

**CITY OF CASCADE, IOWA**  
**COUNCIL MEETING AGENDA & PUBLIC NOTICE**  
**Monday, December 11, 2023, 6:00 P.M.**  
**CITY HALL, 320 1ST AVE WEST**

NOTICE: Notice is hereby given that the Cascade City Council will hold a meeting at 6:00 PM on Monday, December 11, 2023, at City Hall. Any visually or hearing-impaired person with special accessibility needs should contact the City Clerk at 563-852-3114.

Meetings are live streamed at [www.cityofcascade.org](http://www.cityofcascade.org) and Facebook Live

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approve Agenda**
- 5. Public Comment (Limit 3 minutes per person-Agenda Items and Local Government Issues)**
- 6. Consent Agenda - Review and approve the following:**
  - 1. Minutes: City Council 11/27/23**
  - 2. December 11, 2023 Claims and November 2023 Financial Reports**
  - 3. Liquor License - Annual Renewal McDermott Oil Co and Dollar General**
- 7. Consideration of Resolution #93-23 Approval to Hire Garling Construction Inc for the Library and Community Center Construction (Library \$2,865,000 and Pierce Street Improvements \$58,000)**
- 8. Consideration of Resolution #98-23 Approval to Request Additional Assistance from the Dubuque County Board of Supervisors for Construction of the Cascade Public Library**
- 9. Consideration of Resolution #95-23 To Approve A Service Agreement with the Cascade Future Fields and Recreation Inc. to Hire A Consultant to Plan a Facility (\$9,500)**
- 10. Consideration of Resolution #94-23 To Approve the Location of Future Pickleball Courts and Allow Fundraising for the Project**
- 11. Consideration of Resolution #96-23 To Allow EMS Volunteers to Collect Mileage for Use of Personal Vehicles**
- 12. Consideration of Resolution #97-23 Approval to Discontinue Renting the EMS Building to the Public**
- 13. Consideration of Resolution #92-23 Declaration of Surplus - Sweeper and Industrial Street Booster Station Building**
- 14. Consideration of Ordinance #21-23 Violations to Snow Emergency Parking-Definition of Snow Emergency and Adding Citations**
  - 1. Consideration to Adopt Ordinance #21-23 All Three Reading at This Council Meeting**
- 15. Consideration of Ordinance #22-23 for Snow Removal from Sidewalk Ordinances - 24 hours**
  - 1. Consideration to Adopt Ordinance #22-23 All Three Reading at This Council Meeting**
- 16. Consideration of Resolution #99-23 Approval to Hire a Seasonal Employee for Sidewalk Snow Compliance and Solicit Bids for Sidewalk Snow Removal Contractor**
- 17. Consideration of Ordinance #23-23 Approval of Changes to Ordinance Setting Parking Citation Amounts - Raising From \$5 to \$20**
  - 1. Consideration to Adopt Ordinance #23-23 All Three Reading at This Council Meeting**
- 18. Consideration of Ordinance #20-23 No Parking on West Side of Tyler Street NE from p<sup>t</sup> Avenue to 2<sup>nd</sup> Avenue NE and East Side of Lincoln St NE from 1<sup>st</sup> Avenue West to the Alley by the Jail (Second of Three Readings)**

19. **Consideration of Ordinance #01-24 Burning Ordinance - Recreational Burning Only (First of Three Readings)**
20. **Consideration of Resolution #91-23 Authorizing and Approving a Loan Agreement with Central Iowa Power Cooperative, Providing for the Issuance of a General Obligation Note and Providing for the Levy of Taxes to Pay the Same**
21. **Consideration of Ordinance #16-23 Change Library Board Meeting Time (Final Reading)**
22. **Consideration of Ordinance #17-23 Change Planning and Zoning Commission Meeting Time**
  1. **Consideration to Adopt Ordinance #17-23 Second and Third Readings at This Council Meeting**
23. **Consideration of Ordinance #18-23 Change Parks and Recreation Board Meeting Time**
  1. **Consideration to Adopt Ordinance #18-23 Second and Third Readings at This Council Meeting**
24. **Consideration of Ordinance #19-23 Change Utility Board of Trustees Meeting Time**
  1. **Consideration to Adopt Ordinance #19-23 Second and Third Readings at This Council Meeting**
25. **Approval to Authorize the Mayor, Clerk and City Administrator To Pay Any Claims Due After the December 11, 2023 Council Meeting and Prior to the January 8, 2024 Claims approval**
26. **Reports - Police Chief, Library Design Committee, City Administrator**
  1. **November 2023 Police Report**
27. **Public Comment (Limit 3 Minutes per person-only items on this agenda)**
28. **Adjournment**

November 27, 2023  
City Council Meeting Minutes

The November 27, 2023 Regular City Council meeting was called to order at 6:00PM by Mayor Steve Knepper. The Pledge of Allegiance was recited. Delaney, Hosch, Kelchen, Oliphant and Rausch answered roll call.

Motion Oliphant, second Hosch to approve the agenda. All Ayes. Motion carried.

No Public Comment.

Motion Rausch, second Oliphant to approve the consent agenda items: City Council Minutes 11/13/23; and November 27, 2023 Claims. All Ayes. Motion carried.

Motion Kelchen, second Rausch to move up discussion on Ordinance #20-23 No Parking on West Side of Tyler Street NE from 1<sup>st</sup> Avenue to 2<sup>nd</sup> Avenue NE and East Side of Lincoln St NE from 1<sup>st</sup> Avenue West to the Alley by the Jail. All Ayes. Motion carried.

Multiple residents spoke and the Council discussed information pertaining to the areas considered for no parking.

Motion Rausch, second Oliphant to approve Ordinance #20-23 No Parking on West Side of Tyler Street NE from 1<sup>st</sup> Avenue to 2<sup>nd</sup> Avenue NE and East Side of Lincoln St NE from 1<sup>st</sup> Avenue West to the Alley by the Jail (First of Three Readings). All Ayes. Motion carried.

Motion Oliphant, second Rausch to Open Public Hearing on Proposed Development Agreement with ROSO Properties, L.L.C. Roll Call vote. All Ayes. Motion carried.

Motion Rausch, second Oliphant to Close Public Hearing on Proposed Development Agreement with ROSO Properties, L.L.C. Roll Call vote. All Ayes. Motion carried.

Motion Oliphant, second Rausch to approve Resolution #89-23 Approving Development Agreement with ROSO Properties, L.L.C., Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. Roll Call vote. All Ayes. Motion carried.

Council discussion regarding multiple changes to Ordinances for Violations of Snow Emergency Parking; Ordinance of Snow Removal from Sidewalk; Ordinance Setting Parking Citation Amounts; and changes to Current Recreational Burning Ordinance. The Council gave direction to move forward and bring all changes to those Ordinances to future Council Meetings for appropriate readings.

Motion Rausch, second Kelchen to approve Resolution #90-23 Appropriating Urban Renewal Tax Revenue Funds for FY25 and Submit the Annual Urban Renewal Report for FY23. Roll Call vote. All Ayes. Motion carried.

Motion Delaney, second Kelchen to Approve and Submit the FY2023 Annual Financial Report. All Ayes. Motion carried.

Motion Oliphant, second Rausch to approve Ordinance #16-23 Change Library Board Meeting Time (Second of Three Readings). Roll Call vote. All Ayes. Motion carried.

Motion Kelchen, second Hosch to approve Ordinance #17-23 Change Planning and Zoning Commission Meeting Time (First of Three Readings). Roll Call vote. All Ayes. Motion carried.

Motion Kelchen, second Rausch to approve Ordinance #18-23 Change Parks and Recreation Board Meeting Time (First of Three Readings.) Roll Call vote. All Ayes. Motion carried.

Motion Kelchen, second Rausch to approve Ordinance #19-23 Change Utility Board of Trustees Meeting Time (First of Three Readings). Roll Call vote. All Ayes. Motion carried.

Motion Oliphant, second Delaney to Approve and Submit the 2023FY Annual Street Report. All Ayes. Motion carried.

Reports were given by the Police Chief and the City Administrator.

Motion Kelchen, second Rausch to adjourn at 7:35pm. All Ayes. Motion carried.

Kathy Goerd, City Clerk

**CLAIMS REPORT**  
**Vendor Checks: 11/29/2023-12/12/202**

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
INV1464774	ACCESS SYSTEMS	BLACK & WHITE/COLOR PRINT PAGE		350.76		
11222023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-FRASHER	114.31		14016190	11/30/23
12012023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-STANER	90.00		14016193	12/07/23
12292022	ADVANTAGE ADMINISTRATORS	PSF BUY DOWNS		204.31		
2037894676	BAKER & TAYLOR BOOKS	43 BOOKS:HARDCOVERS/PAPERBACKS	485.89			
2037922452	BAKER & TAYLOR BOOKS	3 BOOKS:HARDCOVER & PAPERBACKS	19.95	505.84		
112523	BOOK LOOK	45 BOOKS		783.55		
85151748	BOUND TREE MEDICAL LLC	IV SOLUTIONS/ELECTRODES/CURAPL		1,704.61		
2751	BROTHERS MARKET INC	MURAL CUTTING GROCERIES		145.29		
12012023	CASCADE COMMUNICATIONS CO	DECEMBER PHONE/INTERNET BILL		957.74		
170531	CASCADE LUMBER CO	RETROFIT ROOF PIPE-CITY HALL	181.64			
171088	CASCADE LUMBER CO	SKIDSTEER AUGER RENTAL-TREES	50.00			
174183	CASCADE LUMBER CO	MURAL CUTTING RENTAL	39.00			
892810	CASCADE LUMBER CO	LIBRARY FILTER	52.47			
895985	CASCADE LUMBER CO	WATER SHIPPING CHARGES	12.48			
896600	CASCADE LUMBER CO	GYM FURNANCE FILTER	13.98	349.57		
DEC2023	CASCADE MUNICIPAL UTILITIES	CITY UTILITY BILLS DUE DEC2023		7,885.85		
1955131	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	97.35			
1957370	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	64.62			
1959629	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	97.35	259.32		
20189	CITY OF PEOSTA	TAX FORMS/ENVELOPES		101.45		
11052023	COLLEGE SUBSCRIPTION SERVICE	PEOPLE MAGAZINE RENEWAL		44.50		
NOV2023	DUBUQUE COUNTY AUDITOR	ELECTION 2023 COSTS		1,429.41		
IVC000022546	ECIA	INSPECTION FEES		454.50		
287309338483X1127202	FIRST NET-AT&T MOBILITY	FIRST NEXT/AT&T PHONE BILL		579.97		
29473	GASSER FARM & HARDWARE LLC	SIDEWALK SALT		414.70		
6624899	HAWKINS INC	CHLORINE CYLINDER	30.00			
6625584	HAWKINS INC	CHLORINE CYLINDER	20.00			
6627878	HAWKINS INC	LPC-5/CHLORINE CYLINDER	2,214.08			
6627886	HAWKINS INC	AZONE AND BLACK DELDRUM	73.64	2,337.72		
112832	HERITAGE PRINTING COMPANY	LAMINATING PAGES/STORYWALK		39.00		
#HELD	HOLLOW TREE	BOWS FOR CHRISTMAS WREATH		128.40		
504572102	HOOPLA	125 DIGITAL ITEMS		302.38		
HWY136 STORMWATER	IOWA DEPT OF NATURAL RESOURCES	STORMWATER PERMIT-HWY 136S	175.00		65438	11/30/23
HWY136 WASTEWATER	IOWA DEPT OF NATURAL RESOURCES	WASTEWATER PERMIT-HWY 136S	100.00		65439	11/30/23
HWY136 WATER SUPPLY	IOWA DEPT OF NATURAL RESOURCES	WATER SUPPLY PERMIT-HWY 136S	100.00	375.00	65440	11/30/23
PR20231123	IRS W/H	FED/FICA TAX		6,130.61	14016185	12/01/23
DEC23	JOHNSON, REBECCA	REIMBURSEMENT FOR CRAFT SUPPLI		34.29		
RES#53-23	JONES COUNTY EDC	FY24 CONTRIBUTION		2,000.00		
DECEMBER 2023	KOTTER LISA	MONTHLY ADMIN STIPEND/REIMBURS		147.54		
JANUARY 2024	MADISON NATL LIFE INS CO, INC	JANUARY 2024 PREMIUMS		416.39		
11302023	MCDERMOTT OIL CO	FUEL/DIESEL CHARGES	1,802.47			
11302023 AMB	MCDERMOTT OIL CO	AMB DIESEL CHARGES	73.65	1,876.12		
112823	MERCY FAMILY PHARMACY	MERCYONE CASCADE PHARMACY 1128		25.65		
589979	MICHAEL FREDERICK	GRACE OF FIRE BOOKS		50.00		
PR20231123	MISSION SQUARE RETIRE-#303939	ICMA		1,229.20	65431	12/01/23
INV20698	MOBILE CITIZEN, LLC	PHONE & INTERNET LINE RENEWAL		360.00		
6015	MR LOCK & KEY-VACUUM CTR	POLICE DEPT KEY		15.00		
0893989-IN	MUNICIPAL SUPPLY INC	27 WIRED SAMRT POINT METERS		4,563.00		
14746	ORR APPLIANCE PLB, HTG & AIR	FURNANCE AT POLICE DEPT		300.00		
12312023	POST MASTER	ANNUAL LIBRARY PO BOX RENEWAL		72.00		
112161	PUMPKIN PEOPLE & PRODUCE	MISSIONARY PUMPKINS		14.09		
173395109	QUILL CORP	MISC FAVORITES BAG	33.29			
35286168	QUILL CORP	14-MONTH WK 5X8	12.74			

**CLAIMS REPORT**  
**Vendor Checks: 11/29/2023-12/12/2023**

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
35296912	QUILL CORP	10LB WHITE GROCERY BAG	25.09			
35335670	QUILL CORP	M&M'S, REESE'S, 60 FAV CANDY BAG	41.38			
35345478	QUILL CORP	DINOSAUR COUNTERS	31.44	143.94		
JAN 2024	JOE OR PEG REIFF	JANUARY AMBULANCE RENT		500.00		
4300023190	RIVER CITY PAVING	PATCHING/MILL & FILL/DELANEY		317.00		
74624	SERVICEMASTER BY KELCHEN	CLEAN BATHROOM AFTER INTL FIRE		2,038.61		
11202023	SOLAR PIXEL LLC	WEBSITE HOSTING RENEWAL		75.00		
268685	STATE HYGIENIC LABORATORY	WATER TESTING		29.00		
NOV2023	CINDY STOLL	CLEANING		420.00		
2017A GO BOND INT	UMB BANK, N.A.	HWY 136 2017A BOND INTEREST	5,275.00		14016191	11/29/23
2019A POOL INTEREST	UMB BANK, N.A.	2019A POOL INTEREST PAYMENT	22,800.00	28,075.00	14016192	11/29/23
1440	WEBER CONSTRUCTION INC	CLEAN OUT CULVERT/HAUL RIPRAP		4,085.38		
				=====		
		Accounts Payable Total		72,271.69		
		Invoices: Paid		36,014.12		
		Invoices: Scheduled		36,257.57		
		Payroll Checks		18,144.79		
				=====		
		Report Total		90,416.48		
				=====		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	34,484.20
016	PARTIAL SELF-FUND	204.31
110	ROAD USE TAX	3,591.17
200	DEBT SERVICE	28,075.00
323	HIGHWAY 136	375.00
600	WATER	15,201.61
610	SEWER	8,485.19
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	TOTAL FUNDS	90,416.48

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
796 ADVANTAGE ADMINISTRATORS						
12012023	12/08/2023					
1		BENEFITS PAID-GEHL	15.00	016-620-6152	PARTIAL SELF-FUND EXPENSE E-PAYMENT 14016193 12/07/23	016
2		BENEFITS PAID-STANER	45.00	016-620-6152	PARTIAL SELF-FUND EXPENSE E-PAYMENT 14016193 12/07/23	016
3		BENEFITS PAID-KOTTER	30.00	016-620-6152	PARTIAL SELF-FUND EXPENSE E-PAYMENT 14016193 12/07/23	016
		INVOICE TOTAL	90.00			
		VENDOR TOTAL	90.00			
771 BROTHERS MARKET INC						
2751	12/08/2023					
1		MURAL CUTTING GROCERIES	145.29	001-510-6402	ADVERTISING	001
		INVOICE TOTAL	145.29			
		VENDOR TOTAL	145.29			
15 BOUND TREE MEDICAL LLC						
85151748	12/08/2023					
1		IV SOLUTIONS/ELECTRODES/CURAPL	1,704.61	001-160-6507	OPER SUPPLIES/MATERIALS MI	001
		** ACH **	1,704.61		ACH	
		INVOICE TOTAL	1,704.61			
		VENDOR TOTAL	1,704.61			
18 CASCADE COMMUNICATIONS CO						
12012023	12/08/2023					
1		DECEMBER PHONE/INTERNET BILL	221.01	001-650-6373	TELEPHONE/INTERNET	001
2		DECEMBER PHONE/INTERNET BILL	55.35	001-410-6373	TELEPHONE/INTERNET	001
3		DECEMBER PHONE/INTERNET BILL	48.15	001-150-6373	TELEPHONE/INTERNET	001
4		DECEMBER PHONE/INTERNET BILL	104.85	001-160-6373	TELEPHONE/INTERNET	001
5		DECEMBER PHONE/INTERNET BILL	296.67	600-810-6373	TELEPHONE/INTERNET	600
6		DECEMBER PHONE/INTERNET BILL	87.88	001-110-6373	TELEPHONE/INTERNET	001
7		DECEMBER PHONE/INTERNET BILL	143.83	610-815-6373	TELEPHONE/INTERNET	610
		INVOICE TOTAL	957.74			
		VENDOR TOTAL	957.74			
24 CITY LAUNDERING CO						
1955131	12/08/2023					
1		UNIFORMS/SUPPLIES	17.83	001-650-6507	OPER SUPPLIES/MATERIALS MI	001
		** ACH **	17.83		ACH	
2		UNIFORMS/SUPPLIES	17.83	001-430-6507	MISC OPERATING SUPPLIES	001
		** ACH **	17.83		ACH	
3		UNIFORMS/SUPPLIES	20.57	001-210-6181	UNIFORM ALLOWANCE	001
		** ACH **	20.57		ACH	



INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
-----						
		24 CITY LAUNDERING CO				
1955131	12/08/2023					
4		UNIFORMS/SUPPLIES	20.57	610-815-6507	OPER SUPPLIES/MATERIALS	MI 610
		** ACH **	20.57		ACH	
5		UNIFORMS/SUPPLIES	20.55	600-810-6507	OPER SUPPLIES/MATERIALS	MI 600
		** ACH **	20.55		ACH	
		INVOICE TOTAL	97.35			
1957370	12/08/2023					
1		UNIFORMS/SUPPLIES	3.65	001-650-6507	OPER SUPPLIES/MATERIALS	MI 001
		** ACH **	3.65		ACH	
2		UNIFORMS/SUPPLIES	3.65	001-430-6507	MISC OPERATING SUPPLIES	001
		** ACH **	3.65		ACH	
3		UNIFORMS/SUPPLIES	19.11	001-210-6181	UNIFORM ALLOWANCE	001
		** ACH **	19.11		ACH	
4		UNIFORMS/SUPPLIES	19.11	610-815-6507	OPER SUPPLIES/MATERIALS	MI 610
		** ACH **	19.11		ACH	
5		UNIFORMS/SUPPLIES	19.10	600-810-6507	OPER SUPPLIES/MATERIALS	MI 600
		** ACH **	19.10		ACH	
		INVOICE TOTAL	64.62			
1959629	12/08/2023					
1		UNIFORMS/SUPPLIES	17.83	001-650-6507	OPER SUPPLIES/MATERIALS	MI 001
		** ACH **	17.83		ACH	
2		UNIFORMS/SUPPLIES	17.83	001-430-6507	MISC OPERATING SUPPLIES	001
		** ACH **	17.83		ACH	
3		UNIFORMS/SUPPLIES	20.57	001-210-6181	UNIFORM ALLOWANCE	001
		** ACH **	20.57		ACH	
4		UNIFORMS/SUPPLIES	20.56	610-815-6507	OPER SUPPLIES/MATERIALS	MI 610
		** ACH **	20.56		ACH	
5		UNIFORMS/SUPPLIES	20.56	600-810-6507	OPER SUPPLIES/MATERIALS	MI 600
		** ACH **	20.56		ACH	
		INVOICE TOTAL	97.35			
		VENDOR TOTAL	259.32			
		42 CASCADE LUMBER CO				
171088	12/08/2023					
1		SKIDSTEER AUGER RENTAL-TREES	50.00	001-430-6507	MISC OPERATING SUPPLIES	001
		INVOICE TOTAL	50.00			
170531	12/08/2023					
1		RETROFIT ROOF PIPE-CITY HALL	181.64	001-650-6310	REPAIR & MAINT. OF BUILDING	001
		INVOICE TOTAL	181.64			
174183	12/08/2023					
1		MURAL CUTTING RENTAL	39.00	001-510-6402	ADVERTISING	001
		INVOICE TOTAL	39.00			

