

**CITY OF PRAIRIE CITY
CITY COUNCIL MINUTES
AUGUST 11, 2021**

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE: The City Council of Prairie City, Jasper County, Iowa, met on August 11, 2021, in regular session at the Prairie City Council Chambers at City Hall and via Zoom. At 6:01 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, McDonald, Taylor, and Lindsay joined shortly after roll call. Absent: Councilors: Berger. Also in attendance: Interim City Administrator and City Clerk, Jodie Wyman; Police Chief, Mike German; Water/Sewer Superintendent, Carl Van Der Kamp; Library Director, Sue Ponder; EMS Director, Amy Davis; and City Engineer, Andrew Inhelder.

AGENDA APPROVAL: McDonald moved to approve the agenda and was seconded by Townsend. The motion passed all ayes.

CONSENT AGENDA: Townsend moved to approve the consent agenda and was seconded by Taylor. The motion passed all ayes.

Council Meeting Minutes from July 27, 2021:

Planning & Zoning Commission Minutes from February 9, 2021:

Planning & Zoning Commission Minutes from May 26, 2021:

July Financials:

Resolution 8-11-21-1 Approving Bills and Transfers:

Building Permit Report:

Liquor Permit Renewal for K and A. Inc dba Prairie City Foods:

PUBLIC COMMENT:

OLD BUSINESS:

Discussion and possible action to allow UTVs permitting within the city limits: Police Chief German inquired with surrounding communities that allow UTVs to operate within their city limits and found that they are currently having problems with registration of UTVs, under aged drivers, and off-roading on trails and citizens' yards. There is a recent newspaper article regarding the City of Monroe outlining these issues in detail. McDonald moved to schedule a public hearing for the next Council Meeting, September 8, 2021, at 6:00 p.m. to further discuss adding an ordinance to allow UTVs within the city limits and was seconded by Lindsay. The motion passed all ayes.

Public Hearing on the properties to be re-zoned from C-1 to C-2 per recommendation from Planning & Zoning: Townsend moved to open the Public Hearing on the properties to be re-zoned from C-1 to C-2 per recommendation from Planning & Zoning. McDonald seconded the motion. On a roll call vote, the motion passed all ayes. The Public Hearing opened at 6:14 p.m.

Tonya Gillespie, property owner of 305 W Jefferson for the last twenty-two years, addressed Planning &

Zoning representative Steve Williams regarding why there has never been a request to have this property re-zoned prior. Mr. Williams explained that the goal of the re-zoning from C-1 areas in town that only had residential properties in them to C-2 was to eliminate the need for special meetings to do exception letters. These meetings are required upon the sale of a residence zoned C-1 due to changes in insurance and loan requirements. In the event that a home zoned C-1 experiences more than 50% damage, the property is not able to be re-built as a residential property without special permission.

A letter was received at City Hall from Gary & Jane Johnson, 105 N Monroe. Mr. and Mrs. Johnson addressed Council to express support for the change in zoning from C-1 to C-2.

Taylor motioned to close the Public Hearing. Townsend seconded the motion. On a roll call vote, the motion passed all ayes. The Public Hearing closed at 6:20 p.m.

Ordinance 386 Amending the Code of Ordinances of the City of Prairie City, Iowa by amending provisions pertaining to rezoning of C-1 properties to C-2: McDonald moved to approve Ordinance 386 amending provisions pertaining to rezoning of C-1 properties to C-2. Taylor seconded the motion. On a roll call vote, the motion passed all ayes.

Resolution 8-11-21-5 waiving the second and third readings of Ordinance 386: McDonald moved to approve Resolution 8-11-21-5, waiving the second and third readings of Ordinance 386, and was seconded by Taylor. The motion passed all ayes.

MSA and Public Works update and possible action on lift station: Carl Van Der Kamp, Water/Sewer Superintendent, provided Council with an update on the lift station. Public Works inspected the lift station on Wednesday morning; as the alarms have been becoming more frequent, which indicates that the pumps are again slowing down. The televising of the lines was supposed to be completed last week; however, the company did not show up or contact us to reschedule. If they can't complete this by Friday, it will be scheduled with a different company. Also at this time, the pumps will need pulled, inspected, and possibly rebuilt again. No action by Council at this time.

MSA and Public Works update and possible action on cemetery expansion/development: Andrew Inhelder, MSA Engineer, updated Council on the progress of the cemetery expansion project. The surveyors are done, maps have been completed, and delivered to City Hall on Tuesday, August 8. MSA is creating larger maps for City Hall sales and recording purposes. The surveyors will be staking the plots in the next few weeks. Rules will need to be drafted for the cremation plots to be reviewed and approved at the next Council Meeting, along with setting the price of these plots. No action was taken by Council.

MSA and Public Works update and possible action on State Street sidewalk: A letter of support was received from PCM Schools for the installation of the new sidewalk on the west side of State Street. Andrew and Carl will be scheduling meetings with the two property owners on the west side of State Street. No action was taken by Council at this time.

Councilor Taylor asked for an update on the east portion of the broken-up sidewalk on State Street. Interim Administrator Wyman advised that a certified letter had been sent to the owners of the property giving them until the 16th of August to have it repaired. If it is not completed or communication has not been received about the schedule for having it repaired, the City will schedule the repairs and assess the property owners with the charges according to the Ordinance. No action was taken by Council at this time.

Approval of installing fixed speed camera poles by school: McDonald addressed Chief German with regard to the planning of having fixed poles by the school for speed cameras. Chief German assured that the plan has always been to have fixed speed cameras around the school, as well as out on Highway 163. The preference is to have an officer patrol and pull over violators in the school zones. Chief German

explained that having the fixed camera poles would not deter normal police patrols around the school. Taylor moved to approve the installation of fixed speed camera poles by the school and was seconded by Townsend. The motion failed with two votes in support from Councilors Taylor and Townsend and two votes opposed from Councilors McDonald and Lindsay. Council would like to table this and have it added to the September 8, 2021, Council Meeting to allow time for further discussion. In addition, Council requests that Chief German request Blue Line Solutions place the digital speed signs on both sides of the street if approved. No action was taken by Council.

NEW BUSINESS:

Resolution 8-11-21-2 Setting the Time and Dates for Future Council Meetings: McDonald moved to approve Resolution 8-11-21-2 setting the time and date for the next regular Prairie City Council Meeting for September 8, 2021, at City Hall and via Zoom at 6:00 p.m. The motion was seconded by Townsend. The motion passed all ayes.

Discussion and possible action on EMS proposal to increase pay per call and training/meeting stipend pay: Taylor moved to approve the increase of pay per call for EMS personnel from \$20.00 per call up to \$30.00 per call for drivers and when a second attendant is needed, and \$40.00 per call for the first attendant. The motion was seconded by Lindsay. The motion passed all ayes.

Discussion and possible action to add ball diamond vendor fee of \$150 to the fee schedule: The Park Board requested that Council table this discussion and action until a recommended fee amount can be reached by the Park Board. No action taken by Council.

Resolution 8-11-21-3 approving the Streets Finance Report: McDonald moved to approve Resolution 8-11-21-3 approving the Streets Finance Report. The motion was seconded by Taylor. The motion passed all ayes.

