

**CITY OF PRAIRIE CITY
MINUTES
APRIL 14, 2021**

The City Council of Prairie City, Jasper County, Iowa, met on April 14, 2021, in regular session at the Prairie City Council Chambers at City Hall and via Zoom. At 6:02 p.m. Mayor Alleger called the meeting to order, and all joined in reciting the Pledge of Allegiance.

Roll Call: Roll was called showing members present and absent as follows: Present: Mayor Alleger; Councilors: Townsend, Berger, Lindsay, McDonald, and Taylor. Also in attendance: Interim City Administrator and City Clerk, Jodie Wyman; Police Chief, Mike German; City Water and Sewer Operator, Carl Van Der Kamp; Library Director, Sue Ponder, and City Engineer, Andrew Inhelder.

Agenda Approval: Taylor moved to approve the agenda and was seconded by Lindsay. The motion passed all ayes.

Consent Agenda: Taylor moved to approve the consent agenda and was seconded by Berger. The motion passed all ayes.

Public Comments: Rob Hoffman, on behalf of The Dodge Garage, addressed Council to reiterate how refreshing it is to work with the Interim City Administrator on the Marshall Street project. It is very nice to have such an open communication with the city.

Old Business: Andrew Inhelder with MSA presented a map of the Marshall Street reconstruction project. As presented, the project scope encompasses Marshall Street, both lanes of traffic, parking areas on both sides of Marshall Street, new sidewalk on both sides of Marshall Street, storm sewer through the E. Jefferson and Marshall Street intersection, current six inch water line with new eight inch water lines, services and curb stops for the three buildings on the east side of the street, and electric pole being moved from the southeast corner of E. Jefferson to the northeast corner of E. Jefferson. The Marshall Street reconstruction project is anticipated to begin June 11, 2021, and wrap up approximately August 30, 2021. Concerns of a detour route were discussed with Andrew with specific regard to truck deliveries to the businesses located on the square. Andrew will provide a map with suggested detours for the businesses to distribute to delivery drivers who will be affected by the closure.

The estimated total cost of the project is \$660,000. Matt Stoffel with PFM presented information that the proposed funding could come from LOST revenues. The city has identified \$300,000 of the current LOST account balance to be applied directly to the project. In addition, the city will obtain a five-year loan from a local lending institution for the remaining balance, which will be repaid annually with LOST funds. With the estimated costs, the annual payments will be approximately \$70,000, which is 36% of the annual LOST distribution. No action was taken by Council.

Townsend moved to approve the setting of May 10, 2021, at 2:00 p.m. as the date and time for sealed bids for Marshall Street reconstruction project to be due and was seconded by McDonald. The motion passed all ayes.

McDonald moved to approve the Resolution Setting a Public Hearing for May 12, 2021, at 6:00 p.m. at City Hall and via Zoom for the approval of the Plans and Specifications and potential award of contract for Marshall Street reconstruction project and was seconded by Townsend. The motion passed all ayes.

McDonald moved to approve the Resolution Setting a Public Hearing for May 12, 2021, at 6:00 p.m. at City Hall and via Zoom for 2020 - 2021 Budget Amendment and was seconded by Berger. The motion passed all ayes.

Andrew with MSA presented a memo to Council outlining the existing conditions of the lift station. Pre-April of 2020 all data is pretty consistent. The car wash came online in April of 2020, reflected by an increase in the run times, but the data is still showing the lift station is within capacity. January of 2021, the run times increased drastically. After pulling the pumps, it was discovered that there was about a foot and a half of sand at the bottom of the lift station, which had completely worn out the pumps. A company was brought in to vacuum out the sand, and new pumps were installed. The lift station was back in operation. However, the car wash continues to release sand into the system. A discussion is needed between the city and the car wash owners to stop this immediately. Carl and Andrew will set up a meeting with the owners. Andrew will continue to gather data through the month of April and return to the May meeting with a recommendation to Council for next steps on the lift station. No action was taken by Council.

Impact7G came out and gathered samples from the city building at 801 W 2nd Street for asbestos testing. At this time the report has not been received. Once it is received, Interim Administrator Wyman will reach out to the three companies that had previously submitted quotes for demolition to ask for updated quotes to bring back to Council. No action was taken by Council.

Carl Van Der Kamp addressed Council regarding the recently repaired Colfax Well. A new, more powerful pump was installed and is working great. Public Works staff is alternating wells every few days as there is a little more iron being pulled with the increased power of the pump. Future thinking, it is recommended that research be done on how to alternate wells remotely instead of having to have staff manually alternate wells. No action was taken by Council.

Interim Administrator Wyman provided an update to Council on the replacement of the front City Hall window. The deposit check was sent to Pella Windows on March 16, 2021, to place the order for the window package. The production of the window will take approximately six to eight weeks. The final payment check will be sent this week allowing for immediate pick up and installation by M² Customs. No action was taken by Council.

Lynton Jeffrey submitted a proposal to purchase multiple properties or parcels of land owned by the City in the area of W. Jefferson Street and N. Monroe for \$5,000. The assessor's website of the properties shows a value of \$13,000, which is well above the presented offer. Council decided to hold off on selling to anyone at this time. Additionally, any city property listings will be removed from advertisement until current construction projects have been completed and city parking has been reviewed. Interim Administrator will draft a letter notifying Mr. Jeffrey of Council's decision. No action was taken by Council.

Lindsay moved to approve the Corrected Resolution to approve the Final Plat for Rolling Prairie Plat #3 and was seconded by McDonald. The motion passed all ayes.

New Business: Townsend moved to approve the Resolution Setting the Time and Dates for the next regular Prairie City Council meeting for May 12, 2021, at City Hall and via Zoom at 6:00 p.m. The motion was seconded by Berger. The Resolution passed all ayes.

Townsend moved to open the Public Hearing for changes to Ordinances 383, 384, and 385 to increase water, waste water, solid waste, and recycling rates. Councilor McDonald seconded the motion. On a roll call vote the motion passes all ayes. The Public Hearing opened at 6:47 p.m. Councilor McDonald received a phone call from a citizen inquiring about the reason behind the increases. Councilor McDonald explained that the increase will help fund the capital water project planned in the citizen's neighborhood. The Council proposed small incremental increases each year rather than no regular rate increases and then a large increase.

At 6:51 p.m. Lindsay motioned to close the Public Hearing. Councilor Townsend seconded the motion. The motion passed all ayes.

Taylor moved to approve the first reading of Ordinance 383 to increase water rates. Berger seconded the motion. The motion passed all ayes by roll call vote.

Resolution 4-14-21-4 waiving the second and third readings of Ordinance 383 failed without motion; therefore, the second reading of Ordinance 383 will be scheduled for the May 12, 2021, meeting.

Townsend moved to approve the first reading of Ordinance 384 to increase waste water rates. Taylor seconded the motion. The motion passed all ayes by roll call vote.

Resolution 4-14-21-5 waiving the second and third readings of Ordinance 384 failed without motion; therefore, the second reading of Ordinance 384 will be scheduled for the May 12, 2021, meeting.

McDonald moved to approve the first reading of Ordinance 385 to increase solid waste and recycling rates. Berger seconded the motion. The motion passed all ayes by roll call vote.

McDonald moved to approve Resolution 4-14-21-6 waiving the second and third readings of Ordinance 385. The motion was seconded by Lindsay. The motion was passed all ayes.

Interim Administrator Wyman addressed Council regarding the purchase of new agenda and meeting software, CivicClerk. This software will provide consistency in the organization and presentation of agendas, resolutions, ordinances, public notices, packets, and minutes. There is also a Council Board for meeting settings, which would allow Councilors to make private notes on their packet, take electronic roll call, and record votes. If this is not utilized by Council Members, Wyman would still use it for streamlining minutes while the meeting is in progress. This software also provides ease of distribution for notices, packet delivery, and publication of minutes and ordinances. The software has an annual recurring service fee of \$3,675.00 with the first-year cost of \$4,895.00. Wyman informed Council there are current year budget funds available in the computer support expense lines. Berger moved to approve the purchase of CivicClerk in the amount of \$4,895.00. McDonald seconded the motion. The motion was passed all ayes.

McDonald moved to approve the rental agreements and rules for the Community Building and Garden Square. Townsend seconded the motion. The motion passed all ayes by roll call vote.

Holly Hook, resident of 207 N. Marshall Street, addressed Council about adding a stop sign, north and south bound, at the intersection of N. Marshall Street and Sixth Street. There is currently not a stop sign in either direction at the intersection. Lindsay moved to set a public hearing for May 12, 2021, at 6:00 p.m. to add a stop sign, north and south bound, at the intersection of N. Marshall Street and Sixth Street. McDonald seconded the motion. The motion passed all ayes by roll call vote.

Sherry McGinn wrote a letter to Council regarding the four-way stop sign at the intersection of Main Street and South Street. Drivers are flying through the intersection with complete disregard, in both directions. This is a heavily traveled pathway for children walking and playing, which is a huge safety concern. Chief German responded to ensure that there has been an increased police presence in this area, even ticketing two drivers at this location just this week. Councilor McDonald requested that Chief German continue to increase the police presence in this area.

Interim Administrator Wyman received a phone call from Leona Charles requesting that Council remove the stop sign at the intersection of Eight Street and N. Claire Street. Council voted previously to add this stop sign for the blind child in the area. No action was taken by Council.

McDonald moved to approve blocking off parking on the west side and first two parking spots on the north side of Garden Square Park from 2:00 – 8:00 p.m. on Thursdays, June 3, 2021, through September

30, 2021, for Farmers' Market vendors. Taylor seconded the motion. The motion passed all ayes by roll call vote.

Carl Van Der Kamp addressed Council regarding the property split at 700 W. North. This property is recorded as Jasper County property, per the assessment that was just completed on the property. The current property owner is paying for the neighbors, Clark and Curtis, to be hooked up to rural water to eliminate the private city water line that runs through the property to be split off for their children's new home.

Jenny Morrett presented to Council regarding renting a lift for the Coop mural that is scheduled to begin June 7, 2021. The lift will cost approximately \$1,400 for a full month's rental from Sunbelt Rentals out of Des Moines. Councilor Taylor will email an additional rental option to Ms. Morrett to see if it would be a less expensive option. With previous murals the city did not pay for the lifts, the artists took care of all rentals and purchases. The Council requested to bring this back to the May meeting after investigating other lift options. No action was taken by Council.

Councilor Taylor, on behalf of the Admin Team, addressed Council about setting up a workshop to discuss the City Administrator position and what Council would like to see with the position. There has been interest in potentially transitioning the position to part-time. Jodie and the rest of staff have been tasked with determining what duties and responsibilities we truly need out of this position and bring it to the workshop to develop a job description before posting. We will bring the discussion back to the May meeting after having a month to get the new software in place and see what type of relief is given to workload and staff schedules. No action was taken by Council.

Taylor moved to approve closing the parking area and sidewalk on the north side of 101 S Main Street and the parking spaces to the east of 101 to 107 S Main Street from April 15- 22 for tuck pointing work. Lindsay seconded the motion. The motion passed all ayes by roll call vote.

McDonald moved to approve to post for a full-time Public Works position. Berger seconded the motion. The motion passed all ayes by roll call vote.

Berger moved to approve to post for a Summer Office Intern. McDonald seconded the motion. The motion passed all ayes by roll call vote.

McDonald moved to approve the job title Water/Sewer Superintendent for Carl Van Der Kamp. Taylor seconded the motion. The motion passed all ayes by roll call vote.

McDonald moved to adjourn the Council meeting and was seconded by Berger. The motion passed all ayes. The April 14, 2021, Prairie City Council meeting adjourned at 7:49 p.m.

Chad D. Alleger, Mayor

ATTESTED TO:

Jodie Wyman, City Clerk

**CITY OF PRAIRIE CITY
MINUTES
APRIL 27, 2021**

The City Council of Prairie City, Jasper County, Iowa, met on April 27, 2021, in regular session via Zoom. At 12:17 p.m. Mayor Alleger called the meeting to order, and all joined in reciting the Pledge of Allegiance.

Roll Call: Roll was called showing members present and absent as follows: Present: Mayor Alleger; Councilors: Townsend, Berger, Lindsay, McDonald, and Taylor. Also in attendance: Interim City Administrator and City Clerk, Jodie Wyman; Police Chief, Mike German; Water/Sewer Superintendent, Carl Van Der Kamp; and City Engineer, Andrew Inhelder.

Agenda Approval: Taylor moved to approve the agenda and was seconded by Townsend. The motion passed all ayes.

Public Comments: None.

New Business: Andrew Inhelder with MSA presented a map of the Water System Improvements Project. As presented, the project scope encompasses the three sections indicated as most critical by the Water System Study performed by MSA previously, which is being called Phase One. The project is described as trenchless and trenched water main construction: Along E 5th St from N East St to N Dewey St and along N Dewey St from E Fifth St to E Sixth St (Area #1). Along North St from N Park St to N East St from North St to N Eighth St (Area #2). Along N Eighth St from N Park St to N East St (Area #3). The Project includes approximately: 5,905 LF of 8" water main; 16 fire hydrants; and 75 side street connections along the routes. The Water System Improvements Project is anticipated to begin July 14, 2021, and wrap up approximately December 15, 2021. However, MSA is building in some extra time into the Proposed Project Schedule to account for inclement weather and substantial delays due to the current PVC pipe shortage; therefore the final completion date is set for May 15, 2022.

The estimated total capital cost of the project is \$1,400,000. Matt Stoffel with PFM presented information that the proposed funding could come from a variety of sources including: LMI Funds \$83,631.71, LOST revenues \$115,000, and American Rescue Funds \$240,000. In addition, the city will obtain a twenty-year SRF loan for the remaining balance. With the estimated costs, the annual payments will be approximately \$50,000. No action was taken by Council.

McDonald moved to approve the MSA Contract for bidding and part-time construction observation for Phase One of the Water System Improvements Project and was seconded by Taylor. The motion passed all ayes. Councilor Lindsay had to leave the meeting prior to this vote.

Berger moved to approve the setting of June 3, 2021, at 2:00 p.m. as the date and time for sealed bids for Phase One of the Water System Improvements Project to be due and was seconded by Townsend. The motion passed all ayes.

Taylor moved to approve the Resolution Setting a Public Hearing for June 9, 2021, at 6:00 p.m. at City Hall and via Zoom for the approval of the Plans and Specifications and potential award of contract for Phase One of the Water System Improvements Project and was seconded by Townsend. The motion passed all ayes.

McDonald moved to approve hire Christopher Clingan as a part-time police officer. Berger seconded the motion. The motion passed all ayes by roll call vote.

McDonald moved to adjourn the Council meeting and was seconded by Taylor. The motion passed all ayes. The April 27, 2021, Prairie City Council meeting adjourned at 12:50 p.m.

Chad D. Alleger, Mayor

ATTESTED TO:

Jodie Wyman, City Clerk

Prairie City Library Board Minutes

March 23, 2021

The meeting was held at the library, with the board meeting IN PERSON! Ginny Dalton called the meeting to order at 6:07. Members present: Jason Taylor, Ginny Dalton, Jennifer Ladehoff, Arnie Sohn, Linda Frazier, Sue Ponder, Christy Lindsay.

Minutes from February 2021 meeting were reviewed. Motion by Arnie, second by Jason to approve the minutes as presented. Motion carried.

Covid status: the library is fully reopened, with the staff discouraging loitering.

Financial and circulation statistics were reviewed.

Sue continues to start planning for summer program. At this time, the plan is to have programs at Farmer's Market, allowing for outdoor gatherings.

The "take and make" crafts have been very popular with patrons.

Sue has also begun to redesign the library website, using the new software from the State of Iowa Library.

The computers are slow in loading. The city IT consultants will be coming to see what can be done, hoping to avoid new purchases at this time.

The city crew has asked for permission to remove the overgrown lilacs on the west side of the library. The board is fine with this plan.

The organizational meeting for the library building committee will be March 29 at 6:30 at the community building. Discussion was held regarding the agenda for this meeting. Vermilion Group will plan to be attending and presenting at this meeting.

The board reviewed the brochure that will be sent to Prairie City households to educate about the library plan. Included will be information about donating. Iowa Prison Industries will be printing them. The Friends of the Library will be paying for the printing of these.

April meeting tentatively set for April 20 at 6:00 pm.

Meeting adjourned at 6:52. Submitted by Linda Frazier



PARK BOARD
Wednesday, March 24, 2021 at 6 p.m.
Prairie City Community Building
Minutes

1. Call to Order – Tom 6:00 p.m.
2. Roll Call – Tom Schendel, Trishia Johannes, Emily Simmons, Lonnie Wing, Carl Vander Kamp, Brent Berger, Deb Townsend
3. Approval of Minutes: Approve Emily; 2nd Scott

Approval of Agenda: Approve Emily, 2nd Scott

4. Little League Update / Bam Bam
 - Little League practices are on the Park and Rec calendar for April. Waiting to receive game schedule.
5. PCM Mustangs Youth Soccer
 - No update
6. Public Works Update
 - Do not have prices yet for outlets on the shed at rec complex
 - Jody received the tree seedling grant from Iowa DNR. Okay for 25 trees – Norway Spruce, along the Northwest (near parking lot) at rec complex.
 - Have not moved the mowers yet, due to weather.
 - Will be aerating the entire rec complex if time allows.
 - Will look for totes and cabinets for soccer concession.
 - Gold material for rec fields; discussion of getting one truck load, with one pup. Raising fields would be a potential future project.
 - Still working on getting playground mulch.
 - Bathrooms will be unlocked first week of April.
7. New Business:
 - Promotion of local businesses at rec complex/tournaments
 - Recommendation of a vinyl sign; not signs that post in the grass.
 - Trishia will check with Little League to see if there are any rules on having signs/banners up.
 - Future discussion of guidelines, cost to advertise, etc to take place.
 - Complex closure notifications
 - Park Board Members and/or Public Works will determine if the fields are closed by 4:00 p.m. daily. Will let deputy clerk know status of fields. Will request a post be placed on City of Prairie City Facebook page and signs will be down at the entrances.
 - Tree replacement – tree seedlings from Iowa DNR – See update in Public Works Section above.
 - Summer Rec program –
 - Position will be posted for two weeks; pending council's approval.
 - There are funds budgeted for the position(s).
 - Program to potentially run June 7th thru July 9th.

