



CITY OF PRAIRIE CITY 2015 ANNUAL REPORT A REPORT TO OUR CITIZENS

Accepted and Adopted by the City Council
March 7, 2016



TABLE OF CONTENTS

SECTION	PAGE
Community Profile	3
Statistics	4
City Government at a Glance	5
Organizational Chart.....	6
2015 Major Accomplishments.....	7
2014-2015 Finances.....	11
Useful City Information (FAQs).....	13
Important Phone Numbers & Contacts	16

Welcome to Prairie City!

COMMUNITY PROFILE

Prairie City has come a long way since it was established in 1856 under the name of Elliot. In fact, it's come a long way in just over a decade. Since the 2000 Census, Prairie City's population has surged 23 percent to 1,680 residents.

This speedy growth has helped breathe new life—and youth—into our Jasper County city. Only 20 miles from Des Moines, Prairie City attracts young professionals searching for the perks of small-town living along with an easy commute to work and venues in Iowa's capital and other neighboring cities.

Driving just 30 minutes outside the metro rewards Prairie City residents with a lower cost of living—four percent less than the Iowa average—combined with friendly neighbors; safe streets; a small, attentive school district; and opportunities for involvement. Residents

also share the surrounding scenic prairie with bison and other wildlife roaming the nearby Neal Smith National Wildlife Refuge, which attracts thousands of tourists from around the globe each year.

Prairie City has made great efforts to accommodate our residents' growing families and youthful spirit. Their arrival has spurred economic, residential, and recreational development. Perhaps because of our prairie heritage, the city is especially proud of the many parks, trails, and athletic fields available to residents. With our extensive recreational opportunities, quality schools, affordable living, and expanding list of amenities, we are confident Prairie City will continue to grow as a happy, healthy community generations will enjoy for decades to come.



STATISTICS

Incorporated: 1874

Form of Government: Mayor/Council

Location: In Jasper County, bounded by Des Moines on the west, Pella on the east, Newton on the north and Lake Red Rock on the South.

Population: 1,680 (based on 2010 Census)

Age: The 2010 Census indicates the median age of residents within Prairie City is 33.7 years, below the Jasper County's median age of 41.6. Nearly half of the City's population is between the ages of 25 and 64.

Income: Based on the 2008-2010 American Community Survey, 33.1% of the City's households have incomes of \$75,000 or more.

Overall Education: The 2008-2010 American Community Survey indicates that 90.9% of the City's residents have received a high school education or higher.

Business: According to the Prairie City Business Association, a total of 48 businesses operate within the City.

Area: 1.21 square miles

Miles of Streets: 18.5 miles

Parks: 4 parks (68 acres)

Public Elementary and Secondary Schools: Prairie City Elementary and PCM Middle School (located in Prairie City) and Monroe Elementary and PCM High School (located in Monroe)

Public Safety Services: Prairie City Police Department, Prairie City Fire Department, Prairie City EMS Department, and Jasper County Sheriff's Department

Libraries: 1 library (7,168 annual circulations)

Local Media:
Newspaper: Prairie City News, Newton Daily News

Utilities:
Water System: Prairie City
Sewer System: Prairie City
Refuse System: Waste Management Authority
Recycling: Metro Waste Authority
Gas: MidAmerican Energy
Electric: MidAmerican Energy
Telephone: CenturyLink, Mediacom

CITY GOVERNMENT AT A GLANCE

City Council and Administration

The City Administrator keeps the Mayor and City Council advised of the City's financial condition with the assistance of the City Clerk and provides recommendations on a wide range of policy issues for consideration and action by the City Council. The City offices are open for public business 8:00 a.m. to 4:30 p.m., Monday through Friday. City Council meetings are usually held first week of every month, beginning at 6:00 p.m.