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
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		42 CASCADE LUMBER CO				
174183	12/08/2023					
895985	12/08/2023					
1		WATER SHIPPING CHARGES	12.48	600-810-6508	POSTAGE	600
		INVOICE TOTAL	12.48			
892810	12/08/2023					
1		LIBRARY FILTER	52.47	001-410-6511	BLDG. MAINT. & SUPPLIES	001
		INVOICE TOTAL	52.47			
896600	12/08/2023					
1		GYM FURNANCE FILTER	13.98	001-650-6310	REPAIR & MAINT. OF BUILDING	001
		INVOICE TOTAL	13.98			
		VENDOR TOTAL	349.57			
		768 CITY OF PEOSTA				
20189	12/08/2023					
1		TAX FORMS/ENVELOPES	101.45	001-620-6506	OFFICE SUPPLIES	001
		INVOICE TOTAL	101.45			
		VENDOR TOTAL	101.45			
		17 CASCADE MUNICIPAL UTILITIES				
DEC2023	12/08/2023					
1		CITY UTILITY BILLS DUE DEC2023	775.00	110-230-6376	STREET LIGHTING	110
2		CITY UTILITY BILLS DUE DEC2023	303.46	001-150-6371	UTILITIES	001
3		CITY UTILITY BILLS DUE DEC2023	145.61	001-160-6371	UTILITIES	001
4		CITY UTILITY BILLS DUE DEC2023	247.00	001-410-6371	UTILITIES	001
5		CITY UTILITY BILLS DUE DEC2023	246.70	001-430-6371	UTILITIES	001
6		CITY UTILITY BILLS DUE DEC2023	12.46	001-460-6371	UTILITIES	001
7		CITY UTILITY BILLS DUE DEC2023	193.67	001-210-6371	UTILITIES	001
8		CITY UTILITY BILLS DUE DEC2023	1,756.33	600-810-6371	UTILITIES	600
9		CITY UTILITY BILLS DUE DEC2023	2,707.25	610-815-6371	UTILITIES	610
10		CITY UTILITY BILLS DUE DEC2023	430.66	001-290-6490	PROFESSIONAL FEES	001
11		CITY UTILITY BILLS DUE DEC2023	430.67	600-810-6490	PROFESSIONAL FEES	600
12		CITY UTILITY BILLS DUE DEC2023	430.67	610-815-6490	PROFESSIONAL FEES	610
13		CITY UTILITY BILLS DUE DEC2023	206.37	001-650-6371	UTILITIES	001
		INVOICE TOTAL	7,885.85			
		VENDOR TOTAL	7,885.85			
		492 DUBUQUE COUNTY AUDITOR				
NOV2023	12/08/2023					
1		ELECTION 2023 COSTS	1,429.41	001-630-6413	ELECTION COSTS	001
		INVOICE TOTAL	1,429.41			
		VENDOR TOTAL	1,429.41			

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
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NOV2023	12/08/2023	492 DUBUQUE COUNTY AUDITOR				
IVC000022546	12/08/2023	34 ECIA				
1		INSPECTION FEES	454.50	001-650-6491	CONTRACT LABOR	001
		** ACH **	454.50		ACH	
		INVOICE TOTAL	454.50			
		VENDOR TOTAL	454.50			
287309338483X1127202	12/08/2023	698 FIRST NET-AT&T MOBILITY				
1		FIRST NEXT/AT&T PHONE BILL	41.27	001-160-6373	TELEPHONE/INTERNET	001
2		FIRST NEXT/AT&T PHONE BILL	297.26	001-110-6373	TELEPHONE/INTERNET	001
3		FIRST NEXT/AT&T PHONE BILL	110.36	001-620-6499	REFUNDS/REIMBUSEMENTS TO CM	001
4		FIRST NEXT/AT&T PHONE BILL	43.70	001-210-6373	TELEPHONE/INTERNET	001
5		FIRST NEXT/AT&T PHONE BILL	43.69	600-810-6373	TELEPHONE/INTERNET	600
6		FIRST NEXT/AT&T PHONE BILL	43.69	610-815-6373	TELEPHONE/INTERNET	610
		INVOICE TOTAL	579.97			
		VENDOR TOTAL	579.97			
29473	12/08/2023	556 GASSER FARM & HARDWARE LLC				
1		SIDEWALK SALT	414.70	110-250-6507	OPER SUPPLIES/MATERIALS MIS	110
		INVOICE TOTAL	414.70			
		VENDOR TOTAL	414.70			
#HELD	12/08/2023	769 HOLLOW TREE				
1		BOWS FOR CHRISTMAS WREATH	128.40	001-650-6599	OTHER SUPPLIES	001
		INVOICE TOTAL	128.40			
		VENDOR TOTAL	128.40			
6627886	12/08/2023	155 HAWKINS INC				
1		AZONE AND BLACK DELDRUM	73.64	600-810-6507	OPER SUPPLIES/MATERIALS MI	600
		** ACH **	73.64		ACH	
		INVOICE TOTAL	73.64			
6627878	12/08/2023					
1		LPC-5/CHLORINE CYLINDER	2,214.08	600-810-6507	OPER SUPPLIES/MATERIALS MI	600
		** ACH **	2,214.08		ACH	
		INVOICE TOTAL	2,214.08			

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
-----						
155 HAWKINS INC						
6627878	12/08/2023					
6625584	12/08/2023					
1		CHLORINE CYLINDER	20.00	600-810-6507	OPER SUPPLIES/MATERIALS	MI 600
		** ACH **	20.00		ACH	
		INVOICE TOTAL	20.00			
6624899						
1	12/08/2023	CHLORINE CYLINDER	30.00	600-810-6507	OPER SUPPLIES/MATERIALS	MI 600
		** ACH **	30.00		ACH	
		INVOICE TOTAL	30.00			
		VENDOR TOTAL	2,337.72			
250 JONES COUNTY EDC						
RES#53-23	12/08/2023					
1		FY24 CONTRIBUTION	2,000.00	001-650-6413	DONATIONS TO LOCAL AGENCIES	001
		INVOICE TOTAL	2,000.00			
		VENDOR TOTAL	2,000.00			
701 KOTTER LISA						
DECEMBER 2023	12/08/2023					
1		MONTHLY ADMIN STIPEND/REIMBURS	49.18	001-210-6373	TELEPHONE/INTERNET	001
		** ACH **	49.18		ACH	
2		MONTHLY ADMIN STIPEND/REIMBURS	49.18	600-810-6373	TELEPHONE/INTERNET	600
		** ACH **	49.18		ACH	
3		MONTHLY ADMIN STIPEND/REIMBURS	49.18	610-815-6373	TELEPHONE/INTERNET	610
		** ACH **	49.18		ACH	
		INVOICE TOTAL	147.54			
		VENDOR TOTAL	147.54			
571 MADISON NATL LIFE INS CO, INC						
JANUARY 2024	12/08/2023					
1		JANUARY 2024 PREMIUMS	36.35	001-410-6150	GROUP INSURANCE	001
2		JANUARY 2024 PREMIUMS	130.34	001-620-6150	GROUP INSURANCE	001
3		JANUARY 2024 PREMIUMS	87.55	001-110-6150	GROUP INSURANCE	001
4		JANUARY 2024 PREMIUMS	54.05	610-815-6150	GROUP INSURANCE	610
5		JANUARY 2024 PREMIUMS	54.05	110-210-6150	GROUP INSURANCE	110
6		JANUARY 2024 PREMIUMS	54.05	600-810-6150	GROUP INSURANCE	600
		INVOICE TOTAL	416.39			
		VENDOR TOTAL	416.39			
148 MR LOCK & KEY-VACUUM CTR						
6015	12/08/2023					
1		POLICE DEPT KEY	15.00	001-110-6507	OPER SUPPLIES/MATERIALS	MI 001
		INVOICE TOTAL	15.00			
		VENDOR TOTAL	15.00			

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
6015	12/08/2023	148 MR LOCK & KEY-VACUUM CTR				
0893989-IN	12/08/2023	662 MUNICIPAL SUPPLY INC				
1		27 WIRED SAMRT POINT METERS	4,563.00	600-810-6507	OPER SUPPLIES/MATERIALS	MI 600
		INVOICE TOTAL	4,563.00			
		VENDOR TOTAL	4,563.00			
11302023	12/08/2023	30 MCDERMOTT OIL CO				
1		FUEL/DIESEL CHARGES	473.50	001-110-6331	FUEL	001
2		FUEL/DIESEL CHARGES	551.07	001-160-6331	FUEL	001
3		FUEL/DIESEL CHARGES	39.00	001-430-6331	FUEL	001
4		FUEL/DIESEL CHARGES	39.01	110-210-6331	FUEL	110
5		FUEL/DIESEL CHARGES	231.26	600-810-6331	FUEL	600
6		FUEL/DIESEL CHARGES	468.63	610-815-6331	FUEL	610
		INVOICE TOTAL	1,802.47			
11302023 AMB	12/08/2023					
1		AMB DIESEL CHARGES	73.65	001-160-6331	FUEL	001
		INVOICE TOTAL	73.65			
		VENDOR TOTAL	1,876.12			
14746	12/08/2023	251 ORR APPLIANCE PLB, HTG & AIR				
1		FURNANCE AT POLICE DEPT	300.00	001-650-6310	REPAIR & MAINT. OF BUILDING	001
		INVOICE TOTAL	300.00			
		VENDOR TOTAL	300.00			
12312023	12/08/2023	180 POST MASTER				
1		ANNUAL LIBRARY PO BOX RENEWAL	72.00	001-410-6507	MISC OPERATING SUPPLIES	001
		INVOICE TOTAL	72.00			
		VENDOR TOTAL	72.00			
JAN 2024	12/08/2023	797 JOE OR PEG REIFF				
1		JANUARY AMBULANCE RENT	500.00	001-160-6416	BUILDING RENT/LEASE	001
		INVOICE TOTAL	500.00			
		VENDOR TOTAL	500.00			
4300023190	12/08/2023	162 RIVER CITY PAVING				
1		PATCHING/MILL & FILL/DELANEY	317.00	001-210-6761	STREET IMPROVEMENTS	001
		** ACH **	317.00		ACH	
		INVOICE TOTAL	317.00			

INVOICE # LINE	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
4300023190	12/08/2023	162 RIVER CITY PAVING				
		VENDOR TOTAL	317.00			
74624	12/08/2023	770 SERVICEMASTER BY KELCHEN				
1		CLEAN BATHROOM AFTER INTL FIRE	2,038.61	001-430-6310	BUILDING REPAIR/MAINT	001
		INVOICE TOTAL	2,038.61			
		VENDOR TOTAL	2,038.61			
11202023	12/08/2023	253 SOLAR PIXEL LLC				
1		WEBSITE HOSTING RENEWAL	75.00	001-620-6459	WEBSITE DEVELOPMENT	001
		INVOICE TOTAL	75.00			
		VENDOR TOTAL	75.00			
NOV2023	12/08/2023	218 CINDY STOLL				
1		CLEANING	120.00	001-410-6310	BUILDING REPAIR/MAINT	001
		** ACH **	120.00		ACH	
2		CLEANING	150.00	001-650-6310	REPAIR & MAINT. OF BUILDING	001
		** ACH **	150.00		ACH	
3		CLEANING	30.00	001-650-6310	REPAIR & MAINT. OF BUILDING	001
		** ACH **	30.00		ACH	
4		CLEANING	60.00	001-650-6310	REPAIR & MAINT. OF BUILDING	001
		** ACH **	60.00		ACH	
5		CLEANING	60.00	001-160-6310	BUILDING REPAIR/MAINT	001
		** ACH **	60.00		ACH	
		INVOICE TOTAL	420.00			
		VENDOR TOTAL	420.00			
268685	12/08/2023	777 STATE HYGIENIC LABORATORY				
1		WATER TESTING	29.00	600-810-6490	PROFESSIONAL FEES	600
		** ACH **	29.00		ACH	
		INVOICE TOTAL	29.00			
		VENDOR TOTAL	29.00			
1440	12/08/2023	113 WEBER CONSTRUCTION INC				
1		CLEAN OUT CULVERT/HAUL RIPRAP	4,085.38	001-210-6764	STORM SEWER REPAIRS	001
		** ACH **	4,085.38		ACH	
		INVOICE TOTAL	4,085.38			
		VENDOR TOTAL	4,085.38			

INVOICE #	DUE DATE	REFERENCE	NET	GL ACCOUNT #	GL ACCOUNT NAME	DIST ID
1440	12/08/2023	113 WEBER CONSTRUCTION INC				
112823	12/08/2023	246 MERCY FAMILY PHARMACY				
1		MERCYONE CASCADE PHARMACY 1128	25.65	001-160-6507	OPER SUPPLIES/MATERIALS	MI 001
		INVOICE TOTAL	25.65			
		VENDOR TOTAL	25.65			
		GRAND TOTAL	33,719.22			
		E-PAYMENTS	90.00			
		TOT ACH	9,755.07			

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
001-050-2020	ACCOUNTS PAYABLE	.00	18,524.66	18,524.66-
001-110-6150	GROUP INSURANCE	87.55	.00	87.55
001-110-6331	FUEL	473.50	.00	473.50
001-110-6373	TELEPHONE/INTERNET	385.14	.00	385.14
001-110-6507	OPER SUPPLIES/MATERIALS MISC.	15.00	.00	15.00
001-150-6371	UTILITIES	303.46	.00	303.46
001-150-6373	TELEPHONE/INTERNET	48.15	.00	48.15
001-160-6310	BUILDING REPAIR/MAINT	60.00	.00	60.00
001-160-6331	FUEL	624.72	.00	624.72
001-160-6371	UTILITIES	145.61	.00	145.61
001-160-6373	TELEPHONE/INTERNET	146.12	.00	146.12
001-160-6416	BUILDING RENT/LEASE	500.00	.00	500.00
001-160-6507	OPER SUPPLIES/MATERIALS MISC.	1,730.26	.00	1,730.26
001-210-6181	UNIFORM ALLOWANCE	60.25	.00	60.25
001-210-6371	UTILITIES	193.67	.00	193.67
001-210-6373	TELEPHONE/INTERNET	92.88	.00	92.88
001-210-6761	STREET IMPROVEMENTS	317.00	.00	317.00
001-210-6764	STORM SEWER REPAIRS	4,085.38	.00	4,085.38
001-290-6490	PROFESSIONAL FEES	430.66	.00	430.66
001-410-6150	GROUP INSURANCE	36.35	.00	36.35
001-410-6310	BUILDING REPAIR/MAINT	120.00	.00	120.00
001-410-6371	UTILITIES	247.00	.00	247.00
001-410-6373	TELEPHONE/INTERNET	55.35	.00	55.35
001-410-6507	MISC OPERATING SUPPLIES	72.00	.00	72.00
001-410-6511	BLDG. MAINT. & SUPPLIES	52.47	.00	52.47
001-430-6310	BUILDING REPAIR/MAINT	2,038.61	.00	2,038.61
001-430-6331	FUEL	39.00	.00	39.00
001-430-6371	UTILITIES	246.70	.00	246.70
001-430-6507	MISC OPERATING SUPPLIES	89.31	.00	89.31
001-460-6371	UTILITIES	12.46	.00	12.46
001-510-6402	ADVERTISING	184.29	.00	184.29
001-620-6150	GROUP INSURANCE	130.34	.00	130.34
001-620-6459	WEBSITE DEVELOPMENT	75.00	.00	75.00
001-620-6499	REFUNDS/REIMBURSEMENTS TO CMU	110.36	.00	110.36
001-620-6506	OFFICE SUPPLIES	101.45	.00	101.45
001-630-6413	ELECTION COSTS	1,429.41	.00	1,429.41
001-650-6310	REPAIR & MAINT. OF BUILDINGS	735.62	.00	735.62
001-650-6371	UTILITIES	206.37	.00	206.37
001-650-6373	TELEPHONE/INTERNET	221.01	.00	221.01
001-650-6413	DONATIONS TO LOCAL AGENCIES	2,000.00	.00	2,000.00
001-650-6491	CONTRACT LABOR	454.50	.00	454.50
001-650-6507	OPER SUPPLIES/MATERIALS MISC.	39.31	.00	39.31
001-650-6599	OTHER SUPPLIES	128.40	.00	128.40
016-000-1110	CASH - PARTIAL SELF-FUND	.00	90.00	90.00-
016-620-6152	PARTIAL SELF-FUND EXPENSE	90.00	.00	90.00
110-050-2020	ACCOUNTS PAYABLE	.00	1,282.76	1,282.76-
110-210-6150	GROUP INSURANCE	54.05	.00	54.05
110-210-6331	FUEL	39.01	.00	39.01
110-230-6376	STREET LIGHTING	775.00	.00	775.00
110-250-6507	OPER SUPPLIES/MATERIALS MISC	414.70	.00	414.70
600-050-2020	ACCOUNTS PAYABLE	.00	9,864.26	9,864.26-
600-810-6150	GROUP INSURANCE	54.05	.00	54.05
600-810-6331	FUEL	231.26	.00	231.26
600-810-6371	UTILITIES	1,756.33	.00	1,756.33



ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
600-810-6373	TELEPHONE/INTERNET	389.54	.00	389.54
600-810-6490	PROFESSIONAL FEES	459.67	.00	459.67
600-810-6507	OPER SUPPLIES/MATERIALS MISC.	6,960.93	.00	6,960.93
600-810-6508	POSTAGE	12.48	.00	12.48
610-050-2020	ACCOUNTS PAYABLE	.00	3,957.54	3,957.54-
610-815-6150	GROUP INSURANCE	54.05	.00	54.05
610-815-6331	FUEL	468.63	.00	468.63
610-815-6371	UTILITIES	2,707.25	.00	2,707.25
610-815-6373	TELEPHONE/INTERNET	236.70	.00	236.70
610-815-6490	PROFESSIONAL FEES	430.67	.00	430.67
610-815-6507	OPER SUPPLIES/MATERIALS MISC.	60.24	.00	60.24
TRANSACTION TOTALS		33,719.22	33,719.22	.00
FUND	NAME	DEBITS	CREDITS	
001	GENERAL	18,524.66	18,524.66	
016	PARTIAL SELF-FUND	90.00	90.00	
110	ROAD USE TAX	1,282.76	1,282.76	
600	WATER	9,864.26	9,864.26	
610	SEWER	3,957.54	3,957.54	
TOTALS		33,719.22	33,719.22	

**CLAIMS REPORT**  
**Vendor Checks: 11/01/2023-11/30/2023**

*NOV 23 CLAIMS*

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
10272023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-GEHL	440.92		14016175	11/02/23
10899	ADVANTAGE ADMINISTRATORS	MONTHLY BILLING EXPENSE	69.60		14016189	11/28/23
11032023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-STANER	78.70		14016176	11/09/23
11102023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-HEIM	118.55		14016180	11/16/23
11172023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-STANER	88.53		14016188	11/24/23
11222023	ADVANTAGE ADMINISTRATORS	BENEFITS PAID-FRASHER	114.31	910.61	14016190	11/30/23
2177461963	AT&T	PHONE CHARGES DATE 11/1/23		23.57	65405	11/14/23
040853	AUTOMATIC SYSTEMS CO	SONIC WALL/PROGRAMMER HRS/MILE		2,092.50	65432	11/28/23
2037788603	BAKER & TAYLOR BOOKS	CARING LION/OLD LADY SWALLOWED	40.99		7026	11/14/23
2037817788	BAKER & TAYLOR BOOKS	41 TOTAL ITEMS:11 HARDCOVER/PA	393.64		7026	11/14/23
2037843009	BAKER & TAYLOR BOOKS	1 PAPERBACK/2 HARDCOVER BOOKS	70.19		7026	11/14/23
2037873506	BAKER & TAYLOR BOOKS	1 HARDCOVER/8 PAPERBACK BOOKS	95.11	599.93	7026	11/14/23
85136793	BOUND TREE MEDICAL LLC	KING VISION PEDIATRIC EBLADES		35.58	7027	11/14/23
11012023	CASCADE COMMUNICATIONS CO	PHONE/INTERNET CHARGES		957.74	65406	11/14/23
172420	CASCADE LUMBER CO	PLEATED AIR FILTER	25.16		65408	11/14/23
173788	CASCADE LUMBER CO	POLY TUBE	17.08		65433	11/28/23
882220	CASCADE LUMBER CO	9 VOLT & BATTERY BATTERIES	33.15		65408	11/14/23
882225	CASCADE LUMBER CO	CABLE TIES	9.29		65408	11/14/23
882485	CASCADE LUMBER CO	M8 PLEAT FILTERS	13.98		65408	11/14/23
884415	CASCADE LUMBER CO	PAPER TOWELS	7.16		65429	11/14/23
884690	CASCADE LUMBER CO	SHIPPING CHARGES FOR SAMPLES	12.48		65408	11/14/23
887430	CASCADE LUMBER CO	ALLERGEN FILTER-LIBRARY	17.49		65433	11/28/23
888465	CASCADE LUMBER CO	DISPENSER SEAL TAPE	24.58		65433	11/28/23
891345	CASCADE LUMBER CO	DOOR SWEEP-SHOP	14.79		65433	11/28/23
891365	CASCADE LUMBER CO	DRILL BIT/SCREWS/NUTSETTER	8.72	183.88	65433	11/28/23
NOVEMBER2023	CASCADE MUNICIPAL UTILITIES	CITY UTILITY BILLS DUE NOV2023		7,786.21	65409	11/14/23
10232899	CASCADE PIONEER	PUBLICATIONS	94.96		7028	11/14/23
10234036	CASCADE PIONEER	PUBLICATIONS	230.21	325.17	7083	11/28/23
82512885	CENGAGE LEARNING	EVERY SUMMER AFTER	27.99		7029	11/14/23
82513352	CENGAGE LEARNING	5 DYNAMIC DRAMA TITLES	146.20		7029	11/14/23
82719714	CENGAGE LEARNING	LITTLE VILLAGE OF BOOK LOVERS	24.00		7029	11/14/23
82835078	CENGAGE LEARNING	LEARNED BY HEART	24.00		7029	11/14/23
82883459	CENGAGE LEARNING	HOUSEKEEPERS/FRONT PORCH CLUB	55.18		7029	11/14/23
92512902	CENGAGE LEARNING	PRESIDENTS WIFE/SENATORS WIFE	59.18	336.55	7029	11/14/23
2045055	CENTER POINT LARGE PRINT	2 ROMANCE SERIES		49.14	65410	11/14/23
1943794	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	218.98		7030	11/14/23
1946079	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	97.35		7030	11/14/23
1948353	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	83.78		7030	11/14/23
1950643	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	97.35		7084	11/28/23
1952883	CITY LAUNDERING CO	UNIFORMS/SUPPLIES	64.62	562.08	7084	11/28/23
8718	CITY OF DUBUQUE	SEASON SALT PURCHASE		7,973.46	65411	11/14/23
232173	CJ COOPER & ASSOCIATES	LAB FEE		45.00	7031	11/14/23
6306	CLH REPAIR	BOLTS AND WASHERS		54.08	65412	11/14/23
2943	MICHAEL DELANEY	MONTHLY IT SERVICE CALL/BACKUP		1,153.61	7085	11/28/23
NCIC10162023	DUBUQUE COUNTY SHERIFF	NCIC CERTIFICATION CLASS		50.00	65413	11/14/23
IVC000022458	ECIA	INSPECTION:SEPT 2023 EXPENSES		760.36	7032	11/14/23
2002231-IN	ENAQUA	UV BULB REPLACEMENTS	4,460.35		65414	11/14/23
2002238-IN	ENAQUA	UV SYSTEM REPAIR	1,600.00	6,060.35	65414	11/14/23
113882	FEH DESIGN	LIBRARY REDESIGN		23,577.29	7033	11/14/23
287309338483X102723	FIRST NET-AT&T MOBILITY	AT&T FIRST NET PHONE BILL		585.19	65415	11/14/23
29002	GASSER FARM & HARDWARE LLC	ANTIFREEZE FOR WINTERIZE POOL	23.94		65416	11/14/23
29003	GASSER FARM & HARDWARE LLC	TANKMAST PLUNGER	8.29		65416	11/14/23
29037	GASSER FARM & HARDWARE LLC	ANTIFREEZE-WINTERIZE PARKS	143.64	175.87	65416	11/14/23
102423	GOERDT KATHY	MILEAGE REIMBURSEMENT:ECIA CLE		30.13	7034	11/14/23