8. Old Business:

- Community Building – window, gutter update
 - Gutters are in place.
 - Windows to be delivered within the next couple of weeks and will be installed immediately after delivery.
- Budget – reviewed current status, dollars budgeted for 2021-2022
 - Shared that there is not budgeted funds for Ball Diamond/Parks Maintenance. Historically we had \$6,500 for spend.
- Pond –
 - Tom contacted The Pond Guy (Brandon Harland)
 - He is going to come out on Saturday (3-27) to assess the issue(s)
- Rec Complex –
 - Fence extensions – Potentially begin work in a few weeks. Can complete one field a day. Will be leaving the fields by 4:00 each day so teams can still practice.
- In-ground pitching rubber anchors – Jody gave approval to move forward. I-Cubs provided a quote \$1,600 for all fields. Work can begin as soon as beginning of April.
- Storage cupboards & weather stripping (east concession) – See Public Works update
- Mower/blower/trimmer, equipment needed:
 - Received two quotes
 - 1st from Prairie Ag. Push Mower (self-propelled), Blower, Trimmer \$777
 - 2nd from P&P Push Mower (not self-propelled), Blower, Trimmer \$638.90 (without tax)
 - Tom will gather a 3rd quote from Porter Hardware
 - Vote to purchase: approve Trishia; 2nd Emily
 - Will vote via email on which quote to proceed with after 3rd quote received and price for self-propelled mower from P&P.
- Soccer goals –
 - Goals at the rec complex are not certified goals.
 - Lonnie will bring quotes to the next meeting to share cost of new goals.
- List of projects – what to tackle in 2021-2022
 - Bring ideas to next meeting to discuss. 2021-2022 will be a planning year.
 - Deb mentioned creating a Facebook Page to share what the Park Board is doing. i.e. New gutters and windows in Community Building, Rec Complex back stops, etc.
 - Tom shared a list of items to complete for 20-21 fiscal year.
 - Approved Emily list as is, pending questions on materials needed for 2021-2022; Lonnie 2nd

9. Discussion Items

- Soccer Club is doing a community clean up Saturday. Will share with Darrin Telfer that they can clean out concession stand and storage areas as best as they can.

10. Next Meeting – 6:00 p.m. Wednesday, April 21, 2021

11. Adjournment – 8:34 p.m. Motion Emily, Scott 2nd

American with Disabilities Act Compliance:

If there is anyone wishing to attend that may require special assistance in being able to participate in this public meeting, please advise City Hall of your needs forty-eight (48) hours prior to the meeting.

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
A TEAM APPAREL	BAM BAM SHIRTS		382.00	43893	4/29/21
ABSOLUTE SCIENCE	LIBRARY PROGRAM		350.00	43916	5/06/21
ACCO UNLIMITED CORPORATION	LIQUID CHLORINE		271.60	43894	4/29/21
ACCUJET LLC	JET/VAC		1,158.13	43917	5/06/21
ALTOONA FIRE DEPARTMENT	AMBULANCE TIERS		600.00	43877	4/20/21
BAKER & TAYLOR INC	LIBRARY BOOKS		682.39	43878	4/20/21
CENTURYLINK (LUMEN)	TELEPHONE		395.37	43895	4/29/21
CHRISTY LINDSAY	CANDY		168.26	43879	4/20/21
CINTAS LOC22M			6.72	43880	4/20/21
CITY OF PRAIRIE CITY	GARNISHMENT	518.98		43876	4/20/21
CITY OF PRAIRIE CITY	GARNISHMENT	229.80	748.78	43914	5/04/21
CIVICPLUS	Q-15846-1		4,895.00	43861	4/16/21
CORNERSTONE ADMINISYSTEMS	FEE COMPUTATION ON CLOSE OUT		2,119.69	43918	5/06/21
MATT DAVENPORT	COMMUNITY BUILDING KEYS		11.94	43896	4/29/21
DC SPORTS	SHIRTS FOR EMS		297.50	43881	4/20/21
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE PREMIUM		431.28	6152194	5/01/21
BOB DUNAWAY	SCHOOL IN A BOX BOOK		24.00	43919	5/06/21
EPIC LIFE INSURANCE CO	LIFE INSURANCE PREMIUM		336.01	6152208	5/01/21
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	5,278.61		6152196	4/20/21
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	5,248.02		6152202	5/04/21
FEDERAL WITHHOLD, FICA, M/CARE	PAYROLL WITHHOLDING/CITY CONTR	103.35	10,629.98	6152206	4/09/21
FIRST NATIONAL BANK OMAHA	CREDIT CARD		2,121.15	43920	5/06/21
FIRST NATIONAL BANK OMAHA	CREDIT CARD		722.52	43921	5/06/21
FIRST NATIONAL BNK OMAHA	CREDIT CARD		332.41	43922	5/06/21
FIRST NATIONAL BANK CC	*****3469		53.50	43923	5/06/21
FST NATIONAL BNK OF OMAHA	(5286)		410.79	43924	5/06/21
GALLS INC DBA CARPENTER UNIFOR	POLICE UNIFORM	332.41		43882	4/20/21
GALLS INC DBA CARPENTER UNIFOR	POLICE UNIFORM	149.03	481.44	43897	4/29/21
GLOBAL REACH INTERNET PRODUCTI	WEBSITE FEE		48.00	43883	4/20/21
HEARTLAND COOP	FUEL		3,203.72	43925	5/06/21
HEWITTS SERVICE CENTER LTD	REPAIRS		270.00	43926	5/06/21
IMPACT7G	ASBESTOS TESTING		1,300.00	43898	4/29/21
IOWA OFFICE CLEANIN	JANITORIAL		2,606.67	43927	5/06/21
IOWA PUMP WORKS INC	2 WAY SOLENOID VALVE		514.36	43899	4/29/21
IOWA REGIONAL UTILITIES AS	WATER		154.86	43900	4/29/21
IOWA STORAGE TRAILER INC	TRAILER RENT		135.00	43928	5/06/21
IPERS	IPERS-POLICE	5,957.28		6152198	4/20/21
IPERS	ADDITIONAL DUE	227.84		6152200	4/19/21
IPERS	IPERS	932.44	7,117.56	6152207	4/20/21
J&K ELECTRIC LLC	TRENCH AT ROCK MONUMENT		1,805.00	43863	4/16/21
JOHNSON CONTROLS	LIBRARY		687.33	43884	4/20/21
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	96.60		43885	4/20/21
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	41.40		43929	5/06/21
KABEL BUSINESS SERVICES	CAFE-MEDICAL	317.31		6152199	4/20/21
KABEL BUSINESS SERVICES	CAFE-MEDICAL	317.31		6152203	5/04/21
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	23.08	795.70	6152205	4/19/21
KAY PARK-REC CORP	BENCHES		1,645.00	43901	4/29/21
KEYSTONE LABORATORIES INC	STATE REQUIRED LAB TESTS		1,622.50	43886	4/20/21
KIMBERLY'S BLOOMING CONT	FLOWER BEDS		125.00	43930	5/06/21
LANDWEHR PROPERTIES	POLICE CAR WASH		400.00	43864	4/16/21
MEDIACOM	STATIC IP FEE		13.81	43931	5/06/21
MENARDS - ALTOONA	SUPPLIES	630.15		43887	4/20/21
MENARDS - ALTOONA	SUPPLIES	160.73	790.88	43902	4/29/21
MIDAMERICAN ENERGY	GAS/ELECTRIC SERVICE		5,897.68	43932	5/06/21

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MSA PROFESSIONAL SERVICES	ENGINEERING		7,506.54	43903	4/29/21
	Multiple Projects	5,385.00			
MULCH MART LLC	MULCH FOR PARKS		1,944.00	43865	4/16/21
NEWTON DAILY NEWS	MINUTES 4/14/21	377.67		43904	4/29/21
NEWTON DAILY NEWS	BUDGET AMENDMENT	184.42	562.09	43933	5/06/21
THE NORTHWAY CORPORATION	WELL CLEANING		16,810.62	43866	4/16/21
PAYLESS OFFICE PRODUCTS INC	OFFICE SUPPLIES		39.14	43934	5/06/21
PELLA ENGRAVING COMPANY	PLAQUES		102.51	43888	4/20/21
PORTER HARDWARE	GRASSHOPPER PARTS		122.89	43935	5/06/21
PRAXAIR DISTRIBUTION INC	AMBULANCE SUPPLIES		243.93	43936	5/06/21
RACOM CORPORATION	BEON ACCESS		9.90	43937	5/06/21
RICHLAND PUBLIC LIBRARY	BOOK		5.00	43867	4/16/21
JEREMY ROUSE	STUMP GRINDING		800.00	43868	4/16/21
SHOMO-MADSEN-UMBLE INSURANCE	LIABILITY INSURANCE		42,336.00	43890	4/20/21
SHRED-IT USA LLC	DOCUMENT SHREDDING		169.69	43905	4/29/21
SIMMERING-CORY INC	MARCH 2021 SUPPLEMENT		461.00	43906	4/29/21
SMITH'S SEWER SERVICE	LIFT STATION CLEANING		650.00	43907	4/29/21
THE DODGE GARAGE	REPAIRS		467.10	43891	4/20/21
TREASURER STATE OF IOWA	STATE TAX		1,603.00	6152197	4/20/21
TREAS IOWA - SALES TAX	MONTHLY SALES TAX		352.00	6152201	4/27/21
US POST OFFICE	IMPRINT & STAMPS		298.40	43860	4/08/21
VAN WALL EQUIPMENT INC	PARTS		343.95	43938	5/06/21
EMILY VOELLER	MILEAGE REIMBURSEMENT		48.02	43908	4/29/21
WASTE MANAGEMENT OF IOWA	CONTRACT		7,471.68	43939	5/06/21
WASTE SOLUTIONS OF IOWA	PORTABLE RESTROOMS COMM CENTER		165.00	43892	4/20/21
WELLMARK BC/BS OF IOWA	HEALTH INSURANCE PREMIUM		6,951.67	6152195	4/29/21
WENDLING QUARRIES, INC	DIAMOND BALL LIME		118.02	43869	4/16/21

Accounts Payable Total

146,345.68

Utility Refund Checks

Refund Checks Total

Payroll Checks

001	GENERAL	8,525.83
110	ROAD USE	1,142.69
600	WATER	1,844.89
610	SEWER	2,783.45
670	SANITATION	64.64

Total Paid On: 4/06/21

14,361.50

001	GENERAL	11,338.54
110	ROAD USE	1,121.13
600	WATER	1,775.69
610	SEWER	2,563.20
670	SANITATION	60.93

Total Paid On: 4/20/21

16,859.49

CLAIMS REPORT

FUND NAME	DEPOSIT AMOUNT
Total Payroll Paid	31,220.99
Report Total	177,566.67

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	86,123.75
110	ROAD USE	6,829.39
112	TRUST&AGENCY LEVIES	11,196.35
600	WATER	36,636.57
610	SEWER	28,707.41
670	SANITATION	8,073.20

TOTAL FUNDS		177,566.67

First National Bank Credit Card

APRIL

<u>Vendor#</u>	<u>Card#</u>	<u>Name</u>		<u>Detail</u>	<u>Amount</u>
926	8093	Emily Voeller	City	Postage	\$ 7.20
926	8093	Emily Voeller	City	Office Supplies	\$ 174.29
926	8093	Emily Voeller	Parks	Supplies	\$ 130.40
926	8093	Emily Voeller	Parks	Equipment	\$ 1,232.55
926	8093	Emily Voeller	All Departments	Verizon	\$ 576.71
					<u>\$ 2,121.15</u>
927	9798	Sue Ponder	Library	Supplies	\$ 311.31
927	9798	Sue Ponder	Library	Books	\$ 139.39
927	9798	Sue Ponder	Library	Programs	\$ 91.88
927	9798	Sue Ponder	Library	DVD	\$ 114.94
927	9798	Sue Ponder	Library	Maintenance	\$ 65.00
					<u>\$ 722.52</u>
1048	9652	Mike German	Police	Uniforms	\$ 332.41
					<u>\$ 332.41</u>
3469	3469	Jake Nolin	Parks	Equipment Repair	\$ 25.68
3469	3469	Jake Nolin	Streets	Supplies	\$ 27.82
					<u>\$ 53.50</u>
928	0042	Carl Van Der Kamp			\$ -
					<u>\$ -</u>
1039	5286	Jodie Wyman	Rec	Background Check	\$ 30.00
1039	5286	Jodie Wyman	Parks	Background Check	\$ 30.00
1039	5286	Jodie Wyman	City	Zoom License Annual Renewal	\$ 350.79
					<u>\$ 410.79</u>
929	0497	James Clark			\$ -
					<u>\$ -</u>
Total					<u><u>\$ 3,640.37</u></u>

Donation - Transfers as of 4-30-2021

Date	Transfer From	Account	Donor	Transfer to	Amount
4/30/2021	001-000-1110	GWB	T. Schei	170-000-1110	\$ 1,000.00

FY 2020-2021 IPAIT Transfers

Police	001-110-6910	\$ 18,292.00	Transfer to Equipment Revolving
Fire	001-150-6910	\$ 5,500.00	Transfer to Equipment Revolving
EMS	001-160-6910	\$ 15,000.00	Transfer to Equipment Revolving
Library	001-410-6910	\$ 6,000.00	Transfer to Equipment Revolving
Parks	001-430-6910	\$ 3,140.00	Transfer to Equipment Revolving
Park Board	001-440-6910	\$ 3,000.00	Transfer to IPAIT
Cemetery	001-450-6910	\$ 2,140.00	Transfer to IPAIT
EDC	001-520-6799	\$ 30,000.00	Transfer to IPAIT
		\$ 83,072.00	
Utility Replacement	119-910-6910	\$ 155.00	001-950-4835 Transfer to General Fund
Emergency Levy	119-910-6910	\$ 12,060.00	001-950-4835 Transfer to General Fund
LOST	121-950-4090	\$ 20,847.00	001-950-4833 Transfer to General Fund

Water Sinking Fund

601-910-4830		GL	
X	July	6444	\$ 2,832.00
X	August	6446	\$ 2,832.00
X	September	6845	\$ 2,832.00
X	October	6845	\$ 2,832.00
X	November	6847	\$ 2,832.00
X	December	6847	\$ 2,832.00
X	January	6847	\$ 2,832.00
X	February	7169	\$ 2,832.00
X	March	7170	\$ 2,832.00
X	April	7171	\$ 2,832.00
	May	7172	\$ 2,832.00
	June	7173	\$ 2,832.00

600-910-6910 Payment

600-910-6910
601-910-4830

Sewer Sinking Fund

611-910-4830		GL	
	July	6445	\$ 16,928.00
	August	6447	\$ 16,928.00
	September	6845	\$ 16,928.00
	October	6845	\$ 16,928.00
	November	6845	\$ 16,928.00
	December	6845	\$ 16,928.00
	January	6845	\$ 16,928.00
	February	7169	\$ 16,928.00
	March	7170	\$ 16,928.00
	April	7171	\$ 16,928.00
	May	7172	\$ 16,928.00
	June	7173	\$ 16,928.00

610-910-6910 Payment

610-910-6910
611-910-4830

Water Sinking Fund

601-910-4830		GL	
X	July	6444	\$ 2,832.00
X	August	6446	\$ 2,832.00
X	September	6845	\$ 2,832.00
X	October	6845	\$ 2,832.00
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X	February	7169	\$ 2,832.00
X	March	7170	\$ 2,832.00
X	April	7171	\$ 2,832.00
	May	7172	\$ 2,832.00
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600-910-6910 Payment

600-910-6910
601-910-4830

Sewer Sinking Fund

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	April	7171	\$ 16,928.00
	May	7172	\$ 16,928.00
	June	7173	\$ 16,928.00

610-910-6910 Payment

610-910-6910
611-910-4830

RESOLUTION NO. 5-12-21-1

RESOLUTION APPROVING BILLS AND TRANSFERS

BE IT RESOLVED by the Council of the City of Prairie City, Iowa:

The Council of the City of Prairie City, Iowa, hereby approves the bills submitted to the Council May 12, 2021, as well as transfers submitted to Prairie City Council May 12, 2021.

Approved and adopted this 12th day of May, 2021.

Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Clerk



203 E Jefferson
Prairie City, IA 50228
Phone: 515-994-2649

Memorandum

TO: Honorable Mayor and Council of Prairie City
FROM: Emily Voeller, Deputy Clerk
DATE: May 1, 2021
SUBJ: Building Permits

April 2021

BUILDING PERMITS

Travis Block	305 S Monroe	Deck
John Thomas	508 N Claire	Deck
Larry Burns	406 E Fifth	Deck
Sage Homes	403 S Haley	Single Dwelling
Bill Witte	107 E Second	Garage Addition

TRADE PERMITS



May 6, 2021

Jodie Wyman
Interim City Administrator/City Clerk
City of Prairie City
203 E. Jefferson Street
PO Box 607
Prairie City, IA 50228

Dear Jodie,

pfm

801 Grand
Suite 3300
Des Moines, IA 50309
515.243.2600

pfm.com

The purpose of this letter (this "Engagement Letter") is to confirm our agreement that PFM Financial Advisors LLC ("PFM") will act as municipal advisor to the City of Prairie City (the "Client") in connection with the issuance of approximately \$1,200,000 Water Revenue SRF Loan, Series 2021, to be issued via the State of Iowa's revolving fund loan program. PFM will provide, upon request of Client, financial planning and debt issuance development services, as applicable and set forth in Exhibit A to this Engagement Letter. Most tasks requested by Client will not require all services provided for in Exhibit A and as such the specific scope of services for such task shall be limited to just those services required to complete the task.