Elected Official

Mayor

Chad Alleger

Term Expires

2017

Councilmembers

Lyle Burkett

2017

Andrea Engle

2017

Dan Downey

2017

Bob Beiner

2019

Troy Kuecker

2019

City Departments & Offices

Emmanuel Toribio

City Administrator

Lori Martin

City Clerk

Emily Voeller

Billing Clerk

Sue Ponder

Library Director

Jenny Anderson

Library PT

Carl Van Der Kamp

Public Works

Mark Samson

Public Works

Trent Kain

Public Works

Alan Vander Kamp

Public Works PT

Bob Wagaman

Public Works PT

Joe Bartello

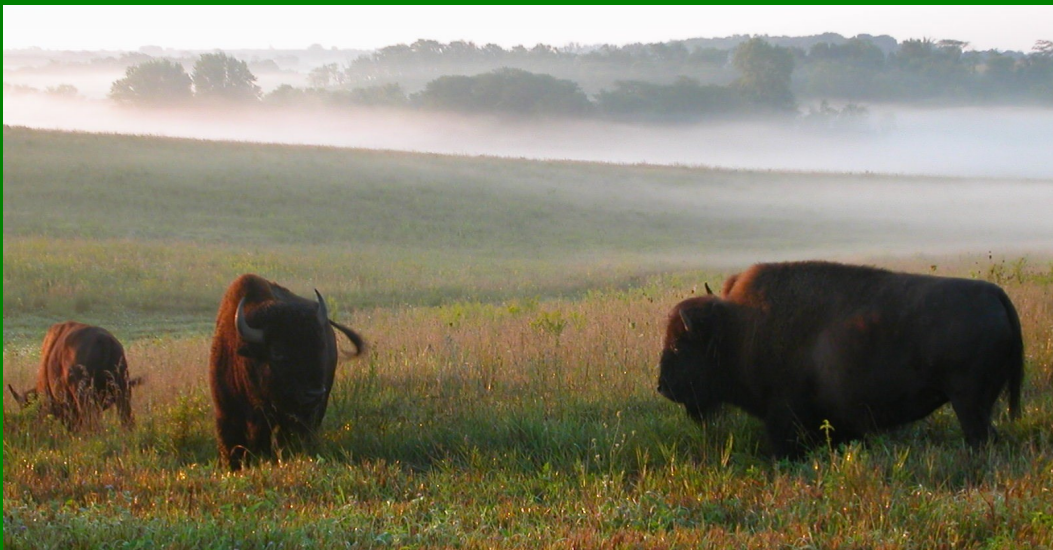
Police Chief

Mike German

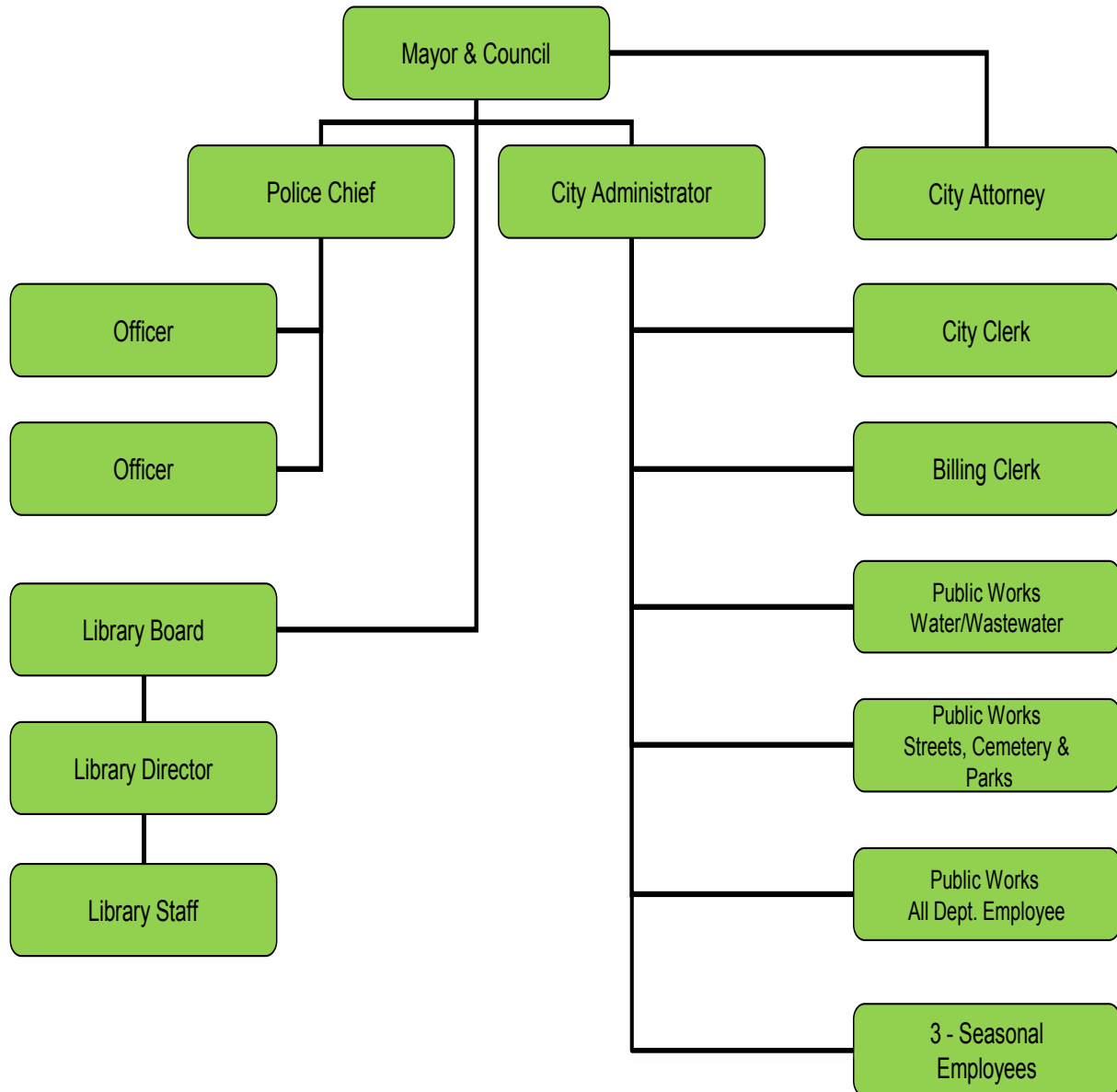
Police Officer

Amy Baldus

Police Officer



City of Prairie City – Organizational Chart



SUMMARY OF 2015 CITY ACTIVITIES & ACCOMPLISHMENTS

BOARDS, COMMISSIONS, COMMITTEES

- ⊕ Celebration Commission purchases fireworks in the amount of \$3,500.00 for the 2015 Prairie Days celebration.
- ⊕ Celebration Commission hires Nearly Elvis for 2015 Prairie Days entertainment at a cost of \$512.00.
- ⊕ Celebration Commission hires Gee Willie for 2015 Prairie Days entertainment at a cost of \$5,450.00.
- ⊕ Celebration Commission hires HWY 163 for 2015 Prairie Days entertainment at a cost of \$500.00.
- ⊕ Celebration Commission hires Jonathan May - Comedy Magician for 2015 Prairie Days entertainment at a cost of \$500.00.
- ⊕ Celebration Commission hires Brad Morgan for 2016 Prairie Days entertainment at a cost of \$3,000.00.
- ⊕ Park Board approves the contract with Ultimate Surfaces Worldwide LLC for the installation of concrete bench pads and basketball surface repairs for the Community Park in the amount not to exceed \$2,400.00.
- ⊕ Planning and Zoning Commission approves the Plat of Survey for Billie E. Harmison.
- ⊕ EDC approves the Downtown Revitalization Incentive Program 'Interior Grant' to the Wilkies Garage, LLC to increase the amount from \$3,587.00 to \$7,175.00.