Resolution 8-11-21-6 approving the promotion of Interim City Administrator/City Clerk Jodie Wyman to City Administrator/City Clerk: McDonald moved to approve Resolution 8-11-21-6 approving the promotion of Interim City Administrator/City Clerk, Jodie Wyman, to City Administrator/City Clerk and was seconded by Taylor. The motion passed all ayes.

Resolution 8-11-22-4 approving a wage increase for Jake Nolin from \$22.06/hr to \$25.00/hr, to include Grade I Water Treatment and Distribution Certification pay increases.: McDonald moved to approve Resolution 8-11-21-4 to increase the hourly wage of Jake Nolin from \$22.06 per hour to \$25.00 per hour, to include Grade I Water Treatment and Distribution Certification pay increases. The motion was seconded by Lindsay. The motion passed all ayes.

Marshall Street Project Change Order No. 1 \$7,106.00: Taylor moved to approve Marshall Street Project Change Order No. 1 in the amount of \$7,106.00 and was seconded by Townsend. The motion passed all ayes.

Approval of Pay Order #1 from MB Construction, LLC for stored materials for the Phase 1 Water System Improvement Project in the amount of \$171,793.25: McDonald moved to approve Pay Order No. 1 from MB Construction, LLC for stored materials for the Phase 1 Water System Improvement Project in the amount of \$171,793.25 and was seconded by Townsend. The motion passed all ayes.

Approval of RACOM Invoice for three (3) radios for EMS in the amount of \$9,663.10 to be paid from IPAIT - Ambulance.: McDonald moved to approve the payment of the Racom Invoice for three (3) radios for EMS in the amount of \$9,663.10 from IPAIT - Ambulance account and was seconded by Taylor. The motion was approved all ayes.

Speed Camera Revenue Planning: Council requests that the Speed Camera Revenue Planning be tabled until budget planning time. The ultimate goal of the speed cameras is to reduce the number of speeders and tickets in Prairie City. No action was taken by Council.

ADJOURNMENT: Taylor moved to adjourn the Council meeting and was seconded by Lindsay. The motion passed all ayes. The August 11, 2021, Prairie City Council Meeting adjourned at 7:43 p.m.

Chad D. Alleger, Mayor

ATTESTED TO:

Jodie Wyman, City Clerk



PARK BOARD

Wednesday, July 21, 2021 at 6 p.m.

Prairie City Community Building

Minutes

(Subject to change within 24 hours of meeting)

1. Call to Order – Tom Schendel (6:03 p.m.)
2. Roll Call – Tom Schendel, Scott Steenhoek, Lonny Wing, Carl VanderKamp, Jake Nolin
3. Approval of Agenda & Minutes – Motion to approve agenda and minutes by Steenhoek; second by Wing
4. Little League Update / Bam Bam
 - No updates; keep lines of communication open and encourage attendance at Park Board meetings
5. PCM Mustangs Youth Soccer
 - Emily will reach out to organizers and encourage they attend the August meeting for needs, update on Fall schedule.
6. Public Works Update
 - Spraying at complex and keeping things mowed.
 - Pond is very low; sprayed cattails, fence lines.
 - Investigating a tile line to see where water is going. Still waiting for DNR to come out and give assessment.
 - Located water lines at Rec Complex; runs on each field past the pitching mound area. Park Board will work with Public Works to determine where to best place access to water for each field and estimated cost.
 - Glass globes still broken at bandstand; waiting to replace right before Prairie Days.
 - Once 600-amp electrical is installed in Garden Square, more outlets will be possible on south side.
 - Bench and pad will be installed soon for Mary Pepper's donation. Located in SW part of Garden Square under a tree.
 - Will look to improve restrooms at Rec Complex before next tournament season. Environmental services reported a few things that need attention following a routine cleaning.
7. New Business: None
8. Old Business:
 - Community Building/Garden Square – windows should be installed the week of July 26 over the course of 3-4 days; garbage cans/lids will be added to budget requests for next year and following years.
 - Summer rec:

- Grades K-2: 45 participated at least one day (56 signed up); average of 18.1 participants per day; 6.2 average days per kid.
 - Grades 3-6: 40 participated at least one day (45 signed up); average of 14.3 participants per day; 5.4 average days per kid.
- Pond – still working through site assessments summary
- Budget – will ask city admin or council member to attend August meeting for update; need update on IPAIT total
- Book walk – push to next month
- Rec Complex –
 - Tourney updates – like having multiple dumpsters to help with excess garbage; need to figure out the emptying schedule; AA State tournament didn't happen as CIS combined schedule to keep closer to Des Moines; will look to work with Public Works to spread remainder of gold material
 - Soccer goals: six quotes sent for six different goals from same vendor; will take 2-3 weeks to get them once they ship; Park Board recommends purchasing 2 KWIK Goals #2B2001 Pro Euro Match Goal (8x24x3x9); Lonny will work to get a quote from KWIK Goal and Scheels (current quote is from Soccer Master).
 - Vendor fee schedule – Scott will request Marcia show up at August or September meeting to discuss fee for tournaments.
- Promotion of local business at rec complex/tournaments – Tom to determine if original agreement regarding signage is expired and determine how we can proceed.
- List of projects – what to tackle in 2021-2022

9. Discussion Items

10. Next Meeting – Wednesday, August 18, 2021

11. Adjournment – motion by Steenhoek, second by Wing

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.

Prairie City Library Board Meeting Minutes

July 20, 2021

Meeting called to order at 6:00 pm by Ginny Dalton.

Present: Linda Frazier, Arnie Sohn, Jason Taylor, Ginny Dalton, Jennifer Ladehoff, Sue Ponder

Minutes of June 22 meeting were reviewed. Motion by Jason, second by Jennifer to approve the minutes. Motion carried.

Statistics and financial reports were reviewed. Sue pointed out that the use of Bridges resources has increased greatly over the past few years.

Summer reading program is progressing.

Two grants have been received:

- \$750 from IMP Early Childhood program for early childhood STEM kits.

- \$5000 grant from ARPA. This will be used for upgrading the current patron computers and new computer for library director and desk.

The current fundraising total is \$57,048

Discussion and brainstorming of other fundraising ideas were held. Linda's letter to the editor was published in last week's PCM Explorer. Jason volunteered to write and submit the next letter. A breakfast on the Saturday of Prairie Days will be the next fundraiser for the project.

Next meeting planned for Thursday Aug. 26 at 6 p.m.

Meeting adjourned at 7:00

Submitted by Linda Frazier



Economic Development Commission

Wednesday, June 23, 2021 at 6:00 p.m.

