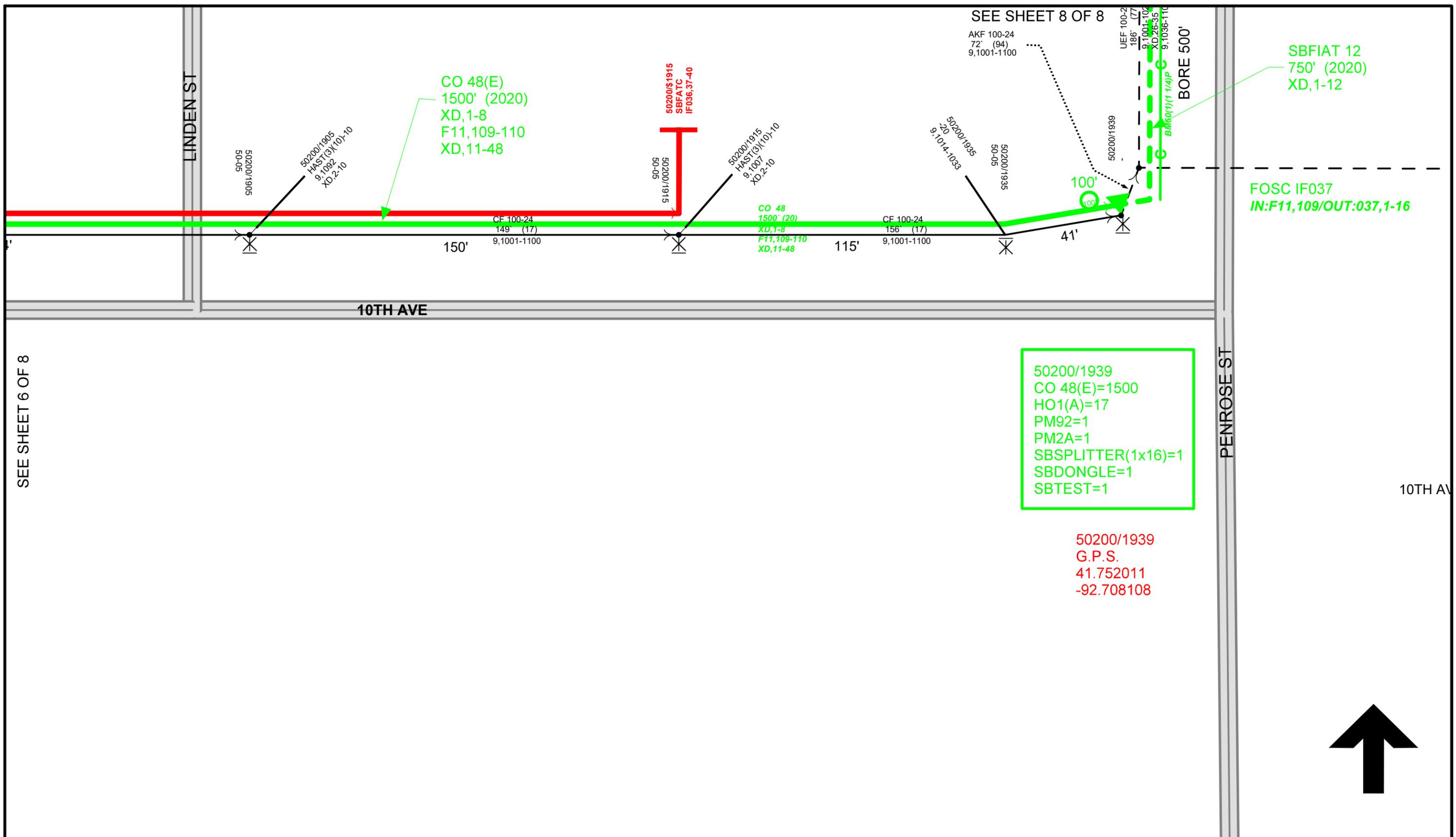
10th AVE

ANN ST

44365/S1714
SBFATC
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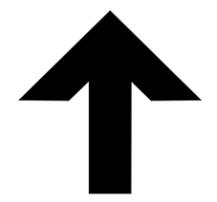
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AWGF	GEO BLOCK	TAX DISTRICT	REQUESTED BY	OTHER CONTACTS	CIRCUIT ID	CUT SHT REQ N	MOP REQ N					



SEE SHEET 6 OF 8

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 HO1(A)=17
 PM92=1
 PM2A=1
 SBSPLITTER(1x16)=1
 SBDONGLE=1
 SBTEST=1