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
IN14438503	GORDON FLESCH COMPANY INC	1/2 PRINTER/COPIER SERVICE		117.95	65417	11/14/23
6602325	HAWKINS INC	CHLORINE CYLINDER	10.00		7035	11/14/23
6603006	HAWKINS INC	CHLORINE CYLINDERS X2	20.00	30.00	7035	11/14/23
112763	HERITAGE PRINTING COMPANY	CITY OF CASCADE CHECKS		205.00	7036	11/14/23
FINAL22	MARTY HOFFMANN	FLEX REIMBURSEMENT PAYMENT	21.15		7037	11/14/23
Q42023	MARTY HOFFMANN	FLEX REIMBURSEMENT PAYMENT	413.25	434.40	7037	11/14/23
504430788	HOOPLA	120 DIGITAL ITEMS		296.48	7038	11/14/23
Hwy136 STORMWATER	IOWA DEPT OF NATURAL RESOURCES	STORMWATER PERMIT-HWY 136S	175.00		65438	11/30/23
Hwy136 WASTEWATER	IOWA DEPT OF NATURAL RESOURCES	WASTEWATER PERMIT-HWY 136S	100.00		65439	11/30/23
Hwy136 WATER SUPPLY	IOWA DEPT OF NATURAL RESOURCES	WATER SUPPLY PERMIT-HWY 136S	100.00	375.00	65440	11/30/23
2024MEMBERSHIOP	IOWA RURAL WATER ASSOC	2024 CALENDAR YR MEMBERSHIP DU		355.00	65418	11/14/23
PR20231103	IPERS	IPERS	3,586.24		14016178	11/17/23
PR20231109	IPERS	IPERS	3,561.59	7,147.83	14016178	11/17/23
PR20231026	IRS W/H	FED/FICA TAX	6,527.82		14016166	11/03/23
PR20231109	IRS W/H	FED/FICA TAX	6,265.08	12,792.90	14016179	11/17/23
2309341-IN	J&R SUPPLY INC	24 SNAKE PIT BRACKETS	1,013.12		7039	11/14/23
2310294-IN	J&R SUPPLY INC	PVC MEGA LUG/GASKET/COR BLUE	260.00	1,273.12	7086	11/28/23
7517	JKP DESIGNS LLC	MURAL SWEATSHIRTS/TSHIRTS		2,266.00	7087	11/28/23
657654	JUNIOR LIBRARY GUILD	ELEMENTARY/ADV READ/HIGH INTER		561.92	65419	11/14/23
2931	KERPS SERVICE CENTER INC	TIRES FOR 2015 FORD SUPERDUTY		1,057.76	65420	11/14/23
NOV2023	KOPPES KREATIONS	MURAL RIBBON CUTTING ORDER		140.72	65434	11/28/23
NOVEMBER2023	KOTTER LISA	LOCAL TRAVEL		112.17	7040	11/14/23
212892	LYNCH DALLAS P.C.	ORD:MEETING TIME BOARD COMMISS	55.50		65435	11/28/23
212893	LYNCH DALLAS P.C.	VACANT BUILDING ORD EMAIL	37.00	92.50	65435	11/28/23
1590372	MADISON NATL LIFE INS CO, INC	DECEMBER 2023 PREMIUMS		521.15	65421	11/14/23
11082023	MAQUOKETA VALLEY COOP	STREET LIGHT LOCATION 54320266		156.37	7088	11/28/23
591	MCDERMOTT CUSTOM PUMPING LLC	SLUDGE HAULING		2,600.00	65436	11/28/23
11152023	MCDERMOTT OIL CO	FUEL CHARGES	1,952.10		65422	11/14/23
2889-1	MCDERMOTT OIL CO	AMBULANCE FUEL	92.82	2,044.92	65422	11/14/23
110323	MELISSA KANE	DBQ-NICC PEOSTA-DBQ MEETINGS		78.98	65423	11/14/23
934808	MICRO MARKETING LLC	FAMILY HANDYMAN/IF I WAS HORSE		38.18	7041	11/14/23
504437820	MIDWEST TAPE LLC	5 DVDS	100.95		7042	11/14/23
504474995	MIDWEST TAPE LLC	2 DVDS	40.23		7042	11/14/23
504503934	MIDWEST TAPE LLC	1 DVD-THE BOOGEYMAN	14.99		7042	11/14/23
504536190	MIDWEST TAPE LLC	2 DVDS	49.48	205.65	7042	11/14/23
PR20231026	MISSION SQUARE RETIRE-#303939	ICMA	1,229.20		65404	11/03/23
PR20231109	MISSION SQUARE RETIRE-#303939	ICMA	1,229.20	2,458.40	65428	11/17/23
R00447040.0-16	MSA PROFESSIONAL SERVICES	JOHNSON ST SW RECONSTRUCTION		4,625.00	7043	11/14/23
1203	OPTIMUM EXTERIOR CLEANING	EXTERIOR WALL CLEANING-MURAL		1,600.00	65424	11/14/23
14738	ORR APPLIANCE PLB, HTG & AIR	CITY HALL GAS CONNECTION		1,434.36	65425	11/14/23
29168	PARTS AUTHORITY	ROLLER	97.22		7044	11/14/23
29224	PARTS AUTHORITY	POOL PRIMER	23.96		7044	11/14/23
29415	PARTS AUTHORITY	BATTERY CORE 12 EXCH	122.22		7044	11/14/23
29417	PARTS AUTHORITY		134.22-		7044	11/14/23
29512	PARTS AUTHORITY	AMBULANCE BATTERIES	306.36		7044	11/14/23
433-101800	PARTS AUTHORITY		22.00-		7089	11/28/23
433-224343	PARTS AUTHORITY	FUILD-DIESEL EX	24.46		7089	11/28/23
45144	PARTS AUTHORITY	AMBULANCE BATTERIES	153.18		7044	11/14/23
45422	PARTS AUTHORITY	POLK ST GEN SET	234.61	805.79	7044	11/14/23
34573361	QUILL CORP	WINDEX GAL/WINDEX W/TRIGGER	29.99		7045	11/14/23
34635554	QUILL CORP	PACK BLACK WIGGLE EYES-15MM	6.79		7045	11/14/23
34653440	QUILL CORP	DURACELL PACKS	19.79		7045	11/14/23
34662426	QUILL CORP	BULK PEEL EYES/JUMBO WIGGLE EY	55.74		7045	11/14/23
34707650	QUILL CORP	RECEIPT BOOK	41.60		7045	11/14/23

**CLAIMS REPORT**  
**Vendor Checks: 11/01/2023-11/30/2023**

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
34864929	QUILL CORP	GLUE STICKS	2.74		7045	11/14/23
34887103	QUILL CORP	CONSTRUCTION PAPER	10.00		7045	11/14/23
34887598	QUILL CORP	M&M'S/HERSHEY/WRIGLEY FUNSIZE	158.94		7045	11/14/23
35086849	QUILL CORP	13.5 QT MODULAR CLEAR BOX	22.08	347.67	7045	11/14/23
23-REIFF DEC	JOE OR PEG REIFF	EMS MONTHLY BUILDING RENT		500.00	65437	11/28/23
0897-001005087	BFI WASTE SERVICES LLC	COMMERICAL		24,728.40	7046	11/14/23
266697	STATE HYGIENIC LABORATORY	WATER SUPPLY TESTING		92.00	7047	11/14/23
OCT2023	CINDY STOLL	CLEANING SERVICES		680.00	7048	11/14/23
3100130625	TEST AMERICA LABORATORIES INC	WASTEWATER TESTING		1,216.50	7049	11/14/23
PR20231103	TREAS STATE OF IOWA	STATE TAXES	929.51		14016177	11/17/23
PR20231109	TREAS STATE OF IOWA	STATE TAX	890.61	1,820.12	14016177	11/17/23
OCT 2023 SALES TAX	TREASURER STATE OF IOWA	OCT 2023 SALES TAX	1,276.89		14016187	11/20/23
OCTOBER 2023 WET TAX	TREASURER STATE OF IOWA	OCTOBER 2023 WET TAX	1,775.69	3,052.58	14016186	11/17/23
0023-918	TRICIA CONTER	CPR CERTIFICATION REIMBURSEMENT		61.00	65426	11/14/23
2017A GO BOND INT	UMB BANK, N.A.	HWY 136 2017A BOND INTEREST	5,275.00		14016191	11/29/23
2019A POOL INTEREST	UMB BANK, N.A.	2019A POOL INTEREST PAYMENT	22,800.00	28,075.00	14016192	11/29/23
INV00162885	USA BLUE BOOK	LOW FORM BEAKERS	63.50		7050	11/14/23
INV00163060	USA BLUE BOOK	FLOAT SWITCH AND ASSEMBLY	611.39	674.89	7050	11/14/23
11262023	VISA	LEIN CONFERENCE AT DES MOINES		664.77	14016184	11/26/23
233170001864	WELLMARK BC/BS OF IA	DECEMBER 2023 PREMIUMS		9,434.16	7090	11/28/23
Accounts Payable Total				169,502.94		
Payroll Checks				37,862.40		
Report Total				207,365.34		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	81,272.50
016	PARTIAL SELF-FUND	910.61
110	ROAD USE TAX	16,020.47
200	DEBT SERVICE	28,075.00
323	HIGHWAY 136	5,000.00
370	LIBRARY CAPITAL PROJECT	23,601.99
600	WATER	21,818.12
610	SEWER	30,666.65
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	TOTAL FUNDS	207,365.34

**TREASURER'S REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

*NOV 23 TREASURER'S  
 REPORT*

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	349,776.86	182,386.74	81,272.48	.00	450,891.12
002 OLD ARPA DONT USE	.00	.00	.00	.00	.00
011 POLICE	81,259.30	376.69	.00	.00	81,635.99
012 FIRE TRUCK	294,450.28	1,364.96	.00	.00	295,815.24
013 RIVERVIEW PARK	9,997.67	46.35	.00	.00	10,044.02
014 FIRE EQUIPMENT	77,500.00	.00	.00	.00	77,500.00
015 PUBLIC WORKS TRUCK	44,500.97	206.29	.00	.00	44,707.26
016 PARTIAL SELF-FUND	33,465.44	81.79	910.61	.00	32,636.62
017 SWIMMING POOL	46,133.44	70.02	.00	.00	46,203.46
018 CABLE	6,798.80	31.52	.00	.00	6,830.32
019 PARKS/PLAYGROUND	21,730.06	100.73	.00	.00	21,830.79
020 STREET EQUIP	106,003.68	491.39	.00	.00	106,495.07
021 LIBRARY	250,635.36	642.48	.00	.00	251,277.84
022 1ST AVENUE	313,213.77	1.07	.00	.00	313,214.84
023 1ST AVE BRIDGE	.00	.00	.00	.00	.00
024 TYLER BRIDGE	.00	.00	.00	.00	.00
025 TRAIL	44.38	.21	.00	.00	44.59
026 SIREN	2,354.92	10.92	.00	.00	2,365.84
027 BICENTENNIAL	4,905.20	22.74	.00	.00	4,927.94
028 AMBULANCE	182,249.24	844.84	.00	.00	183,094.08
110 ROAD USE TAX	244,039.52	26,410.87	15,876.62	143.53-	254,430.24
111 ARP (AMERI RESUCUE PLAN	63,379.64	.00	.00	.00	63,379.64
112 EMPLOYEE BENEFITS	74,425.24	16,872.08	.00	.00	91,297.32
121 LOCAL OPTION	563,204.96	37,834.02	.00	.00	601,038.98
125 TAX INCREMENT FINANCING	84,476.71-	22,374.81	.00	.00	62,101.90-
200 DEBT SERVICE	122,431.27	11,800.59	28,075.00	.00	106,156.86
220 SPECIAL ASSESSMENT	.00	.00	.00	.00	.00
300 LIBRARY PROJ	.00	.00	.00	.00	.00
310 HOUSING REHAB	13,603.74	.00	.00	.00	13,603.74
312 1ST AVE TRAIL PROJECT	9,990.32	.00	.00	.00	9,990.32
322 STREET IMPROVEMENTS	.00	.00	.00	.00	.00
323 HIGHWAY 136	74,801.19	.00	5,000.00	.00	69,801.19
360 WATER SYSTEM IMPROVEMEN	713.63	.00	.00	.00	713.63
363 WWTP IMPROVEMENT PROJEC	.00	.00	.00	.00	.00
364 TRAIL WATER MAIN REPLAC	.00	.00	.00	.00	.00
365 MCKINLEY ST & 1ST AVE C	.00	.00	.00	.00	.00
366 SWIMMING POOL PROJECT	.00	.00	.00	.00	.00
370 LIBRARY CAPITAL PROJECT	423,533.35-	.00	23,601.99	.00	447,135.34-
600 WATER	52,594.73-	29,294.24	21,704.89	113.06-	45,118.44-
601 DEPOSITS-WATER/SEWER	4,613.43	.00	.00	.00	4,613.43
603 WELL PUMP	54,945.79	254.71	.00	.00	55,200.50
604 2021A BOND	.00	.00	.00	.00	.00
605 2021A BOND SINKING	74,463.80	345.19	.00	.00	74,808.99
610 SEWER	131,548.16	71,961.06	30,529.35	137.81-	172,842.06
611 SEWER SINKING	567,136.00	.00	.00	.00	567,136.00
620 GARBAGE	.00	.00	.00	.00	.00
621 GARBAGE TRUCK	.00	.00	.00	.00	.00
Report Total	3,263,711.27	403,826.31	206,970.94	394.40-	3,460,172.24

**BANK CASH REPORT**  
2023

NOV 23 BANK CASH REPORT

BANK NAME FUND GL	OCTOBER CASH BALANCE	NOVEMBER RECEIPTS	NOVEMBER DISBURSMENTS	NOVEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	NOV BANK BALANCE
OHWARD CHECKING ACCT						
BANK OHWARD CHECKING ACCT						2,045,091.18
001 CASH - GENERAL	221,956.87	184,758.57	84,253.04	322,462.40	1,206.88	
002 CASH- ARP COVID 19 GRANT	0.00	0.00	0.00	0.00		
011 CASH - POLICE	0.00	0.00	0.00	0.00		
012 CASH - FIRE	0.00	0.00	0.00	0.00		
013 CASH - RIVERVIEW PARK	0.00	0.00	0.00	0.00		
014 CASH - FIRE EQUIPMENT	77,500.00	0.00	0.00	77,500.00		
015 CASH - PUBLIC WORKS TRUCK	0.00	0.00	0.00	0.00		
016 CASH - PARTIAL SELF-FUND	15,822.58	0.00	910.61	14,911.97		
017 CASH - SWIMMING POOL	31,027.59	0.00	0.00	31,027.59		
018 CASH - CABLE	0.00	0.00	0.00	0.00		
019 CASH - PARKS/PLAYGROUND	0.00	0.00	0.00	0.00		
020 CASH - STREET EQUIP	0.00	0.00	0.00	0.00		
021 CASH - LIBRARY	112,038.55	0.00	0.00	112,038.55		
022 CASH - 1ST AVENUE	312,982.23	0.00	0.00	312,982.23		
023 CASH - 1ST AVE BRIDGE	0.00	0.00	0.00	0.00		
024 CASH - TYLER BRIDGE	0.00	0.00	0.00	0.00		
025 CASH - TRAIL	0.00	0.00	0.00	0.00		
026 CASH - SIREN	0.00	0.00	0.00	0.00		
027 CASH - BICENTENNIAL	0.00	0.00	0.00	0.00		
028 CASH - AMBULANCE	0.00	0.00	0.00	0.00		
110 CASH - ROAD USE TAX	244,039.52	26,410.87	16,020.15	254,430.24	7,973.46	
111 ARPA CHECKING	63,379.64	0.00	0.00	63,379.64		
112 CASH - EMPLOYEE BENEFITS	74,425.24	16,872.08	0.00	91,297.32		
121 CASH - LOST	563,204.96	37,834.02	0.00	601,038.98		
125 CASH - TIF	84,476.71-	22,374.81	0.00	62,101.90-	3,981.00	
200 CASH - DEBT SERVICE	122,431.27	11,800.59	28,075.00	106,156.86		
220 CASH - SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00		
310 CASH - HOUSING REHAB	13,603.74	0.00	0.00	13,603.74		
312 CASH - 1ST AVE TRAIL PROJECT	9,990.32	0.00	0.00	9,990.32		
322 CASH - STREET IMPROVEMENTS	0.00	0.00	0.00	0.00		
323 CASH - HIGHWAY 136	74,801.19	0.00	5,000.00	69,801.19	375.00	
360 CASH - WATER SYS IMPROVEMENT	713.63	0.00	0.00	713.63		
363 CASH - WWTP IMPROVEMENT PROJ	0.00	0.00	0.00	0.00		
364 CASH - TRAIL WATER MAIN REPLAC	0.00	0.00	0.00	0.00		
365 CASH - MCKINLEY ST & 1ST AVE	0.00	0.00	0.00	0.00		
366 CASH - SWIMMING POOL PROJ	0.00	0.00	0.00	0.00		
370 CASH - LIBRARY CAP PROJECT	423,533.35-	49.40	23,651.39	447,135.34-		
600 CASH - WATER	140,360.85-	29,162.89	22,093.45	133,291.41-	372.08	
601 CASH - DEPOSITS	1,113.43	0.00	0.00	1,113.43		
603 CASH - WELL PUMP	0.00	0.00	0.00	0.00		
604 CASH - 2021A BOND	0.00	0.00	0.00	0.00		
605 CASH - 2021A BOND SINKING	0.00	0.00	0.00	0.00		
610 CASH - SEWER	21,175.69-	71,555.27	30,969.34	19,410.24	4,717.08	
611 CASH - SEWER SINKING	567,136.00	0.00	0.00	567,136.00		
620 CASH - GARBAGE	0.00	0.00	0.00	0.00		
621 CASH - GARBAGE TRUCK	0.00	0.00	0.00	0.00		
OHWARD CHECKING ACCT TOTALS	1,836,620.16	400,818.50	210,972.98	2,026,465.68	18,625.50	2,045,091.18