City Hall and Zoom Conference Call

Meeting Minutes

1. Call to Order—meeting called to order 6:12pm (delayed due to zoom technical issues)
2. Roll Call
 - a. Present: Christy Lindsey, Deb Townsend, Scott DeVries, Tim Havenstrite, Rob Hoffman, Mitch Seiberling, Jeff Davidson, Chief German
 - b. Excused: Mason Nickols
 - c. Guests: Kim Thomas, Jamee Pierson
3. Approval of Agenda—moved to approve Tim, second Rob. Passed unanimously
4. Approval of Minutes (from April 28, 2021 meeting)—moved to approve Tim, second Rob. Passed unanimously
5. New Business—none at this point
6. Old Business:
 - a. Live, Work, Play Flyer—reached out to Monroe to have them included, thought was to have two members from Monroe, two from Prairie City and one from Jasper County Conservation office. Meeting to be arranged once members have been identified.
 - b. Wayfinding Signs—continue to talk with IDOT about sign positions (the light green) and information contained on each. Also necessary to have the rest of the trail finding signs outlined when presenting the IDOT plan. Plan to have signs made to direct to new library location (follow up point, there are currently pictograph signs pointing to current library location off 117). Discussion about downtown businesses using Garden Square landmark to indicate location of business. Would we be adding bike trailhead signs? Likely the trailheads would fall under IDOT Tourism sign (like the Prairie Refuge—side discussion, is it necessary to have an additional sign directing to the Prairie from 117). Need to add Rec Complex to Second/State street sign. IDOT prefers to not have forward direction sign, need to look at possibly asking for Forward direction sign to PCM Schools (for baseball traffic). Also, possible to add PCM Schools Forward direction, community park and Rec Complex to new sign at corner of Second/State.

- c. JEDCO / Prairie City Downtown grant programs—Downtown façade program to open July 1; 50K allocated; city will be the applicant to JEDCO; must be a three-way match (JEDCO, city and applicant) up to 10K; applications reviewed when submitted. PC downtown program consideration to expand the façade grant to 10K to fully match the JEDCO grant monies—question whether this would help to spur further downtown development/improvement. JEDCO program would not provide money to non-profit (intent of the program should increase tax base, lift property values). Idea is to start with a façade program and separate a commercial interior grant program into a different program. Monroe has \$7,500 façade program or up to 50% match, no commercial interior program. Scott to create a draft program for discussion—to also define what properties to include within this program. Need to talk about what is the focus on commercial interior grant program and how to accomplish this focus (applied across the community differently than façade grant).
- d. Real Estate Update
 - i. Commercial Property update / availability—no real change from previous list. New project west of Goldies is building, tentative move in date Sept; Williams property has an offer; Van Haalen building up for sale; possibility to reach back out to Royal Plumbing about future office project; old Roberts Bros building status/potential; limited move-in ready office spaces in surrounding communities either
 - ii. Housing Project Update—building will soon start, reaching out to the builder about completing a couple of spec homes at the same time; what is the plan to move forward with the rest of the development. Need to search out a developer interested in moving forward with the rest of the land.
- e. Red Rock Prairie Trail Update—received another 900K in grant money; working on securing congressionally designated funding which will allow for construction all the way to Mitchellville (asking for 1.5 million); planning for Sept/Oct bid letting (with majority construction in spring 2022)
- f. EDC (Corporation) Update—sold far west piece to wedding venue center (smaller building with planned future expansion); center plats still available; discussion around what is next development plan
- g. JEDCO Update—Downtown grant program; small projects grant program extended by board; Central IA broadband study about 50% completed, next steps to reach out to private partners (like Mahaska Communications Group) to explore what options are possible for expansion; Newton Development Corp job fair July 8, 4 to 7pm at Legacy Plaza; COLine Mfg is expanding to Jasper County (50,000 sq ft facility for new product)

h. Hometown Pride Update—no update

7. General Discussion—Tim wants to focus on the downtown, need to develop programs and have conversation with downtown property owners about what is needed to lift the downtown space. Rob would like to see more businesses coming in, streamline the process between city and business owners (make things more business friendly).

8. Next Meeting: July 28, 2021 - 6:00 PM City Hall/Zoom Meeting

9. Adjournment—motion to adjourn, passed unanimously. Adjourned 8:07pm.

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.

RESOLUTION NO. 9-08-21-1

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 September 08, 2021, as well as transfers submitted to Prairie City Council September 08, 2021.

Approved and adopted this 8th day of September, 2021.

Chad Alleger, Mayor

ATTEST:

Jodie Wyman, City Administrator/City Clerk

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ACCO UNLIMITED CORPORATION	LIQUID CHLORINE		254.80	44200	9/02/21
ANDERSON PLUMBING L.C.	VIDEO CAMERA INSPECTION		595.00	44201	9/02/21
BAKER & TAYLOR INC	LIBRARY BOOKS		930.19	44202	9/02/21
BOOK FARM LLC	BOOKS		20.95	44203	9/02/21
BRICK GENTRY P.C.	Legal Fees		4,260.00	44204	9/02/21
CAPITAL CITY EQUIPMENT CO	BOBCAT REPAIRS		2,351.18	44205	9/02/21
CARGILL INC SALT DIVISION	BULK SOFTENER SALT		5,987.14	44206	9/02/21
CENTURYLINK (LUMEN)	TELEPHONE		347.99	44207	9/02/21
CHRISTY LINDSAY	PRAIRIE DAYS BAND PIZZA		41.50	44208	9/02/21
CINTAS LOC22M	RUG SERVICE		3.36	44209	9/02/21
CLOUSER PLUMBING TECHNOLOGIES	QUICK VALVE INSERT		5,100.00	44210	9/02/21
	Project# 2020-ST-01	5,100.00			
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE PREMIUM		569.72	7082048	9/01/21
DES MOINES STEEL FENCE CO INC	FENCE EXTENSIONS		15,200.00	44199	8/25/21
DORSEY & WHITNEY LLP	LEGAL SERVICES		10,000.00	44211	9/02/21
	Project# 2019WA PH1	10,000.00			
LYNN EDLER DBA LE DESIGN	BANNER		182.58	44212	9/02/21
RICHARD EILANDER	CONCRETE WORK		240.00	44213	9/02/21
EMERGENCY APPARATUS MAINTENANC	REPAIR GRASS RIG		189.45	44214	9/02/21
EPIC LIFE INSURANCE CO	LIFE INSURANCE PREMIUM		442.25	7082049	9/01/21
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	6,025.59		7082038	8/10/21
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	6,367.33		7082040	8/24/21
FEDERAL WITHHOLD, FICA, M/CARE	FED/FICA TAX	188.13	12,581.05	7082044	8/25/21
FIRST NATIONAL BANK OMAHA	CREDIT CARD		1,078.69	44215	9/02/21
FIRST NATIONAL BANK OMAHA	CREDIT CARD		3,262.79	44216	9/02/21
FIRST NATIONAL BANK OMAHA	CREDIT CARD		328.96	44217	9/02/21
FIRST NATIONAL BNK OMAHA	CREDIT CARD ***9652		356.92	44218	9/02/21
FIRST NATIONAL BANK CC	*****3469		413.08	44219	9/02/21
FST NATIONAL BNK OF OMAHA	(5286)		100.00	44220	9/02/21
GLOBAL REACH INTERNET PRODUCTI	WEBSITE FEE		96.00	44221	9/02/21
PROFESSIONAL OPERATIONS MGMT	CARL VACATION COVERAGE		900.00	44222	9/02/21
HEARTLAND COOP	FUEL		3,556.83	7082050	8/31/21
MASON HIGHLAND	POLICE CONTRACT LABOR		520.00	44223	9/02/21
IOWA DEPT OF NATURAL RESOURCES	NPDES PERMIT ID #5064001		210.00	44190	8/09/21
IOWA ONE CALL	UTILITY LOCATES		105.80	44224	9/02/21
IOWA PUMP WORKS INC	PUMP PULLING HIGH AMPS		825.00	44225	9/02/21
IOWA REGIONAL UTILITIES AS	WATER		185.81	44226	9/02/21
IPERS	IPERS-POLICE	6,884.96		7082042	8/24/21
IPERS	IPERS	165.10	7,050.06	7082046	8/25/21
J&K ELECTRIC LLC	LOCATE ON SQUARE		150.00	44227	9/02/21
JASPER COUNTY TREASURER	ANNUAL PROPERTY TAXES ON		444.00	44228	9/02/21
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	44.80		44229	9/02/21
KABEL BUSINESS SERVICES	CAFE-MEDICAL	317.31		7082039	8/10/21
KABEL BUSINESS SERVICES	CAFE-MEDICAL	317.31		7082043	8/24/21
KABEL BUSINESS SERVICES	CAFETERIA PLAN-MEDICAL PAYROLL	23.08	702.50	7082053	8/09/21
KELTEK INCORPORATED	FRONT SEAT COVERS		360.00	44230	9/02/21
KEYSTONE LABORATORIES INC	STATE REQUIRED LAB TESTS		2,243.80	44231	9/02/21
KIESLER'S POLICE SUPPLY	TRAINING		1,666.49	44232	9/02/21
LANDWEHR PROPERTIES	CAR WASH		200.00	44233	9/02/21
MANATTS	STREET WORK		29,803.90	44234	9/02/21
MB CONSTRUCITON, LLC	PHASE 1 STORED MATERIALS	171,793.25		44193	8/16/21
MB CONSTRUCITON, LLC	PHASE 1 PROJECT - PAY #2	17,658.60	189,451.85	44235	9/02/21
	Project# 2019WA PH1	17,658.60			
MEDIACOM	STATIC IP FEE		13.81	44236	9/02/21