CAPTIAL PROJECTS

- ⊕ City hires Van Ryswk Plumbing and Heating, Inc. for installation of two (2) fire hydrants in the amount not to exceed \$4,500.00.
- ⊕ City hires Simmering-Cory for grant administrative services associated with the North Side Sewer Rehabilitation project in the amount not to exceed \$20,000.00.
- ⊕ City hires Veenstra & Kimm, Inc. for engineering design and inspection services associated with the North Side Sewer Rehabilitation project in the amount not to exceed \$29,500.00.
- ⊕ City hires Quality Striping, Inc. for street sweeping and striping in the amount not to exceed \$4,190.00.
- ⊕ City signs the Resource Enhancement Transportation and Protection (REAP) grant application for the Prairie City Rails-to-Trails corridor acquisition.
- ⊕ City approves the specifications, form of contract and estimate of cost for the construction of the North Side Sewer Rehabilitation project.
- ⊕ City hires Municipal Pipe Tool Co. LLC for the North Side Sewer Rehabilitation project in the amount not to exceed \$536,078.75.
- ⊕ City signs the Municipal Pipe Tool Co. LLC contract and approves the bond and certificate of insurance for the North Side Sewer Rehabilitation project.
- ⊕ City signs the Resource Enhancement and Protection (REAP) grant agreement in the amount of \$75,000.00 for the Prairie City Rails-to-Trails corridor acquisition.

CITY HALL

- ⊕ City hires Emily Voeller as Utility Billing Clerk

PLANNING & COMMUNITY DEVELOPMENT

- ⊕ City appoints Stuyvesant, Benton, & Judisch Law Firm as the city attorneys at a rate of \$130.00 per hour.
- ⊕ City appoints Veenstra & Kimm, Inc. as the city building inspectors at a rate of \$80.00 per hour.
- ⊕ City adopts the FY2013-14 budget amendment to file with the County Auditor as required by law.
- ⊕ City approves the internal advance for the Downtown Revitalization incentive program.
- ⊕ City hires Faller, Kincheloe & Co, PLC to conduct city examinations for fiscal years 2014-15 2015-16 and 2016-17 in the amount not to exceed \$9,825.00.
- ⊕ City authorizes signing the administrative agreement between the City of Prairie City and Emmanuel Toribio for the City Administrator position.
- ⊕ City signs the Safety Coalition of Central Iowa Cities (SCCIC) 28E agreement.

PUBLIC SAFETY

- ⊕ City signs the Mutual Law Enforcement 28E agreement with the City of Colfax.
- ⊕ City hires Mercy Emergency Medical Transport Services for ambulance tiers at a cost of \$185.00 per tier.
- ⊕ City hires Fraser Ambulance Transportation Services, LLC for ambulance billing at a one-time set-up cost of \$1,075.00 and \$35.00 per trip.
- ⊕ City approves the purchase of an ambulance light bar and hires Keltek for the installation in the amount not to exceed \$2,262.43.
- ⊕ City hires John Joseph Bartello as Interim Chief of Police.
- ⊕ City hires Michael German as Police Officer.
- ⊕ City hires John Joseph Bartello as Chief of Police.
- ⊕ City acknowledge the Prairie City Rescue Association, Inc. and authorize the transfer of funds in the amounts of \$1,791.00 to the Ambulance and \$10,972.82 for the Fire Department.

PUBLIC WORKS OPERATIONS

- ⊕ City hires Terry and Sons, Inc. for the painting of vessels and piping in the Water Treatment Plant in the amount not to exceed \$10,687.00.
- ⊕ City hires Trent Kain as Public Works employee.
- ⊕ City promotes Carl Van Der Kamp as Wastewater Operator in Charge of the Wastewater Treatment Facility.
- ⊕ City hires Blacktop Service Co. for the 2015 street repairs in the amount not to exceed \$56,000.00.
- ⊕ City hires Northway Well and Pump Co. to complete the rehabilitation and cleaning of water Well #1 in the amount not to exceed \$6,500.00.
- ⊕ City hires Hydro-Klean for the jet cleaning and vacuuming of debris from sewer pipe in the amount not to exceed \$2,640.00.

2014-2015 CITY FINANCES

Financial Information

Prairie City is committed to delivering the highest quality of services in the most effective manner.