**BANK CASH REPORT**  
2023

BANK NAME FUND GL NAME	OCTOBER CASH BALANCE	NOVEMBER RECEIPTS	NOVEMBER DISBURSMENTS	NOVEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	NOV BANK BALANCE
OHNWARD MONEY MARKET ACCT						
BANK OHNWARD MONEY MARKET ACCT						1,433,706.56
001 CDS/INVESTMENTS - GENERAL	127,819.99	608.73	0.00	128,428.72		
011 CDS/INVESTMENTS - POLICE CAR	81,259.30	376.69	0.00	81,635.99		
012 CDS/INVESTMENTS - FIRE TRUCK	294,450.28	1,364.96	0.00	295,815.24		
013 CDS/INVESTMENTS - RIVERVIEW	9,997.67	46.35	0.00	10,044.02		
015 CDS/INVESTMENTS - TRUCK RSRV	44,500.97	206.29	0.00	44,707.26		
016 CDS/INVESTMENTS - PARTIAL SELF	17,642.86	81.79	0.00	17,724.65		
017 CDS/INVESTMENTS - SWIMMING	15,105.85	70.02	0.00	15,175.87		
018 CDS/INVESTMENTS - CABLE RSRV	6,798.80	31.52	0.00	6,830.32		
019 CDS/INVESTMENTS - PARKS	21,730.06	100.73	0.00	21,830.79		
020 CDS/INVESTMENTS - STREET EQUIP	106,003.68	491.39	0.00	106,495.07		
021 CDS/INVESTMENTS - LIBRARY RSRV	138,596.81	642.48	0.00	139,239.29		
022 CDS/INVESTMENTS - 1ST AVE RSRV	231.54	1.07	0.00	232.61		
024 CDS/INVESTMENTS - TYLER BRIDGE	0.00	0.00	0.00	0.00		
025 CDS/INVESTMENTS - TRAIL RSRV	44.38	0.21	0.00	44.59		
026 CDS/INVESTMENTS - SIREN RSRV	2,354.92	10.92	0.00	2,365.84		
027 CDS/INVESTMENTS - BICENTENNIAL	4,905.20	22.74	0.00	4,927.94		
028 CD/INVESTMENTS - AMBULANCE RES	182,249.24	844.84	0.00	183,094.08		
110 CDS/INVESTMENTS - ROAD USE TAX	0.00	0.00	0.00	0.00		
112 CDS/INVESTMENTS - EMPLOYEE BEN	0.00	0.00	0.00	0.00		
125 CDS/INVESTMENTS - TIF	0.00	0.00	0.00	0.00		
200 CDS/INVESTMENTS - DEBT SERVICE	0.00	0.00	0.00	0.00		
600 CDS/INVESTMENTS - WATER	87,766.12	406.85	0.00	88,172.97		
601 CDS/INVESTMENTS - DEPOSITS	3,500.00	0.00	0.00	3,500.00		
603 CDS/INVESTMENTS - WELL PUMP	54,945.79	254.71	0.00	55,200.50		
605 CD's/INVESTMENTS-2021A SINKING	74,463.80	345.19	0.00	74,808.99		
610 CDS/INVESTMENTS - SEWER	152,723.85	707.97	0.00	153,431.82		
611 CDS/INVESTMENTS - SEWER SINKIN	0.00	0.00	0.00	0.00		
620 CDS/INVESTMENTS - GARBAGE	0.00	0.00	0.00	0.00		
621 CDS/INVESTMENTS - GARBAGE TRK	0.00	0.00	0.00	0.00		
OHNWARD MONEY MARKET ACCT TOTA	1,427,091.11	6,615.45	0.00	1,433,706.56	0.00	1,433,706.56
OHNWARD BANK CD						
BANK OHNWARD BANK CD						
019 CD - PARKS	0.00	0.00	0.00	0.00		
021 CD - LIBRARY	0.00	0.00	0.00	0.00		
022 CD - 1ST AVE	0.00	0.00	0.00	0.00		
600 CD - WATER	0.00	0.00	0.00	0.00		
OHNWARD BANK CD TOTALS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OF ALL BANKS	3,263,711.27	407,433.95	210,972.98	3,460,172.24	18,625.50	3,478,797.74



**REVENUE & EXPENSE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

PCT OF FISCAL YTD 41.6%

*NOV 23 FUNCTION REPORT*

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	POLICE TOTAL	16,788.40	91,482.11	260,595.00	169,112.89
	EMERGENCY MANAGEMENT TOTAL	.00	.00	2,000.00	2,000.00
	FLOOD CONTROL TOTAL	.00	.00	500.00	500.00
	FIRE TOTAL	261.82	8,920.51	293,550.00	284,629.49
	AMBULANCE TOTAL	1,687.68	30,780.93	102,150.00	71,369.07
	ANIMAL CONTROL TOTAL	.00	.00	.00	.00
	<b>PUBLIC SAFETY TOTAL</b>	<b>18,737.90</b>	<b>131,183.55</b>	<b>658,795.00</b>	<b>527,611.45</b>
	ROADS, BRIDGES, SIDEWALKS TOTA	7,284.04	195,514.34	515,458.00	319,943.66
	STREET LIGHTING TOTAL	931.37	4,658.17	16,000.00	11,341.83
	SNOW REMOVAL TOTAL	7,973.46	9,623.57	46,744.00	37,120.43
	RECYCLING/GARBAGE TOTAL	25,159.06	127,618.92	283,200.00	155,581.08
	<b>PUBLIC WORKS TOTAL</b>	<b>41,347.93</b>	<b>337,415.00</b>	<b>861,402.00</b>	<b>523,987.00</b>
	LIBRARY TOTAL	10,673.61	59,171.44	160,783.00	101,611.56
	PARKS TOTAL	873.09	56,807.84	74,100.00	17,292.16
	SWIMMING POOL TOTAL	60.27	89,773.75	163,440.00	73,666.25
	OTHER CULTURE/RECREATION TOTA	.00	.00	.00	.00
	<b>CULTURE &amp; RECREATION TOTAL</b>	<b>11,606.97</b>	<b>205,753.03</b>	<b>398,323.00</b>	<b>192,569.97</b>
	COMMUNITY BEAUTIFICATION TOTA	4,006.72	18,391.72	720,000.00	701,608.28
	TIF REVOLVING FUND TOTAL	.00	.00	195,369.00	195,369.00
	<b>COMMUNITY &amp; ECONOMIC DEV TOTA</b>	<b>4,006.72</b>	<b>18,391.72</b>	<b>915,369.00</b>	<b>896,977.28</b>
	MAYOR/COUNCIL/CITY MGR TOTAL	.00	2,036.62	8,600.00	6,563.38
	EXECUTIVE ADMINISTRATION TOTA	.00	699.73	3,110.00	2,410.27
	CLERK/TREASURER/ADM TOTAL	15,905.36	80,459.85	114,696.00	34,236.15
	ELECTIONS TOTAL	.00	.00	2,500.00	2,500.00
	LEGAL SERVICES/ATTORNEY TOTAL	92.50	5,762.50	15,000.00	9,237.50
	CITY HALL/GENERAL BLDGS TOTAL	4,018.40	56,590.83	184,368.00	127,777.17
	CABLE ACCESS CHANNEL TOTAL	2,343.93	8,718.84	21,850.00	13,131.16
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>22,360.19</b>	<b>154,268.37</b>	<b>350,124.00</b>	<b>195,855.63</b>
	AMBULANCE TOTAL	.00	.00	.00	.00
	ROADS, BRIDGES, SIDEWALKS TOTA	5,275.00	5,275.00	180,084.00	174,809.00
	DEBT SERVICES TOTAL	22,800.00	22,800.00	167,150.00	144,350.00
	<b>DEBT SERVICE TOTAL</b>	<b>28,075.00</b>	<b>28,075.00</b>	<b>347,234.00</b>	<b>319,159.00</b>
	ROADS, BRIDGES, SIDEWALKS TOTA	5,000.00	18,875.00	225,000.00	206,125.00

**REVENUE & EXPENSE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

**PCT OF FISCAL YTD 41.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	LIBRARY TOTAL	23,601.99	155,101.08	2,800,000.00	2,644,898.92
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00
		-----	-----	-----	-----
	CAPITAL PROJECTS TOTAL	28,601.99	173,976.08	3,025,000.00	2,851,023.92
	WATER TOTAL	21,704.89	191,354.99	375,973.00	184,618.01
	SEWER TOTAL	30,529.35	173,948.95	927,525.00	753,576.05
	LANDFILL/GARBAGE TOTAL	.00	.00	.00	.00
		-----	-----	-----	-----
	ENTERPRISE FUNDS TOTAL	52,234.24	365,303.94	1,303,498.00	938,194.06
	TRANSFERS IN/OUT TOTAL	.00	.00	793,596.00	793,596.00
		-----	-----	-----	-----
	TRANSFER OUT TOTAL	.00	.00	793,596.00	793,596.00
	TOTAL EXPENSES	=====	=====	=====	=====
		206,970.94	1,414,366.69	8,653,341.00	7,238,974.31
		=====	=====	=====	=====

**REVENUE & EXPENSE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

**PCT OF FISCAL YTD 41.6%**  
*NOV 23 EXPENSE REPORT*

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	GENERAL TOTAL	81,272.48	752,251.99	2,788,876.00	2,036,624.01
	OLD ARPA DONT USE TOTAL	.00	.00	.00	.00
	POLICE TOTAL	.00	.00	.00	.00
	FIRE TRUCK TOTAL	.00	.00	236,150.00	236,150.00
	RIVERVIEW PARK TOTAL	.00	.00	.00	.00
	FIRE EQUIPMENT TOTAL	.00	.00	.00	.00
	PUBLIC WORKS TRUCK TOTAL	.00	.00	.00	.00
	PARTIAL SELF-FUND TOTAL	910.61	9,256.81	.00	9,256.81-
	SWIMMING POOL TOTAL	.00	.00	.00	.00
	PARKS/PLAYGROUND TOTAL	.00	.00	.00	.00
	STREET EQUIP TOTAL	.00	.00	.00	.00
	LIBRARY TOTAL	.00	.00	89,678.00	89,678.00
	1ST AVENUE TOTAL	.00	.00	.00	.00
	TRAIL TOTAL	.00	.00	.00	.00
	AMBULANCE TOTAL	.00	.00	.00	.00
	ROAD USE TAX TOTAL	15,876.62	85,502.87	319,768.00	234,265.13
	ARP (AMERI RESUCUE PLAN) TOTA	.00	.00	.00	.00

**REVENUE & EXPENSE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

**PCT OF FISCAL YTD 41.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	EMPLOYEE BENEFITS TOTAL	.00	.00	129,018.00	129,018.00
	LOCAL OPTION TOTAL	.00	.00	207,150.00	207,150.00
	TAX INCREMENT FINANCING TOTAL	.00	.00	195,369.00	195,369.00
	DEBT SERVICE TOTAL	28,075.00	28,075.00	347,234.00	319,159.00
	LIBRARY PROJ TOTAL	.00	.00	.00	.00
	HOUSING REHAB TOTAL	.00	.00	.00	.00
	1ST AVE TRAIL PROJECT TOTAL	.00	.00	.00	.00
	STREET IMPROVEMENTS TOTAL	.00	.00	.00	.00
	HIGHWAY 136 TOTAL	5,000.00	18,875.00	225,000.00	206,125.00
	WATER SYSTEM IMPROVEMENT TOTA	.00	.00	.00	.00
	WWTP IMPROVEMENT PROJECT TOTA	.00	.00	.00	.00
	TRAIL WATER MAIN REPLACEM TOTA	.00	.00	.00	.00
	MCKINLEY ST & 1ST AVE CUR TOTA	.00	.00	.00	.00
	SWIMMING POOL PROJECT TOTAL	.00	.00	.00	.00
	LIBRARY CAPITAL PROJECT TOTAL	23,601.99	155,101.08	2,800,000.00	2,644,898.92
	WATER TOTAL	21,704.89	191,164.99	382,573.00	191,408.01
	DEPOSITS-WATER/SEWER TOTAL	.00	190.00	.00	190.00-

**REVENUE & EXPENSE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

**PCT OF FISCAL YTD 41.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	WELL PUMP TOTAL	.00	.00	.00	.00
	2021A BOND TOTAL	.00	.00	.00	.00
	2021A BOND SINKING TOTAL	.00	.00	.00	.00
	SEWER TOTAL	30,529.35	173,948.95	406,184.00	232,235.05
	SEWER SINKING TOTAL	.00	.00	526,341.00	526,341.00
	GARBAGE TOTAL	.00	.00	.00	.00
	GARBAGE TRUCK TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES BY FUND	<u>206,970.94</u>	<u>1,414,366.69</u>	<u>8,653,341.00</u>	<u>7,238,974.31</u>

**REVENUE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

PCT OF FISCAL YTD 41.6%  
 NOV 23 REVENUE REPORT

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	2,731,955.00	182,386.74	846,800.97	31.00	1,885,154.03
	OLD ARPA DONT USE TOTAL	.00	.00	.00	.00	.00
	POLICE TOTAL	1,000.00	376.69	1,872.48	187.25	872.48-
	FIRE TRUCK TOTAL	33,000.00	1,364.96	6,785.09	20.56	26,214.91
	RIVERVIEW PARK TOTAL	200.00	46.35	230.38	115.19	30.38-
	FIRE EQUIPMENT TOTAL	10,000.00	.00	.00	.00	10,000.00
	PUBLIC WORKS TRUCK TOTAL	5,600.00	206.29	1,025.45	18.31	4,574.55
	PARTIAL SELF-FUND TOTAL	20,200.00	81.79	406.55	2.01	19,793.45
	SWIMMING POOL TOTAL	5,000.00	70.02	348.08	6.96	4,651.92
	CABLE TOTAL	200.00	31.52	156.67	78.34	43.33
	PARKS/PLAYGROUND TOTAL	300.00	100.73	500.72	166.91	200.72-
	STREET EQUIP TOTAL	41,000.00	491.39	2,442.66	5.96	38,557.34
	LIBRARY TOTAL	2,000.00	642.48	3,193.73	159.69	1,193.73-
	1ST AVENUE TOTAL	8,000.00	1.07	5.33	.07	7,994.67
	TYLER BRIDGE TOTAL	.00	.00	.00	.00	.00
	TRAIL TOTAL	1.00	.21	1.03	103.00	.03-
	SIREN TOTAL	40.00	10.92	54.27	135.68	14.27-

**REVENUE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

**PCT OF FISCAL YTD 41.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	BICENTENNIAL TOTAL	50.00	22.74	113.04	226.08	63.04-
	AMBULANCE TOTAL	22,000.00	844.84	4,199.61	19.09	17,800.39
	ROAD USE TAX TOTAL	333,000.00	26,410.87	143,822.86	43.19	189,177.14
	ARP (AMERI RESUCUE PLAN) TOTA	.00	.00	.00	.00	.00
	EMPLOYEE BENEFITS TOTAL	1,350.00	16,872.08	92,095.09	6,821.86	90,745.09-
	LOCAL OPTION TOTAL	425,000.00	37,834.02	163,140.26	38.39	261,859.74
	TAX INCREMENT FINANCING TOTAL	324,209.00	22,374.81	205,807.80	63.48	118,401.20
	DEBT SERVICE TOTAL	347,234.00	11,800.59	78,837.36	22.70	268,396.64
	LIBRARY PROJ TOTAL	.00	.00	.00	.00	.00
	HOUSING REHAB TOTAL	.00	.00	.00	.00	.00
	1ST AVE TRAIL PROJECT TOTAL	.00	.00	.00	.00	.00
	STREET IMPROVEMENTS TOTAL	.00	.00	.00	.00	.00
	HIGHWAY 136 TOTAL	500,000.00	.00	.00	.00	500,000.00
	WATER SYSTEM IMPROVEMENT TOTA	.00	.00	.00	.00	.00
	WWTP IMPROVEMENT PROJECT TOTA	.00	.00	.00	.00	.00
	TRAIL WATER MAIN REPLACEM TOTA	.00	.00	.00	.00	.00
	MCKINLEY ST & 1ST AVE CUR TOTA	.00	.00	.00	.00	.00

**REVENUE REPORT**  
**CALENDAR 11/2023, FISCAL 5/2024**

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	SWIMMING POOL PROJECT TOTAL	.00	.00	.00	.00	.00
	LIBRARY CAPITAL PROJECT TOTAL	2,049,678.00	.00	21,284.00	1.04	2,028,394.00
	WATER TOTAL	382,100.00	29,294.24	158,018.66	41.36	224,081.34
	DEPOSITS-WATER/SEWER TOTAL	.00	.00	.00	.00	.00
	WELL PUMP TOTAL	500.00	254.71	1,266.14	253.23	766.14-
	2021A BOND TOTAL	.00	.00	.00	.00	.00
	2021A BOND SINKING TOTAL	200.00	345.19	1,715.89	857.95	1,515.89-
	SEWER TOTAL	915,000.00	71,961.06	382,710.73	41.83	532,289.27
	SEWER SINKING TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	.00	.00	.00	.00	.00
	GARBAGE TRUCK TOTAL	.00	.00	.00	.00	.00
	TOTAL REVENUE BY FUND	=====	=====	=====	=====	=====
		8,158,817.00	403,826.31	2,116,834.85	25.95	6,041,982.15
		=====	=====	=====	=====	=====



## Lisa Kotter

---

**From:** Kathy Goerd  
**Sent:** Monday, December 4, 2023 2:50 PM  
**To:** Lisa Kotter  
**Subject:** FW: License LE0002998 Renewal Notice Sent

---

**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Monday, November 20, 2023 5:00 AM  
**To:** Kathy Goerd <clerk@citycascade.com>  
**Subject:** License LE0002998 Renewal Notice Sent

Hello,

LE0002998 has been sent a Renewal Notice is now eligible for their renewal.

Corp Name: McDermott Oil Co.

DBA: McDermott Oil Co.

License Number: LE0002998

Application Number: App-171095

Tentative Effective Date:

Application Type: Renewal

Amendment Type:

Thank you,  
The Iowa Alcoholic Beverages Division

## Lisa Kotter

---

**From:** Kathy Goerd  
**Sent:** Monday, December 4, 2023 2:50 PM  
**To:** Lisa Kotter  
**Subject:** FW: License LG0000100 Renewal Notice Sent

---

**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Sunday, November 19, 2023 5:00 AM  
**To:** Kathy Goerd <clerk@citycascade.com>  
**Subject:** License LG0000100 Renewal Notice Sent

Hello,

LG0000100 has been sent a Renewal Notice is now eligible for their renewal.

Corp Name: DOLGENCORP, LLC

DBA: Dollar General #17628

License Number: LG0000100

Application Number: App-173081

Tentative Effective Date:

Application Type: New

Amendment Type:

Thank you,  
The Iowa Alcoholic Beverages Division



## December 11, 2023 Agenda

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Library Bids and County Request Resolution**

As the Council is aware Round 2 library bids were received on November 30 with Garling Construction Inc being the lowest, responsible, and responsive bidder. There was a base bid and four alternates.

The staff recommends accepting three of the four alternates.

The one that we recommend not be accepted is the higher efficient roof top units alternate #4. The added cost is \$20,000. The savings from lower energy bills would take 50-60 years for payback. Obviously, the units will not last that long so there is no positive savings.

The recommended alternate #3, for Pierce Street, \$58,000, was pulled out as an alternate, or separate line item in the bidding, mainly so that we could get a cost associated with that part of the project. Since the Pierce Street improvements are more geared towards community events and usage at the park, I am recommending we accept that line item but fund it with General Fund or Road Use Funds to start. Either way the full amount can be repaid with TIF dollars, but we would not require the library fundraising to get additional funds to cover this line item. Included in the packet is a plan sheet for this work. It includes

The recommended alternate #1 is for insulation that is continuous, a \$23,000 add. This is a new State building code that can make the exterior walls flooring area less cold. Some State inspectors have not required it and so there was a request by previous bidders to eliminate it. It was not eliminated but called out as an alternate. However, we recommend approving the amount so that if our inspector rejects the plans and requires it, we will have it already approved. If it is not required, we can revisit this.

The last alternate bid, the shade structure #2, is being recommended to be included in the approval for an additional \$65,000. In the cuts made to bring the cost down we eliminate all outdoor seating areas on the south side of the building. If there is any programming outside of the east side, it can get very warm with no shaded areas. The fundraising group has begun work to raise an additional \$200K to help fund this last item. Therefore we recommend it stay in the project.

Resolution #93-23 is drafted to approve the contract with Garling for \$2,923,000, which is the base of \$2,777,777 and the three alternates of \$58,000 Pierce Street, \$65,000 shade structure, and \$23,000 insulation.

In reviewing the financing to date this approval will be possible by two things: a combination of the City debt being at or closer to \$1,000,000 and the fundraising committee working to get an additional \$200K. We have already met this week to come up with a plan for additional donations.

**On Tuesday, post bid opening, we met with Garling to go over the building plans and see if they had any value-added items that might make sense for potential savings. To start, they indicated that this building truly is designed efficiently with the most cost savings areas possible without changing the main components. They did, however, present a small list of items that we can consider going forward. This list is in the packet. The proper way to approve a bid, however, is to approve the bid as it was presented and then going forward, we can do change orders if we decide some of these smaller items are appropriate to approve.**

**In addition, we are having conversations with Dubuque County about the idea of asking for additional funding and a no-interest loan from their loan. I have prepared a Resolution for the Council to make this request, due to the fact that the Council is also looking to spend more funds.**

**Since Garling Construction Inc is not a company that many are aware of in Cascade, I have included an information packet on the firm.**

**RESOLUTION #93-23**

**RESOLUTION ACCEPTING THE LOWEST, RESPONSIBLE, RESPONSIVE BID  
FROM GARLING CONSTRUCTION INC  
FOR A NEW CASCADE PUBLIC LIBRARY**

WHEREAS, the City Council of the City of Cascade, Iowa, gave approval to the plans, specifications, form of contract and estimate of cost for the proposed Cascade Public Library and Community Center; and,

WHEREAS, a hearing was held to review the Contract Documents on November 13, 2023; and,

WHEREAS, bid documents were properly advertised; and,

WHEREAS, four bids were received with the lowest, responsive, responsible bid coming from Garling Construction Inc, see the bid tab Exhibit A; and,

WHEREAS, the FEH staff has recommended accepting this bid in their letter dated December 5, 2023, see Exhibit B.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

That the base bid from Garling Construction Inc in the amount of \$2,777,000 and Alternate #1 Foundation Insulation \$23,000, Alternate #2 Shade Structure \$65,000 and Alternate #3 for the Pierce Street Improvements \$58,000 for a grand total contract price of \$2,923,000 are approved. The Mayor and City Clerk are authorized to sign and execute the contract.