PFM is a registered municipal advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. As of the date of this letter, Client has not designated PFM as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption"). Client agrees not to represent that PFM is Client's IRMA with respect to any aspect of a municipal securities issuance or municipal financial product, without PFM's prior written consent.

MSRB Rule G-42 requires that municipal advisors make written disclosures to its clients of all material conflicts of interest and certain legal or disciplinary events and certain regulatory requirements. Such disclosures are provided in PFM's disclosure statement delivered to Client together with this agreement.

PFM's services will commence as soon as practicable after the receipt of this Engagement Letter by Client and a request by Client for such service. Any material changes in or additions to the scope of services described in Exhibit A shall be promptly reflected in a written supplement or amendment to this Engagement Letter. Services provided by PFM which are not included in the scope of services set forth in Exhibit A of this agreement shall be completed as agreed in writing in advance between Client and PFM. Upon request of Client, PFM or an affiliate of PFM may agree to additional services to be provided by PFM or an affiliate of PFM, by a separate agreement between Client and PFM or its respective affiliate.

For the services described in Exhibit A, PFM's professional fees will be paid as provided in Exhibit B. In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses, as outlined in Exhibit B, which are incurred by PFM. Upon request of Client, documentation of such expenses will be provided.



This Engagement Letter shall remain in effect until all related activities associated with this transaction are complete unless canceled in writing by either party upon thirty (30) days written notice to the other party. PFM shall not assign any interest in this Engagement Letter or subcontract any of the work performed under this Engagement Letter without the prior written consent of Client; provided that upon notice to Client, PFM may assign this Engagement Letter or any interests hereunder to a municipal advisor entity registered with the SEC that directly or indirectly controls, is controlled by, or is under common control with, PFM.

All information, data, reports, and records ("Data") in the possession of Client or any third party necessary for carrying out any services to be performed under this Engagement Letter shall be furnished to PFM and Client shall, and shall cause its agent(s) to, cooperate with PFM in its conduct of reasonable due diligence in performing the services. To the extent Client requests that PFM provide advice with regard to any recommendation made by a third party, Client will provide to PFM written direction to do so as well as any Data it has received from such third party relating to its recommendation. Client acknowledges and agrees that while PFM is relying on the Data in connection with its provision of the services under this agreement, PFM makes no representation with respect to and shall not be responsible for the accuracy or completeness of such Data.

All notices given under this Engagement Letter will be in writing, sent by email or registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the addresses on the first page of this Engagement Letter.

All materials, except functioning or dynamic financial models, prepared by PFM pursuant exclusively to this Engagement Letter will be the property of Client. Subject to the preceding exception, upon termination of this Engagement Letter, PFM will deliver to Client copies of any and all material pertaining to this Engagement Letter.

The Des Moines office of PFM will provide the services set forth in this Engagement Letter. PFM may, from time to time, supplement or otherwise amend team members. Client has the right to request, for any reason, PFM to replace any member of the advisory staff. Should Client make such a request, PFM will promptly suggest a substitute for approval by Client.

PFM will maintain insurance coverage with policy limits not less than as stated in Exhibit C. Except to the extent caused by willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties under this Engagement Letter on the part of PFM or any of its associated persons, neither PFM nor any of its associated persons shall have liability to any person for any act or omission in connection with performance of its services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other financial product or investment, or for any financial or other damages resulting from Client's election to act or not to act, as the case may be, contrary to or, absent negligence on the part of PFM or any of its associated persons, upon any advice or recommendation provided by PFM to Client.

PFM, its employees, officers and representatives at all times will be independent contractors and will not be deemed to be employees, agents, partners, servants and/or joint ventures of Client by virtue of this Engagement Letter or any actions or services rendered under this Engagement Letter.



This Engagement Letter represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by PFM.

Please have an authorized official of Client acknowledge receipt of this Engagement Letter and respond to us to acknowledge the terms of this engagement.

Sincerely,

PFM FINANCIAL ADVISORS LLC

Jon Burmeister
Managing Director

Matthew Stoffel
Sr. Managing Consultant



EXHIBIT A SCOPE OF SERVICES

Financial planning and debt issue development services related to the issuance of approximately \$1,200,000 Water Revenue SRF Loan, Series 2021, to be issued via the State of Iowa's revolving fund loan program.

- Develop a financing plan in concert with staff which would include recommendations as to the timing and number of series of bonds to be issued and provide advice as to the various financing alternatives available to Client.
- Develop alternatives related to debt transactions including evaluation of revenues available, maturity schedule and cash flow requirements.
- Identify key bond covenant features and advise as to the financial consequences of provisions to be included in bond resolutions regarding security, creation of reserve funds, flow of funds, redemption provisions, additional parity debt tests, etc.; review and comment on successive drafts of bond resolutions.
- Review the terms, conditions and structure of any proposed debt offering undertaken by Client and provide suggestions, modifications and enhancements where appropriate and necessary to reflect the constraints or current financial policy and fiscal capability.
- PFM will review and analyze three years of audited financial statements to develop an understanding of the historical financial performance, credit strengths and weakness and financial trends.
- Based on our review of the historical performance, PFM will develop a specialized financial and capital planning model to articulate the historical, current and projected financial performance.
- PFM will work with staff to develop assumptions, which will be used to project financial performance into the future.
- PFM will review the current debt and its structure, if applicable. This would include, but not limited to, reviewing the existing revenue debt for the possibility of refunding to produce debt service savings. In addition, PFM will review existing bond and note resolutions as to existing covenants regarding minimum net operating revenue requirements, debt service reserve funds and additional bond tests.
- PFM will complete a parity certificate if required by the authorizing resolutions of outstanding parity debt.
- PFM will review the magnitude and timing of capital projects identified in capital improvement plans. Financing strategies will be developed to fund the capital improvement plans. Strategies may include modifying the timing of the capital projects, use of pay-as-you-go, bond financing or the use of cash reserves.
- Through the use of our financial and capital planning model and assistance from staff, we will formulate a financing plan to fund the capital projects and the costs associated with them.
- Review the requirements and submit analysis to Iowa Finance Authority as they pertain to Client's obligation, if necessary.



EXHIBIT B
COMPENSATION FOR SERVICES

1. Municipal Advisory Fees

For financial planning and debt issue development services related to the issuance of approximately \$1,200,000 Water Revenue SRF Loan, Series 2021 to be issued via the State of Iowa's revolving fund loan program, PFM will be paid a one-time fee of \$10,000, payable upon closing. It is the understanding of PFM that IFA will reimburse Client for \$4,000 upon submitting PFM's invoice to them.

2. Reimbursable Expenses

In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses incurred, including travel, meals, lodging, printing, telephone, postage and other ordinary costs which are incurred by PFM. Appropriate documentation can be provided.



EXHIBIT C
INSURANCE STATEMENT

PFM has a complete insurance program, including property, casualty, general liability, automobile liability and workers compensation. PFM maintains professional liability and fidelity bond coverages which total \$40 million and \$25 million single loss/ \$50 million aggregate, respectively. PFM also carries a \$10 million cyber liability policy.

Our Professional Liability policy is a "claims made" policy and our General Liability policy claims would be made by occurrence.

1. Deductibles/SIR:

Automobile \$250 comprehensive & \$250 collision
Cyber Liability \$25,000
General Liability \$0
Professional Liability (E&O) \$1,000,000
Financial Institution Bond \$75,000

2. Insurance Company & AM Best Rating

Professional Liability (E&O)	Endurance American Insurance Company; (A+; XV)
	Argonaut Insurance Company; (A+; XIV)
	Everest National Insurance Company; (A+; XV)
	XL Specialty Insurance Company; (A+; XV)
	Continental Casualty Company; (A; XV)
	Starr Indemnity & Liability Company; (A; XV)
	Federal Insurance Company; (A++; XV)
Financial Institution Bond	Federal Insurance Company; (A++; XV)
	Great American Insurance Company; (A+; XV)
	U.S. Fire Insurance Company; (A; XV)
Cyber Liability	Greenwich Insurance Company (A+; XV)
	Arch Insurance Company; (A+; XV)
General Liability	Great Northern Insurance Company; (A++; XV)
Automobile Liability	Great Northern Insurance Company; (A++; XV)
Excess/Umbrella Liability	Federal Insurance Company; (A++; XV)
Workers Compensation & Employers Liability	Vigilant Insurance Company; (A++; XV)

**DISCLOSURE OF CONFLICTS OF INTEREST AND OTHER
IMPORTANT MUNICIPAL ADVISORY INFORMATION
PFM Financial Advisors LLC**

I. Introduction

Public Financial Management, Inc., PFM Financial Advisors LLC, and PFM Swap Advisors LLC (hereinafter, referred to as “We,” “Us,” or “Our”) are registered municipal advisors with the Securities and Exchange Commission (the “SEC”) and the Municipal Securities Rulemaking Board (the “MSRB”), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. In accordance with MSRB rules, this disclosure statement is provided by Us to each client prior to the execution of its advisory agreement with written disclosures of all material conflicts of interests and legal or disciplinary events that are required to be disclosed with respect to providing financial advisory services pursuant to MSRB Rule G-42(b) and (c) (ii). We employ a number of resources to identify and subsequently manage actual or potential conflicts of interest in addition to disclosing actual and potential conflicts of interest provided herein.

How We Identify and Manage Conflicts of Interest

Code of Ethics. The Code requires that all employees conduct all aspects of Our business with the highest standards of integrity, honesty and fair dealing. All employees are required to avoid even the appearance of misconduct or impropriety and avoid actual or apparent conflicts of interest between personal and professional relationships that would or could interfere with an employee’s independent exercise of judgment in performing the obligations and responsibilities owed to a municipal advisor and Our clients.

Policies and Procedures. We have adopted policies and procedures that include specific rules and standards for conduct. Some of these policies and procedures provide guidance and reporting requirements about matters that allows Us to monitor behavior that might give rise to a conflict of interest. These include policies concerning the making of gifts and charitable contributions, entertaining clients, and engaging in outside activities, all of which may involve relationships with clients and others that are important to Our analysis of potential conflicts of interest.

Supervisory Structure. We have both a compliance and supervisory structure in place that enables Us to identify and monitor employees’ activities, both on a transaction and Firm-wide basis, to ensure compliance with appropriate standards. Prior to undertaking any engagement with a new client or an additional engagement with an existing client, appropriate municipal advisory personnel will review the possible intersection of the client’s interests, the proposed engagement, Our engagement personnel, experience and existing obligations to other clients and related parties. This review, together with employing the resources described above, allows Us to evaluate any situations that may be an actual or potential conflict of interest.

Disclosures. We will disclose to clients those situations that We believe would create a material conflict of interest, such as: 1) any advice, service or product that any affiliate may provide to a client that is directly related to the municipal advisory work We perform for such client; 2) any payment made to obtain or retain a municipal advisory engagement with a client; 3) any fee-splitting arrangement with any provider of an investment or services to a client; 4) any conflict that may arise from the type of compensation arrangement We may have with a client; and 5) any other actual or potential situation that We are or become aware of that might constitute a material conflict of interest that could reasonably expect to impair Our ability to provide advice to or on behalf of clients consistent with regulatory requirements. If We identify such situations or circumstances, We will prepare meaningful disclosure that will describe the implications of the situation and how We intend to manage the situation. We will also disclose any legal or disciplinary events that are material to a client’s evaluation or the integrity of Our management or advisory personnel. We will provide this disclosure (or a means to access this information) in writing prior to starting Our proposed engagement, and will provide such additional information or clarification as the client may request. We will also advise Our clients in writing of any subsequent material conflict of interest that may arise, as well as the related implications, Our plan to manage that situation, and any additional information such client may require.

II. General Conflict of Interest Disclosures

Disclosure of Conflicts Concerning the Firm's Affiliates

Our affiliates offer a wide variety of financial services, and Our clients may be interested in pursuing services separately provided by an affiliate. The affiliate's business with the client could create an incentive for Us to recommend a course of action designed to increase the level of the client's business activities with the affiliate or to recommend against a course of action that would reduce the client's business activities with the affiliate. In either instance, We may be perceived as recommending services for a client that are not in the best interests of Our clients, but rather are in Our interests or the interests of Our affiliates. Accordingly, We mitigate any perceived conflict of interest that may arise in this situation by disclosing it to the client, and by requiring that there be a review of the municipal securities transaction or municipal financial product to ensure that it is suitable for the client in light of various factors, after reasonable inquiry, including the client's needs, objectives and financial circumstances. Further, We receive no compensation from Our affiliates with respect to a client introduction or referral. If a client chooses to work with an affiliate, We require that the client consult and enter into a separate agreement for services, so that the client can make an independent, informed, evaluation of the services offered.

Disclosure of Conflicts Related to the Firm's Compensation

From time to time, We may be compensated by a municipal advisory fee that is or will be set forth in an agreement with the client to be, or that has been, negotiated and entered into in connection with a municipal advisory service. Payment of such fee may be contingent on the closing of the transaction and the amount of the fee may be based, in whole or in part, on a percentage of the principal or par amount of municipal securities or municipal financial product. While this form of compensation is customary in the municipal securities market, it may be deemed to present a conflict of interest since We may appear to have an incentive to recommend to the client a transaction that is larger in size than is necessary. Further, We may also receive compensation in the form of a fixed fee arrangement. While this form of compensation is customary, it may also present a potential conflict of interest, if the transaction requires more work than contemplated and We are perceived as recommending a less time consuming alternative contrary to the client's best interest so as not to sustain a loss. Finally, We may contract with clients on an hourly fee bases. If We do not agree on a maximum amount of hours at the outset of the engagement, this arrangement may pose a conflict of interest as We would not have a financial incentive to recommend an alternative that would result in fewer hours. We manage and mitigate all of these types of conflicts by disclosing the fee structure to the client, and by requiring that there be a review of the municipal securities transaction or municipal financial product to ensure that it is suitable for the client in light of various factors, after reasonable inquiry, including the client's needs, objectives and financial circumstances.

Disclosure Concerning Provision of Services to State and Local Government, and Non-Profit Clients

We regularly provide financial advisory services to state and local governments, their agencies, and instrumentalities, and non-profit clients. While Our clients have expressed that this experience in providing services to a wide variety of clients generally provides great benefit for all of Our clients, there may be or may have been clients with interests that are different from (and adverse to) other clients. If for some reason any client sees Our engagement with any other particular client as a conflict, We will mitigate this conflict by engaging in a broad range of conduct, if and as applicable. Such conduct may include one or any combination of the following: 1) disclosing the conflict to the client; 2) requiring that there be a review of the municipal securities transaction or municipal financial product to ensure that it is suitable for the client in light of various factors, including the client's needs, objectives and financial circumstances; 3) implementing procedures that establishes an "Informational Bubble" that creates physical, technological and procedural barriers and/or separations to ensure that non-public information is isolated to particular area such that certain governmental transaction team members and supporting functions operate separately during the course of work performed; and 4) in the rare event that a conflict cannot be resolved, We will withdraw from the engagement.

Disclosure Related to Legal and Disciplinary Events

As registered municipal advisors with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2, Our legal, disciplinary and judicial events are required to be disclosed on Our forms MA and MA-I filed with the SEC, in 'Item 9 Disclosure Information' of form MA, 'Item 6 Disclosure Information' of form MA-I, and if applicable, the corresponding disclosure reporting page(s) ("DRP"). To review the foregoing disclosure items and material change(s) or amendment(s), if any, clients may electronically access PFM Financial Advisors LLC filed forms MA and MA-I on the SEC's Electronic Data Gathering, Analysis, and Retrieval system, listed by date of filing starting with the most recently filed, at:

PFM Financial Advisors LLC –

<http://www.sec.gov/cgi-bin/browse-edgar?company=PFM+Financial&owner=exclude&action=getcompany>

III. Specific Conflicts of Interest Disclosures – City of Prairie City, Iowa

To Our knowledge, following reasonable inquiry, We make the additional disclosure(s) of actual or potential conflicts of interest cited below in connection with the municipal advisory services currently being contemplated for client.

We currently serve as a municipal advisor to certain overlapping entities including Metro Waste Authority, State of Iowa and Iowa Finance Authority. We do not anticipate this to create a conflict of interest nor to impede Our ability to fulfill Our fiduciary duty to the City of Prairie City, Iowa.

IV. Municipal Advisory Complaint and Client Education Disclosure

The MSRB protects state and local governments and other municipal entities and the public interest by promoting fair and efficient municipal securities markets. To that end, MSRB rules are designed to govern the professional conduct of brokers, dealers, municipal securities dealers and municipal advisors. Accordingly, if you as municipal advisory customer have a complaint about any of these financial professionals, please contact the MSRB's website at www.msrb.org, and consult the MSRB's Municipal Advisory Client brochure. The MSRB's Municipal Advisory Client brochure describes the protections available to municipal advisory clients under MSRB rules, and describes the process for filing a complaint with the appropriate regulatory authority.

PFM's Financial Advisory services are provided by Public Financial Management Inc., and PFM Financial Advisors LLC. PFM's Swap Advisory services are provided by PFM Swap Advisors LLC. All entities are registered municipal advisors with the MSRB and SEC under the Dodd Frank Act of 2010.



City of Prairie City, IA

CLIENT LIAISON:

Andrew Inhelder, PE
Phone: 515-635-3403
ainhelder@msa-ps.com

DATE:

May 5, 2021

PROJECT UPDATE

MSA is currently working on the projects listed below in Prairie City. Below is a summary of each project as well as a status update on the individual tasks within each project.