CLAIMS REPORT

Vendor Checks: 8/06/2021- 9/02/2021

Payroll Checks: 8/01/2021- 8/31/2021

FUND NAME	DEPOSIT AMOUNT
610 SEWER	2,964.63
670 SANITATION	64.40
Total Paid On: 8/24/21	19,456.56
001 GENERAL	67.84
110 ROAD USE	33.92
600 WATER	413.78
610 SEWER	149.23
670 SANITATION	13.55
Total Paid On: 8/25/21	678.32
Total Payroll Paid	39,552.76
Report Total	427,068.19

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	121,193.11
110	ROAD USE	44,768.52
112	TRUST&AGENCY LEVIES	4,510.99
600	WATER	226,400.38
610	SEWER	19,530.56
670	SANITATION	10,664.63

	TOTAL FUNDS	427,068.19

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MENARDS - ALTOONA	SUPPLIES		1,512.23	44237	9/02/21
METRO WASTE AUTHORITY	CURB IT FEE		2,256.20	44238	9/02/21
MIDAMERICAN ENERGY	GAS/ELECTRIC SERVICE		7,260.20	44239	9/02/21
MIDWEST SEAMLESS SIDING	WINDOWS/GUTTERS COMM BLDG		12,270.00	44191	8/09/21
MMIT BUSINESS SOLUTIONS	COMPUTER SUPPORT		660.00	44240	9/02/21
MSA PROFESSIONAL SERVICES	STATE STREET SIDEWALK		17,498.91	44241	9/02/21
	Multiple Projects	7,924.47			
NEWTON DAILY NEWS	COUNCIL MINUTES		483.67	44242	9/02/21
OVERDRIVE INC	BRIDGES SUBSCRIPTION FEES		602.40	44243	9/02/21
HTBS CREDIT (PAYLESS)	OFFICE SUPPLIES		4.50	44244	9/02/21
PCC AMBULANCE BILLING SERVICES	BILLING FEES 3189.30 X 9%		287.04	44245	9/02/21
PELLA MEDICAL CLINIC	EMPLOYMENT PHYSICAL		118.00	44246	9/02/21
PORTER HARDWARE	PARTS		214.48	44247	9/02/21
PRAIRIE CITY FOODS	MISC SUPPLIES		565.28	44248	9/02/21
PRIORITY SANITATION	PRAIRIE DAYS		1,000.00	44249	9/02/21
PROFESSIONAL COMPUTER SOLUTION	WEB HOSTING		2,400.00	44250	9/02/21
RACOM CORPORATION	3 PORTABLE RADIOS	9,663.10		44194	8/16/21
RACOM CORPORATION	RADIOS	6,410.00	16,073.10	44251	9/02/21
SECRETARY OF STATE	NOTARY RENEWAL EMILY		30.00	44192	8/10/21
SIMMERING-CORY INC	ANNUAL HOSTING RENEWAL		450.00	44252	9/02/21
STATE OF IOWA	DATABASE SUBSCRIPTION		289.40	44253	9/02/21
THE DODGE GARAGE	REPAIRS		898.97	44254	9/02/21
TREASURER STATE OF IOWA	STATE TAXES	1,965.00		7082041	8/24/21
TREASURER STATE OF IOWA	STATE TAX	21.00	1,986.00	7082045	8/25/21
TREAS IOWA - SALES TAX	MONTHLY SALES TAX		320.00	7082047	8/24/21
URBAN TACTICAL ARMS	BARREL AND HANDGUARD REPLACE		233.68	44255	9/02/21
US POST OFFICE	PERMIT IMPRINT & STAMPS		298.70	44185	8/10/21
VERIZON	ACCT 842107676-00001		33.74	44256	9/02/21
EMILY VOELLER	MILEAGE REIMBURSEMENT		57.99	44257	9/02/21
WASTE MANAGEMENT OF IOWA	CONTRACT		8,009.29	44258	9/02/21
WASTE SOLUTIONS OF IOWA	PORT O POTTY		115.00	44259	9/02/21
WELLMARK BC/BS OF IOWA	HEALTH INSURANCE PREMIUM		8,263.20	7082051	8/31/21
Accounts Payable Total			387,515.43		

Utility Refund Checks

Refund Checks Total

Payroll Checks

001	GENERAL	13,033.29
110	ROAD USE	1,594.02
600	WATER	2,072.85
610	SEWER	2,659.99
670	SANITATION	57.73
Total Paid On: 8/10/21		19,417.88
001	GENERAL	12,306.10
110	ROAD USE	1,628.69
600	WATER	2,492.74