PASSED AND APPROVED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk

**RESOLUTION #98-23**

**RESOLUTION REQUESTING ADDITIONAL ASSISTANCE FROM THE DUBUQUE  
COUNTY BOARD OF SUPERVISORS FOR CONSTRUCTION OF THE CASCADE PUBLIC  
LIBRARY**

WHEREAS, the City Council of the City of Cascade, Iowa, is in the process of approving the construction of a new Cascade Public Library and Community Center; and,

WHEREAS, due to rising costs, the City had to re-bid the project a second time as the first construction bids were \$1.2M over the estimate; and,

WHEREAS, the City went through a redesign process in order to significantly reduce costs without compromising the main components of the project and this redesign was an additional \$37,000 in professional architectural fees; and,

WHEREAS, the City has worked diligently to raise over \$1.1M in individual and business donations; and,

WHEREAS, the City's Library Fundraising Committee has begun work to raise additional donations now that the construction bids have been received and a higher total cost is confirmed; and,

WHEREAS, the City has applied for and received over \$535,000 in grants; and,

WHEREAS, the City Council is increasing the City long-term debt it will incur for the cost of construction.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

That the City Council greatly appreciates the Dubuque County Board's previous commitment to the project and in order to close the final funding gap, respectfully requests consideration by the Dubuque County Board of Supervisors to make an additional financial contribution to the Cascade Public Library and Community Center project in the form of pledged funds up to \$200,000 and a zero-percent interest loan from the County's Revolving Loan Fund to go toward the long-term debt funds the City intends to borrow. The City Administrator is directed to work with the County staff and County Board to formalize and make this request.

PASSED AND APPROVED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk

# Cascade Public Library

FEH Job#: 2021310  
 Bid Date: 11/30/2023



BID TABULATION FORM				
Contractor/Bidder	Garling Construction	Point Builders	Portzen Construction	Tricon Construction
BID BOND 5%	x	x	x	x
ADDENDUM NO. 1	x	x	x	x
ADDENDUM NO. 2	x	x	x	x
<b>BASE BID*</b>	<b>\$2,777,000.00</b>	<b>\$2,849,000.00</b>	<b>\$3,049,900.00</b>	<b>\$2,840,000.00</b>
UNIT PRICE #1: Subgrade Stabilization Excavation				
UNIT PRICE #2: Subgrade Stabilization Backfill				
ALTERNATE NO. 1 - Foundation Insulation	23,000.00	8,600.00	22,000.00	Deduct 3,000
ALTERNATE NO. 2 - Shade Structure	65,000.00	52,900.00	59,200.00	63,000.00
ALTERNATE NO. 3 - Pierce Street Improvement	58,000.00	53,000.00	51,600.00	68,000.00
ALTERNATE NO. 4 - High Efficiency Packaged Rooftop Units	20,000.00	24,400.00	20,800.00	19,900.00
<b>TOTAL BID</b>				
PROJECTED COMPLETION DATE:				
In Kind Contributions				
Heating, Ventilation, & Air Conditioning Subcontractor	Giese Roofing		Dubuque	
Plumbing Subcontractor	Evergreen		Dubuque	
Electrical Subcontractor	McAllister Electric		McAllister Electric	
Masonry Subcontractor	Cummer Masonry		Cummer Masonry	
Concrete Subcontractor	Rogers		Self Perform	
Roofing Subcontractor	Giese Roofing		Giese Roofing	

2023-12-5

Lisa A. Kotter  
City Administrator  
City of Cascade  
320 1<sup>st</sup> Ave. West  
Cascade, Iowa 52033

RE: Cascade Public Library  
Architect's Project Number: 2021310

Dear City Council,

On November 30, 2023, four competitive bids were received from qualified contractors for the new library project. All bids were responsible and responsive. One of the bids, \$2,777,000, which included the \$75,000 contingency allowance, is below the anticipated project construction budget, including contingency, of \$2,817,293. Two of the bids were just above this amount. Based upon the lowest bid, compared to budget, it is the **architect's recommendation to award the project to Garling Construction**. We have met with them to discuss project scope, timeline, and have confirmed they are willing and able to contract for this project.

FEH Design has worked with Garling Construction on other successful projects.

We have developed an Owner/Contractor Agreement for your signature. The base bid amount was \$2,777,000.

We also recommend awarding:

Alternate #1: Foundation Insulation for an add of \$23,000.

Alternate #2: Shade Structure for an add of \$65,000.

Alternate #3: Pierce Street Improvements for an add of \$58,000.

We do not recommend awarding Alternate #4: Higher efficiency packaged rooftop units for an add of \$20,000.

The payback for these units could be 50 – 60 years.

If Alternates #1, #2 & #3 are accepted, along with the base bid, the total contract amount will be \$2,923,000.

Sincerely,  
FEH Design



Kevin J. Eipperle, AIA  
Architect



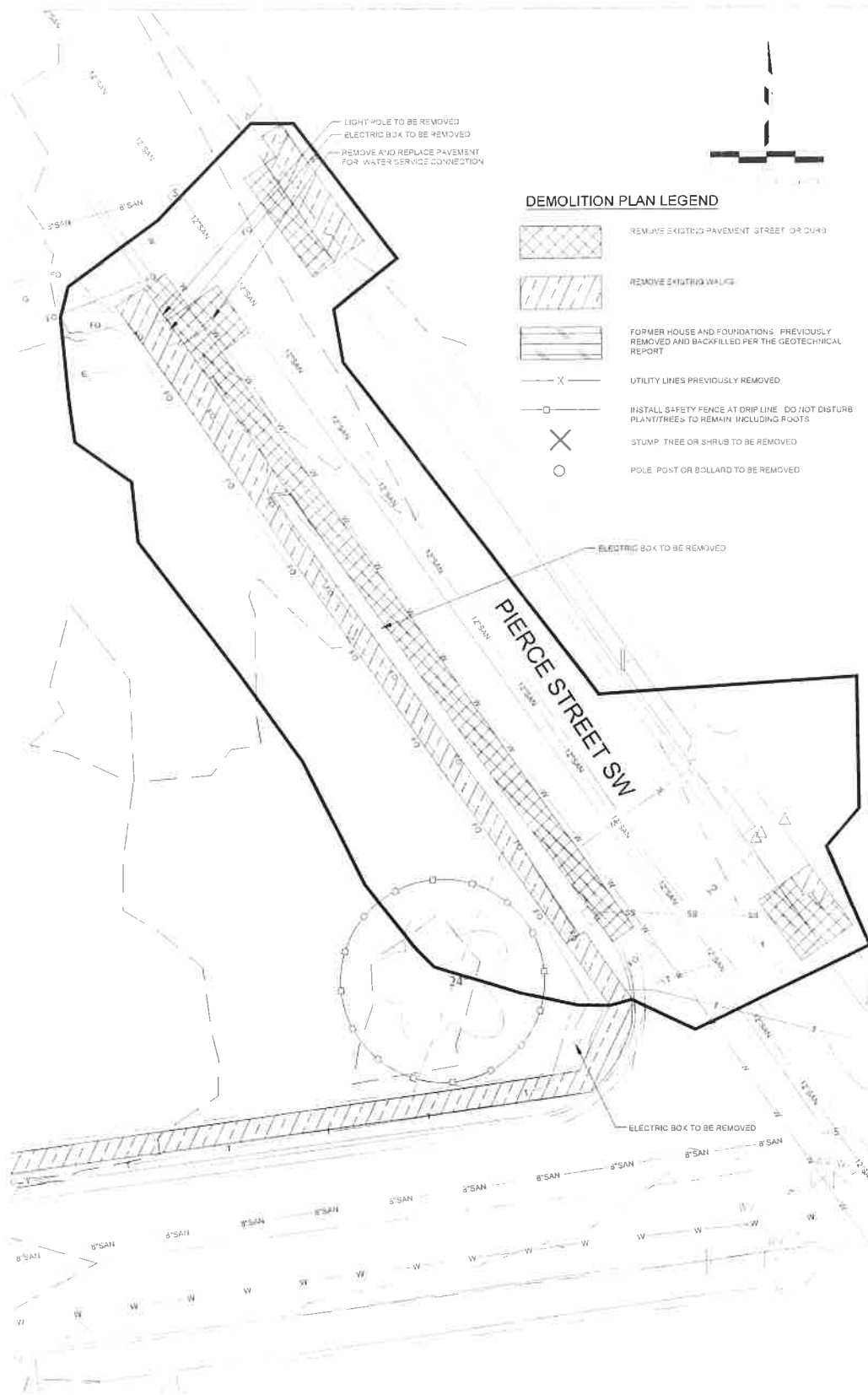
FEH DESIGN

951 MAIN STREET  
DUBUQUE, IOWA 52001








563 583 4900 P

FEHDESIGN.COM





**DEMOLITION PLAN LEGEND**

-  REMOVE EXISTING PAVEMENT STREET OR CURB
-  REMOVE EXISTING WALLS
-  FORMER HOUSE AND FOUNDATIONS PREVIOUSLY REMOVED AND BACKFILLED PER THE GEOTECHNICAL REPORT
-  UTILITY LINES PREVIOUSLY REMOVED
-  INSTALL SAFETY FENCE AT DRIP LINE DO NOT DISTURB PLANT/TREES TO REMAIN INCLUDING ROOTS
-  STUMP TREE OR SHRUBS TO BE REMOVED
-  POLE POST OR BOLLARD TO BE REMOVED

**FEH DESIGN**



**RA Associates, Inc.**  
ENGINEERS & SURVEYORS

DES MOINES IA (515) 285-2000  
SIOUX CITY IA (712) 522-3868  
DUBUQUE IA (562) 583-4900  
COCOA/RONOCO WI (920) 866-6225

SHEET TITLE  
**SITE DEMOLITION PLAN**

PROJECT TITLE  
**CASCADE PUBLIC LIBRARY REBID**

SECOND AVENUE SW.  
CASCADE, IOWA

PROJECT NUMBER  
2021310

DATE ISSUED 31/12/2020

SHEET  
**C0.5**

IT SHALL BE THE RESPONSIBILITY OF ANY BIDDER TO VERIFY THE EXISTING SITE CONDITIONS PRIOR TO BIDDING. HOUSES ARE INTENDED TO BE REMOVED UNDER A SEPARATE CONTRACT BEFORE BIDS ARE DUE.



12-8-23

## Value Engineering Ideas Cascade Public Library REBID

### BASE BID

#### Clearstory Roof Framing

In lieu of the (2) Timber Trusses Specified, Provide (2) 5-1/8" x 16-1/2" Glulam Rafter Beams

**DEDUCT** (S2,800)

#### TPO Roof Insulation

In lieu of R40 provide R30 insulation @ Membrane Roof

**DEDUCT** (S8,400)

#### Aluminum Windows and Storefront Frames

In lieu of the 2" x 6" Frames, provide 2" x 4.5" Frames

**DEDUCT** (S1,500)

#### Insulated Glass Make-up Change

Change glass make up from 1" OA Optigrey tint with Solarban 70 on surface #2 over clear TO 1" OA Standard Grey tint over clear with Solarban 70 on surface #3.

**DEDUCT** (S2,080)

### ALTERNATE SHADE CANOPY

#### Shade Canopy Wood Framing

Provide non-treated Glu-Lams and Decking in lieu of Treated Glu-Lams and Decking

**DEDUCT** (S2,000)

**Please reach out with questions.**

**Sincerely,**

**Jacob Lieb  
Lead Estimator  
319-398-3340**

OPINION OF PROBABLE COST

Project Number: 2021310  
Phase: Bidding

Owner : City of Cascade  
Project : New Library

Date : 12/6/23  
Estimator : KE



paid to date

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS	ACTUAL EXPENSES
<b>Building Construction Costs:</b>					
1 GENERAL REQUIREMENTS 7%, Overhead 5%, Profit 5%	1	LS		393,000	
2 SITEWORK & utilities	1	LS	44.14	280,000	
3 SELECTIVE DEMOLITION	1	LS		0	
4 SUBSTRUCTURE	1	LS		135,000	
5 SUPERSTRUCTURE	1	LS		240,000	
6 EXTERIOR ENCLOSURE	1	LS		385,000	
7 ROOFING	1	LS		130,000	
8 INTERIOR CONSTRUCTION, walls,	1	LS		410,000	
9 SPECIALTIES AND EQUIPMENT	1	LS		55,000	
10 CONVEYING SYSTEMS	1	LS		0	
11 FIRE PROTECTION	1	LS		1,000	
12 PLUMBING	1	LS		68,000	
13 MECHANICAL HVAC	1	LS		380,000	
14 ELECTRICAL	1	LS		160,000	
15 SECURITY	1	LS		30,000	
16 VOICE, DATA & SPECIAL SYSTEMS	1	LS		35,000	
Sub Total				2,702,000	
Construction Contingency Allowance				75,000	included in bid
<b>Building Construction Costs Base Bid</b>			<b>342.84</b>	<b>2,777,000</b>	
Alternate #1 foundation insulation				23,000	
Alternate #2 Shade Structure				65,000	
Recommended additional Contingency 2.5%				60,000	
<b>BUILDING CONSTRUCTION COST TOTAL</b>				<b>\$2,925,000</b>	
<b>Soft Costs:</b>					
40.00 Site Acquisition (land and/or property) Real Property Costs;	1	LS	207,000.00	207,000	206,021.51
40.01 Site Acquisition related costs; Realtors, Title Co., Appraisals	1	LS	0.00	0	2,608.00
40.10 Structure Deconstruction, 2 houses bid by City	1	LS	12,000.00	12,000	28,880.00
40.30 Remove foundations & cisterns	1	LS	0.00	0	
40.40 Hazard Material survey, sample, test	1	LS	1,600.00	1,600	
40.50 Hazardous material abatement	1	SF	14,895.00	14,895	14,895.00
40.60 Legal Fees	1	LS	3,500.00	3,500	2,781.23
40.70 Ownership and Deconstruction Insurance	1	LS	0.00	0	
40.80 Phase 1 Environmental Study	1	LS	4,000.00	4,000	
40.90 Phase 1 Archeological Study	1	LS	0.00	0	
40.11 Sale of Existing property - Library	1	LS	(148,625.00)	(148,625)	
41.00 Professional Fees: Architectural & Engineering Design Fees SD, DD, CD, BN, CA	1	LS	229,000.00	229,000	191,136.73
41.20 Library Programming	1	LS	0.00	0	
41.30 Civil Engineering - additional service amendment #2	1	LS	16,417.00	16,417	2,894.60
41.31 Redesign and Rebid amendment #3	1	LS	37,195.00	37,195	
41.60 Reimbursable expenses	1	LS	9,000.00	9,000	
41.60 Commissioning	1	LS	8,000.00	8,000	
41.80 LEED certification services	1	LS	0.00	0	
41.90 Information & Technology Design Fees;	1	LS	3,689.00	3,689	
41.10 Furnishing Design, selection, bidding Fees, 13%	1	LS	24,976.00	24,976	
41.11 Geo Thermal Horizontal Test Well - did not pursue	1	LS	0.00	0	
41.12 Site Survey	1	LS	3,750.00	3,750	3,725.00
41.13 Geotechnical subsurface investigation;	1	LS	3,500.00	3,400	
41.14 Quality Control Material Testing & Inspections	1	LS	16,000.00	16,000	
42.00 Printing, shipping, & plan room Costs for Construction Documents	1	LS	7,500.00	7,500	
43.00 State Construction documents review Fees	1	LS	2,500.00	2,500	
44.00 City Plan Review Permits and Fees	1	LS	0.00	0	
45.00 Builders Risk Insurance	1	LS	4,000.00	4,000	
46.00 Construction Utility costs by Owner	1	LS	6,000.00	6,000	
47.00 Fixtures, Furnishings, blinds, & Equip Allowance \$25/SF	7,800	SF	25.00	195,000	
47.10 Appliances: fridge, coffee maker, ice maker, cooler	1	EA	1,000.00	1,000	
48.00 Technology & Computer Equipment Allowance, (less use of existing)	7,800	SF	6.00	46,800	
49.00 Energy & Utility Rebates	1	LS	0.00	0	
50.00 Equipment & Utility Connections	1	LS	0.00	0	
50.10 Power Pole removal/relocation	1	LS	0.00	0	
51.00 Moving costs	1	LS	5,000.00	5,000	
52.00 Ground breaking and dedication ceremonies	1	LS	2,000.00	2,000	
53.00 Fundraising Consulting & grant writing	1	LS	25,000.00	25,000	
54.00 Soft Costs Contingency during design & construction	1	LS	25,000.00	25,000	2,751.19
54.00 Donor Recognition	1	LS	2,000.00	2,000	
55.00 Library Art	1	LS	0.00	0	
57.00 Referendum or other campaign facilitation by consultant	1	LS	0.00	0	
Soft Cost SubTotal				767,597	455,693.26
<b>Building Construction Cost Total</b>				<b>2,925,000</b>	
<b>PROJECT TOTAL COST</b>				<b>\$3,692,597</b>	

ALTERNATE BIDS

- #1 Foundation Insulation sandwiched between concrete for continuous insulation barrier
- #2 Shade Structure
- #3 Pierce Street Improvements

23000\*  
65000\*

58,000

\* means these amounts are included in the budget above.



Garling  
Construction Inc  
Information  
Packet to The  
City of Cascade



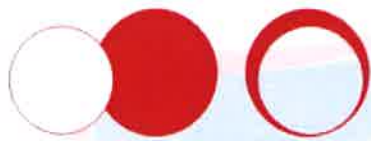
# History

Garling Construction was started in 1971 in Belle Plaine, IA as a father-and-son operation that performed residential and retail construction work until 1980. The company incorporated in 1978 and then began statewide light commercial work in 1980. Over the next 15 years Garling Construction, Inc. grew with a retail lumberyard and a second office in Cedar Rapids in 1994.

Doug DeMeulenaere joined the company in 1999 and the business continued to expand in the Belle Plaine area as well as Cedar Rapids. Doug achieved the role as Vice President in 2005. Amy DeMeulenaere joined Garling Construction in 2006 as the assistant Controller. When Garling's previous owner retired in 2009, the company was purchased by Doug and Amy. Doug has since acquired the role of Owner/CEO and Amy has been promoted to Controller. Troy Pins joined the company in 2006 and has since been promoted to President. Troy oversees the corporations' operations and is located out of the Cedar Rapids office.

The company is presently manned with 40 employees. Garling Construction is continuing to grow and is committed to our project excellence.





Two circles symbolize the start and finish of a project and form a ring to demonstrate a commitment to quality and trust.



Three progressive steps represent the Triad System; the Owner, the Architect, and the Contractor. The Triad is the most efficient and effective system to guarantee the successful outcome of any construction project.



All of these elements come together in our new brand to demonstrate our devotion to excellence and a dedication to offer the best service possible.



**GARLING**  
CONSTRUCTION, INC.

GENERAL CONTRACTORS SINCE 1971

## Garling Mission

Our clients tell us that one of our strengths is that we really listen to what they have to say, and our buildings indicate that we understand what they need. Part of this comes from the total commitment of partnering the entire process from the first day forward. Our job is not to build what we want, but what you need. This requires that we truly understand what you do, and what your facility needs to succeed.

# Garling Mission Continued

We believe our buildings are meant to last; a statement of the commitment your members have to the future of their children. This will require materials which will last and will be easy to maintain. It also requires a design which allows the building to develop its own strong character while being adaptable. This is not a building for today, it is a building for many generations.

Although we are concerned about the bottom line, we also know that projects will not be successful unless we spend the time it takes to do it correctly. We are service providers, and that means we need to provide all the services required to make the project advance correctly and timely.

Our bids are not filled with cost guessing; they are based on the actual cost to build the project. That means more of your dollars will go for your building. This projects will be evaluated for all conditions, expectations, and costs. This ensures everything is well documented and accounted for.





# Garling Construction Key Personnel

Senior Management 2 Employees

Project Managers 6 Employees

Estimator 2 Employees

Accounting 2 Employees

Payroll/Office Manager 1 Employee

Assistant Project Managers 2  
Employees

Safety Manager 1 Employee

Site Superintendents 8 Employees

Foreman/Carpentry 16 Employees



# Similar Projects

Marion Parkview Elementary-Marion, IA  
Scheduled Completion Date July 2024  
Project is new single level elementary school.



Solon Fire House-Solon, IA  
Completion Date October 2022  
New fire house for the City of Solon.



Coolidge Elementary - Cedar Rapids, IA  
Completion Date April 2022  
Project was a two-level elementary school.



Hiawatha Library-Hiawatha, IA  
Completed January 2021  
Project was a new library for City of Hiawatha.





## Safety

We take pride in our safety enforcement program. Currently, we are using Keller's Toolbox Talks with all staff. Our safety begins each Monday morning with all employees in attendance at either Belle Plaine or the Cedar Rapids office. We have incentive programs to encourage participation and penalties when programs are not followed correctly. We work closely with OSHA and have recently partnered with them on a few projects as a cooperative training program that has benefited both parties tremendously. All on site superintendents are required to have the following certifications: OSHA 10-hour safety course, First Aid, Blood borne Pathogens, and CPR.

The following rules apply to our jobsite(s) during all stages of construction:

All visitors to the site must report to the Garling Construction job site office before entering the site. All visitors are required to sign an acknowledgement of the safety rules for this job site. The following rules must be followed during a site visit:

# Conclusion

Garling Construction is pleased to have been accepted to construction the new library for The City of Cascade. We understand the value and opportunities this building brings to your community. It is our desire to make sure the building outshines your expectations.

Thank you,  
Garling Construction Inc.