50200/1939
 G.P.S.
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JOB DESCRIPTION GPON SERVICE TO 1510 PENROSE ST			71330008100001-2020		ENGINEER Chris Cook	CONST MANAGER	EXCHANGE GRNLIAXC	ISSUE DATE 3/10/2020 12:14:55 PM	REV DATE	REV #	SHEET # 7	OF 8
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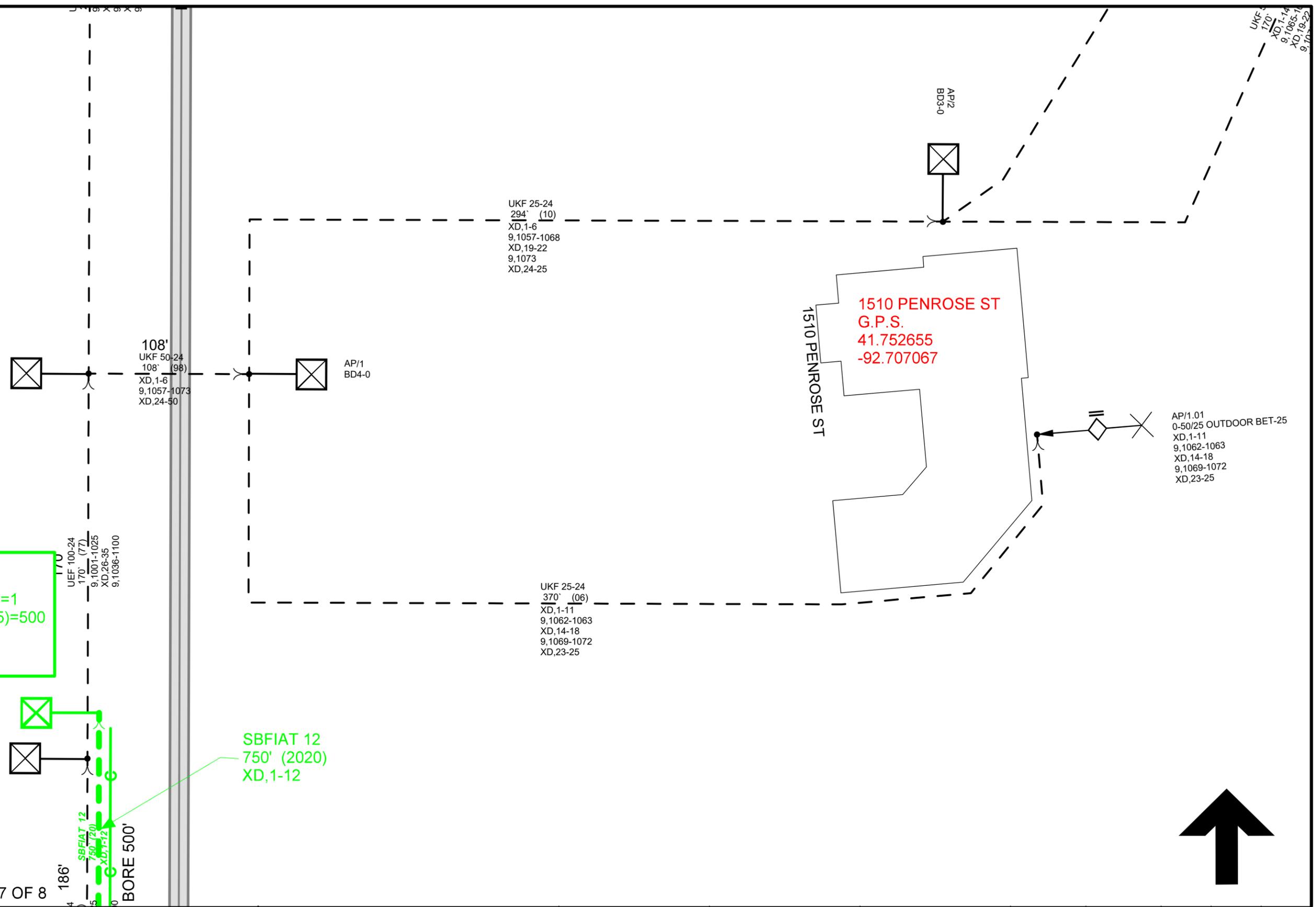
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 HO1(A)=4
 SBTEST=2

100/\$1
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 OUT:XD,1-4

100/1
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SBFIAT 12
 750' (2020)
 XD,1-12

SEE SHEET 7 OF 8



JOB DESCRIPTION GPON SERVICE TO 1510 PENROSE ST			71330008100001-2020		ENGINEER Chris Cook	CONST MANAGER	EXCHANGE GRNLIAXC	ISSUE DATE 3/10/2020 12:14:55 PM	REV DATE	REV #	SHEET # 8	OF 8
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AWGF	GEO BLOCK	TAX DISTRICT	REQUESTED BY	OTHER CONTACTS	CIRCUIT ID	CUT SHT REQ N	MOP REQ N					