2014-2015 City Finances

Expenditures for all funds and programs total \$2,389,938

General Fund operating expenses total \$764,594

Revenues for all funds estimated to total \$2,467,844

Year-end balances in selected funds:

-General Fund: \$461,721

-Proprietary Funds: \$528,388

-Special Revenue Fund: \$590,103

-Perpetual Fund: \$164,479

General Government expenditures total \$445,987 of General Fund operations.

Public Safety cost of \$318,607 represent the largest share of General Fund operating costs.

All at the heart of our dynamic community is a local economy sustained in part by a number of companies and businesses some of which have made Prairie City the fastest growing city in Jasper County in the last ten years.

Several of the largest employers include:

Casey's General Store

City of Prairie City

Goldie's Restaurant

Great Western Bank

PCM School District

Uptown Restaurant & Lounge

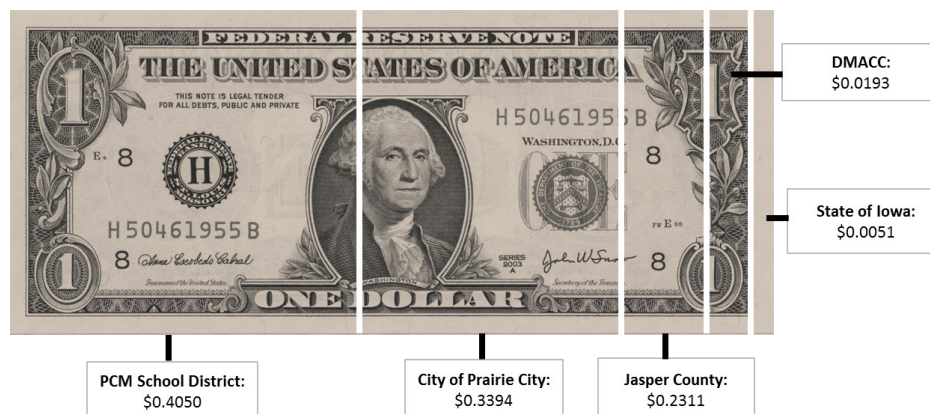
Heartland CO-OP

Konek, P.C. CPA Firm

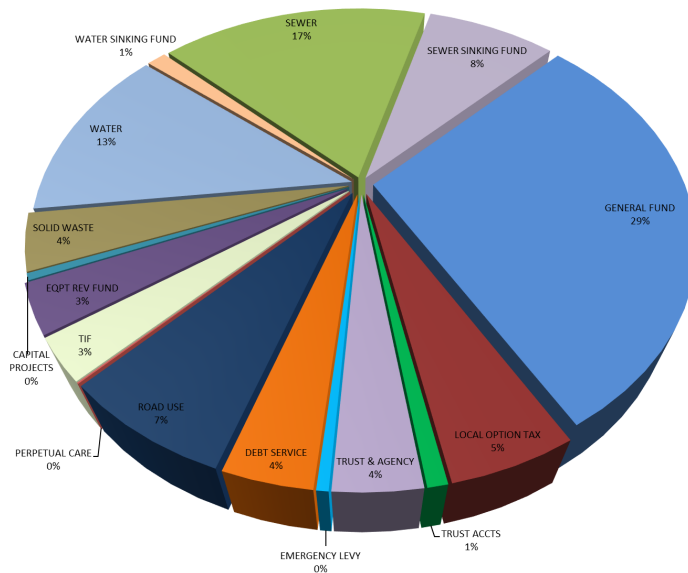
LeFebvre Companies

Roberts True Value Hardware

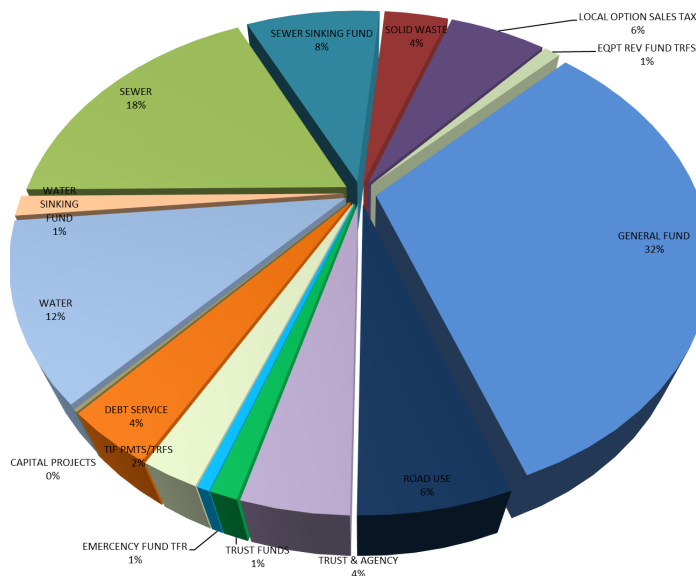
HOW \$1 OF PROPERTY TAX IN PRAIRIE CITY WAS DIVIDED FY 2015



SUMMARY OF REVENUES FY 2014-2015



ACTUAL REVENUES	
2014-2015	
GENERAL FUND	\$720,504
LOCAL OPTION TAX	\$126,451
TRUST ACCTS	\$20,004
TRUST & AGENCY	\$86,518
EMERGENCY LEVY	\$11,732
DEBT SERVICE	\$89,044
ROAD USE	\$174,691
PERPETUAL CARE	\$1,950
TIF	\$71,525
EQPT REV FUND	\$83,098
CAPITAL PROJECTS	\$11,507
SOLID WASTE	\$97,687
WATER	\$317,027
WATER SINKING FUND	\$29,816
SEWER	\$423,510
SEWER SINKING FUND	\$202,780
TOTAL	\$2,467,844



ACTUAL EXPENSES	
2014-2015	
GENERAL FUND	\$764,594
ROAD USE	\$137,595
TRUST & AGENCY	\$96,540
TRUST FUNDS	\$25,252
EMERGENCY FUND TFR	\$11,732
TIF PMTS/TRFS	\$52,960
DEBT SERVICE	\$84,640
CAPITAL PROJECTS	\$4,007
WATER	\$279,424
WATER SINKING FUND	\$33,050
SEWER	\$431,740
SEWER SINKING FUND	\$202,780
SOLID WASTE	\$96,529
LOCAL OPTION SALES TAX	\$145,178