TASK ORDER #9 – 2020 GENERAL ENGINEERING SERVICES

Based on discussions with the City, there is a desire to have MSA provide general engineering services on a time and expense basis with a not to exceed number. This agreement would be for any minor engineering related services that come in front of the City that MSA would assist with. Such as, but not limited to, site plan reviews, cost estimating, utility mapping, engineering reviews, and other general engineering services that are authorized through written communication with the City. Any larger projects that come to light would be approached with a separate task order as done in the past.

IN PROGRESS

Prairie Point Plat 1

- April 6, 2021
 - Met with developer to discuss plan for this development at the southeast corner of 2nd Street & State Street.
 - Developer is going to revise plan and submit electronic copies for review by City.
 - MSA reviewed preliminary plat and recommend denying application as it does not meet current zoning code.
 - MSA recommends applicant submit request for Planned Development per Code section 165.20. (See attached memo)

Sidewalk Installation along west side of State Street between South St & Plainsmen Rd

- MSA reviewed preliminary routes along with opinions of conceptual cost associated. (See additional information)
- Reviewing Transportation Alternatives Program (TAP) for Safe Routes to School funding to see if this is a potentially fundable project.
 - Applications are due October 1st.
 - Split 80% funded with a 20% local match.
 - May be a challenge to be competitive with this grant

RECENTLY COMPLETED TASKS

Right of Way Staking

- Stake the right of way along Poplar for MidAmerican to install gas.

PROJECT UPDATE

TASK ORDER #10 – STORMWATER STUDY

It is our understanding that the City would like to make improvements to the stormwater flow in the northern portion of town. MSA Professional Services, Inc. shall provide the following services in accordance with the completion of the above project: MSA will create an overall stormwater model based on 10-year storm flow to identify potential problem areas within the northern part of town. After creation of the overall exhibit, we will walk the area with City Staff to identify additional/problematic areas. MSA will then fine tune the stormwater model to better represent on the ground conditions in several problem areas, such as identifying blocked culverts & intakes which will lead to recommendations for possible improvements.

RECENTLY COMPLETED TASKS

- Creating model & maps of stormwater flow in Prairie City.
- Review model & maps with City Staff, perform onsite review of problem areas.
- MSA & City Staff to meet onsite October 8th to identify intake dips that need to be collected to help determine possible design to improvement areas.
- City staff dipped all intakes in the regions identified.
- MSA is continuing to refine model based on dipped intakes to identify possible improvement projects

ONGOING TASKS

- Flush targeted storm lines to identify connectivity. This work will be completed in the spring during dry weather.

NEXT STEPS

- Identify possible improvement projects along with phasing
- Revise improvement projects as necessary.
- Present to City Council.

PROJECT UPDATE

PHASE 1 WATER SYSTEM IMPROVEMENTS

As of the August council meeting this project (Dewey St only) has been resumed and at the November meeting, all three sections previously identified were resumed for design phase. MSA is working on the plans for all three sections of the project which is currently at ~50% complete for design. Target to bid this project in the winter of 2020/21 and construction starting in the spring/summer of 2021. This project will no longer utilize SRF or CDBG funding.

This project will be highly impactful to residents along the improvement corridor. Due to this it is our recommendation to hold a public information meeting prior to construction taking place to discuss impacts to residents, what to expect, anticipated timeline, etc.

RECENTLY COMPLETED TASKS

- Plans submitted to DNR for permitting on 3/10/21. Approval received April 14, 2021
- Plans submitted to DOT for permitting on 3/10/21. Approval received March 15, 2021
- MSA present to Council after permitting approved. Potentially a special meeting after permitting approval.
- MSA present contract for Bidding & Construction phase services for Project.

PHASE 1 WATER SYSTEM IMPROVEMENTS CONSTRUCTION RELATED SERVICES**RECENTLY COMPLETED STEPS**

- Project sent out to contractors for bidding.

ONGOING STEPS

- Bidding project.

NEXT STEPS

- Bid opening on June 3, 2021 at 2:00PM
- Council to review bids and potentially award at June 9 council meeting.
- Upon award, contractor contracting begins (typically takes 30 days)
- Potential approval of contract at July 14 council meeting.
- Contractor begin construction after pre-construction meeting held in Mid-July.
- Substantial completion date is May 16, 2022

PROJECT UPDATE

TASK ORDER #12 – WATER MAIN & SANITARY SEWER EXTENSION 2020 CONSTRUCTION RELATED SERVICES

This task order includes construction related services for the water main and sanitary sewer extension project out to the western city limits along Poplar Ave.

The contract is set up as a time & expense with an estimate for the number of hours anticipated to be onsite.

RECENTLY COMPLETED STEPS

- Construction is complete.
- Permanent seeding installed in April 2021 after Dollar General site is regraded to allow stormwater to flow out of ditch.

NEXT STEPS

- Final project closeout documentation & final pay application to be reviewed and issued at May 12, 2021 council meeting.

PROJECT UPDATE

TASK ORDER #13 – MARSHALL STREET RECONSTRUCTION DESIGN & BIDDING SERVICES

It is our understanding that the City would like to reconstruction Marshall Street from the northern edge of Washington Street through the intersection of Jefferson Street including sidewalk and curb ramp reconstruction. No utilities are identified as being reconstructed except for a potential storm sewer connection if the grades allow.

Marshall Street shall be designed to accommodate semi-truck traffic, be concrete in material, and have angled parking on both east & west sides of the street. Storm water flow is of concern along the wester side of Marshall Street and will be mitigated as a part of the design. Council decided in their September meeting to proceed with Concept #2 (bump outs at the Jefferson St/Marshall St Intersection).

Target to bid project in winter 2020/21 with construction starting in summer/fall of 2021.

This project will be highly impactful to the businesses along the route. Due to this it is our recommendation to hold a public information meeting prior to construction to discuss the design, timeline, and anticipated staging/traffic routing during construction.

RECENTLY COMPLETED STEPS

- MSA to present plan to Council March 10th.
- Water main replacement added to project.
- Permitting approval from DNR received March 29, 2021.

ONGOING STEPS

- Setting date to bid at the April 14th meeting with approval of Council and potential award at the May 12th Council Meeting.
- MidAmerican relocating power poles and installing transformer on park side. Anticipated completion June 4th, 2021.

NEXT STEPS

- Review bids and potentially award contract. Contracting typically takes 30 days.
- Council to review construction contract at June 9th Council meeting.
- Construction to begin mid-June after pre-construction meeting is held.
- Substantial completion is 80 calendar days from start date.
- Construction phase services will be completed under a separate future task order.

PROJECT UPDATE

TASK ORDER #14 – COMMERCE DRIVE LIFT STATION REVIEW 2021

It is our understanding the City would like to make improvements to the duplex submersible pump sanitary sewer lift station located at the northeast corner of the intersection of Commerce Drive & McMurray Street. This lift station has been experiencing high water warnings meaning the existing pumps are likely not able to keep up with flow that the lift station is receiving.

The City has requested MSA Professional Services, Inc. (MSA) to evaluate the existing flow to the lift station as well as the proposed flow under a fully developed future condition. Project is to identify up to two possible improvements to the lift station to accommodate potential future development.

Under a separate task order, MSA will perform design services, if desired, for the City's chosen recommended improvement using information from this task order, whether that be upgrading the existing lift station pumps or replacing the entire lift station.

RECENTLY COMPLETED STEPS

- MSA visited the site to gather existing condition information on the existing lift station and pumps.
- Review and modeling of existing conditions of the lift station and existing pumps.
- MSA met with City Staff on March 30, 2021 to discuss review of existing conditions. Refer to attached memo for more information.
- Waiting for another month (April) of data after impeller replacements and sand cleaning.

ONGOING STEPS

- Resume reviewing lift station and projecting for future developments.
- Attend meeting with City Staff and Car wash to determine sand pit cleaning schedule.

NEXT STEPS

- Review future conditions for planned developments and identify design year for sizing after getting baseline for current run times in April set.
- Identify potential costs and recommendation
- Present to Council.



To: City of Prairie City
From: Andrew Inhelder, MSA
Subject: Prairie Point Plat 1
Date: April 14, 2021

MSA has completed a review of the Preliminary Plat for Prairie Point Plat 1, Prairie City, Jasper County, Iowa submitted on April 12, 2021. The material was submitted by Assoc. Engineering Co. of Iowa of Grimes for the owner-developer Berkey Home Builders of Altoona.

Upon review of the submitted preliminary plat for Prairie Point Plat 1 by on April 12, 2021, it appears that it is not in compliance with existing zoning code & applicable ordinances. Attached is a review of the preliminary plat identifying the major discrepancies.

It is our recommendation to deny the current application for the submitted Preliminary Plat.

We have identified two paths moving forward:

1. Developer revises and resubmits preliminary plat adhering to all applicable ordinances.
2. Developer submits an application for the development as a Planned Development per City Code section 165.20 following the process laid out in said Code section utilizing Zoning R-2 District as the base code.



April 14, 2021

City of Prairie City, Iowa
203 E Jefferson St.
Prairie City, Iowa 50228

Re: Review of Preliminary Plat for
Prairie Point Plat 1, Prairie City, Jasper County, Iowa

Dear Planning & Zoning Committee, Mayor & Council,

MSA has completed a review of the Preliminary Plat for Prairie Point Plat 1, Prairie City, Jasper County, Iowa. The material was submitted by Assoc. Engineering Co. of Iowa of Grimes for the owner-developer Berkey Home Builders of Altoona.

These preliminary review comments are provided for the sole purpose of advising City staff and/or the planning-zoning commission members and are provided for their exclusive use. These preliminary review comments do not constitute a final review and do not include a review of the proposed infrastructure plan. Final review comments will be provided following the submission of the final plat and infrastructure plan. Questions or comments regarding this review may be directed to Andrew Inhelder, PE of MSA Professional Services.

General Comments:

1. Are the "future" apartment buildings shown are for informational purposes and this review does not include them. A future site plan review will be required for any development within this parcel.
2. Owner-Site information presented on Sheet 3 appears incorrect and contradicts the information present on Sheet 1.
3. The proposed infrastructure presented on Sheet 4 was not reviewed as a part of this preliminary plat review, such improvements will be reviewed when final infrastructure plans & complete site plan(s) are submitted.

165.08 General Regulations

Fences or Walls. Fences, walls, and hedges shall be permitted...provided that no fence, wall, or hedge along the street side or front edge of any front yard shall be over four (4) feet in height, further provided that a property line fence, wall, hedge, or any combination thereof shall in no case exceed eight (8) feet in height. The finished side of any fence within or adjoining a residence district shall face the abutting property. The side opposite the posts and or braces shall be deemed the finished side.

Street Frontage Required. Lots 2-9 do not comply with paragraph 3, "*Lots containing any building used...for resident purposes shall abut for at least 40 feet on at least one street, and there shall not be more than one single-family dwelling for such frontage...*"

Footings/Foundations. Are permanent frost depth footings-foundations proposed? Per paragraph 5, "*when structures are placed on other than a permanent frost depth perimeter footing/foundation, the vertical space between the perimeter of the first floor and grade level shall be in filled with like material as is utilized in the construction of those permanent perimeter frost depth footing/foundations.*"

165.15 R-2 District Regulations:

Lot Area. Lots 1-9 do not comply with minimum lot area as required by paragraph 3.A.

Lot Width. Lots 1-9 do not comply with minimum lot width as required by paragraph 3.B.

Side Yard. Lots 1-10 do not comply with minimum side yard as required by paragraph 3.D.

Maximum Height. The maximum dwelling height is 35-ft per paragraph 3.F.

165.29 Site Plans Required:

A complete site plan was not provided as required by Section 165.29.

Site plan does not appear to include any stormwater management as required by paragraph 18.

170.10 Form of Preliminary Plat:

Owner & site information presented on Sheet 3 appears incorrect and contradicts the information present on Sheet 1.

Legal description was not provided as required by paragraph 4.

Names & locations of adjacent subdivisions, the names of record owners & locations, and names of owners adjoining parcels of un-platted land were not provided as required by paragraph 7.

Existing & proposed zoning classification was not provided as required by paragraph 10.

Proposed use of any & all lots was not provided as required by paragraph 11.

Written & signed statement explaining "*how & when the subdivider proposes to provide & install all required sewers...pavement, sidewalks...and other required improvements*" was not provided as required by paragraph 15

Any restrictions proposed to be included in the owner declaration of plat was not provided as required by paragraph 17.

A sketch plat of all contiguous holdings of the owner was not provided as required in paragraph 18.

Best Regards,

MSA Professional Services, Inc.

Andrew Inhelder, PE
City Engineer

STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF THE WORK

PROJECT: <u>Water Main and Sanitary Sewer Extension 2020</u> _____ OWNER: <u>City of Prairie City</u> _____ _____	ENGINEER: <u>MSA Professional Services, Inc.</u> <u>1555 SE Delaware Ave, Suite F</u> <u>Ankeny, IA 50021</u> _____ CONTRACTOR: <u>J & K Contracting, LLC</u> _____ _____
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I, the undersigned Engineer / Architect of the above designated project, do hereby state that:

1. The construction provided for pursuant to CONTRACT DOCUMENTS including all approved amendments and Change Orders, hereafter called the WORK between the OWNER and CONTRACTOR has been completed and to the best of my knowledge and belief, is in substantial compliance with the provisions of the CONTRACT DOCUMENTS.
2. The final payment authorized hereto and made a part hereof is a complete and accurate summary of the WORK performed in accordance with the CONTRACT DOCUMENTS.
3. The total cost of the WORK as completed is \$196,807.15.

I recommend, under the provisions of the CONTRACT DOCUMENTS, that the WORK be accepted and that the final payment be made.

Engineer / Architect

By *A. H. Hill* Date 05/03/2021

The CONTRACTOR shall guarantee materials and equipment furnished and construction performed by providing a PERFORMANCE BOND which shall remain in full force and effect for a period of four years from date of acceptance by OWNER.

(Note if Statement of Substantial Completion was issued then effective date of Bond is as approved by the OWNER on Statement of Substantial Completion)

Accepted By CONTRACTOR

By *Jeremy Feldman*

Title President

Date 5-03-21

Accepted BY OWNER

By _____

Title _____

Date _____



LIST OF ITEMS TO BE CORRECTED OR COMPLETED

Project: Water Main & Sanitary Sewer Extension 2020
Prairie City, Iowa
Project Number: 08994021

Contractor: J&K Contracting, LLC
10703 Justin Dr
Urbandale, IA 50322

Project Visit Date: November 18, 2020

Issue Date: November 19, 2020

This list of items to be completed or corrected itemizes observed portions of the installation of workmanship and/or material items that fail to meet the intent of the contract documents. The work shall be considered finally complete only when all of the noted items have been corrected and/or completed. This list of items to be completed or corrected shall not be construed as having any other purpose but to notify the contractor of visible deviations from the contract documents that were observed on the date noted. Omissions or unnoted items do not relieve the contractor from his or her responsibility to complete all work in accordance with the contract documents.

LIST OF ITEMS TO BE CORRECTED OR COMPLETED

Water Main & Sanitary Sewer Extension 2020

Project Number: 08994015

Issue Date: November 19, 2020

ITEM	DESCRIPTION	DATE APPROVED
1	Seeding – work will be considered acceptable after a 2-inch uniform stand of grass is attained and gullies, rivulets and washouts have been repaired to the satisfaction of the engineer and Owner. This shall be completed in the spring.	4/30/2021
2	Lien waivers from all subcontractors and suppliers shall be submitted.	To Be Completed after Final Pay Application
3	Remove all silt fences and construction debris after construction is complete.	5/3/2021
4	Fine grading of site in preparation for temp seeding.	11/20/2020
5	Temporary Seeding Installed.	12/2/2020
6	Sanitary Sewer televising review and repair/corrections as needed.	11/20/2020
7	Submittal of all testing result forms to Engineer.	11/23/2020

RELEASE OF CLAIMS

CONTRACTOR, on behalf of itself, its subsidiaries, its affiliated entities, and each of their partners, respective shareholders, directors, officers, employees, agents, and attorneys and their predecessors, successors, and assigns (collectively "CONTRACTOR") hereby waives, releases and discharges OWNER, its officers, directors, employees and agents from and all actions, causes of action, claims and liabilities of any kind which in any manner arise from, relate to or are involved by CONTRACTOR's WORK on the PROJECT as defined by the CONTRACT DOCUMENTS. The waived, released and discharged actions, causes of action, claims and liabilities shall be forever barred once CONTRACTOR accepts final payment.