First National Bank Credit Card

August

<u>Vendor#</u>	<u>Card#</u>	<u>Name</u>		<u>Detail</u>	<u>Amount</u>
926	8093	Emily Voeller	Fire	Office Supplies	\$ 77.96
926	8093	Emily Voeller	Police	Office Supplies	\$ 73.90
926	8093	Emily Voeller	Water	Training Materials	\$ 190.56
926	8093	Emily Voeller	Parks	Prairie Days	\$ 159.80
926	8093	Emily Voeller	Split (All)	Verizon - Cell Phones	\$ 576.47
					<u>\$ 1,078.69</u>
927	9798	Sue Ponder	Library	Postage	\$ 48.00
927	9798	Sue Ponder	Library	Books	\$ 85.14
927	9798	Sue Ponder	Library	Maintenance	\$ 194.99
927	9798	Sue Ponder	Library	Computer Support	\$ 1,696.83
927	9798	Sue Ponder	Library	Other Materials	\$ 1,237.83
					<u>\$ 3,262.79</u>
1048	9652	Mike German	Police	Uniforms	\$ 206.95
1048	9652	Mike German	Police	Uniforms	\$ 149.97
					<u>\$ 356.92</u>
3469	3469	Jake Nolin	Sewer	Supplies	\$ 207.08
3469	3469	Jake Nolin	Water	Supplies	\$ 206.00
					<u>\$ 413.08</u>
928	0042	Carl Van Der Kamp			<u>\$ -</u>
929	6349	Joe Oglesby	Sewer	Supplies	\$ 167.93
929	6349	Joe Oglesby	Water	DNR Fees	\$ 30.00
929	6349	Joe Oglesby	Parks	Supplies	\$ 57.76
929	6349	Joe Oglesby	Water	Office Supplies	\$ 73.27
					<u>\$ 328.96</u>
1039	5286	Jodie Wyman	City	Training	\$ 100.00
					<u>\$ 100.00</u>
Total					<u><u>\$ 5,540.44</u></u>

Water Sinking Fund

601-910-4830	GL	
x	July	\$
x	August	\$ 4,860.02
	September	\$ 4,860.02
	October	\$ 4,860.02
	November	\$ 4,860.02
	December	\$ 5,695.35
	January	\$ 5,695.35
	February	\$ 5,695.35
	March	\$ 5,695.35
	April	\$ 5,695.35
	May	\$ 5,695.35
	June	\$ 5,695.35

600-910-6910 Payment

600-910-6910
601-910-4830

Sewer Sinking Fund

611-910-4830	GL	
x	July	\$ 16,928.00
x	August	\$ 16,928.00
	September	\$ 16,928.00
	October	\$ 16,928.00
	November	\$ 16,928.00
	December	\$ 16,928.00
	January	\$ 16,928.00
	February	\$ 16,928.00
	March	\$ 16,928.00
	April	\$ 16,928.00
	May	\$ 16,928.00
	June	\$ 16,928.00

610-910-6910 Payment

610-910-6910
611-910-4830

AUGUST TRANSFERS

170-910-6910	Transfer to General	Transfer from IPAIT to pay for Windows & Gutters - Community Bldg	\$ 12,270.00
001-950-4832	Transfer in from Trust	Transfer from IPAIT to pay for Windows & Gutters - Community Bldg	\$ 12,270.00
002-910-6910	Transfer from Equip Revolving	Transfer from Equipment Revolving for Sealcoat	\$ 29,803.90
110-910-4830	Transfer in from Equip Revolving	Transfer from Equipment Revolving for Sealcoat	\$ 29,803.90
001-910-6910	Transfer from Misc Income - General	Transfer Wellmark Park Donation to IPAIT	\$ 3,000.00
170-910-4830	Transfer in from General	Transfer Wellmark Park Donation to IPAIT	\$ 3,000.00
169-910-6910	Transfer from IPAIT - Ambulance	Transfer from IPAIT - Ambulance to pay RACOM	\$ 9,663.10
001-950-4832	Transfer in from Trust	Transfer from IPAIT - Ambulance to pay RACOM	\$ 9,663.10
125-000-1151	Transfer LMI Funds to Water	Transfer LMI Funds (46%) to Water for Phase 1	\$ 82,775.79
125-910-6911	Transfer LMI Funds to Water	Transfer LMI Funds (46%) to Water for Phase 1	\$ 82,775.79
600-000-1110	Transfer LMI Funds to Water	Transfer LMI Funds (46%) to Water for Phase 1	\$ 82,775.79
600-910-4830	Transfer LMI Funds to Water	Transfer LMI Funds (46%) to Water for Phase 1	\$ 82,775.79
001-910-6910	Misc Income - Library	Transfer Misc Income - Library Donations to Library Bld IPAIT Account	\$ 70.00
002-910-4830	Equipment Revolving - Library Building	Transfer Misc Income - Library Donations to Library Bld IPAIT Account	\$ 70.00



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: September 1, 2021
SUBJ: Building Permits

August 2021

BUILDING PERMITS

Victoria Ryan	207 W McMurray	Remodel
John & Stephanie Dross	307 W Pleasantview	Fence
Jonathan Buys	406 E Kayla	Fence
Ryen & Dana Allen	600 W North	Single Family Dwelling
Mike Jowers	302 W Ashtyn	Fence

TRADE PERMITS

Services <[https://directory.iowa.gov/service/Index?](https://directory.iowa.gov/service/Index?ga=1.101492737.1604613096.1488473035&ia_slv=1629729074964)

ga=1.101492737.1604613096.1488473035&ia_slv=1629729074964>

(App-133026)

Agencies <https://directory.iowa.gov/?ia_slv=1629729074964>

Social <https://directory.iowa.gov/social/Index?ia_slv=1629729074964>

<https://www.iowa.gov/search/google?ia_slv=1629729074964>

License Application (LC0041265)

Applicant

Name of Legal Entity : Wilkies Garage, LLC

Name of Business(DBA) : Wilkies Garage

Address of Premises : 116 East Jefferson

City : Prairie City

County : Jasper

Zip : 50228

Business : (515) 778-8337

Mailing Address: 403 e 8th st. APT 6

City : Prairie City

State : Iowa

Zip : 50228

Contact Person

Name : steve wilkie

Phone : (515) 778-8337

Email : swilkie01@gmail.com

■ License Information

License Number : LC0041265

License/Permit Type : Class C Liquor License

Term : 12 Month

Effective Date : 2020-10-24

Expiration Date : 2021-10-23

Sub-Permits/Privileges :

■ Status of Business

Business Type : Limited Liability Company

■ Ownership

steve wilkie

City : Prairie City

State : Iowa

Zip : 50228

Position : Owner

% of ownership : 100

U.S. Citizen : Yes

Insurance Company Information

Insurance Company : Cincinnati Specialty Underwriters

Policy Effective Date : 2020-10-24

Policy Expiration : 2021-10-24

Bond Effective :

Dram Cancel Date :

Outdoor Service Effective :

Outdoor Service Expiration :


Temp Transfer Effective Date :

Temp Transfer Expiration Date :

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Fluores

Jodie Wyman

From: Andrew Inhelder <ainhelder@msa-ps.com>
Sent: Wednesday, August 11, 2021 2:49 PM
To: Jodie Wyman
Cc: Carl Van Der Kamp
Subject: Sidewalk/Curb along north side of square
Attachments: RFP #2 - C&G and Sidewalk on Northern side of square_Contractor Pricing.pdf

Hi Jodie,

We received pricing from the Marshall Street contractor this afternoon for removing and replacing the existing sunken sidewalk and curb/gutter along the northern side of the square. I've attached the pricing to this email. I had asked to have this last week so we could get it on the agenda but this will probably need to go before Council since it is such a large change. Let me know your thoughts.