**GARLING**  
CONSTRUCTION, INC.



## December 11, 2023 Agenda

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Cascade Future Fields and Recreation Funding**

In mid-2022 the Youth Baseball and Softball Board requested to begin working towards a plan to construct a ballfield complex in the community as there is only one field in Cascade for games. At that time the Council indicated that there needed to be a waiting period to have these discussions, due to the pending Library project. It has been 18 months since that presentation and a group has now been formed called Cascade Future Fields and Recreation Inc. This group has worked with a local landowner to secure an offer to purchase that is valid for 24 months. During that time the group believes it would be appropriate to create a master plan for the land and determine the estimate to build the facility. To complete the planning process, the group solicited proposals from a number of firms and chose Hall & Hall Engineers Inc. to assist. The group wanted to make a presentation to the Park Board immediately after the Round 1 library bids were due. However, I asked them to hold off until we knew the costs of the library project after Round 2. On December 4, the group came before the Park Board and asked for City assistance with the Master Planning fee of \$19,000. The Park Board is recommending a 50-50% split in that cost, or a \$9,500 contribution from the City. There are two other items on the Hall & Hall contract listed as "Visualization Model" and "Website Design" which are not being committed to by the group at this time. The Park Board does have funding in the FY24 budget under Park Improvements. The Board would also ask the Council to consider a portion of that \$9,500 to come from another funding source. There are options within the budget such as Park Reserves. My suggestion is to consider approval of the expense and then closer to the end of the fiscal year when we review budget amendments, we can see where Park funding is at.

There is a Resolution prepared for consideration. As in the case of other outside organizations receiving funding, we are now required to have a Social Services agreement if the Council provides funding. Therefore, I also prepared such an agreement, that is listed as Exhibit A to Resolution #95-23. Finally, I have included a copy of the contract between our new group and Hall & Hall Engineers as Exhibit B.

**RESOLUTION #95-23**

**A RESOLUTION APPROVING SOCIAL SERVICE AGREEMENTS BETWEEN THE CITY OF CASCADE AND THE CASCADE FUTURE FIELDS AND RECREATION INC THAT WILL RECEIVE PUBLIC FUNDING**

Whereas, City of Cascade is required by Iowa Code to enter in to social service agreements with any outside organization requesting public funds from the City to provide a service for the community; and,

Whereas, the City Council is required to enter in this agreement knowing that a true service is being provided by each group that benefits the citizens of Cascade and that determine has been made for eleven organizations, and;

Whereas, the City's service agreement, Exhibit A, outlines the expectations of the Cascade Future Fields and Recreation Inc. group that are required to receive the allocated amount of funds set aside in the Fiscal year 2024 City of Cascade budget, and;

Whereas, the agreement between the Cascade Future Fields and Recreation Inc. and Hall & Hall Engineers, Inc has a Master Planning total fee of \$19,000, and;

Whereas, the City will not provide funding for the Visualizations and Website Design line items at this time.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

The City Council approves a payment of \$9,500 to the Cascade Fields and Recreation Inc. that will cover 50% of the cost to hire a consultant to prepare a master plan for facilities such as baseball fields, softball fields, concession stands, press box, pickleball courts and more. The Council further directs the City Administrator to prepare and have the Mayor sign each agreement on behalf of the City and execute the documents.

PASSED, APPROVED AND ADOPTED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk

**CITY OF CASCADE AND CASCADE  
FUTURE FIELDS AND RECREATION INC  
SOCIAL SERVICES FUNDING AGREEMENT  
FOR NON-PROFIT ORGANIZATIONS**

This Social Services Funding Agreement (“Agreement”) is entered into by and between the Cascade Future Fields and Recreation Inc (hereinafter referred to as “Provider” which expression shall include its agents, successors or assigns) and the City of Cascade, Iowa (hereinafter “the City”). Provider and the City are collectively referred to as “the Parties.”

**I. RECITALS**

A. The City of Cascade, Iowa is committed to protecting and preserving the health, safety and welfare of its residents.

B. The City finds that providing funding for certain charitable and not-for-profit enterprises which directly serve and benefit the residents of Cascade is an effective and efficient means to those ends, particularly in regard to underserved portions of the population.

C. Provider is a charitable or not-for-profit organization which offers the following services benefiting residents of Cascade (the “Services”):

The Cascade Future Fields and Recreation Inc was created to first hire a consultant to prepare a future plan for facilities such as baseball fields, softball fields, concession stands, press box, pickleball courts and more. If such a facility were built, it would attract new visitors, new residents and new businesses while adding to the quality of life for the residents of Cascade and the region.

D. The City finds that the Services offered by Provider serve an important public purpose for beautification and help to promote the health, safety and welfare of residents of Cascade.

E. Provider has asked the City for financial assistance which will allow the Provider to offer the Services to City residents in the coming fiscal year. The City finds that a payment to Provider to help ensure its ongoing operations is a reasonable and appropriate use of public funds.

**II. TERMS**

1. **Recitals.** By this reference, the Recitals set forth above are incorporated into and made part of this Agreement.

2. **Consideration.** Upon execution of this Agreement by all Parties and upon approval of the Agreement by the City’s council, the City shall pay Provider the sum of \$9,500 (Nine Thousand, Five-Hundred). In return, Provider agrees to provide the Services to residents of Cascade as part of its ongoing operations. Funds will be paid after expenditures have been made by the

Provider. If the Provider can show a hardship from the payment being made after the expenses have been incurred, the City will consider a payment immediately prior to the expense being made, if proof of the expense is provided.

3. **Accounting.** Provider agrees to allocate said funds in accordance with its operational goals to provide the Services to area residents, including residents of Cascade, and to provide an annual accounting to the City showing that the funds were so applied. Annual accounting will include a summary of funds received and spent and receipts totally at least the total amount contributed by the City.

4. **Interpretation.** The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the Parties. This Agreement is made and entered into, and shall be subject to, governed by, and interpreted in accordance with, the laws of the State of Iowa.

5. **Severability.** Should any provision of this Agreement be declared or be determined by any court to be illegal or invalid, the validity of the remaining parts, terms, or provisions shall not be affected thereby and said illegal or invalid part, term, or provision shall be deemed not to be a part of this Agreement.

6. **Entire Agreement.** This Agreement sets forth the entire agreement between the Parties hereto and fully supersedes any and all prior agreements or understanding between the Parties hereto pertaining to the subject matter hereof.

7. **Counterparts.** This Agreement shall be executed in one or more counterparts and by facsimile or other electronic means, each counterpart shall, for all purposes, be deemed an original, and all counterparts shall constitute the same instrument.

8. **Authority to Sign.** The undersigned individuals represent and warrant that they have authority to execute the Agreement on behalf of their respective parties. The undersigned individuals represent and warrant that all necessary corporate actions or resolutions have been taken to authorize the execution of this Agreement.

9. **Drafting.** This Agreement was negotiated at arm's-length and entered into freely by the Parties, who have had opportunity to seek the advice of counsel. In the event an ambiguity exists in any provision of this Agreement, such ambiguity is not to be construed by reference to any doctrine or statute calling for ambiguities to be construed against the drafter of the document.

10. **Captions.** The captions or headings of the sections in this Agreement are for the convenience of reference only and in no way define, limit, or affect the scope or substance of any section of this Agreement.

11. **Scope of Promises, Representations, and Inducements.** Parties acknowledge, warrant and represent that no promises, representation or inducements, except as herein set forth, have been offered or made by a party hereto or to any other party hereto to secure the execution of any provision of this Agreement.

12. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of each Party's successors and assigns.

13. **Modifications.** No part or provision of this Agreement may be changed, modified, waived, discharged or terminated except by an instrument in writing signed by the Party against whom enforcement of such change, modification, waiver, discharge or termination is sought. The failure of a party to seek redress for violation of, or to insist upon strict performance of, any provision of this Agreement shall not be a waiver of that provision by the party to estop that party from asserting fully any and all of its rights under this Agreement.

14. **Further Assurances.** Each party shall execute such other and further documents, and take such other and further actions as may be reasonably requested by a Party hereto for the purpose effectuating the agreements herein.

IN WITNESS WHEREOF, the Parties hereto have executed this Social Services Funding Agreement effective on the last date set forth below.

**Cascade Future Fields and Recreation Inc., Provider**

By: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

**City of Cascade, Iowa**

By: \_\_\_\_\_

Steven Knepper, Mayor

Date of Signature: \_\_\_\_\_



**SHORT FORM OF AGREEMENT  
BETWEEN OWNER AND ENGINEER  
FOR  
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of Oct 1, 2023 (“Effective Date”) between Cascade Future Fields and Recreation (“Owner”) and Hall & Hall Engineers Inc. (“Engineer”).

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Master Planning and Civil Engineering Professional Services for the proposed Youth Baseball and Softball Complex. The subject parcel is located west of Farley Road and north of 2<sup>nd</sup> Avenue in Cascade, Iowa. This stage of design includes master planning and background involvement in the Owners fundraising efforts. (“Project”).

Engineer's Services under this Agreement are generally identified as follows:

**A. Master Planning**

1. Prepare basemap for planning purposes using available online information.
2. Facilitate kick-off meeting with the Owner (and project stakeholders) to discuss objectives/goals for the proposed Project. Owner to provide list of project stakeholders groups to Engineer who have an interest in the outcome or impact of this Project.
3. Due Diligence/Research:
  - a. Research routes of sanitary sewer, storm sewer and water main through the site. We anticipate obtaining utility maps (from Owner or City).
  - b. Research existing public and franchise utilities to determine any proposed extensions that will be required to serve this Project.
  - c. Review irrigation needs and evaluate water sources for irrigation.
4. Prepare up to 2 concept plan iterations of possible amenities and field layout configurations for the subject parcel.
5. Prepare image / inspiration board (i.e. example illustrations of built projects).
6. Meet with Owner to review master plans and image board. Select preferred option and gather input from the Owner to incorporate into the final master plan.
7. Prepare final master plan (Including rough grading plan) and image board.
8. Prepare rough budget cost estimate of proposed improvements.
9. Meet with owner to review final master plan and cost estimate.
10. Facilitate Public Open House Meeting
  - a. Present Master Plan and visualization materials to community.

**B. Visualization/Illustrative Renderings**

1. Perform site visit to collect photo inventory of the project site and surrounding neighborhood.
2. Develop and prepare a conceptual level 3D virtual model of the proposed Project. Utilization of the 3D model will assist the decision-making process for Owner, stakeholders and neighboring properties. The 3D model will allow interested parties to visualize the line of sight from various vantage points and to get a better sense of scale of the Project. The conceptual level site fly-through of the Project will be used for public information, City meeting and fundraising efforts.
3. Prepare and provide illustrative renderings and site perspective exhibits. Engineer will provide up to 4 near photo realistic still renderings (i.e. perspectives) including one rendered site plan for assistance with public meetings and fundraising efforts.

4. Revise 3-D model or still renderings as directed by the owner (up to 16 hours)
- C. Website Development
1. Prepare a website containing up to 3 pages for fundraising purposes. Website narrative content and logo development, by others.
  2. Website will include the following:
    - a. Information about the project site.
    - b. Information about the community and how the site will be utilized.
    - c. Any rendered material from the 3D model. (i.e. images and/or flythrough video)
    - d. Virtual walkthrough via multiple single point 360 panoramas as presented in the interview.
    - e. A link to a fundraising collection source. (i.e. *Community Foundation of Greater Dubuque*)
  3. After initial set up, the webpage login credential will be turned over to the owner to update and monitor user input.
- D. Meetings and/or Fundraising Assistance (if requested by Owner)
1. Attend and/or facilitate meetings in addition to those noted above.
  2. Provide writeups for website
  3. Coordinate with fundraising collection source

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
- B. Engineer shall complete its services within a reasonable time, or within the following specific time period.
- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete construction not exceeding N/A months. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
  1. For cause,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
- b. By Engineer:
  - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
  - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner,

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

#### 4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.
- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and

consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys’ fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.

- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other’s employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer’s total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer’s scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment—Hourly not to exceed fee (unless otherwise noted) Plus Reimbursable Expenses*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:
  - 1. An amount equal to the cumulative hours charged to the Project by each class of Engineer’s

SERVICE	FEES
A. Master Planning	\$19,000
B. Visualization Model and Fly Through	\$8,000
C. Website Design	\$3,500
D. Meetings and/or Fundraising Assistance	(note 3) Hourly
<b>Estimated Expenses (Mileage, GIS Parcels, Presentation Boards Etc.)</b>	<b>\$550</b>

*\*Expenses will be tracked separately per Note #2 below.*

1. Engineer's Standard Hourly Rates are attached as Appendix 1
2. Owner to pay all fees and expenses for the project with no mark up. Fees shall include Mileage, GIS Parcels, Presentation Boards etc..
3. The Engineer will send written notice and is to receive authorization to proceed prior to proceeding with an hourly fee task.

7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

Attachments: Appendix 1, Engineer's Standard Hourly Rates, Appendix 2, Special Provisions

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Address for giving notices:

Cascade Future Fields and Recreation

116 Jackson St NE

Cascade IA 52033

ENGINEER:

By: Loren Hoffman

Title: Private Team Leader

Date Signed: Oct 1, 2023

Engineer License or Firm's Certificate

Number: 421308857

State of: Iowa

Address for giving notices:

Hall & Hall Engineers Inc.

1860 Boyson Road

Hiawatha IA 52233

This is **Appendix 1, Engineer’s Standard Hourly Rates**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services dated Oct 1, 2023

**Engineer’s Standard Hourly Rates**

*A. Standard Hourly Rates:*

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraphs 7.01 and 7.02, and are subject to annual review and adjustment.

*B. Hourly rates for services performed on or after the Effective Date are:*

POSITION	LEVEL		
	I	II	III
Team Leader	\$145/hour	\$150/hour	\$160/hour
Project Manager	\$135/hour	\$140/hour	\$150/hour
Associate Team Leader	\$110 /hour	\$120/hour	\$135/hour
Project Coordinator	\$90/hour	\$105/hour	\$120/hour
Project Engineer	\$115/hour	\$120/hour	\$135/hour
Design Engineer	\$100/hour	\$105/hour	\$115/hour
Civil Engineering Technician	\$90/hour	\$100/hour	\$110/hour
Project Landscape Architect	\$115/hour	\$120/hour	\$135/hour
Design Landscape Architect	\$100/hour	\$105/hour	\$115/hour
Landscape Architect Technician	\$90/hour	\$100/hour	\$110/hour
Project Surveyor	\$130/hour	\$135/hour	\$145/hour
Lead Field Surveyor	\$110/hour	\$120/hour	\$130/hour
Design Surveyor	\$85/hour	\$105/hour	\$120/hour
Field Surveyor	\$95/hour	-----	-----
Construction Administrator	\$115/hour	\$130/hour	\$140/hour
Construction Observer	\$90/hour	\$105/hour	\$120/hour
Administrator	\$75/hour	\$90/hour	\$105/hour
Intern	\$55/hour	\$65/hour	-----
Aerial Field Surveyor	\$135/hour		
Aerial Data Processing	\$130/hour		
Expert Witness	\$200/hour		
Traffic Data Collector	\$95/hour for staff & \$50/hour for intern		
Mileage – Personal Vehicle	\$0.66/mile		
Mileage - Company Truck	\$0.87/mile		

This is **Appendix 2, Special Provisions**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services dated Oct 1, 2023

### **Special Provisions to this Agreement**

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Modify paragraph 2.01A as follows:

*Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum rate of interest permitted by law, if less). If any portion or all of an account remains unpaid 90 days after the invoice date, the Owner shall pay all costs of collection, including reasonable attorney's fees and said accounts may be assigned to a credit agency, be the basis of mechanics liens, or any and all other debt collection remedies available. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal. Invoices paid by credit card will be charged an additional 4% service charge.

### Additional Terms and Conditions

*Access to Site:* Unless otherwise stated, the Engineer will have access to the site for activities, but has not included in the fee the cost of restoration of any resulting damage.

*Information Provided By Others:* Owner shall furnish at the Owner's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Engineer may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Engineer shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Owner and/or the Owner's consultants and contractors.

*Hazardous Materials:* The Owner agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer and its sub-consultants from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory



liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of the Engineer.

*Certifications, Guarantees and Warranties:* The Engineer shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence the Engineer cannot ascertain.

*Fiduciary Responsibility:* The Engineer shall not offer any fiduciary service to the Owner and no fiduciary responsibility shall be owed to the Owner by the Engineer or any of its sub-consultants, as a consequence of the Engineer entering into this Agreement with the Owner.

*Opinions of Probable Construction Cost:* In providing opinions of probable construction cost, the Owner understands that the Engineer has no control over the cost or availability of labor, equipment or materials, or over market conditions or the method of pricing, and that the Engineer's opinions of probable construction costs are made on the basis of the Engineer's professional judgment and experience. The Engineer makes no warranty, express or implied, that the bids or the negotiated cost of Project construction will not vary from the Engineer's opinion of probable construction cost.

*Validity of Pricing for Services:* The scope, schedule and compensation listed for services in this Agreement shall be valid for 30 days from the date Engineer has signed the agreement. Scope, schedule and compensation are subject to change after the above 30 days have expired.

#### Mutual Indemnification

The Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Owner, its officers, directors and employees against damages arising directly from the Engineer's negligent performance of the services under this Agreement and that of its sub-consultants or anyone for whom the Engineer is legally liable. Notwithstanding the foregoing agreement to indemnify and hold harmless, the parties expressly agree that Engineer has no duty to defend the Owner from and against any claims, causes of action, or proceedings of any kind.

The Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer, its officers, directors and employees against damages arising directly from the Owner's negligence of the services under this Agreement and that of its contractors, subcontractors or consultants or anyone for whom the Owner is legally liable. Notwithstanding the foregoing agreement to indemnify and hold harmless, the parties expressly agree that Owner has no duty to defend the Engineer from and against any claims, causes of action, or proceedings of any kind.

Neither the Owner nor Engineer shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence or the negligence of others.

#### Clarification to the Definition of Engineer

For the purposes of this Agreement, services provided by the Engineer may include land surveying, landscape architecture, and environmental services in addition to civil engineering.

#### Clarification to the Definition of Owner

For the purposes of this Agreement, the Owner may be a general contractor, sub-contractor, individual, corporation, non-profit, consultant, and any other type of entity for which the Engineer is providing services.

#### Electronic Data Release

The owner exercises the right to request that the Engineer provide a copy of their electronic survey, design and/or data file(s) pertaining to this project. Said electronic file(s) may be preliminary and may not be complete or in final form and shall not be intended for construction use. Owner's use or reuse, reproduction, dissemination, and/or review (both internally and externally) shall be at the Owner's risk and full legal responsibility. Owner shall be fully and solely responsible for reconciling of said electronic files with final certified hard copies produced by the Engineer. Only the final certified hard copies of the survey, design and/or data files shall be the official plans and documents for the project.

By signing this agreement the Owner does hereby agree to indemnify and hold the Engineer, it's manager(s), member(s), officers, agents and employees harmless from any claims, suits, damages, liability, demands or costs, including attorney fees resulting from or arising out of the use or misuse of said electronic survey, design and/or data file(s) by Owner. In the event of suit for breach and/or enforcement of this agreement, Owner agrees to pay all attorney fees incurred by Engineer.

The Engineer retains ownership and a property interest in all electronic data prepared to complete the Engineer's services, including AutoCAD Drawing files ("CAD Data"). Upon Owner's request for CAD Data and signing Engineer's release form, Engineer will furnish CAD Data to Owner or others designated by the Owner. CAD Data will include two-dimensional horizontal line data needed to establish horizontal alignments and control. The furnished data, along with control points, elevations and grades shown on Engineer's plans can be used by others for construction surveys. Engineer will not provide construction survey support to others using Engineer's CAD Data.



## December 11, 2023 Agenda

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: December 8, 2023**

**Re: Pickleball Court Location and Fundraising**

The Pickleball group has been meeting with myself and the Park Board for several months. They have asked for two items at this time. The first is to choose a future location for courts. We have had numerous meetings out at the park near Oak Hill and determined the best location is the NE corner of the park land. In the packet is a map of the land showing this location. The group also met with the Enhancement Committee to confirm that that group is willing to be the collection group for any donations like the arrangement we had for the playground equipment. The Enhancement Committee has agreed but asked them to hold off until January. The second ask is to confirm that the Council gives permission for the group to solicit funds. The intent is to try and gather funds to build a phase 1 of four courts. In meeting with Chad Demmer, he recently built a complete and estimates each court is \$40-\$45K. Therefore, the total would likely be \$160-180K. There has also been a willingness with the new ballfield group to allocate space for pickleball courts in a new complex location.

Resolution #94-23, if approved, would confirm future courts would be constructed at the NE corner of the new park and allow the group to solicit funds.

**RESOLUTION #94-23**

**A RESOLUTION APPROVING THE FUTURE LOCATION OF PICKLEBALL COURTS IN THE PARK NEAR OAK HILL AND ALLOW THE PICKLEBALL GROUP TO FUNDRAISE**

Whereas, City of Cascade owns park land near the Oak Hill subdivision; and,

Whereas, the City Council has begun the process of developing the park with the recent purchase of playground equipment and trees; and,

Whereas, the Cascade Pickleball players would like to have additional courts built in this park; and,

Whereas, the Park Board is recommending the location of the future Pickleballs as outlined on the attached Exhibit A; and,

Whereas the Cascade Pickleball Players have met with the Cascade Community Enhancement Committee that has agreed to be the depository 501c3 for the fundraised dollars.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

The City Council approves the location for a future pickleball courts on Exhibit A in the park near Oak Hill and grants permission to the Pickleball players to begin fundraising for future courts.