CONTRACTOR

By: *Jeremy Feldman*Name: *Jeremy Feldman*Title: *President*
PRINTDate: *5-03-2021*

OWNER

By: _____

Name: _____

Title: _____
PRINT

Date: _____

APPLICATION FOR FINAL PAYMENT OF CONTRACT



Project Title: Water Main and Sanitary Sewer Extension 2020
Contractor: J&K Contracting, LLC
Address: 10703 Justin Drive, Urbandale, IA 50322
Finance Budget Code: _____ Finance Project # _____
Vendor Project or Invoice #: _____ PO # _____
Original Contract Date: October 14, 2020 Engineer PN # 08994021

Date of Council Meeting: May 12, 2021 PAYMENT REQUEST # 3
PAYMENT PERIOD: From: December 1, 2020 Through: May 3, 2021

Contract Summary

Original Contract Amount:	\$	143,143.00	
Net change by Change Orders:	\$	55,100.00	
Contract Amount to Date: (line 1 ± 2)	\$	198,243.00	
Total completed and stored to date:	\$	196,807.15	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	196,807.15	
Less previous applications for payment:	\$	180,128.88	
SUBTOTAL	\$	16,678.27	
OTHER CHARGES (Attach an itemized list)	\$	-	
CURRENT PAYMENT DUE	\$	16,678.27	
Balance to finish, including retainage:	\$	-	

Notice to Proceed: October 15, 2020

Substantial Completion Date: November 18, 2020

Contract Time Remaining (If applicable) - Days to substantial completion

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Construction Contractor Approval: J&K Contracting, LLC
Firm Name: _____
Signature: [Signature] Date: 5-3-2021
Engineer / Consultant Approval: MSA Professional Services, Inc.
Firm Name: _____
Signature: [Signature] Date: 05/03/2021
Owner Approval: City of Prairie City
Owner Name: _____
Signature: _____ Date: _____

Submit to: _____
E-mail: _____ Phone: _____ Fax: _____

Date printed: 5/3/2021

CONTRACT PRICE DETAIL

TOTAL CONTRACT AND VALUE OF WORK COMPLETED TO DATE

Date printed: 5/3/2021

APPLICATION FOR FINAL PAYMENT OF CONTRACT

Previous Applications for Payment

No.	Date	Amount
1	November 10, 2020	\$ 128,599.80
2	December 9, 2020	\$ 51,529.08
3		
4		
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PAYMENT TOTAL \$ 180,128.88

Previous Applications for Payment

No.	Date	Amount
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Record of Change Orders

No.	Date	Amount
1	October 14, 2020	\$ 52,700.00
2	October 29, 2020	\$ 2,400.00
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4		
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CHANGE ORDER TOTAL \$ 55,100.00

Contract Time Remaining

Contract Period:	CALENDAR DAYS
Original Contract Date:	10/14/2020
Notice to Proceed:	10/15/2020
Original Contract Time:	45.00
Added by Change Order:	-
Contract Time to Date:	45.00
Time Used to Date:	45.00
Contract Time Remaining to Sub:	-

MINUTES OF MEETING TO APPROVE
PLANS AND SPECIFICATIONS, FORM
OF CONTRACT AND ESTIMATE OF
COST AND CONSIDER BIDS

420201-21 (L)

Prairie City, Iowa

May 12, 2021

The City Council of the City of Prairie City, Iowa, met on May 12, 2021, at 6:00 p.m., at the City Hall, pursuant to published notice.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, alternative access to the meeting was provided electronically via Zoom, which was accessible at the following:

[Insert electronic access information]

Electronic access information was included in the posted agenda of this public meeting.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

The Mayor announced that this was the time and place set for hearing on the plans and specifications, form of contract and estimate of cost for the proposed Marshall Street Reconstruction Project.

Upon investigation, it was found that _____ persons had appeared and filed objections to the proposed plans, specifications, form of contract and estimate of cost for the Marshall Street Reconstruction Project as follows:

(Insert the word “no” in the blank space above or list here the names of objectors and the types of objections, if any are filed.)

The City Council heard said objectors and evidence for or against the proposed Marshall Street Reconstruction Project; whereupon, the Mayor declared the hearing closed.

Council Member _____ introduced the following resolution and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the said motion duly carried and the resolution adopted as follows:

RESOLUTION NO. 5-12-21-6

Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Marshall Street Reconstruction Project

WHEREAS, the City Council of the City of Prairie City, Iowa, has heretofore given preliminary approval to the plans, specifications, form of contract and estimate of cost (the "Contract Documents") for the proposed Marshall Street Reconstruction Project (the "Project"), as described in the notice of hearing on the Contract Documents for the Project; and

WHEREAS, a hearing has been held on the Contract Documents on May 12, 2021;

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

Section 1. The Contract Documents referred to in the preamble hereof are hereby finally approved, and the prior action of the City Council giving preliminary approval is hereby finally confirmed, and the Project, as provided for in the Contract Documents, is necessary and desirable.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved May 12, 2021.

Mayor

Attest:

City Clerk

The Mayor announced that bids for the construction of the Marshall Street Reconstruction Project had been received before 2:00 p.m. on May 10, 2021, at the reception desk in City Hall, Elk Run Heights, Iowa, and that on the same day, at the same time, at the City Hall, such bids had been opened and read, and that this was the time and place set for the consideration of such bids.

Thereupon, the results of the bidding were reported, and MSA Professional Services, Inc. (the "Project Engineers") made their recommendations thereon to the City Council. The bids received for the construction of the Marshall Street Reconstruction Project are as follows:

Name and Address of Bidder

Amount of Bid

(List here or attach a sheet listing proposals received.)

It was moved by Council Member _____ and seconded by Council Member _____ that this meeting be adjourned to _____, 2021, at _____ o'clock _____.m., at the _____, Prairie City, Iowa, at which time and place the City Council will meet to further consider such proposals.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the said motion duly carried and the meeting was adjourned to the said time and place.

Mayor

Attest:

City Clerk

MINUTES OF MEETING TO AWARD
CONTRACT

420201-21

Prairie City, Iowa

May 12, 2021

The City Council of the City of Prairie City, Iowa, met on May 12, 2021, at _____ o'clock p.m., at the Council Chambers, in the City, pursuant to adjournment and the rules of this Council.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, alternative access to the meeting was provided electronically via Zoom, which was accessible at the following:

<https://us02web.zoom.us/j/81767681362?pwd=MFdVWWVhOUVVuQzFueXRrYzhjWHp5Zz09>

Electronic access information was included in the posted agenda of this public meeting.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

Present: _____

Absent: _____.

The City Council further considered proposals received for the proposed Marshall Street Reconstruction Project and embodied its findings in the resolution next hereinafter referred to.

Council Member _____ introduced the resolution next hereinafter set out, and moved that the said resolution be adopted; seconded by Council Member _____; and after due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the said motion duly carried and the said resolution duly adopted.

RESOLUTION NO. 5-12-21-7

Resolution awarding contract for the Marshall Street Reconstruction Project

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Prairie City, Iowa, and as required by law, bids and proposals were received by this Council for the Marshall Street Reconstruction Project (the "Project"); and

WHEREAS, all of the said bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project;

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

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project, is heretofore approved by the City Council, and is the lowest responsible bid received, such bid being as follows:

<u>Name and Address of Contractor</u>	<u>Amount of Bid</u>
_____	\$ _____

Section 2. The contract for the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications and the terms of the bidder's written proposal.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into a written contract with said contractor for the Project, said contract not to be binding until approved by resolution of this City Council.

Section 4. The amount of the contractor's performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved _____, 2021.

Mayor

Attest:

City Clerk

• • • •

On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA

COUNTY OF JASPER

CITY OF PRAIRIE CITY

SS:

I, the undersigned, City Clerk of the City of Prairie City, Iowa, hereby certify that the attached is a true, correct and complete transcript of the proceedings had and action taken by the City Council up to the present time in connection with the Marshall Street Reconstruction Project, including a true, correct and complete copy of the resolutions referred to in such minutes.

WITNESS MY HAND this _____ day of _____, 2021.

City Clerk

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

PRAIRIE CITY
Fiscal Year July 1, 2020 - June 30, 2021

The City of PRAIRIE CITY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2021

Meeting Date/Time: 5/12/2021 06:00 PM

Contact: Jodie Wyman

Phone: (515) 994-2649

Meeting Location: Prairie City City Hall Council Chambers and Zoom

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	561,316	19,543	580,859
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	561,316	19,543	580,859
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	0	0	0
Other City Taxes	6	191,593	257,584	449,177
Licenses & Permits	7	30,650	-28,575	2,075
Use of Money & Property	8	16,480	0	16,480
Intergovernmental	9	230,882	2,317	233,199
Charges for Service	10	998,970	19,604	1,018,574
Special Assessments	11	0	0	0
Miscellaneous	12	20,225	117,475	137,700
Other Financing Sources	13	50,000	70,000	120,000
Transfers In	14	554,873	382,958	937,831
Total Revenues & Other Sources	15	2,654,989	840,906	3,495,895
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	441,120	3,549	444,669
Public Works	17	336,487	-42,454	294,033
Health and Social Services	18	2,200	0	2,200
Culture and Recreation	19	284,658	25,402	310,060
Community and Economic Development	20	92,290	21,845	114,135
General Government	21	132,000	13,235	145,235
Debt Service	22	792	0	792
Capital Projects	23	0	0	0
Total Government Activities Expenditures	24	1,289,547	21,577	1,311,124
Business Type/Enterprise	25	937,076	361,476	1,298,552
Total Gov Activities & Business Expenditures	26	2,226,623	383,053	2,609,676
Transfers Out	27	554,873	382,958	937,831
Total Expenditures/Transfers Out	28	2,781,496	766,011	3,547,507
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-126,507	74,895	-51,612
Beginning Fund Balance July 1, 2020	30	2,422,182	2,276,618	4,698,800
Ending Fund Balance June 30, 2021	31	2,295,675	2,351,513	4,647,188

Explanation of Changes: New revenue lines were added to the general fund for Prairie City, added some transfers in/out, city projects in streets, water, and sewer that were unplanned, loan for planning and development for water project, pump replacements in multiple facilities (water/sewer), technology upgrades in city hall - Beginning Fund Balance was not accurate for July 1, 2020 per our Books

RESOLUTION NO. 5-12-21-9

**RESOLUTION APPROVING THE CITY'S PROPOSED
AMENDMENT #1 TO THE FISCAL YEAR 2020-2021 BUDGET**

WHEREAS, the City Council of Prairie City, Iowa has prepared Amendment #1 to the Annual Budget for Fiscal Year 2020-2021; and

WHEREAS, the City did hold a public hearing regarding this proposed budget amendment on May 12, 2021, at 6:00 PM at the Prairie City City Hall, at 203 E Jefferson St., Prairie City, Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Prairie City, Iowa, approval of budget amendment #1 for Fiscal Year 2020-2021.

BE IT FURTHER RESOLVED, by the City Council of the City of Prairie City, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

Passed and approved this 12^h day of May, 2021.

Chad Alleger, MAYOR

ATTEST:

Jodie Wyman, CITY CLERK

ASBESTOS CONTAINING MATERIALS INSPECTION



**Commercial Property
801 W 2nd Street
Prairie City, Iowa**

Prepared for:

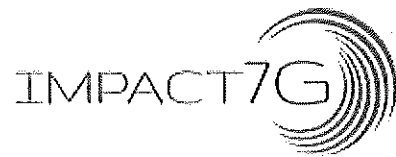
**City of Prairie City
203 E Jefferson
Prairie City, Iowa 50228**

Prepared by:



**9550 Hickman Road, Suite 105
Clive, Iowa 50325**

April 10, 2021



ASBESTOS CONTAINING MATERIALS INSPECTION

Commercial Property

801 W 2nd Street

Prairie City, Iowa

Inspected by:

A handwritten signature in cursive script, appearing to read "Dakota Wenzel".

Dakota Wenzel

Environmental Specialist I

Iowa Certified Asbestos Inspector: 20-47291

Prepared by:

A handwritten signature in cursive script, appearing to read "Kim Crosser-Harms".

Kim Crosser - Harms

Senior Project Manager

Iowa Certified Asbestos Inspector: 21-59771

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1.0 EXECUTIVE SUMMARY

Impact7G, Inc. (Impact7G), completed an Asbestos Containing Materials (ACM) Inspection on March 30, 2021 of the existing commercial building located at 801 W 2nd Street, Prairie City, Iowa (Property). The purpose of this ACM Inspection is to document the presence of asbestos containing materials and assist the City of Prairie City (Client) in facilitating demolition activities of the building.

Asbestos was detected in two (2) of the sixteen (16) samples collected from various building components within the Property's interior and exterior. See Table 1 for additional information. ACMs include:

- Linoleum
- 9" x 9" Floor Tile

All building materials similar in appearance, color, and/or texture to those determined to contain asbestos must be assumed to contain asbestos throughout this building.

Based on these results, the Property requires further action prior to any renovation or demolition activities.

2.0 INTRODUCTION

A. Property Information

Location:

Commercial Property
801 W 2nd Street
Prairie City, Iowa

Contact Person:

City of Prairie City
Jodie Wyman
203 E Jefferson
Prairie City, Iowa 50228

B. Personnel

Sr. Project Manager: Kim Crosser – Harms	State of Iowa License	21-59771
Inspector: Dakota Wenzel	State of Iowa License	20-47291

C. Sampling Plan

According to the Client, the scope of this ACM Inspection includes the building.

This ACM Inspection is in accordance with OSHA Regulation 1926.1101. All samples collected in the field were sent to EMSL, an NVLAP certified laboratory for analysis. The samples were analyzed via the polarized light microscopy (PLM) method for asbestos content. If requested by Client, samples were further analyzed via the transmission electron microscopy (TEM) method or PLM 400 Point Count analysis method.

D. Regulation Review

The U.S. EPA qualifies asbestos containing materials (ACM) as materials with an asbestos content greater than 1%. According to Iowa OSHA, ACM is any material found to contain asbestos, regardless of its concentration, and shall be regulated as hazardous waste. The following definitions are taken from Section 61.141 of Subpart M, Part 61 of Title 40: Protection of Environment of the Code of Federal Regulations (CFR).

- “Category I nonfriable asbestos-containing material (ACM)” is defined as asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than 1% asbestos as determined using the method specified in appendix E, subpart E, 40 CFR part 763, section 1, Polarized Light Microscopy (PLM).
- “Category II nonfriable ACM” is defined as any material, excluding Category I nonfriable ACM, containing more than 1% asbestos as determined using the methods specified in appendix E, subpart E, 40 CFR part 763, section 1, PLM that, when dry, **cannot** be crumbled, pulverized, or reduced to powder by hand pressure.
- “Friable asbestos material” is defined as any material containing more than 1% asbestos as determined using the methods specified in appendix E, subpart E, 40 CFR part 763, section 1, PLM that when dry, **can** be crumbled, pulverized, or reduced to powder by hand pressure. If the asbestos content is less than 10% as determined by a method other than point counting by PLM, verify the asbestos

content by point counting using PLM.

3.0 PROPERTY DESCRIPTION

The Property consists of a single-story former commercial shop.

4.0 INSPECTION LIMITATIONS

An Inspection limitation, for the purpose of this report, is any action or task that is limited from the original scope work. The overall reason for any limitation is the protection of Impact7G personnel. Examples of limitations can range from a lack of accessibility to an area of the Property, unsafe work areas, collecting additional samples, etc.

There were no limitations encountered during this ACM Inspection.

5.0 INSPECTION ACTIVITIES

Iowa certified asbestos inspectors from Impact7G collected 16 samples on March 30, 2021. The samples were collected from various accessible building components located throughout the building. Upon completion of bulk sampling activities, samples were sent to EMSL, an NVLAP certified laboratory for analysis.

Materials that are "suspected" to contain asbestos are divided into the following three categories:

1. **Surfacing materials** are materials that are sprayed or troweled on for acoustical, decorative, or fireproofing purposes. Examples are textured ceilings or drywall, exterior stucco and structural steel fireproofing;
2. **Thermal System Insulation (TSI)** is insulation used to inhibit heat transfer from pipes, boilers, tanks, ducts, and various other components of hot and cold-water systems and HVAC systems. Examples are hard cementitious "mud" type insulation on pipes, boilers and flues; and,
3. **Miscellaneous** materials are mostly non-friable products and materials such as floor tile, drywall, ceiling tile and roofing felt.

The following tables show samples positively identified by the laboratory to be asbestos containing materials (ACM) and samples that were analyzed as non-ACM. The complete analytical results can be found in Appendix B.

Table 1 – Asbestos Containing Materials Sample List

Sample #	Material Substance	Material Type (Surf/TS/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content	Est. Quantity
21DW033008	Linoleum	Misc	N	Gray/White	1	Bathroom	20% Chrysotile	31 SF
21DW033010	9" x 9" Floor Tile	Misc	N	Gray	1	Throughout	2% Chrysotile	1250 SF

Material Type – Surf=Surfacing, TS=Thermal System Insulation, Misc=Miscellaneous / **Est. Quantity** – SF=Square foot, LF=Linear foot, EA=Each

Asbestos Containing Material (ACM) is defined as any material containing more than one percent (1%) asbestos. Although building materials containing less than <1% asbestos are not classified ACM by the EPA, they may still be regulated as asbestos by Iowa OSHA and should be treated as such. Two (2) bulk material samples were analyzed greater than 1%. None of the remaining building material samples were detected with a concentration of <1%. ACMs include linoleum and 9" x 9" floor tile. If during demolition or renovation activities additional areas of identified ACM are discovered, they should be abated accordingly. Laboratory analytical reports are provided in Appendix B.

It is important to note that these are estimated quantities; therefore, the abatement contractors and the client representative should discern between the estimated quantity above and future exploration of the property at the pre-bid walk-through to determine the final quantity during abatement procedures.

Table 2 – Non-Asbestos Containing Material Sample List

Sample #	Material Substance	Material Type (Surf/TSI/Misc)	Friable (Y or N)	Color	Floor	Location	Asbestos Content
21DW033001	Caulk	Misc	N	White	Ext	Windows	ND
21DW033002	Siding Paper	Misc	N	Black	Ext	Throughout Exterior	ND
21DW033003	Caulk	Misc	N	White	Ext	Windows	ND
21DW033004	Protrusion Tar	Misc	N	Black	Roof	Metal Pipes, Patches, Roof Wall to North Side	ND
21DW033005	Shingle	Misc	N	Gray/Black	Roof	Throughout	ND
21DW033006	Tar	Misc	N	Black	Roof	Throughout	ND
21DW033007	Felt Paper	Misc	N	Black	Roof	Throughout	ND
21DW033009	Linoleum Adhesive	Misc	N	Tan/White	1	Bathroom	ND
21DW033011	Floor Tile Adhesive	Misc	N	Yellow	1	Throughout	ND
21DW033012	2' x 4' Ceiling Tile	Misc	Y	White	1	Throughout	ND
21DW033013	Countertop	Misc	N	White w/Specs	1	South Wall	ND
21DW033014	Countertop Adhesive	Misc	N	Yellow	1	South Wall	ND
21DW033015	Insulation	Misc	N	Pink/Yellow	1	Above Ceiling	ND
21DW033016	Drywall	Misc	N	White	1	Closet Area	ND

Material Type -- Surf=Surfacing, TSI=Thermal System Insulation, Misc=Miscellaneous / **Asbestos Content** -- ND=None Detected

6.0 CONCLUSIONS / RECOMMENDATIONS

The following conclusions and recommendations are summarized as follows:

- Asbestos was detected in two (2) of the bulk material samples collected from the building located at 801 W 2nd Street, Prairie City, Iowa. ACMs include linoleum and 9" x 9" floor tile. Based on the results of the data collected during the assessment, the building requires further action prior to demolition.