Price would add 22,291.76 to the contract along with 5 working days

Thanks,
Andrew

#08994023



Andrew Inhelder, PE | Project Engineer

MSA Professional Services, Inc.

100% Employee Owned

+1 (515) 635-3403



This email was scanned by Bitdefender

ABSOLUTE CONCRETE

AN ABSOLUTE GROUP COMPANY

To: BIDDERS	Contact:
Address: Various	Phone:
	Fax:
Project Name: Marshall Street Reconstruction - Washington St To Jefferson St	Bid Number:
Project Location: Marshall Street From Washington To Jefferson, Prairie City, IA	Bid Date: 5/10/2021

Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
CO1.1	2.03	Modified Subbase, 6"	97.00	SY	\$16.00	\$1,552.00
CO1.3	2.05	Below Grade Excavation (Core Out)	16.00	CY	\$35.00	\$560.00
CO1.4	2.06	Compaction Testing	1.00	LS	\$550.00	\$550.00
CO1.5	7.02	PCC Paving 7"	48.50	SY	\$170.00	\$8,245.00
CO1.6	7.04	Sidewalk, PCC, 4"	48.50	SY	\$155.00	\$7,517.50
CO1.7	7.07	Removal Of Pavement	48.50	SY	\$19.25	\$933.63
CO1.8	7.08	Removal Of Sidewalk	48.50	SY	\$19.25	\$933.63
CO1.9	8.03	Traffic Control	1.00	LS	\$1,500.00	\$1,500.00
CO1.10	11.02	Concrete Washout	1.00	LS	\$500.00	\$500.00

Total Bid Price: \$22,291.76

Notes:

- All items are tied unless otherwise specified.
- All items to be paid off field measurement.
- The following items shall be excluded from this bid: Winter Charges, Imported Sand, Footings, Walls, Pads, Piers, Retaining Walls, Housekeeping Pads, All Mechanical Pads, Rebar for Masonry Walls, Light Pole Bases, Sign Bases, Brick Pavers, Block Walls, Asphalt, Precast, Splash Blocks, Backfill, Demolition of any kind, Drain of any kind, Utility work, Grading work, Pavement striping, Signage, Traffic control, Fencing, Survey, Soils testing, Concrete testing, Bond and Bond Costs, Permits, Dumpsters, Landscaping, Seeding, Sodding, Erosion control, Subgrade prep, Subbase material, All grade to be + 0.1'
- Winter charges are excluded in this bid.
- Winter charges run from approximately October 15th thru April 15th.
- Winter Charges Unit Prices: Labor - \$55.00/HR ; Winter Blankets - \$3.00/blanket per day ; Hot water - \$7.00/CY ; No Fly Ash - \$6.25/CY ; Non-Chloride Accelerator 1% - \$3.75/CY; Ground Thawing Machine Running (Rent and Fuel) - \$775.00/Day/Each ; Ground Thawing Machine Non Running (Rent Only) - \$375.00/Day/Each
- CO to Add 5 WDs to job

Payment Terms:

This proposal is valid for 30 days from bid date. Absolute Concrete must be notified of acceptance within those 30 days in order to lock in material pricing. Rough grading to be completed by others to + 0.1'. Loss of production due to design changes or re-work due to the negligence of other trades will be billed for on a time and material basis. This proposal is based on the itemized list of quantities listed above. Any work above and beyond this scope of work will be paid through a change order issued by the general contractor to Absolute Concrete.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Absolute Concrete Authorized Signature: _____ Estimator: Drew Roberts 515-497-6140 droberts@ac-iowa.com
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NOTICE

TO THE CITIZENS OF PRAIRIE CITY, JASPER COUNTY, IOWA:

Notice is hereby given that on the 8th day of September, 2021 at six o'clock, a public hearing will be held before the City Council of Prairie City, Iowa, in the Council Chambers of City Hall of Prairie City, Iowa, with reference to adding to the Prairie City Code of Ordinances a new provision as it pertains to UTV Operations.

If you are unable to attend, written notice may be sent to Prairie City, City Hall, at 203 E Jefferson St, Prairie City, IA 50228 no later than 4:30 P.M. on September 8th, 2021 or you can contact City Hall for the Zoom Link.

This Notice is given in accordance with the requirements of Sections 364.7 and 362.3 of the 2017 Code of Iowa and amendments thereto.

ORDINANCE NO. 387

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
PRAIRIE CITY, IOWA, BY ADDING PROVISIONS PERTAINING TO
UTV OPERATIONS**

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

SECTION 1. SECTION ADDED. Chapter 171 of the Code of Ordinances of the City of Prairie City, Iowa, is to be added as follows:

171.01 PURPOSE. The purpose of this chapter is to permit the operation of UTVs on streets within the City, as authorized by Section 321.247 of the Code of Iowa, as amended. This chapter applies whenever a UTV is operated on any street or alley, subject to those exceptions stated herein.

171.02 MANNER OF OPERATION – GENERAL REQUIREMENTS. No person shall operate a UTV in the City except as hereinafter provided.

1. Observance of Traffic Regulations Mandatory. UTV operators shall observe all State and local traffic control regulations and devices.
2. Permit Required. (See also subsection 16) No UTV shall be operated in the City unless a permit has been issued to the owner of the said UTV by City staff member. The permit received from the City must be with the UTV whenever it is operated within the City. The permit is good for the calendar year within which it is issued and shall be renewed annually. The fee for said permit is twenty-five dollars (\$25.00) per year. There shall be no permits issued if in the previous year the applicant was cited and convicted of any violations of this chapter.
3. Proof of Liability Insurance. As part of the permit process, the owner of the UTV must provide proof of liability insurance with minimum limits of \$100,000 each person, \$300,000 each accident before a permit will be issued. The proof of insurance must be with the UTV whenever said UTV is in operation.
4. Standard Equipment Regulations. All UTV shall be equipped with the following:
 - A. Brakes.
 - B. Slow moving vehicle sign.
 - C. Bicycle safety flag on the staff holder to put such flag at least five feet above the surface of the street.
 - D. Any other safety equipment which may be required for UTV by Chapter 321 of the Code of Iowa.
5. Operation Regulations. The following regulations apply to the operation of a UTV within the City:
 - A. Any operator of a UTV must have a valid driver's license.

B. Any operator must be at least eighteen (18) years of age.

C. All riders in the UTV must remain seated at all times.

D. Seat belts are to be utilized at all times during operation.

E. No more than two adult people may ride in the front seat of a UTV and no more than two adult people may ride in the back seat of a UTV, if said seat exists. While operating, any rider must be seated on the seat and no part of the body of any rider will extend beyond the sides of the UTV. Children must be accompanied by an adult driver and must follow all requirements of this subsection except the capacity limits as long as all children are seated on the seat and no part of the body of the child extends beyond the sides of the UTV.