PASSED, APPROVED AND ADOPTED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk



 MSA



# Oak Hill Park Cascade, Iowa



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: EMS Mileage**

**During the EMS Committee meetings with the EMTs, it was requested that the Council authorize reimbursement for personal vehicle use by paying mileage at the federal IRS rate. There are a few administrative errands each month, such as runs to the hospital, that are required but do not necessitate the driving of an ambulance. The EMS Committee has requested that this be placed on the agenda for consideration by the Council. I have prepared Resolution #96-23. If approved, we will have the volunteers complete the same type of paperwork and documentation that full-time employees do prior to payment.**

**RESOLUTION #96-23**

**RESOLUTION ALLOWING CASCADE EMS VOLUNTEERS TO RECEIVE IRS  
FEDERAL MILEAGE REIMBURSEMENT RATE FOR  
TRAVEL IN PERSONAL VEHICLE**

WHEREAS, the City Council of the City of Cascade, Iowa, has an EMS service with volunteer staff; and,

WHEREAS, there are times when errands need to be run such as traveling to Dubuque to pick up supplies; and,

WHEREAS, it is best for the volunteers to travel to these locations in their personal vehicles and not take an ambulance unit on the travels; and,

WHEREAS, the City Council wants to reimburse the volunteers for work related travel such as the example above; and,

WHEREAS, the City Administrator is responsible to administer this type of reimbursement program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

The City Council approves the reimbursement to EMS volunteers for work related travel in a personal vehicle at the current Federal IRS mileage rate (2023 is \$0.655) and that the program's administration will be handled by the City Administrator and City Clerk.

PASSED AND APPROVED this 11<sup>th</sup> day of December, 2023.

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Steve Knepper, Mayor

ATTEST:

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Kathy Goerdts, City Clerk



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: EMS Building Usage**

**The EMS Committee has met with the EMS Volunteer crew both in October and December. Prior to mid-2022 the meeting room was available for rent to the general public. In 2022 that ended and the only groups that continued were the AA (Alcoholics Anonymous), elections and a few trainings.**

**At our recent meetings with the group, there was discussion about no longer allowing anyone to use the meeting room outside of the EMS volunteers. There are concerns due to the type of supplies that are onsite. I have let the AA group know that I was bringing this to the City Council. They of course are concerned about where else they might meet and have requested to be able to meet there until April 1. In addition, since there are no other public buildings on the Jones County side in the City, I would recommend we still allow elections to take place there. I would not want to see our residents have to drive far away to vote as that seems to discourage participation.**

**I have prepared Resolution #97-23 for consideration.**



**RESOLUTION #97-23**

**RESOLUTION DISCONTINUING THE RENTAL OF THE EMS BUILDING ON 1<sup>ST</sup>  
AVENUE WEST TO ANY OUTSIDE ORGANIZATIONS**

WHEREAS, the City Council of the City of Cascade, Iowa, has an EMS service with volunteer staff and an EMS Center located at 803 1<sup>st</sup> Avenue West; and,

WHEREAS, the State and insurance inspections had recommended that the building not be accessible to people that are not part of the EMS staff; and,

WHEREAS, the City staff, Jones County for Elections and Alcoholics Anonymous group are currently allowed to use the building.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

The City Council will discontinue the use and/or rental of the EMS Building by non-EMS Volunteers or any private individuals and businesses starting April 1, 2024 with the exception of elections.

PASSED AND APPROVED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: December 8, 2023**

**Re: Declaration of Surplus-Sweeper and Booster Station Building**

The City is finally scheduled to have the new sweeper delivered this coming Wednesday from MacQueen. The unit has been completely overhauled at their Wisconsin facility. In order, due to the delayed delivery, I was able to get two full sets of all brooms and filters which is approximately \$3500 in parts. Since we will no longer need the old sweeper, we would like to have it posted on an auction site.

Second, the booster station building on Industrial Street is no longer in use. The land it is on was originally owned by the CEDC. The agreement between the two groups was that if it was ever not being used, it would go back to the CEDC. They do not want to have the building on the site when it is deeded back to them so we want to see if we can get any bidders to move it. Andy Kelchen can provide information on the challenge of moving it as there are large solid concrete pieces that would have to be disassembled and moved piece by piece. We are not sure if we will get any bidders, but think it is worth the advertisement.

Finally, this transaction with the CEDC to transfer the land back to them is part of a bigger plan. In order to be compliant with IDNR regulations the City is supposed to own land 200 feet in each direction from a wellhouse. The CEDC owns the land along 1<sup>st</sup> Avenue East by Wellhouse #6 that is needed to comply on the West and South side of this facility. The CEDC Board has agreed to transfer the needed land to the City if we pay the closing costs. At the same time, we do this transaction, we want to transfer the Booster Station Land back.

The first step to this process is for Council consideration to declare the building as surplus, along with the sweeper. Resolution #92-23 is included in the packet.

**RESOLUTION #92-23**

**A RESOLUTION DECLARING AS SURPLUS AND AUTHORIZING THE DISPOSAL  
OF A PUBLIC WORKS STREET SWEEPER AND WATER BOOSTER SYSTEM  
BUILDING ON INDUSTRIAL STREET FOR THE CITY OF CASCADE**

WHEREAS, the City is preparing to receive a new to the City used Elgin Street Sweeper from MacQueen, and;

WHEREAS, the City is no longer in need of the 1996 Johnston V3000SP, VIN IJ9VM3H44TC172008 Street Sweeper and;

WHEREAS, the City no longer uses the Water Booster System concrete building located on Industrial Street and is preparing to transfer back the land to the Cascade Economic Development Corporation; and,

WHEREAS, the City would like to advertise both the sweeper and building for sale in an As Is condition.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cascade, Iowa, authorizes the City staff to dispose of the Street Sweeper and concrete building listed above by the best means possible to include a local sale, a public auction/sale service or scrap. The building may be demolished if no buyer is found.

PASSED, APPROVED AND ADOPTED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk





## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: December 8, 2023**

**Re: Snow Emergency and Snow Removal from Sidewalk Ordinances**

**At the Council meeting on November 27, the Council directed staff to prepare a number of ordinance changes related to Snow Emergencies and Snow Removal on Sidewalks.**

**Draft Ordinance #21-23 and #22-23 address the following:**

### **Sidewalks**

**The first is sidewalk shoveling regulations. In one spot in the code, 6-8-4 it, states sidewalks must be cleared 24 hours after the deposit of accumulation. In another spot, 3-16-5, it states to remove the snow within a reasonable time. Therefore, we have a conflict and in one case vague, unenforceable language. The draft ordinances would now have a consistent requirement to clear snow within 24 hours of snow. The draft also clarifies that sidewalk clearing also means clearing ADA ramps on sidewalks.**

### **Snow Emergency and Parking During Snow Emergency**

**Currently the code defines what is the likely weather that we call an emergency but yet we still have to declare one. After the discussion at the last meeting, the Council agreed to simply state that the Mayor or City Administrator have the right to declare the snow emergency and then what the requirements are during that defined time. People can park on the road unless we declare an emergency during the winter. Therefore, if it is a small snow we will just plow around those vehicles on the road as it will not block people in. If people do not want that small snow row in the road by their house it is advised to park on an off-road location.**

**The current consequences to parking on the street during a snow emergency are that the City can tow the car, the draft ordinance would add the ability to issue citations for violations. Towing was much easier when we had a tow business in the community. We are discussing the possibly of other towing options. However, having two options will give us a better chance at getting compliance.**

**The goal of citations is not to generate revenue but to get compliance so the crews can get the snow removed efficiently and without delay. When someone is parked on the road, there is the effort for public works to get in touch with police, look up who the person is, try and reach them and write the citation if no one can be found. The recommendation is progressive price increases with a first offense in 12 months at \$150, a second offense \$200, and third and subsequent offences \$250 each.**

**Even and odd parking days are currently in the code and not enforced or followed. The draft eliminates this section.**

## **Adoption at One Meeting**

The agenda is posted to consider the three readings on one night with the winter season upon us.

## **Sidewalk Shoveling Enforcement**

I have prepared a Resolution #99-23 that would grant permission for me to advertise to see if we can get a seasonal person available when snow falls. The person would drive the full City Street route and hang tags at properties that don't have snow cleared after 24 hours. The door tag would give them an additional 24 hours to comply after the tag. Once the second 24 hours have passed, the seasonal worker would pass those addresses to a contractor we hire to complete the sidewalk snow removal. We would solicit for prices from snow removal companies on a per foot price for the removal. There would be a contractor requirement to take a before and after snow removal picture. This was there is no question of non-compliance when someone wants to contest a bill. I have spoken to two firms that are interested in completing this work. Their fee would be billed to the City. Once we receive the bill, the City will invoice the property owner the cost. If not paid by tax time, the bill is assessed as a lien to the property. The draft also adds a \$50 Administrative Fee to each bill which will pay the cost of the seasonal worker driving around to check for violations. Again, the goal is to get compliance, so we have safe walkable sidewalks. Once someone receives one bill, it will be advantageous for them to hire a contractor directly to do the work on time.

**ORDINANCE NO. 21-23**

**AN ORDINANCE AMENDING TITLE III COMMUNITY PROTECTION OF THE CODE OF ORDINANCES OF THE CITY OF CASCADE, IOWA**

**WHEREAS**, the City Council of the City of Cascade, Iowa, has determined it is necessary to amend Title III Community Protection of the Code of Ordinances of the City of Cascade, Iowa (“City Code”), to change the enforcement of parking during a Snow Emergency.

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA** as follows:

**SECTION 1. TITLE III COMMUNITY PROTECTION CHAPTER 3 TRAFFIC CODE, SUBSECTION 33.** Title III Chapter 3, Section 33 Parking During Snow Emergency of the City Code is hereby amended as follows.

**3-3-33 PARKING DURING SNOW EMERGENCY.**

No person shall park, abandon, or leave unattended any vehicle on any public street, alley, or City-owned off-street parking area during any snow emergency proclaimed by the Mayor or City Administrator unless the snow has been removed or plowed from said street, alley or parking area and the snow has ceased to fall. Vehicles parked on the street or alley during a snow emergency are subject to tow or a citation pursuant to Cascade Code 3-3-94 without notice to the owner and at the owners’ expense. The City will first attempt to make contact with the owner, if the owner can be determined. A snow emergency parking ban shall continue during from its proclamation timeframe through the duration of the snow or ice storm and the twenty-four-hour period after cessation of the storm except as above provided upon streets which have been fully opened.

The ban shall be of uniform application and the Chief of Police is directed to publicize the requirements widely, using all available news media prior to the start time of each event, in early November each year. When predictions or occurrences indicate the need, the Mayor or City Administrator shall proclaim a snow emergency and the Police Chief shall inform the news media to publicize the proclamation and the parking rules under the emergency. Such emergency may be extended or shortened when conditions warrant.

*(Code of Iowa, Sec. 321.236)*

~~—1. Alternate Side Parking. For the purpose of facilitating the plowing and removal of snow from the streets during winter months, the following parking restrictions shall be imposed when announced to the public by the City of Cascade via news media the prior day:~~

~~—a. No vehicle shall be parked on the side of the street where buildings bear odd numbers on odd numbered days of the month between the hours six o’clock (6:00) a.m. and six o’clock (6:00) p.m. the same day.~~

~~—b. No vehicle shall be parked on the side of the street where buildings bear even numbers on even numbered days of the month between the hours of six o’clock (6:00) a.m. and six o’clock (6:00) p.m. the same day.~~

~~—c. On street parking is prohibited in the Downtown Business District during a snow emergency until such area has been cleaned of snow. The Downtown Business District is First Avenue from Fillmore Street to Johnson Street; Pierce Street from 1st Avenue W. to 2nd Avenue S.W.; Buchanan Street from the alley between 1st Avenue W. and 2nd Avenue N.W. to 2nd Avenue S.W.; and Lincoln Street from 2nd Avenue N.W. to 2nd Avenue S.W.~~

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

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

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be effective after its passage and publication as required by law.

PASSED AND APPROVED this 11th day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk

First Reading  
Second Reading  
Third Reading  
Publication  
Sent to American Legal



**ORDINANCE NO. 22-23**

**AN ORDINANCE AMENDING TITLE III COMMUNITY PROTECTION OF THE CODE OF ORDINANCES OF THE CITY OF CASCADE, IOWA**

**WHEREAS**, the City Council of the City of Cascade, Iowa, has determined it is necessary to amend Title III of the Code of Ordinances of the City of Cascade, Iowa (“City Code”), to amend the ordinances that maintain uniform definitions and procedures concerning snow and ice removal for the City of Cascade.

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA** as follows:

**SECTION 1. TITLE III COMMUNITY PROTECTION CHAPTER 16 SNOW REMOVAL.** Title III Chapter 16 Snow Removal of the City Code is hereby amended as follows.

**3-16-2 SNOW EMERGENCY DECLARATION.**

A snow emergency is defined as a snowfall event of ~~4 inches or more; however,~~ any amount of snow combined with ice, rain, and/or wind which the City may also deems appropriate to declare ~~constitute~~ a snow emergency. The Mayor, the City Administrator and/or his/her designee may declare a snow emergency. A snow emergency may be declared in advance of an anticipated storm, during a storm, or after a storm. A snow emergency will normally not last more than 24 hours past the end of the last snowfall; but may be extended or shortened when conditions warrant. The public will be informed of a snow emergency through mass media outlets as deemed necessary by the Mayor or City Administrator.

**3-16-5 REMOVAL OF SNOW AND ICE ACCUMULATIONS ON SIDEWALKS.**

It is the responsibility of the abutting property owners to remove snow and ice accumulations promptly from sidewalks. Sidewalks include any ADA accessible ramps. If a property owner does not remove snow and ice accumulations within twenty-four (24) hours after deposit of accumulation a reasonable time, the City may do so and assess the actual costs, in addition to a \$50 administrative fee, against the property owner, for collection in the same manner as a property tax.

**3-16-6 VEHICLE PARKING DURING A SNOW EMERGENCY.**

No person shall park, abandon or leave unattended any vehicle on any public street, alley or City-owned off-street parking area during a snow emergency proclaimed by the Mayor or City Administrator, unless the snow has been removed or plowed from said street, alley or parking area and the snow has ceased to fall. Vehicles parked on the street during a snow emergency are subject to tow or a citation, pursuant to Cascade Code 3-3-94 ~~without notice to the owners and~~ at the owner’s expense. The City will first attempt to make contact with the owner, if the owner can be determined. A snow emergency parking ban shall continue from its proclamation through the duration of the snow or ice storm and the twenty-four-hour period after cessation of the storm except as above provided upon streets that have been fully opened. The ban shall be of uniform application and the Police Chief is directed to publicize the requirements, using all available news media, prior to the start time of each event in early November each year. The emergency may be extended or shortened when conditions warrant.

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

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

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be effective after its passage and publication as required by law.

PASSED AND APPROVED this 11th day of December, 2023.

\_\_\_\_\_  
Steve Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk

First Reading  
Second Reading  
Third Reading  
Publication  
Sent to American Legal

**RESOLUTION #99-23**

**RESOLUTION TO HIRE A SEASONAL WORKER FOR SIDEWALK SNOW  
REMOVAL ENFORCEMENT AND TO SOLICIT BIDS FOR A CONTRACTOR TO  
REMOVE SNOW FROM SIDEWALKS ON NON-COMPLIANT SIDEWALKS**

WHEREAS, the City ordinances require removal of snow on all sidewalks 24 hours after a snow event; and,

WHEREAS, the City wants to assure safe walkable sidewalks; and.

WHEREAS, the City wants to create a system to swiftly identify non-compliant walkways and issue warnings to the property owners to get the work completed; and,

WHEREAS, the City will have the best chance of timely enforcement by hiring a seasonal worker to inspect walks and a contractor to remove the snow once the warning time period has passed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA, as follows:

Section I. The Council authorizes the hiring of a seasonal worker at \$15 per hour to inspect snow covered sidewalks and to solicit prices for a sidewalk snow removal contractor.

PASSED AND APPROVED this 11<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Steven Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Parking Citation Amounts**

At the last Council meeting, staff was directed to make a draft with increased parking citations amounts. Chief Heim indicated on November 27 that the current amounts have been the same for a very long time. The direction given was to draft a change from \$5 to \$20 and that the fines still double after non-payment in 30 days.

In addition, if the snow emergency ordinance passes that a citation can be issued, this draft ordinance includes the three-tiered snow emergency parking citations.

**First offense in 12 months \$150**

**Second offense in 12 months \$200**

**Third and subsequent offense in 12 months \$250**

The draft Ordinance #23-23 is included in the packet and is also listed for possible three readings at one meeting.

**ORDINANCE NO. 23-23**

**AN ORDINANCE AMENDING TITLE III COMMUNITY PROTECTION OF THE CODE OF ORDINANCES OF THE CITY OF CASCADE, IOWA**

**WHEREAS**, the City Council of the City of Cascade, Iowa, has determined it is necessary to amend Title III of the Code of Ordinances of the City of Cascade, Iowa (“City Code”), to change the enforcement of parking during a Snow Emergency.

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASCADE, IOWA** as follows:

**SECTION 1. TITLE III COMMUNITY PROTECTION CHAPTER 3 TRAFFIC CODE, SUBSECTION 94.** Title III Chapter 3, Section 94 Local Parking Fines of the City Code is hereby amended as follows.

**3-3-94 LOCAL PARKING FINES.**

Scheduled fines as follows are established, payable by mail or in person at the City Clerk's office within thirty days of the violation, for the following parking violations:

	<b>Penalty After 30 Days</b>	
		<b>Penalty After 30 Days</b>
1. Overtime parking	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
2. Prohibited parking	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
3. No parking zone	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
4. Blocking alley	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
5. Illegal parking	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
6. Street cleaning	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
7. Snow removal ban	<del>\$5</del> \$20.00	<del>\$10</del> \$40.00
8. Persons with disabilities parking	\$100.00	\$200.00
9. Snow Emergency First Violation in a 12 month period	<u>\$150.00</u>	
10. Snow Emergency Second Violation in a 12 month period	<u>\$200.00</u>	
11. Snow Emergency Third and Subsequent Violations in a 12 month period	<u>\$250.00</u>	

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

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

**SECTION 4. EFFECTIVE DATE.** This ordinance shall be effective after its passage and publication as required by law.

PASSED AND APPROVED this 11th day of December, 2023.

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Steve Knepper, Mayor

ATTEST:

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Kathy Goerd, City Clerk

First Reading  
Second Reading  
Third Reading  
Publication  
Sent to American Legal



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: December 8, 2023**

**Re: No Parking Ordinance Tyler Street and Lincoln Street**

**Draft ordinance #20-23 is included in the packet. The first reading was approved on November 27.**

**At the last meeting the Council discussed adding two areas for no parking. Since the November 27 meeting, I have received two emails from property owners. One is from Mike Noonan, and he is supportive of the change on Tyler Street. The second is from Nate Meyer and he is supportive of the change on Lincoln Street. He did ask if we could paint more spots with lines by the old jail to be sure drivers know those are parking stalls. I agreed that come Spring we can do that.**

### **Tyler Street NE**

**The first is due to the number of large trucks that travel on Atchison Road/Tyler Street. The challenge is when drivers approach the intersection of 1<sup>st</sup> Avenue East and Tyler Street near the elementary school. The change being considered is to no longer allow parking on the West side of the street in the first block north of 1<sup>st</sup> Avenue East due to the dangerous situation when trucks are attempting to turn with parked cars on Tyler Street between 1<sup>st</sup> Avenue East and 2<sup>nd</sup> Avenue NE.**

**After the Council agreement at the last meeting, the staff measured from 1<sup>st</sup> Avenue East, 162 feet north on the west side and 21 feet north on the east.**

### **Lincoln Street NW**

**The change being considered in this area is only during the winter and is to no longer allow parking on the East side of the street in the first block north of 1<sup>st</sup> Avenue West due to the dangerous situation when plow trucks/end loaders are attempting to turn as this is the main route to move downtown snow. When cars are parked on both sides of Lincoln Street our City plow crew cannot make a pass safely between the vehicles. A map is included in the packet.**

**As this is a snow issue, the no parking regulation being proposed would be in force from December 1 to April 1.**







## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Burning Ordinance**

At the last meeting the Council discussed the current burning ordinance. The Council agreed to have the new ordinance drafted to eliminate a number of sections that are currently allowed. The sections to be eliminated are disaster rubbish, flare sticks, landscape waste and burn barrels.

Draft ordinance #01-24 is in the packet. It was given a 2024 number as three readings will mean it is completed in 2024.

**ORDINANCE #01-24**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
CASCADE, IOWA, BY AMENDING**

**CHAPTER 6-4-8 UTILITIES - REFUSE COLLECTION -OPEN BURNING  
RESTRICTED**

NOW, THEREFORE, BE IT ENACTED, by the City Council of the City of Cascade, Iowa, as follows:

Section I. Section Modified. Title VI Physical Environment, Chapter 4 Utilities – Refuse Collection, Subsection 8 Open Burning Restricted of the Code of Ordinances of the City of Cascade, Iowa, is repealed and the following adopted in lieu thereof:

6-4-8 OPEN BURNING RESTRICTED. No person shall allow, cause or permit open burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack, except that open burning is permitted in the following circumstances: (IAC, 567-23.2[455B] and 567-100.2)

~~1. Disaster Rubbish. The open burning of rubbish, including landscape waste, for the duration of the community disaster period in cases where an officially declared emergency condition exists. (IAC, 567-23.2[3a])~~

1. 2. Trees and Tree Trimmings. The open burning of trees and tree trimmings at a City-operated burning site by City employees only, provided such burning is conducted in compliance with the rules established by the State Department of Natural Resources. (IAC, 567-23.2[3b]) (Ord. 51-14, Passed September 8, 2014)

~~3. Flare Stacks. The open burning or flaring of waste gases, provided such open burning or flaring is conducted in compliance with applicable rules of the State Department of Natural Resources. (IAC, 567-23.2[3c])~~

~~4. Landscape Waste. (Grass, Leaves and Small Branches) The disposal by open burning of landscape waste originating on premises. All burning must be under constant visual supervision by the owner or owner representative and not create a nuisance to neighbor. The burning of landscape waste produced in clearing, grubbing and construction operations is not permitted. Rubber tires shall not be used to ignite the landscape waste. (IAC, 567-23.2[3d]) (Ord. 51-14, Passed September 8, 2014)~~

2. 5. Recreational Fires. Open fires for cooking, heating, recreation and ceremonies, provided they comply with the limits for emission of visible air contaminants established by the State Department of Natural Resources. (IAC, 567-23.2[3e])

~~6. Burn Barrels. The open burning of residential waste on the property where such waste is generated, at dwellings of four (4) units or less, provided it does not create a nuisance for nearby properties. (IAC, 567-23.2[3f] and 567-20.2[455B]) (Ord. 51-14, Passed September 8, 2014)~~

3. 7. Training Fires. Fires set for the purpose<sup>90</sup> of bona fide training of public or industrial

employees in firefighting methods, provided that written notification is postmarked or delivered to the Director at least ten (10) working days before such action commences. All asphalt roofing and materials containing asbestos shall be removed prior to the training fire. (IAC, 567-23.2[3g])

4. §. Variance. Any person wishing to conduct open burning of materials not permitted herein may make application for a variance to the Director. (IAC, 567-23.2[2])

Section II. Severability Clause. If any section, provision or part of the ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section III. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED, ADOPTED AND APPROVED this 22<sup>nd</sup> day of January, 2024.