Impact7G recommends the abatement of all ACM containing components located within the inspection area if those building materials are to be disturbed during any future renovation/demolition activities. All abatement work shall be completed in accordance with local, state, and federal regulations. A visual inspection is recommended upon completion of abatement work to document that all ACMs within the scope of abatement have been removed.

7.0 CONDITIONS & LIMITATIONS

The Iowa Department of Natural Resources' (IDNR) Air Quality Bureau and Occupational Safety and Health Bureau (OSHA) of the Iowa Division of Labor Services require notification of any renovation/demolition activities in non-residential projects if the combined regulated ACM meets or exceeds any of the following thresholds: 160 square feet of surfacing ACM, 260 linear feet of TSI, or 35 cubic feet of ACM debris.

Impact7G has performed the tasks contained within this report in a thorough and professional manner consistent with commonly accepted standard industry practices. The results, findings, conclusions and recommendations expressed in this report are based on conditions observed during our survey of the property. Impact7G cannot guarantee, and does not warrant, that this report has identified all adverse environmental factors and/or conditions affecting the subject property. This report is not a bidding document or project specification as it does not contain the necessary components. Impact7G cannot warrant the work of any third party that may have aided in the completion of this report. This report has been prepared on behalf of and exclusively for use by the City of Prairie City for specific application to their project as discussed. Contractors, consultants or other third parties reviewing this report must draw their own conclusions regarding data contained within the report, further investigation or required remediation.

APPENDIX A

Qualifications

Certificate of Completion

DAKOTA WENZEL

DOB: 10-07-1993

Issued: 07-28-2020



Impact7G, Inc.

This person is licensed to perform asbestos work in the State of Iowa. ID card is intended for official use only and must be present on jobsite.

certifies that

Dakota Wenzel



Rod A. Roberts

Rod A. Roberts
Labor Commissioner

has successfully completed and passed the associated examination for the

Asbestos Initial Inspector

course accredited by the State of Missouri and conducted in accordance with the requirements of 40 CFR 763. The person receiving this certificate has completed the required training for asbestos certification under TSCA Title II.

Course Date: July 07-09, 2020
Examination Date: July 09, 2020
Expiration Date: July 09, 2021
Course Location: 9550 Hickman Road, Suite 105, Clive, IA
Certificate Number: IAVI17G_21818



[Signature]
Director of Training

9550 Hickman Road, Suite 105
Clive, IA 50325
515-473-6256

APPENDIX B

Laboratory Reports / Chain of Custody Documentation



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

http://www.EMSL.com / indianapolislab@emsl.com

EMSL Order: 162106137

Customer ID: IMPA25

Customer PO:

Project ID:

Attention: Kim Crosser

Impact7G

9550 Hickman Road

Suite 105

Clive, IA 50325

Project: City of Prairie City - 801 W 2nd Street

Phone: (515) 460-1124

Fax: (515) 528-8005

Received Date: 03/31/2021 10:45 AM

Analysis Date: 03/31/2021 - 04/01/2021

Collected Date: 03/30/2021

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
21DW033001 162106137-0001	CAULK, OFF-WHITE, EXTERIOR, WINDOWS	Tan/White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21DW033002 162106137-0002	SIDING PAPER, BLACK, EXTERIOR, THROUGHOUT BUILDING	Black Fibrous Homogeneous	80% Cellulose	20.0% Non-fibrous (Other)	None Detected
21DW033003 162106137-0003	CAULK, WHITE, EXTERIOR, WINDOWS	White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21DW033004 162106137-0004	PROTRUSION TAR, BLACK, EXTERIOR ROOF	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21DW033005 162106137-0005	SHINGLE, GRAY/BLACK, EXTERIOR, ROOF THROUGHOUT	White/Black Fibrous Heterogeneous	15% Glass	85.0% Non-fibrous (Other)	None Detected
21DW033006 162106137-0006	TAR, BLACK, EXTERIOR ROOF, ROOF THROUGHOUT	Black Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21DW033007 162106137-0007	FELT PAPER, BLACK, EXTERIOR ROOF, ROOF THROUGHOUT	Black Fibrous Homogeneous	70% Cellulose	30.0% Non-fibrous (Other)	None Detected
21DW033008 162106137-0008	LINOLEUM, GREEN/WHITE, 1ST FLOOR, BATHROOM	Gray/White Fibrous Heterogeneous	10% Cellulose	70.0% Non-fibrous (Other)	20% Chrysotile
21DW033009 162106137-0009	LINOLEUM ADHESIVE, TAN/WHITE, 1ST FLOOR, BATHROOM	Tan/White Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Initial report from: 04/01/2021 10:09:16



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

http://www.EMSL.com / indianapolislaboratory@emsl.com

EMSL Order: 162106137

Customer ID: IMPA25

Customer PO:

Project ID:

Attention: Kim Crosser

Impact7G

9550 Hickman Road

Suite 105

Clive, IA 50325

Project: City of Prairie City - 801 W 2nd Street

Phone: (515) 460-1124

Fax: (515) 528-8005

Received Date: 03/31/2021 10:45 AM

Analysis Date: 03/31/2021 - 04/01/2021

Collected Date: 03/30/2021

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
21DW033010 162106137-0010	9x9 FLOOR TILE, CREAM/GRAY, 1ST FLOOR, FLOORS THROUGHOUT	Gray Non-Fibrous Homogeneous		98.0% Non-fibrous (Other)	2% Chrysotile
21DW033011 162106137-0011	9x9 FLOOR TILE ADHESIVE, YELLOW, 1ST FLOOR, FLOORS THROUGHOUT	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21DW033012 162106137-0012	2x4 CEILING TILE, WHITE, 1ST FLOOR, CEILINGS THROUGHOUT	Tan/White Fibrous Homogeneous	95% Cellulose	5.0% Non-fibrous (Other)	None Detected
21DW033013 162106137-0013	COUNTERTOP, WHITE WITH SPECKS, 1ST FLOOR, SOUTH WALL	Brown/White Fibrous Homogeneous	90% Cellulose	10.0% Non-fibrous (Other)	None Detected
21DW033014 162106137-0014	COUNTERTOP ADHESIVE, YELLOW, 1ST FLOOR, SOUTH WALL	Yellow Non-Fibrous Homogeneous		100.0% Non-fibrous (Other)	None Detected
21DW033015 162106137-0015	INSULATION, BROWN/PINK/YELLOW , 1ST FLOOR, ABOVE CEILING TILE	Pink Fibrous Homogeneous	98% Glass	2.0% Non-fibrous (Other)	None Detected
21DW033016 162106137-0016	DRYWALL, WHITE, 1ST FLOOR, CLOSET AREA	Brown/White Fibrous Heterogeneous	50% Cellulose	40% Gypsum 10.0% Non-fibrous (Other)	None Detected

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Initial report from: 04/01/2021 10:09:16



EMSL Analytical, Inc.

6340 CastlePlace Dr. Indianapolis, IN 46250

Tel/Fax: (317) 803-2997 / (317) 803-3047

<http://www.EMSL.com> / indianapolislaboratory@emsl.com

EMSL Order: 162106137

Customer ID: IMPA25

Customer PO:

Project ID:

Attention: Kim Crosser

Impact7G

9550 Hickman Road

Suite 105

Clive, IA 50325

Project: City of Prairie City - 801 W 2nd Street

Phone: (515) 460-1124

Fax: (515) 528-8005

Received Date: 03/31/2021 10:45 AM

Analysis Date: 03/31/2021 - 04/01/2021

Collected Date: 03/30/2021

The samples in this report were submitted to EMSL for analysis by Asbestos Analysis of Bulk materials via EPA/600 (0513) Method using Polarized Light Microscopy. The reference number for these samples is the EMSL Order ID above. Please use this reference number when calling about these samples.

Report Comments:

Sample Receipt Date: 03/31/2021

Sample Receipt Time: 10:45 AM

Analysis Completed Date: 04/01/2021

Analysis Completed Time: 7:47 AM

Analyst(s):

Ross A. Matlock

Ross Matlock PLM (16)

Samples Reviewed and approved by:

Richard K. Harding

Richard Harding, Laboratory Manager
or other approved signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Indianapolis, IN NVLAP Lab Code 200188-0, AZ0939, CA 2575, CO AL-15132, TX 300262

Initial report from: 04/01/2021 10:09:16



EMSL ANALYTICAL, INC.
LABORATORY PRODUCTS TRAINING

Asbestos Bulk Building Material

Chain of Custody

EMSL Order Number (Lab Use Only)

162106137

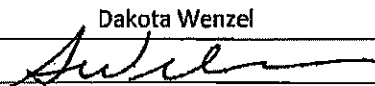
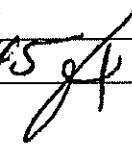
EMSL Analytical, Inc.
6340 Castleplace Dr.
Indianapolis, IN 46250

Phone: (317)803-2997

Fax: (317)803-3047

Company: IMPACT7G		EMSL – Bill to: Same	
Street: 112 Mildred Avenue		<i>Third Party Billing requires written authorization from third party.</i>	
City: Iowa Falls	State: IA	Zip Code: 50126	Country: USA
Report To: Kim Crosser		Phone: 515-460-1124	Fax: 515-685-2236
Email Address: <u>kcrosser@impact7g.com</u>		Please Provide results: EMAIL	
Project Name: City of Prairie City- 801 W 2nd Street			
US State Samples Taken: IA			
Turnaround Time (TAT) Options			
<input type="checkbox"/> 3-Hour	<input type="checkbox"/> 6-Hour	<input type="checkbox"/> 24-Hour	<input checked="" type="checkbox"/> 32-Hour
<input type="checkbox"/> 48-Hour	<input type="checkbox"/> 96-Hour	<input type="checkbox"/> 1 Week	<input type="checkbox"/> 2 Week
*For TEM Air 3 hr through 6 hr, please call ahead to schedule. *There is a premium charge for 3 hr TEM AHERA or EPA Level II TAT. You will be asked to sign an authorization form for this service. Analysis completed in accordance with EMSL's Terms and Conditions located in the Analytic Price Guide.			
PLM – BULK (reporting limit)		TEM – Air <input type="checkbox"/> 4-4.5hr TAT (AHERA only)	
<input checked="" type="checkbox"/> PLM EPA 600/R-93/116 (<1%)		<input type="checkbox"/> AHERA 40 CFR, Part 763	
<input type="checkbox"/> Check for Positive Stop – Clearly Identify Homogeneous Group		Filter Pore Size (Air Samples): <input type="checkbox"/> 0.8 µm <input type="checkbox"/> 0.45 µm	
Sampler's Name: Dakota Wenzel		Sampler's Signature: <i>[Signature]</i>	
Sample #	Sample Description	Volume/Area (Air)	Date/Time Sampled
21DW033001	Caulk, Off White, Exterior, Windows		3-30-21
21DW033002	Siding Paper, Black, Exterior, Throughout Building		3-30-21
21DW033003	Caulk, White, Exterior, Windows		3-30-21
21DW033004	Protrusion Tar, Black, Exterior Roof		3-30-21
21DW033005	Shingle, Gray/Black, Exterior, Roof Throughout		3-30-21
21DW033006	Tar, Black, Exterior Roof, Roof Throughout		3-30-21
21DW033007	Felt Paper, Black, Exterior Roof, Roof Throughout		3-30-21
21DW033008	Linoleum, Green/White, 1 st Floor, Bathroom		3-30-21
21DW033009	Linoleum Adhesive, Tan/White, 1 st Floor, Bathroom		3-30-21
21DW033010	9X9 Floor Tile, Cream/Gray, 1 st Floor, Floors Throughout		3-30-21
21DW033011	9X9 Floor Tile Adhesive, Yellow, 1 st Floor, Floors Throughout		3-30-21
21DW033012	2X4 Ceiling Tile, White, 1 st Floor, Ceilings Throughout		3-30-21
21DW033013	Countertop, White with Specks, 1 st Floor, South Wall		3-30-21
21DW033014	Countertop Adhesive, Yellow, 1 st Floor, South Wall		3-30-21
21DW033015	Insulation, Brown/Pink/Yellow, 1 st Floor, Above Ceiling Tile		3-30-21

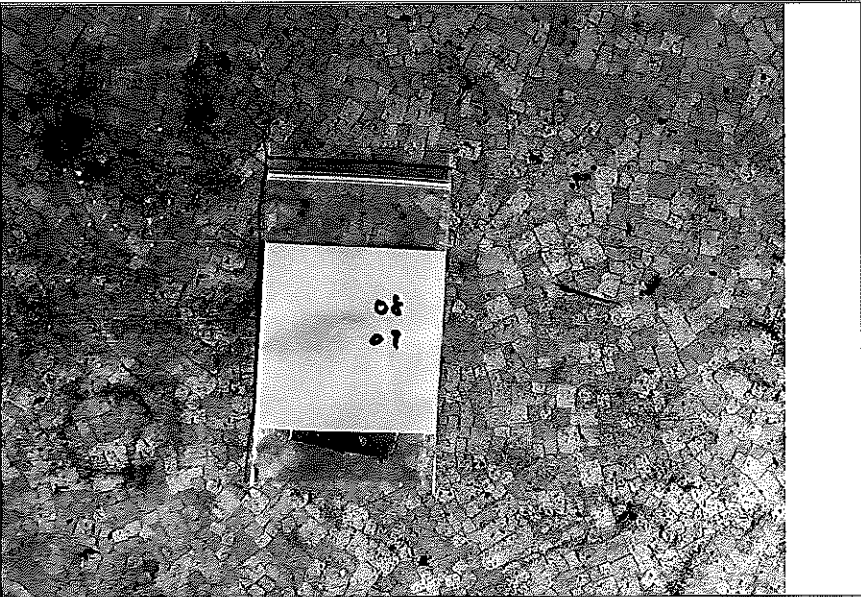
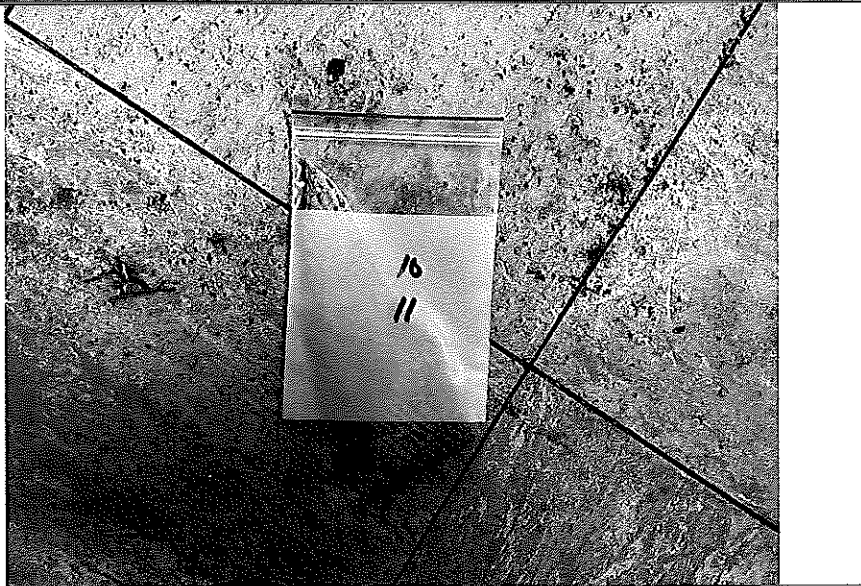
06137

21DW033016	Drywall, White, 1 st Floor, Closet Area			3-30-21	
Client Sample # (s):	21DW033001-21DW033016			Total # of Samples:	16
Relinquished (Client):	Dakota Wenzel	Date:	3-30-21	Time:	3:15 PM
Received (Lab):		Date:	3/31/21	Time:	1045 
Comments/Special Instructions:	Test All layers				

APPENDIX C

Photographs

Photograph table includes photos of all asbestos-containing materials.

3/30/21 Photographer: Dakota Wenzel	Asbestos Containing Materials Inspection 801 W 2nd Street Prairie City, Iowa	
Description: ACM Green/White Linoleum, Bathroom Sample 21DW033008 Photo #1		
Description: ACM Cream/Gray 9" x 9" Floor Tile, Throughout Sample 21DW033010 Photo #2		

REW Services Corporation



1226 Illinois St • Des Moines, IA 50314 • Phone: 515-289-0705 • Fax: 515-289-0706
E-Mail: jeff@rewiowa.com

Date: April 28th, 2021

Jodie Wyman
Interim City Administrator
City of Prairie City
Prairie City, IA 50228

RE: Select asbestos abatement of 801 W 2nd St, Prairie City, IA 50228

Jodie:

Thank you for the opportunity to provide you with a proposal for the removal of asbestos containing materials at the above referenced property and as noted in reports by Impact 7G dated 10 April 2021.

Our proposal includes all labor, materials, and equipment necessary to perform the work according to all regulations in effect on this date. Also included are all associated costs for permits, fees, disposal, insurance, etc.

Please keep in mind that there will be a 10-business day waiting period before work can commence upon acceptance of proposal. This is due to notifications that must be put in with Iowa DNR and Iowa OSHA.

Quote for removal of asbestos containing material identified on Table 1 of report by Impact 7G to include linoleum and floor tile

- **\$5,229**

Sincerely,

Jeff Harclerode
President
REW Services Corporation



GENERAL CONDITIONS

Owner's Responsibilities - The Owner shall remove all equipment and inventory from the areas in which the Contractor is to perform the Work. The Owner shall provide water and electricity to the areas of the work and pay for the water and power used in the course of the Contractor's work. The Owner shall provide uninterrupted access to the work areas throughout the duration of the project. The Owner shall designate toilet facilities on the site for the use of the Contractor's employees. Should toilet facilities not be present on the site, the Owner shall provide temporary, portable sanitary facilities.