6. Times of Operation Limited. UTVs may be operated from sunrise to sunset, during the time of year when daylight savings time is in effect. UTVs are prohibited on streets during inclement weather when visibility is reduced or impaired by weather, smoke, fog or other conditions or at any other time there is insufficient light clearly to see a person or vehicle on a roadway at a distance of 500 feet.

7. Sidewalks and Adjacent Areas. No UTVs shall be operated upon a public sidewalk, nor shall they be operated upon that portion of the street located between the curb line and the sidewalk or property line, referred to as the "parking" except for purposes of crossing the same to a public street upon which operation is allowed by this chapter.

8. Parking. Two UTVs may use one parking space provided they both park within the parking space lines.

9. Streets Upon Which UTVs May Not Be Operated. UTVs are prohibited from being operated on any portion of:

- a. North and South State St.
- b. East and West 2nd St.
- c. East and West North St.
- d. Poplar Ave.
- e. Prairie Ave.
- f. Pacific St.
- g. Hwy 117.
- h. Hwy S6G.
- i. Hwy 163.

10. Careless Operation Unlawful. No person shall operate a UTV in a careless, reckless or negligent manner so as to endanger the person or property of another or to cause injury or damage thereto.

11. Operating Under the Influence. No person shall operate a UTV while under the influence of intoxicating liquor or narcotics or habit forming drugs.

12. Towing. No item shall be towed by a UTV.

13. Trespassing on Private Property. No UTV shall be operated upon private property without the express consent of the owner thereof.

14. Community Events – Exception. The Prairie City Council may grant exceptions and allow any type of UTV to be used on any City street by community and civic organizations for community events.

15. Permits/Application and Renewal. No person shall operate a UTV on any public street or alley for any purpose unless the operator possesses a City of Prairie City permit to operate a UTV on City streets, issued by a City staff member. UTV owners may apply for a permit from a City staff member on forms provided by the City. The City staff member shall not issue a permit until the owner/operator has provided the following:

A. Evidence the operator is eighteen (18) years of age, and possesses a valid Iowa driver's license.

B. Proof owner/operator has required liability insurance covering operation of a UTV on City streets.

C. Passes all other requirements set forth on application form.

The owner of a UTV shall display the permit sticker prominently on a rear fender or similar component. All permits issued shall uniquely identify the name and address of the owner/operator. The fee for such permits shall be twenty-five (\$25.00).

171.03 ACCIDENT REPORTS. Whenever a UTV is involved in an accident resulting in injury or death to anyone or property damage amounting to two hundred dollars (\$200.00) or more, either the operator or someone acting for the operator shall immediately notify a law enforcement officer and shall file an accident report within forty-eight (48) hours, in accordance with State law.

(Code of Iowa, Sec. 321G.10)

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

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

Passed by the Council on the ____ day of _____ 2021, and approved this ____ day of _____ 2021.

Chad D. Alleger, Mayor

ATTEST:

Jodie Wyman,
City Administrator/City Clerk

First Reading:
Second Reading:
Third Reading:

I certify that the foregoing was published as Ordinance No. 387 on the ____ day of _____, 2021.

Jodie Wyman, City Administrator/City Clerk

CHAPTER 75

ALL-TERRAIN VEHICLES AND SNOWMOBILES

75.01 Purpose
75.02 Definitions
75.03 General Regulations
75.04 Operation of Snowmobiles

75.05 Operation of All-Terrain Vehicles
75.06 Negligence
75.07 Accident Reports

75.01 PURPOSE. The purpose of this chapter is to regulate the operation of all-terrain vehicles and snowmobiles within the City.

75.02 DEFINITIONS. For use in this chapter the following terms are defined:

1. "All-terrain vehicle" or "ATV" means a motorized vehicle, with not less than three and not more than six non-highway tires, that is limited in engine displacement to less than 1,000 cubic centimeters and in total dry weight to less than 1,200 pounds and that has a seat or saddle designed to be straddled by the operator and handlebars for steering control.

(Code of Iowa, Sec. 321I.1)

2. "Off-road motorcycle" means a two-wheeled motor vehicle that has a seat or saddle designed to be straddled by the operator and handlebars for steering control and that is intended by the manufacturer for use on natural terrain. "Off-road motorcycle" includes a motorcycle that was originally issued a certificate of title and registered for highway use under Chapter 321 of the *Code of Iowa*, but that contains design features that enable operation over natural terrain. An operator of an off-road motorcycle is also subject to the provisions of this chapter governing the operation of all-terrain vehicles.

(Code of Iowa, Sec. 321I.1)

3. "Off-road utility vehicle" means a motorized vehicle, with not less than four and not more than eight non-highway tires or rubberized tracks, that has a seat that is of bucket or bench design, not intended to be straddled by the operator, and a steering wheel or control levers for control. "Off-road utility vehicle" includes the following vehicles:

(Code of Iowa, Sec. 321I.1)

A. "Off-road utility vehicle – type 1" includes vehicles with a total dry weight of 1,200 pounds or less and a width of 50 inches or less.

B. "Off-road utility vehicle – type 2" includes vehicles, other than type 1 vehicles, with a total dry weight of 2,000 pounds or less and a width of 65 inches or less.

C. "Off-road utility vehicle – type 3" includes vehicles with a total dry weight of more than 2,000 pounds or a width of more than 65 inches, or both.

An operator of an off-road utility vehicle is also subject to the provisions of this chapter governing the operation of all-terrain vehicles.

(Ord. 265 – Nov. 14 Supp.)

4. "Snowmobile" means a motorized vehicle that weighs less than 1,000 pounds, that uses sled-type runners or skis, endless belt-type tread with a width of 48 inches or

less, or any combination of runners, skis, or tread, and is designed for travel on snow or ice. "Snowmobile" does not include an all-terrain vehicle that has been altered or equipped with runners, skis, belt-type tracks, or treads.

(Code of Iowa, Sec. 321G.1)

75.03 GENERAL REGULATIONS. No person shall operate an ATV, off-road motorcycle or off-road utility vehicle within the City in violation of Chapter 321I of the Code of Iowa or a snowmobile within the City in violation of the provisions of Chapter 321G of the Code of Iowa or in violation of rules established by the Natural Resource Commission of the Department of Natural Resources governing their registration, equipment and manner of operation.

(Code of Iowa, Ch. 321G & Ch. 321I)

75.04 OPERATION OF SNOWMOBILES. The operators of snowmobiles shall comply with the following restrictions as to where snowmobiles may be operated within the City:

1. Streets. Snowmobiles shall be operated only upon streets which have not been plowed during the snow season and on such other streets as may be designated by resolution of the Council.

(Code of Iowa, Sec. 321G.9[4a])

2. Exceptions. Snowmobiles may be operated on prohibited streets only under the following circumstances:

- A. Emergencies. Snowmobiles may be operated on any street in an emergency during the period of time when and at locations where snow upon the roadway renders travel by conventional motor vehicles impractical.

(Code of Iowa, Sec. 321G.9[4c])

- B. Direct Crossing. Snowmobiles may make a direct crossing of a prohibited street provided all of the following occur:

- (1) The crossing is made at an angle of approximately ninety degrees (90°) to the direction of the street and at a place where no obstruction prevents a quick and safe crossing;
 - (2) The snowmobile is brought to a complete stop before crossing the street;
 - (3) The driver yields the right-of-way to all on-coming traffic which constitutes an immediate hazard; and
 - (4) In crossing a divided street, the crossing is made only at an intersection of such street with another street.