EQPT REV FUND TRFS	\$23,918
TOTAL	\$2,389,938

USEFUL CITY INFORMATION — FREQUENTLY ASKED QUESTIONS (FAQ's)

PARKS AND RECREATION

Q. How can I reserve an open shelter or rent the Community Building?

A. Contact City Hall at 515-994-2649. For rental rates, visit the City's website www.prairiecityiowa.us.

PUBLIC WORKS

Q. I just moved to town. Who do I contact to set up my water service?

A. Contact City Hall at 515-994-2649.

Q. Who do I contact to set up my garbage service?

A. Contact City Hall at 515-994-2649.

Q. Who do I contact to set up my electric and gas?

A. MidAmerican Energy provides electricity and gas for Prairie City.

Q. Does Prairie City offer recycling?

A. Yes.

Q. When is garbage picked up? Is there a limit to the number of garbage cans I can set out?

A. Residential garbage collection is scheduled for every Thursday, using a City issued garbage container.

Q. I have an old couch I need to get rid of. What do I do with it?

A. Residents are allowed to put one bulk item out with their city-issued garbage container each week. If you have more than one item, you need to purchase a sticker for the extra item(s) through City Hall.

Q. How do I get rid of old refrigerators or appliances?

A. You will need to purchase Waste Management stickers through City Hall. Appliance pickup can be arranged at the time you purchase the stickers.

Q. How do I get rid of yard waste?

A. Prairie City offers a yard waste collection service seasonally every Thursday April 1—November 30. In addition the City provides a yard waste site located by the Wastewater Treatment Facility, open to Prairie City residents only.

LICENSES, PERMITS, REGISTRATION, ETC.

Q. Do I need a building permit?

A. Building permits are required for all exterior work, including additions, decks, fences, garage, and storage sheds. Permits are not required for improvements such as replacing windows, shingles, or siding. City Hall issues building, electrical, and plumbing permits.