Insurance - The Contractor shall carry General Liability Insurance, Vehicle Liability Insurance, and Workman's Compensation Insurance throughout the duration of the Work. The Owner shall carry Property, all risk, insurance on the premises in which the work is to be performed. The Owner shall be responsible for paying all deductibles on the policy. Contractor shall provide the Owner with a Certificate of Insurance stating the limits of insurance coverage prior to commencing the Work.

Taxes and Building Permits - The Contractor shall pay all sales, consumer, local option, and use taxes required by law. Any building permits and related fees necessary for the execution of the Work contained in this proposal shall be secured and paid for by the Owner.

Asbestos Permit - The Contractor is licensed by the State of Iowa to remove asbestos containing materials. Our permit number is 3016 with an expiration date of February 17 2022.

Air Monitoring - If needed a third party environmental testing company shall monitor Air quality throughout the duration of the project. The owner shall be responsible for securing and paying for a third party air monitoring firm to collect work area and final clearance samples.

Disposal - All asbestos containing waste shall be taken to an EPA approved landfill for proper burial. The cost for this disposal is included in this proposal.

Concealed Conditions - Should asbestos containing materials be encountered that were concealed from view during the "walk through" and thereby not included in the Scope of the Work description from which the above proposed sum was calculated, the Contract sum shall be adjusted by Change Order to reflect the scope of these concealed asbestos containing materials. Testing, to determine asbestos content of these concealed materials, and testing costs shall be included in the Change Order. Concealed conditions might include pipe covering discovered above plaster ceilings, old ceilings above new ceilings, and materials that would not otherwise be discovered without destructive inspections.

Clean-up - Promptly upon completion of the Work, all Contractors owned facilities, materials and equipment shall be removed from the work site. The Contractor shall leave all work areas broom clean.

Payment - The Owner shall be invoiced for the Work, including all approved Change Orders, upon Substantial Completion. The Owner shall make payment within fifteen (15) days of such billing. After fifteen (15) days following the invoice date for the payment, interest will be charged at the rate of 1.5% per month, not to exceed 18% per annum, on the entire invoice sum starting on the date of the original invoice for the work.

Notice to Proceed

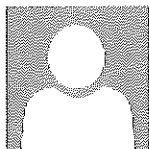
Please proceed with the above Scope of Work including Alternates # __, __, __.

By: _____

Date: _____

Title:

 Reply  Reply All  Forward




Mon 3/29/2021 8:03 AM

Jenny Morrett <jmorrett@pcmschools.org>

Re: Lift for Mural

To Jodie Wyman

 You replied to this message on 3/29/2021 9:08 AM.

[Bing Maps](#)

[Action Items](#)

[+ Get m](#)

Hello!

I am doing the mural on the Coop building this summer and I was inquiring about renting a lift to use for painting since the building is 30ft tall. I inquired with John about whether that would be something that I would need to rent myself, or something the city would cover. He told me that he would put the request on the agenda for the city council to discuss. I'm not sure if it was ever brought up, or if there was a decision made and I just wasn't made aware of it.

The lift that I am wanting to use is linked here. <https://www.sunbeltrentals.com/equipment/detail/1328/0070253/25-27ft-rt-scissor/>

Thank you so much for your help!
Jenny Morrett

OUR TEAM IS HERE TO SUPPORT THOSE IMPACTED BY SEVERE WINTER WEATHER. [CLICK HERE TO LEARN MORE](#)



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Hi, please sign in

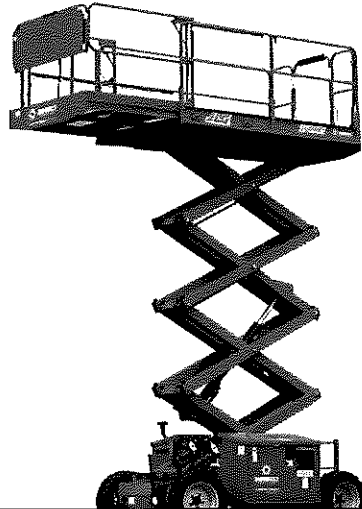
[← Rough Terrain Scissor Lift](#)



Curbside Service Now Available

Ready to fulfill your equipment needs without leaving your vehicle.

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Cat Class: 007-0253

25-27' Rough Terrain Scissor Lift

With a maximum platform height of 27' ft. and a platform size up to 110" in. x 63" in., this rough terrain scissor is perfect for increasing output in tough and uneven job site conditions. 4WD and up to 50% gradability keeps you moving even with the lift extended at maximum height.

- Platform capacity up to 1,500 lbs.
- Ability to drive at full height
- Up to 50% gradability
- Rough terrain tires with 4WD
- AC power to platform with platform extension capabilities up to 60"

Enter the zip code of your job site for pricing.

RESOLUTION 5-12-21-2
A RESOLUTION SETTING THE TIME AND PLACE OF COUNCIL
MEETINGS

WHEREAS, Chapter 17.04 of the Prairie City Code states "The time and place of the regular meetings of the Council shall be fixed by resolution of the Council."

NOW THEREFORE BE IT RESOLVED that the June 2021 Prairie City Council Meeting will be June 9, 2021 at 6:00 p.m., at Prairie City Council Chambers at City Hall and via Zoom.

Approved and adopted this 12th Day of May, 2021.

Chad Alleger, Mayor
City of Prairie City

ATTEST

Jodie Wyman, City Clerk
City of Prairie City

**NOTICE OF PUBLIC HEARING
THE PRAIRIE CITY, CITY COUNCIL**

Will hold a Public Hearing
at 6:00 p.m.

Wednesday, May 12, 2021
at the

Prairie City, City Hall and Zoom
Prairie City, IA

PURPOSE OF THE HEARING

To consider amending Chapter 92.02 Water Rates, Chapter 99.02 Sewer Service Rates, Chapter 106.08.1A Solid Waste Fee, and Chapter 106.08.1B Recycling Fee of the Prairie City Code of Ordinances 2012 of Prairie City, Iowa

NOTICE IS HEREBY GIVEN that a Public Hearing will be held as described above to amend Chapter 92.02 Water Rates, Chapter 99.02 Sewer Service Rates, Chapter 106.08.1A Solid Waste Fee, and Chapter 106.08.1B Recycling Fee.

Anyone wishing to be heard on this matter should appear in person or by representative at the time and place noted above. For further information contact Prairie City, Interim City Administrator Jodie Wyman at City Hall between 8:00 a.m. and 4:30 p.m. Monday through Friday.

ORDINANCE NO. 383

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF PRAIRIE CITY, IOWA, BY AMENDING PROVISIONS PERTAINING TO WATER SERVICE CHARGES

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

SECTION 1. SECTION MODIFIED. Section 92.02 of the Code of Ordinances of the City of Prairie City, Iowa, is repealed and the following adopted in lieu thereof:

RATES FOR SERVICE. Water service shall be furnished at the following monthly rates within the City:
(Code of Iowa, Sec. 384.84)

Gallons Used Per Month	Rate
First 1,500	\$16.74 (minimum bill)
Next 8,500	\$9.83 per 1,000 gallons
Next 30,000	\$8.12 per 1,000 gallons
All over 40,000	\$3.35 per 1,000 gallons

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

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect July 1, 2021, after its final passage, approval, and publication as provided by law.

Passed by the Council the 14th day of April, 2021, and approved this 14th day of April, 2021.

Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Clerk

First Reading: 4/14/2021

Second Reading: 5/12/2021

Third Reading: _____

I certify that the foregoing was published as Ordinance No. ____ on the ____, day of ____, 2021.

Jodie Wyman, City Clerk

RESOLUTION NO. 5-12-21-4

RESOLUTION WAIVING THE THIRD READING OF ORDINANCE NO. 383

WHEREAS, IOWA CODE 380.3 requires two considerations before final passage, unless this requirement is suspended by a recorded vote of not less than three-fourths of all of the members of the council, and

WHEREAS, The Council of the City of Prairie City, Iowa, has the ability to suspend the final consideration to approve Ordinance 383,

THEREFORE BE IT RESOLVED that the Council of the City of Prairie City, Iowa is suspending the requirement of Iowa Code 380.3 by approving a resolution waiving the third reading of Ordinance 383.

This resolution has been approved and adopted this 12th day of May, 2021.

Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Clerk

ORDINANCE NO. 384

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF PRAIRIE CITY, IOWA, BY AMENDING PROVISIONS PERTAINING TO SEWER SERVICE CHARGES

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

SECTION 1. SECTION MODIFIED. Section 99.02 of the Code of Ordinances of the City of Prairie City, Iowa, is repealed and the following adopted in lieu thereof:

RATE. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

Gallons Used Per Month	Rate
First 1,500	\$26.21 (minimum bill)
Next 8,500	\$15.23 per 1,000 gallons
Next 30,000	\$12.64 per 1,000 gallons
All over 40,000	\$5.23 per 1,000 gallons

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

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect July 1, 2021, after its final passage, approval, and publication as provided by law.

Passed by the Council the 14th day of April, 2021, and approved this 14th day of April, 2021.

Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Clerk

First Reading: 4/14/2021

Second Reading: 5/12/2021

Third Reading: _____

I certify that the foregoing was published as Ordinance No. ____ on the ____, day of ____, 2021.

Jodie Wyman, City Clerk

RESOLUTION NO. 5-12-21-5

RESOLUTION WAIVING THE THIRD READING OF ORDINANCE NO. 384

WHEREAS, IOWA CODE 380.3 requires two considerations before final passage, unless this requirement is suspended by a recorded vote of not less than three-fourths of all of the members of the council, and

WHEREAS, The Council of the City of Prairie City, Iowa, has the ability to suspend the final consideration to approve Ordinance 384,

THEREFORE BE IT RESOLVED that the Council of the City of Prairie City, Iowa is suspending the requirement of Iowa Code 380.3 by approving a resolution waiving the third reading of Ordinance 384.

This resolution has been approved and adopted this 12th day of May, 2021.

Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Clerk

Salaries and Benefits
Budget Year 2021-2022

Position	EE Name	Pay	Status	2021-2022			Proposed 2021-2022	Annual	Regular Work	Overtime		Total Hours
				COL 2%	Merit 1%	Base Wages w/ Increase				Hours	Salary	
Deputy Clerk	Voeller, Emily	Hourly	FT	\$0.46	\$0.23	\$ 23.08	\$ 49,446.59		2080	0	\$ -	2080
Cty Clerk	Open	Hourly	FT	\$0.53	\$0.26	\$ 26.45	\$ 57,892.44		2080	30	\$ 1,225.96	2110
Public Works	Open	Hourly	FT	\$0.00	\$0.00	\$ 13.47	\$ 28,017.60		2080	0	\$ -	2080
Public Works	Van Der Kamp, Carl	Hourly	FT	\$0.55	\$0.28	\$ 27.65	\$ 60,518.94		2080	30	\$ 1,281.58	2110
Public Works	Clark, James	Hourly	FT	\$0.46	\$0.23	\$ 22.98	\$ 50,297.48		2080	30	\$ 1,065.12	2110
Public Works	Nolin, Jake	Hourly	FT	\$0.43	\$0.21	\$ 21.42	\$ 46,883.03		2080	30	\$ 992.82	2110
Interim City Administrator	Wyman, Jodie	Salary	FT	\$1,530.00	\$765.00	\$ 76,500.00	\$ 78,795.00		2080	0	\$ -	2080
							\$					
								\$ 371,851.07				

Police	Employee		Budget				Regular		Overtime	Total		2021-2022	
Position	Name	Pay	Status	Base Wages	COL 2% Increase	Merit 1% Increase	Salary/Hr	Work Hours	Work Hours	Work Hours	Regular Salary	OT Salary	Annual Salary
Chief of Police	German, Mike	Hourly	FT	\$29.63	\$0.59	\$0.30	\$30.52	2236	52.5	2288.5	\$58,240.26	\$2,403.36	\$70,643.62
Officer	Sickels, William	Hourly	FT	\$26.00	\$0.52	\$0.26	\$26.78	2236	55.65	2291.65	\$59,880.08	\$2,235.46	\$62,115.54
Officer	Open	Hourly	FT	\$26.00	\$0.00	\$0.00	\$26.00	2236	0	2236	\$58,136.00	\$0.00	\$58,136.00
											Police Increase		\$190,895.16
													\$4,048.16
Officer	Johns, Steven	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
Officer	Chillingan, Christopher	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
Officer	St Cres, Heather	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
Officer	Gott, Kevin	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
Officer	Choat, Adam	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
Officer	Kinnoth, Kameron	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
Officer	Davenport, Matthew	Hourly	PT	\$25.00	\$0.00	\$0.00	\$25.00	185.72	0	185.72	\$4,643.00	0	\$4,643.00
													\$16,734.62 FICA/MEDICARE
													\$32,501.00

<u>Library</u>	Employee	Pay	Status	Current Salary/Hr	Current Annual Salary - 2% & 1% IV Salary/Hr	Budget	Regular Work Hours	Specia Work Hours	Overtime Work Hours	Total Work Hours	Regular Salary	OT Salary	Proposed Annual Salary
Position	Name												
Librarian	Ponder, Sue	Hourly	PT	\$20.46	\$32,981.52	\$0.61	1612			0	\$33,970.97	\$0.00	\$33,970.97
PT Library	Anderson, Jenny	Hourly	PT	\$12.99	\$6,754.80	\$0.39	520			0	\$6,957.44	\$0.00	\$6,957.44
PT Library	DeVoe, Sierra	Hourly	PT	\$9.55	\$1,489.80	\$0.29	156			0	\$1,534.49	\$0.00	\$1,534.49
PT Library	Brown, Jennifer	Hourly	PT	\$9.55	\$1,489.80	\$0.29	156			0	\$1,534.49	\$0.00	\$1,534.49
					\$42,715.92								\$43,997.40
											Library Salary Increase		\$1,281.48

RESOLUTION NO. 5-12-21-3

RESOLUTION APPROVING SETTING EMPLOYEE WAGES

BE IT RESOLVED by the Council of the City of Prairie City, Iowa:

The Council of the City of Prairie City, Iowa, hereby approves a two percent (3%) cost of living wage increase for employees of the City of Prairie City which includes; Administration, Public Works, Water, Wastewater, Police, and Library. The increase does not include seasonal employees.

Approved and adopted this 12th day of May, 2021.

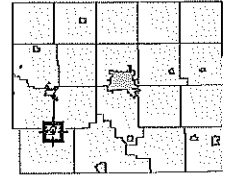
Chad Alleger, MAYOR

ATTEST:

Jodie Wyman, CITY CLERK



Overview



Legend

-  Parcels
-  Corporate Limits
-  Political Township
- Roads**
 -  Local
 -  Primary Highway
 -  Secondary Highway
 -  Other

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Date created: 4/29/2021

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Developed by  **Schneider**
GEOSPATIAL

State Street (Looking North)

OPTION #1

66' ROW

Temporary Easements will most likely be required for Grading & Storm Installation

Proposed Storm

5' Proposed Sidewalk

3' Proposed Raised Median

2.5' Proposed Curb & Gutter

12' Existing Drive Lane

12' Existing Drive Lane

24' Existing Grass

4' Existing Sidewalk

Made with **Streetmix**

OPINION OF PROBABLE PROJECT COST

OPTION #1 - SIDEWALK NEAR ROAD

PRAIRIE CITY, IOWA

SIDEWALK INSTALLATION FROM SOUTH ST TO PLAINSMEN RD ALONG WEST SIDE OF STATE ST

Estimate Year: 2021

Construction Year: 2021

ITEM NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Division 2: Earthwork					
2.01	Topsoil, On-Site, 8in Thickness	CY	400	\$ 10.00	\$ 4,000.00
2.02	Excavation, Class 10	CY	1200	\$ 10.00	\$ 12,000.00
2.03	Compaction Testing, Moisture & Density Control	LS	1	\$ 600.00	\$ 600.00
Division 4: Sewers and Drains					
4.01	Storm Sewer	LF	250	\$ 100.00	\$ 25,000.00
					\$ -
Division 6: Structures for Sanitary and Storm Sewers					
6.01	Intake	EA	5	\$ 3,500.00	\$ 17,500.00
6.02	RCP Apron	EA	1	\$ 1,000.00	\$ 1,000.00
Division 7: Streets and Related Work					
7.01	5' Wide Sidewalk	SY	240	\$ 60.00	\$ 14,400.00
7.02	Raised Curb	SY	100	\$ 55.00	\$ 5,500.00
7.03	Delineators	EA	30	\$ 120.00	\$ 3,600.00
7.04	2.5' Curb & Gutter	LF	280	\$ 40.00	\$ 11,200.00
7.05	Driveway Reconstruction	SY	100	\$ 55.00	\$ 5,500.00
7.06	Truncated Domes	SF	40	\$ 50.00	\$ 2,000.00
7.07	Pavement Removal	SY	190	\$ 10.00	\$ 1,900.00
					\$ -
Division 8: Traffic Control					
8.01	Temporary Traffic Control	LS	1	\$ 7,500.00	\$ 7,500.00
Division 9: Site Work and Landscaping					
9.01	Hydraulic Seeding, Seeding, Fertilizing, and Mulching	AC	0.50	\$ 4,000.00	\$ 2,000.00
Division 11: Miscellaneous					
11.01	Construction Survey	LS	1	\$ 2,000.00	\$ 2,000.00
11.02	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00
11.03	Concrete Washout	LS	1	\$ 2,000.00	\$ 2,000.00
Subtotal Construction					
					\$ 128,000.00
	Contingencies		20%		\$ 26,000.00
	Construction Inflation at 4% per year. Construction year is assumed as		4%		\$ -
	Engineering		10%		\$ 16,000.00
	Construction/Admin		10%		\$ 16,000.00
	Legal and Administration		1%		\$ 2,000.00
	Temporary Easements (12 months)	SF	1600	\$ 0.50	\$ 800.00
	Right of Way + Permanent Easements	SF		\$ 5.00	\$ -
Opinion of Probable Costs					
					\$ 190,000.00
Assumptions:					
1.00	Easements are estimations only. Compensation will be adjusted as needed during negotiations.				
2.00	Sidewalk width to be 5' wide.				
3.00	Proposed improvements will be within the ROW, temporary construction easements will be required for grading ditch.				
4.00	Refer to exhibit for proposed route				