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Steven J. Knepper, Mayor

ATTEST:

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Kathy Goerdts, City Clerk

First Reading: December 11, 2023

Second Reading:

Third Reading:

Publication:

Sent to American Legal:



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: CIPCO Loan for the Library**

The Council will recall that the City was approved through CIPCO to receive a \$250K loan to go toward the library construction costs earlier in 2023. CIPCO stands for Central Iowa Power Cooperative and is an organization CMU belongs to for purchasing power. At the time we were going to apply through a different loan pool, and that interest rate was 0%. When we were told about this revolving loan fund it was not made clear that this fund is for low not no interest. Therefore, the interest is 3%. In speaking to our financial advisors at DA Davidson this is still lower than the market will bear right now if we get market rates. Therefore, I would recommend we continue with this loan. I have waited to bring this forward until after we approve the library construction bids. However, the loan must be closed prior to 12-21-23 as this is budgeted for in CIPCO for 2023.

All documents have been reviewed by bond counsel at Dorsey and Whitney. There will be one change to the documents as I found an error that could not be fixed by packet time. The attorneys thought we were making our first payment in mid-December. However, that changed to June 2023. If the December payment had been required, it would have meant a different principal amount of the loan. The legal team will redo the loan documents Monday morning, prior to the meeting time. On the first page of Resolution #91-23 Section 2 states \$238,973. I believe that will change to \$250,000. I will email the new documents as soon as I get them.

If this loan is approved by Resolution #91-23. If approved, the closing is scheduled for Tuesday, December 19.

RESOLUTION NO. 91-23

Resolution authorizing and approving a Loan Agreement with Central Iowa Power Cooperative, providing for the issuance of a General Obligation Note and providing for the levy of taxes to pay the same

WHEREAS, the City of Cascade (the "City"), in Dubuque and Jones Counties, State of Iowa, heretofore proposed to enter into a General Obligation Library Loan Agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$1,000,000, pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, for the purpose of paying the cost, to that extent, of undertaking the Municipal Library Development Project, an urban renewal project in the Cascade Urban Renewal Area authorized by action of the City Council on September 12, 2022, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of October 24, 2022, no petition has been filed with the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City

WHEREAS, it is necessary at this time to authorize and approve the Loan Agreement with Central Iowa Power Cooperative, as lender (the "Lender") and to make provision for the issuance of a General Obligation Note (the "Note") in evidence thereof in the principal amount of \$238,973 in order to pay a portion of the costs of the Project; and

WHEREAS, it is necessary at this to authorize and approve certain agreements and related documents (the "Loan Documents") that the Lender has provided to the City in connection with the loan (the "Loan") to made to the City under the Loan Agreement;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Cascade Iowa, as follows:

Section 1. The City hereby determines to enter into the Loan Agreement with the Lender. The Loan Agreement shall be in substantially the form as has been placed on file with the City and shall provide for the Loan to the City in the principal amount of \$238,973, for the purpose as set forth in the preamble hereof. The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement and the Loan Documents on behalf of the City, and the Loan Agreement and the Loan Documents are hereby approved.

Section 2. The Note in the principal amount of \$238,973 is hereby authorized to be issued to the Lender. The Note shall be dated as of the date of closing (the "Dated Date"), shall mature on the Maturity Date as defined in the Note, and bear interest at the rate of 3.00% per annum.

The City Clerk is hereby designated as the registrar and paying agent for the Note and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Principal of the Note shall be payable in nineteen (19) semi-annual installments each due on each June 15 and December 15 in each of the respective years and in the respective amounts,

and continuing to and including June 15, 2033, (the “Maturity Date”), on which date all remaining principal and interest shall be due, as follows:

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
06/15/24	\$10,974	06/15/29	\$12,735
12/15/24	\$11,138	12/15/29	\$12,926
06/15/25	\$11,305	06/15/30	\$13,120
12/15/25	\$11,475	12/15/30	\$13,317
06/15/26	\$11,647	06/15/31	\$13,517
12/15/26	\$11,822	12/15/31	\$13,720
06/15/27	\$11,999	06/15/32	\$13,925
12/15/27	\$12,179	12/15/32	\$14,134
06/15/28	\$12,362	06/15/33	\$14,131
12/15/28	\$12,547		

Payment of principal of the Note shall be made to the registered owner appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the payment date and shall be paid by check or draft mailed to the registered owner at the address shown on such registration books; provided, however, that the final installment of principal shall be payable only upon presentation and surrender of the Note to the Paying Agent.

The City reserves the right to prepay principal of the Note in whole or in part at any time prior to and in any order of maturity on terms of par.

The Note shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk and shall be a fully registered Note without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Note shall cease to be such officer before the delivery of the Note, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Note shall be fully registered as to principal in the name of the owner on the registration books of the City kept by the Registrar, and after such registration, payment of the principal thereof shall be made only to the registered owner or its legal representatives or assigns. The Note shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of any owners of the Note shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

Section 3. As required by Chapter 76 of the Code of Iowa, and for the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the principal of the

Note, there is hereby ordered levied on all the taxable property in the City in each of the years while the Note is outstanding the following direct annual tax:

For collection in the fiscal year beginning July 1, 2024,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2025,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2026,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2027,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2028,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2029,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2030,  
sufficient to produce the net annual sum of \$29,116;

For collection in the fiscal year beginning July 1, 2031,  
sufficient to produce the net annual sum of \$29,116; and

For collection in the fiscal year beginning July 1, 2032,  
sufficient to produce the net annual sum of \$28,901.

Section 4. A certified copy of this resolution shall be filed with the County Auditors of Dubuque County and Jones County, and the County Auditors are hereby instructed to enter for collection and assess the tax hereby authorized. When annually entering such taxes for collection, the County Auditors shall include the same as a part of the tax levy for Debt Service Fund purposes of the City and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the City and set aside therein as a special account to be used solely and only for the payment of the principal of the Note hereby authorized and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Code of Iowa, each year while the Note remains outstanding and unpaid, any funds of the City which may lawfully be applied for such purpose, may be appropriated, budgeted and, if received, used for the payment of the principal of the Note as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in Section 3 of this Resolution, shall be reduced by the amount of such alternate funds as have been appropriated for said purpose and evidenced in the City's budget.

Section 5. The principal falling due in any year or years shall, if necessary, be paid promptly from current funds on hand in advance of taxes levied and when the taxes shall have been collected, reimbursement shall be made to such current funds to the sum thus advanced.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved December 11, 2023.

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Steve Knepper, Mayor

Attest:

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Kathy Goerdts, City Clerk





## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Library Board Meeting Time Ordinance**

The City Council approved the first and second readings of the ordinance change at the November 13 and 27, 2023 meetings.

The following is the explanation from the prior meeting.

City Clerk Goerdt and I have noticed that there is a challenge to get appropriate financial records to the Library Board by their meeting time as they meet at the beginning of the month. In order to give them reports from the previous month we have to close that month out. This cannot be completed until we get the bank statements. There are times that their meeting is on the 1, 2 or 3<sup>rd</sup> of the month. We have suggested to the Board that they change it to the second Tuesday of the month, instead of the first. They have agreed to make that change going forward. The City's code states when meetings are going to be. Therefore, we would request that there be a change to the code. I reached out to our legal counsel (see below) to confirm that we can have an ordinance that is more generic and not list a specific date. We would always have the days for the City Council meetings remain in the ordinance but would like to consider changing the other Committees and Boards to a more generic wording that was suggested by legal counsel. There is a draft ordinance included for the Library Board. A number of other Committees are also not meeting at the stated time in the current code. If the Council is agreeable, I would bring the other committee ordinance changes in the future.

**From Pat O'Connell, Lynch Dallas Attorney**

Yes, an ordinance can be drafted to eliminate reference to specific meeting times. The ordinances could be stripped down only to provide details on what the Board does and its composition, and then add generic language requiring meetings, but not stating specific times. The ordinance could be drafted to reflect, for example, "the Board shall meet not less than once per month, at a regular time to set by the Board, the agenda for which shall be publicly posted and published as required by Iowa Code Section 21.4." Any general language like that would be appropriate.

If not all the Boards need to meet monthly (i.e., some boards only meet quarterly, or biannually, or only as needed), the language could be even more generic, for example, "The Board shall meet at regular intervals deemed by the Board to permit the timely and appropriate handling of the work of the Board and all such meetings shall be publicly posted and published as required by Iowa Code Section 21.4."

**ORDINANCE #16-23**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
CASCADE, IOWA, BY AMENDING CHAPTER 5-1-4 LIBRARY BOARD**

NOW, THEREFORE, BE IT ENACTED, by the City Council of the City of Cascade,  
Iowa, as follows:

Section I. Section Modified. Title V Human Development, Chapter 1 Library  
Services, Subsection 4 Organization of the Board of the Code of Ordinances of the City of  
Cascade, Iowa, is repealed and the following adopted in lieu thereof:

**5-1-4 ORGANIZATION OF THE BOARD**

The organization of the Board shall be as follows:

4. Meetings. The Board shall meet not less than once per month, at a regular time to  
set by the Board, the agenda for which shall be publicly posted and published as  
required by Iowa Code Section 21.4. The regular meeting of the Library Board shall  
be the first Tuesday of every month at 4:30 PM at the Cascade City Hall Council  
Chambers. The public meeting shall be video recorded and broadcasted on the City's  
website or other social media resources used by the City Cascade Local Access  
Channel.

Section II. Severability Clause. If any section, provision or part of the ordinance shall be  
adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the  
ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section III. When Effective. This ordinance shall be in effect from and after its final  
passage, approval and publication as provided by law.

PASSED, ADOPTED AND APPROVED this \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J. Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk

First Reading: November 13, 2023

Second Reading: November 27, 2023

Third Reading:

Publication:

Sent to American Legal:



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**

**From: Lisa Kotter, City Administrator**

**Date: December 8, 2023**

**Re: Parks and Recreation Board, Utility Board of Trustees, Planning and Zoning Board Meeting Time Ordinance**

**The City Council approved the first and second readings of a change to the Library Board meeting time ordinance at the November 13 and 27, 2023 meetings.**

**It was also discussed to make all the standing board and commission ordinances the same to allow more flexibility for the members. At the advice of our legal team there are three more ordinances in the packet for consideration. All three list a general rule about meetings versus listed a specific day and time of the month. The first readings were approved for these three ordinances on November 27.**

**Ordinance #17-23 is for the Planning and Zoning Commission**

**Ordinance #18-23 Parks and Recreation Board**

**Ordinance #19-23 Utility Board of Trustees**

**The agenda is posted so that the second, third or final readings can all take place at this meeting.**

**ORDINANCE #17-23**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
CASCADE, IOWA, BY AMENDING  
CHAPTER 2-8-3 PLANNING AND ZONING COMMISSION**

NOW, THEREFORE, BE IT ENACTED, by the City Council of the City of Cascade, Iowa, as follows:

Section I. Section Modified. Title II Policy and Administration, Chapter 8 Planning and Zoning Commission, Subsection 3 Meetings of the Code of Ordinances of the City of Cascade, Iowa, is repealed and the following adopted in lieu thereof:

2-8-3 MEETINGS

3. The Board shall meet at regular intervals deemed by the Board to permit the timely and appropriate handling of the work of the Board and all such meetings shall be publicly posted and published as required by Iowa Code Section 21.4. The Commission meetings are on the third Thursday of each month, as needed, at seven o'clock (7:00) p.m.

Section II. Severability Clause. If any section, provision or part of the ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section III. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED, ADOPTED AND APPROVED this \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J. Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerd, City Clerk

First Reading: November 27, 2023

Second Reading:

Third Reading:

Publication:

Sent to American Legal:

**ORDINANCE #18-23**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
CASCADE, IOWA, BY AMENDING  
CHAPTER 2-9-3 PARKS AND RECREATION BOARD**

NOW, THEREFORE, BE IT ENACTED, by the City Council of the City of Cascade, Iowa, as follows:

Section I. Section Modified. Title II Policy and Administration, Chapter 9 Parks and Recreation Board, Subsection 3 Meetings of the Code of Ordinances of the City of Cascade, Iowa, is repealed and the following adopted in lieu thereof:

2-8-3 MEETINGS

3. The Board shall meet not less than once per month, at a regular time to be set by the Board, the agenda for which shall be publicly posted and published as required by Iowa Code Section 21.4. The Board shall meet on the first Monday of each month at seven o'clock (7:00) p.m.

Section II. Severability Clause. If any section, provision or part of the ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section III. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED, ADOPTED AND APPROVED this \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J. Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdts, City Clerk

First Reading: November 27, 2023

Second Reading:

Third Reading:

Publication:

Sent to American Legal:

**ORDINANCE #19-23**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
CASCADE, IOWA, BY AMENDING  
CHAPTER 2-10-4 UTILITY BOARD OF TRUSTEES**

NOW, THEREFORE, BE IT ENACTED, by the City Council of the City of Cascade, Iowa, as follows:

Section I. Section Modified. Title II Policy and Administration, Chapter 10 Utility Board of Trustees, Subsection 4 Meetings of the Code of Ordinances of the City of Cascade, Iowa, is repealed and the following adopted in lieu thereof:

2-8-3 MEETINGS

3. The Board shall meet not less than once per month, at a regular time to be set by the Board, the agenda for which shall be publicly posted and published as required by Iowa Code Section 21.4. ~~The Board of Trustees meets on the second Wednesday of each month at five fifteen (5:15) p.m. at the Cascade City Hall Council Chambers. The public meetings shall be video recorded for broadcast on the Cascade Local Access Channel.~~

Section II. Severability Clause. If any section, provision or part of the ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section III. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED, ADOPTED AND APPROVED this \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J. Knepper, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Goerdt, City Clerk

First Reading: November 27, 2023

Second Reading:

Third Reading:

Publication:

Sent to American Legal:



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Year End Bill Pay**

**Due to the fact that we are holding only one City Council meeting, we are asking for City Council action to authorize payment of bills that will be due prior to the approval at the January 8 meeting. The City Council will still officially approve these on January 8 and receive the list of pre-paid invoices. Anything paid during this period will be reviewed by the Mayor and I prior to payment.**



## **December 11, 2023 Agenda**

**To: Mayor, City Council and Staff**  
**From: Lisa Kotter, City Administrator**  
**Date: December 8, 2023**  
**Re: Library Budget Update**

**At the last meeting, the City Council asked for a report to see where the spending is for the library budget. The report is included.**



**REVENUE & EXPENSE REPORT**  
**CALENDAR 12/2023, FISCAL 6/2024**

*LIBRARY EXPENSES TO DATE*

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
LIBRARY DEPARTMENT					
001-410-6010	SALARIES	2,936.34	31,873.17	74,559.00	42,685.83
001-410-6020	WAGES - PART TIME	49.84	333.03	.00	333.03-
001-410-6040	WAGES - OVERTIME	.00	26.52	.00	26.52-
001-410-6050	BOARD MEMBERS COMPENSATION	.00	.00	1,200.00	1,200.00
001-410-6110	FICA/MEDICARE	228.43	2,420.68	5,704.00	3,283.32
001-410-6130	IPERS	250.45	2,786.85	7,461.00	4,674.15
001-410-6131	CA PENSION	.00	.00	.00	.00
001-410-6150	GROUP INSURANCE	36.35	5,620.22	14,859.00	9,238.78
001-410-6160	WORKERS' COMPENSATION	.00	.00	125.00	125.00
001-410-6240	TRAVEL TRAINING & CONFERENCE	.00	378.98	1,000.00	621.02
001-410-6310	BUILDING REPAIR/MAINT	120.00	1,083.00	3,000.00	1,917.00
001-410-6350	REPAIR & MAINT EQUIPMENT	350.76	744.25	1,500.00	755.75
001-410-6371	UTILITIES	247.00	1,279.64	3,500.00	2,220.36
001-410-6373	TELEPHONE/INTERNET	415.35	851.42	1,725.00	873.58
001-410-6408	INSURANCE-GENERAL	.00	.00	3,750.00	3,750.00
001-410-6419	SOFTWARE	.00	16.38	2,000.00	1,983.62
001-410-6424	PETTY CASH	.00	.00	.00	.00
001-410-6490	PROFESSIONAL FEES	.00	18.24	400.00	381.76
001-410-6502	LIBRARY BOOKS/FILMS/REF. BOOKS	1,686.27	13,253.85	25,000.00	11,746.15
001-410-6506	OFFICE SUPPLIES	12.74	882.70	3,500.00	2,617.30
001-410-6507	MISC OPERATING SUPPLIES	72.00	786.27	.00	786.27-
001-410-6508	POSTAGE	.00	.00	.00	.00
001-410-6511	BLDG. MAINT. & SUPPLIES	52.47	472.47	.00	472.47-
001-410-6512	PROGRAM MATERIALS	218.58	3,020.35	6,500.00	3,479.65
001-410-6727	CAPITAL EQUIPMENT	.00	.00	.00	.00
001-410-6799	CAPITAL IMPROVEMENTS	.00	.00	5,000.00	5,000.00
	LIBRARY TOTAL	6,676.58	65,848.02	160,783.00	94,934.98
	GENERAL TOTAL	6,676.58	65,848.02	160,783.00	94,934.98
021-410-6448	LIBRARY RESERVE	.00	.00	.00	.00
	LIBRARY TOTAL	.00	.00	.00	.00
	LIBRARY TOTAL	.00	.00	.00	.00
300-410-6910	TRANSFER OUT	.00	.00	.00	.00
	LIBRARY TOTAL	.00	.00	.00	.00

**REVENUE & EXPENSE REPORT**  
**CALENDAR 12/2023, FISCAL 6/2024**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	LIBRARY PROJ TOTAL	.00	.00	.00	.00
370-410-6490	PROFESSIONAL FEES - LCP	.00	119,681.38	100,000.00	19,681.38-
370-410-6507	OPERATING SUPPLIES - LCP	.00	24.70	.00	24.70-
370-410-6761	CAP OUTLAY - LCP	.00	35,395.00	2,700,000.00	2,664,605.00
370-410-6910	TRANSFER OUT	.00	.00	.00	.00
370-410-6911	TRANSFER OUT - TIF	.00	.00	.00	.00
	LIBRARY TOTAL	.00	155,101.08	2,800,000.00	2,644,898.92
	LIBRARY CAPITAL PROJECT TOTAL	.00	155,101.08	2,800,000.00	2,644,898.92
	TOTAL EXPENSES	6,676.58	220,949.10	2,960,783.00	2,739,833.90

# CASCADE

MONTHLY INCIDENT COUNT REPORT Statistics from Reported Date: 11/1/2023 12:00:00AM to 11/30/2023 11:59:00PM

Case Report POLICE DEPARTMENT

[IMPORTED] : ACCIDENT-MOTOR VEHICLE: ON OTHER: 1 2%

[IMPORTED] : FAIL TO YIELD ON LEFT TURN: 1 2%

[IMPORTED] : PUBLIC INTOXICATION: 1 2%

[IMPORTED] : STOP SIGN-WARNING: 1 2%

Grand Total: 7.41% Total # of Incident Types Reported: 4

**Field Interview** POLICE DEPARTMENT

ACCIDENT: 1 2%
ACCIDENT CAR VS DEER: 2 4%
ANIMAL AT LARGE: 1 2%
ANIMAL COMPLAINT-INJURED: 1 2%
ASSIST AMBULANCE: 6 11%
ASSIST DUBUQUE COUNTY: 3 6%
ASSIST FIRE DEPARTMENT: 1 2%
ASSIST JONES COUNTY: 2 4%
BAR CHECK: 1 2%
CRIMINAL TRESPASS TO PROPERTY: 1 2%
D.A.R.E. PRESENTATION: 4 7%
DISTURBANCE: 1 2%
FAILURE TO OBEY YIELD SIGN: 1 2%
FOUND ITEM: 1 2%
GAS DRIVE-OFF: 1 2%
INCIDENT REPORT - DISTURBANCE: 1 2%
JCERT CALL OUT: 1 2%
LOST/MISSING PROPERTY: 1 2%
PRESENTATION/SCHOOL: DE: 2 4%
RECORDS CHECK: 2 4%
REGISTRATION VIOLATION: 1 2%
SPECIAL ASSIGNMENT: 1 2%

**Field Interview** POLICE DEPARTMENT

**SPEED WARNING: 4 7%**

**SUSPICIOUS PERSON: 1 2%**

**THEFT: 3 6%**

**VEHICLE UNLOCK: 4 7%**

**WELFARE CHECK: 2 4%**

Grand Total: 92.59% Total # of Activity Types Reported: 50