Q. I want to plant a tree (or dig a hole). Who should I call?

A. Please contact Iowa One Call at 811 or 1-800-292-8989 at least 48 hours in advance. They will schedule to locate all power lines, cables, and water and sewer lines. If you plan to plant the tree in a City Right of Way, contact City Hall for a street tree permit and list of qualifying trees.

Q. How do I get a license for my pet?

A. Pets over the age of six months need to be licensed. City Hall issues pet licenses that can be renewed annually. Licenses are \$10 or \$15 for non-spayed/neutered pets, and a copy of your pet's rabies certificate is required. Licenses are due between January 1st and April 1st of each year. There is an additional \$10 penalty after April 1st.

Q. Where can I get my driver's license?

A. Driver's licenses are issued at the Jasper County Treasurer's Office in Newton or at the Iowa Department of Transportation offices in Des Moines.

Q. Where do I register my vehicle?

A. Vehicle registration is issued at the Jasper County Treasurer's Office in Newton.

Q. Where do I get birth certificates, death certificates, marriage licenses, hunting and fishing licenses, and boat, ATV, and snowmobile registration?

A. These are issued through the Jasper County Treasurer's and Recorder's Office in Newton. Roberts True Value Hardware also issues hunting and fishing licenses.

VOTING

Q. Where can I register to vote?

A. Voter registration forms may be picked up at City Hall, or you can contact the Jasper County Auditor's Office in Newton.

Q. Where do I vote?

A. Voting is typically held at the Community Building at 503 S. State Street.

COMMUNITY RESOURCES

Q. Does Prairie City have a local newspaper?

A. Yes. The *Prairie City News* can be contacted at 515-994-2349.

Q. Are there any service organizations in Prairie City?

A. Prairie City has a Lions Club, T.T.T., P.E.O., Preston Masonic Lodge, Garden Club, and many church-affiliated organizations.

Q. Where do I register my children for school?

A. Contact the Central Office of the Prairie City-Monroe Community School District at 641-259-2751, or visit www.pcmmonroe.k12.ia.us.

Q. Who do I call for cable television service?

A. Mediacom is the cable provider in Prairie City. Charls TV in Prairie City also offers satellite television through DISH Network. Contact Charls TV at 515-994-2259.

Q. Who can I contact for Internet service?

A. Internet is available through Mediacom, Prairie iNet, or CenturyLink.

Q. Who can I contact for telephone service?

A. Telephone service is available through Mediacom or CenturyLink.

Q. Do the police unlock vehicles?

A. With the exception of emergency situations, the Prairie City Police Department does not unlock vehicles.

Q. What kinds of regulations are there on dogs and cats?

A. All pets are required to be under their owner's control at all times. Pets should be on a leash or confined in a home or yard. A residence is allowed a maximum of five dogs and cats over the age of six months, provided that no more than three of the animals are dogs.

Q. What could cause a water bill to be higher than normal?

A. Leaking faucets or toilets can cause an increase in your water bill. To check water leaks in your toilet, add a few drops of blue coloring to the toilet tank during a period of time that the toilet will not be used. If food coloring shows up in the bowl, you have a leak and will need to make a repair.

IMPORTANT PHONE NUMBERS & CONTACTS

Places	Phone Number	Information
City Hall	515-994-2649	City Services, Building Permits, Community Building Rental, General Information
Jasper County Dispatch	641-792-5912 1-800-362-1851	Animal Control, Non-Emergency Police Calls
Prairie City Library	515-994-2308	Adult and Youth Programs, Summer Reading, Computer Usage, Book Checkout, Fax/Copy Service, Notary Service, Books, Audiobooks, Magazines, Downloadable Items
Iowa One Call	811	Locate Utilities. Call Before You Dig!
Jasper County Court House	641-792-3255	Drivers License Renewal, Assessor, Court Services
Rec Complex Reservations	515-994-2649	Reservation of Baseball Diamonds, Soccer Fields and Rec Complex