OPINION OF PROBABLE PROJECT COST
OPTION #2 - SIDEWALK SET BACK FROM ROAD
PRAIRIE CITY, IOWA
SIDEWALK INSTALLATION FROM SOUTH ST TO PLAINSMEN RD ALONG WEST SIDE OF STATE ST

Estimate Year: 2021
Construction Year: 2021

ITEM NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
Division 2: Earthwork					
2.01	Topsoil, On-Site, 8in Thickness	CY	90	\$ 10.00	\$ 900.00
2.02	Excavation, Class 10	CY	70	\$ 10.00	\$ 700.00
Division 4: Sewers and Drains					
4.01	Culvert	LF	30	\$ 100.00	\$ 3,000.00
Division 7: Streets and Related Work					
7.01	5' Wide Sidewalk	SY	195	\$ 55.00	\$ 10,725.00
7.02	Driveway Reconstruction	SY	100	\$ 55.00	\$ 5,500.00
7.03	Truncated Domes	SF	40	\$ 50.00	\$ 2,000.00
7.04	Pavement Removal	SY	150	\$ 10.00	\$ 1,500.00
Division 8: Traffic Control					
8.01	Temporary Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00
Division 9: Site Work and Landscaping					
9.01	Hydraulic Seeding, Seeding, Fertilizing, and Mulching	AC	0.25	\$ 4,000.00	\$ 1,000.00
Division 11: Miscellaneous					
11.01	Construction Survey	LS	1	\$ 1,000.00	\$ 1,000.00
11.02	Mobilization	LS	1	\$ 3,000.00	\$ 3,000.00
11.03	Concrete Washout	LS	1	\$ 1,500.00	\$ 1,500.00
Subtotal Construction					\$ 32,000.00
	Contingencies		20%		\$ 7,000.00
	Construction Inflation at 4% per year. Construction year is assumed as		4%		\$ -
	Engineering & property negotiations		15%		\$ 6,000.00
	Construction/Admin		5%		\$ 2,000.00
	Legal and Administration		1%		\$ 1,000.00
	Temporary Easements (12 months)	SF		\$ 0.50	\$ -
	Right of Way + Permanent Easements	SF	1680	\$ 5.00	\$ 8,400.00
Opinion of Probable Costs					\$ 60,000.00
Assumptions:					
1.00	Easements are estimations only. Compensation will be adjusted as needed during negotiations.				
2.00	Sidewalk width to be 5' wide.				
3.00	Proposed improvements will be on private property and will require permanent easement or additional ROW purchase.				
4.00	Ditch will be kept in same location as it is today. Sidewalk will be placed on backside of ditch.				
5.00	Refer to exhibit for proposed route				

RESOLUTION NO. 5-12-21-8

RESOLUTION AUTHORIZING THE INSTALLATION OF A STOP SIGN AT THE
INTERSECTION OF N. MARSHALL STREET AND W. SIXTH STREET

WHEREAS, staff received complaints from residents about traffic safety concerns at the intersection of N. Marshall Street and W. Sixth Street;

WHEREAS, staff's evaluation of visibility, rate of speed and traffic volumes finds that a stop sign is warranted at this intersection;

WHEREAS, the City of Prairie City, acting by and through its City Council, having considered and been fully advised in the matter and good cause appearing therefore.

THEREFORE, BE IT RESOLVED, the Council of the City of Prairie City does hereby authorize the installation of a stop sign at the N. Marshall Street and W. Sixth Street intersection.

This resolution has been approved and adopted this 12th day of May, 2021.

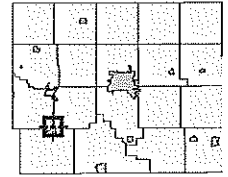
Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Clerk



Overview



Legend

-  Parcels
-  Corporate Limits
-  Political Township
- Roads**
 -  Local
 -  Primary Highway
 -  Secondary Highway
 -  Other

Jasper County Data Disclaimer

Please Read Carefully

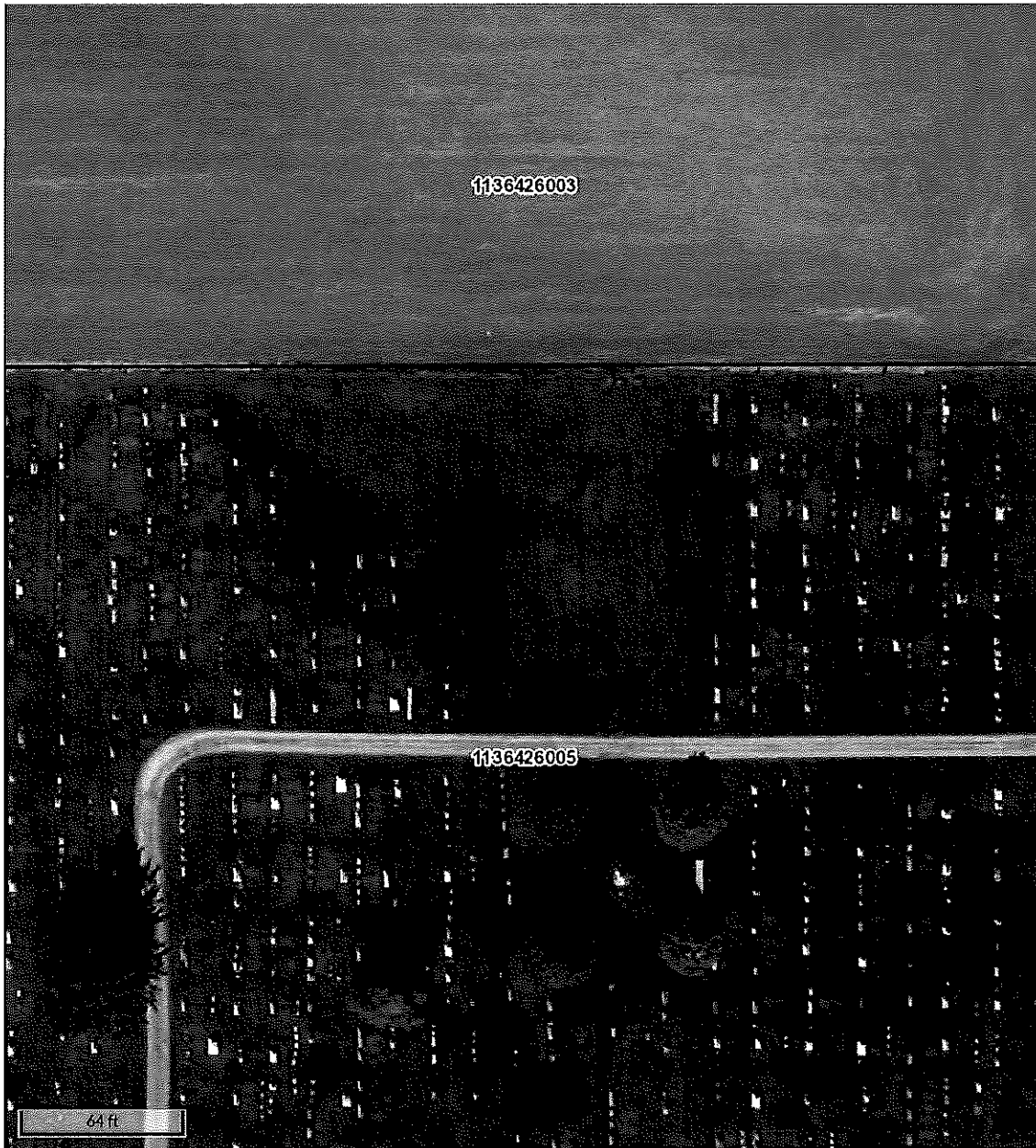
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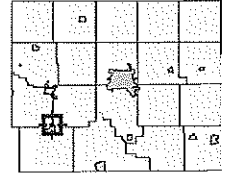
Date created: 5/6/2021

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Developed by  **Schneider**
GEOSPATIAL



Overview



Legend

-  Parcels
-  Corporate Limits
-  Political Township
- Roads**
 -  Local
 -  Primary Highway
 -  Secondary Highway
 -  Other

Jasper County Data Disclaimer

Please Read Carefully

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The information presented in this product does not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership and use. All drawing components (lines, curves, points, etc.) are created as a representation and should not be construed as actual.

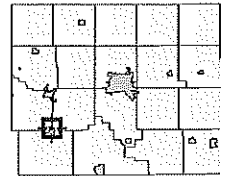
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Developed by  **Schneider**
GEOSPATIAL



Overview



Legend

- ☐ Parcels
- ☐ Corporate Limits
- ☐ Political Township
- Roads**
 - Local
 - Primary Highway
 - Secondary Highway
 - Other

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TABLE A: SEPARATION DISTANCES

SOURCE OF CONTAMINATION	REQUIRED MINIMUM DISTANCE FROM WELL, IN FEET	
	Deep Well ¹	Shallow Well ¹
WASTEWATER STRUCTURES:		
Point of Discharge to Ground Surface		
Sanitary & industrial discharges	400	400
Water treatment plant wastes	50	50
Well house floor drains	5	5
Sewers & Drains ²		
Sanitary & storm sewers, drains	0 – 25 feet: prohibited 25 – 75 feet if water main pipe 75 – 200 feet if sanitary sewer pipe	0 – 25 feet: prohibited 25 – 75 feet if water main pipe 75 – 200 feet if sanitary sewer main pipe
Sewer force mains	0 – 75 feet: prohibited 75 – 400 feet if water main pipe 400 – 1000 feet if water main or sanitary sewer pipe	0 – 75 feet: prohibited 75 – 400 feet if water main pipe 400 – 1000 feet if water main or sanitary sewer main pipe
Water plant treatment process wastes that are treated onsite	0 – 5 feet: prohibited 5 – 50 feet if sanitary sewer pipe	0 – 5 feet: prohibited 5 – 50 feet if sanitary sewer main pipe
Water plant wastes to sanitary sewer	0 – 25 feet: prohibited 25 – 75 feet if water main pipe 75 – 200 feet if sanitary sewer pipe	0 – 25 feet: prohibited 25 – 75 feet if water main pipe 75 – 200 feet if sanitary sewer main pipe
Well house floor drains to sewers	0 – 25 feet: prohibited 25 – 75 feet if water main pipe 75 – 200 feet if sanitary sewer pipe	0 – 25 feet: prohibited 25 – 75 feet if water main pipe 75 – 200 feet if sanitary sewer main pipe
Well house floor drains to surface	0 – 5 feet: prohibited 5 – 50 feet if sanitary sewer pipe	0 – 5 feet: prohibited 5 – 50 feet if sanitary sewer main pipe
Land Disposal of Treated Wastes		
Irrigation of wastewater	200	400
Land application of solid wastes ³	200	400
Other		
Cesspools & earth pit privies	200	400
Concrete vaults & septic tanks	100	200
Lagoons	400	1000
Mechanical wastewater treatment plants	200	400

SOURCE OF CONTAMINATION	REQUIRED MINIMUM DISTANCE FROM WELL, IN FEET	
	Deep Well ¹	Shallow Well ¹
Soil absorption fields	200	400
CHEMICALS:		
Chemical application to ground surface	100	200
Chemical & mineral storage above ground	100	200
Chemical & mineral storage on or under ground	200	400
Transmission pipelines (such as fertilizer, liquid petroleum, or anhydrous ammonia)	200	400
ANIMALS:		
Animal pasturage	50	50
Animal enclosure	200	400
Earthen silage storage trench or pit	100	200
Animal Wastes		
Land application of liquid or slurry	200	400
Land application of solids	200	400
Solids stockpile	200	400
Storage basin or lagoon	400	1000
Storage tank	200	400
MISCELLANEOUS:		
Basements, pits, sumps	10	10
Cemeteries	200	200
Cisterns	50	100
Flowing streams or other surface water bodies	50	50
Railroads	100	200
Private wells	200	400
Solid waste landfills and disposal sites ⁴	1000	1000

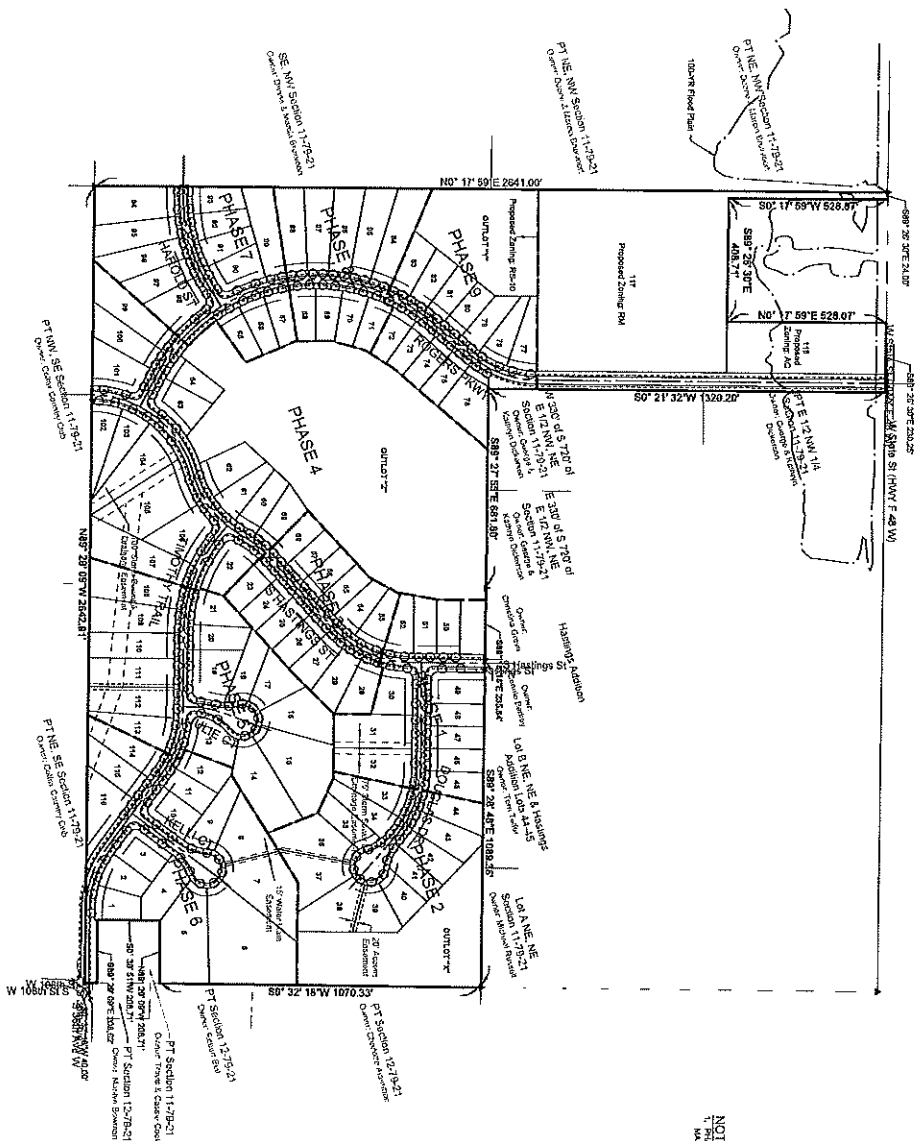


WELLHEAD PROTECTION ZONES

PRAIRIE CITY
JASPER COUNTY, IOWA
Water Distribution System

- Hydrant
- Water System Valve
- Water Network Structures
- Below Ground Storage Facility
- Water Station
- Other
- Production Well
- Pump Station
- Storage Basin
- Treatment Plant
- Water Catchment Valve
- Water Abandoned Point
- Water Mains
- Diameter (in.)
- 0
- 2
- 4
- 6
- 8
- 10
- Call Other Values
- Water Casing
- City of Prairie City, IA Municipal Boundary
- Zone Description
- 10 ft Streamline & Surge Restrictions
- 100 ft San. & Storm Drain Restrictions
- 400 ft Private Well Restrictions
- 1,000 ft Sewer Force Main Restrictions
- 2,000 ft Radius
- PLUS Township

Digitized by:
MSA GIS Group
Transmitted Date: 06/01/2009



NOTES:
1. THIS MAP IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION OR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF SNYDER & ASSOCIATES, INC.



 SNYDER & ASSOCIATES		TIMBER HILL OVERALL SITE LAYOUT		COLFAX, IOWA																			
SNYDER & ASSOCIATES, INC.		2727 S.W. SNYDER BLVD AMES, IOWA 50003 515-544-2020 www.snyder-associates.com		Project No: 120.0289.01																			
Project No: 120.0289.01 Sheet: C200		<table border="1"> <thead> <tr> <th>REVISION</th> <th>DATE</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>4-28-21</td> <td>AVS</td> </tr> <tr> <td>1</td> <td>3-09-21</td> <td>AVS</td> </tr> </tbody> </table>		REVISION	DATE	BY	2	4-28-21	AVS	1	3-09-21	AVS	<table border="1"> <thead> <tr> <th>REVISION</th> <th>DATE</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>4-28-21</td> <td>AVS</td> </tr> <tr> <td>1</td> <td>3-09-21</td> <td>AVS</td> </tr> </tbody> </table>		REVISION	DATE	BY	2	4-28-21	AVS	1	3-09-21	AVS
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