(Code of Iowa, Sec. 321G.9[2])

3. Railroad Right-of-way. Snowmobiles shall not be operated on an operating railroad right-of-way. A snowmobile may be driven directly across a railroad right-of-way only at an established crossing and notwithstanding any other provisions of law may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic.

(Code of Iowa, Sec. 321G.13[1h])

4. Trails. Snowmobiles shall not be operated on all-terrain vehicle trails except where so designated.

(Code of Iowa, Sec. 321G.9[4f])

5. Parks and Other City Land. Snowmobiles shall not be operated in any park, playground or upon any other City-owned property without the express permission of the City. A snowmobile shall not be operated on any City land without a snow cover of at least one-tenth of one inch.

6. Sidewalk or Parking. Snowmobiles shall not be operated upon the public sidewalk or that portion of the street located between the curb line and the sidewalk or property line commonly referred to as the "parking" except for purposes of crossing the same to a public street upon which operation is authorized by this chapter.

75.05 OPERATION OF ALL-TERRAIN VEHICLES. The operators of ATVs shall comply with the following restrictions as to where ATVs may be operated within the City:

1. Streets. ATVs and off-road utility vehicles may be operated on streets only in accordance with Section 321.234A of the *Code of Iowa* or on such streets as may be designated by resolution of the Council for the operation of registered ATVs or registered off-road utility vehicles. In designating such streets, the Council may authorize ATVs and off-road utility vehicles to stop at service stations or convenience stores along a designated street.

(Code of Iowa, Sec. 321I.10[1 & 3])

2. Trails. ATVs shall not be operated on snowmobile trails except where designated.

(Code of Iowa, Sec. 321I.10[4])

3. Railroad Right-of-way. ATVs shall not be operated on an operating railroad right-of-way. An ATV may be driven directly across a railroad right-of-way only at an established crossing and notwithstanding any other provisions of law may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic.

(Code of Iowa, Sec. 321I.14[1h])

4. Parks and Other City Land. ATVs shall not be operated in any park, playground or upon any other City-owned property without the express permission of the City.

5. Sidewalk or Parking. ATVs shall not be operated upon the public sidewalk or that portion of the street located between the curb line and the sidewalk or property line commonly referred to as the "parking."

75.06 NEGLIGENCE. The owner and operator of an ATV or snowmobile are liable for any injury or damage occasioned by the negligent operation of the ATV or snowmobile. The owner of an ATV or snowmobile shall be liable for any such injury or damage only if the owner was the operator of the ATV or snowmobile at the time the injury or damage occurred or if the operator had the owner's consent to operate the ATV or snowmobile at the time the injury or damage occurred.

(Code of Iowa, Sec. 321G.18 & 321I.19)

75.07 ACCIDENT REPORTS. Whenever an ATV or snowmobile is involved in an accident resulting in injury or death to anyone or property damage amounting to one thousand five hundred dollars (\$1,500.00) or more, either the operator or someone acting for the operator shall immediately notify a law enforcement officer and shall file an accident report, in accordance with State law.

(Code of Iowa, Sec. 321G.10 & 321I.11)

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CHAPTER 75

ALL-TERRAIN VEHICLES AND SNOWMOBILES

75.01 Purpose
75.02 Definitions
75.03 General Regulations
75.04 Places of Operation

75.05 Hours of Operation
75.06 Negligence
75.07 Accident Reports
75.08 Thaw Ban

75.01 PURPOSE. The purpose of this chapter is to regulate the operation of all-terrain vehicles and snowmobiles within the City.

75.02 DEFINITIONS. For use in this chapter the following terms are defined:

1. "All-terrain vehicle" or "ATV" means a motorized flotation-tire vehicle with not less than three (3) low pressure tires, but not more than six (6) low pressure tires, or a two-wheeled, off-road motorcycle, that is limited in engine displacement to less than eight hundred (800) cubic centimeters and in total dry weight to less than seven hundred fifty (750) pounds and that has a seat or saddle designed to be straddled by the operator and handlebars for steering control. Two-wheeled, off-road motorcycles shall be considered all-terrain vehicles only for the purpose of titling and registration and not for the purpose of regulation.

(Code of Iowa, Sec. 321G.1[1])

2. "Snowmobile" means a motorized vehicle weighing less than one thousand (1,000) pounds which uses sled-type runners or skis, endless belt-type tread, or any combination of runners, skis or tread, and is designed for travel on snow or ice.

(Code of Iowa, Sec. 321G.1 [18])

75.03 GENERAL REGULATIONS. No person shall operate an ATV or snowmobile within the City in violation of the provisions of Chapter 321G of the Code of Iowa or rules established by the Natural Resource Commission of the Department of Natural Resources governing their registration, numbering, equipment and manner of operation.

(Code of Iowa, Ch. 321G)

75.04 PLACES OF OPERATION. The operators of ATV's and snowmobiles shall comply with the following restrictions as to where ATV's and snowmobiles may be operated within the City:

1. Streets. ATV's and snowmobiles shall be operated only upon streets which have not been plowed during the snow season and on such other streets as may be designated by resolution of the Council.

(Code of Iowa, Sec. 321G.9[4a])

2. Exceptions. ATV's and snowmobiles may be operated on prohibited streets only under the following circumstances:

A. Emergencies. ATV's and snowmobiles may be operated on any street in an emergency during the period of time when and at locations where snow upon the roadway renders travel by conventional motor vehicles impractical.

(Code of Iowa, Sec. 321G.9[4c])

B. Direct Crossing. ATV's and snowmobiles may make a direct crossing of a prohibited street provided:

(1) The crossing is made at an angle of approximately ninety degrees (90°) to the direction of the street and at a place where no obstruction prevents a quick and safe crossing;

(2) The ATV or snowmobile is brought to a complete stop before crossing the street;

(3) The driver yields the right-of-way to all on-coming traffic which constitutes an immediate hazard; and

(4) In crossing a divided street, the crossing is made only at an intersection of such street with another street.

(Code of Iowa, Sec. 321G.9[2])

3. Railroad Right-of-way. ATV's and snowmobiles shall not be operated on an operating railroad right-of-way. An ATV or snowmobile may be driven directly across a railroad right-of-way only at an established crossing and notwithstanding any other provisions of law may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic.

(Code of Iowa, Sec. 321G.13[8])

4. Trails. ATV's shall not be operated on snowmobile trails and snowmobiles shall not be operated on all-terrain vehicle trails except where so designated.

(Code of Iowa, Sec. 321G.9[4f and g])

5. Parks and Other City Land. ATV's and snowmobiles shall not be operated in any park, playground or upon any other City-owned property

without the express permission of the City. A snowmobile shall not be operated on any City land without a snow cover of at least one-tenth of one inch.

6. Sidewalk or Parking. ATV's and snowmobiles shall not be operated upon the public sidewalk or that portion of the street located between the curb line and the sidewalk or property line commonly referred to as the "parking" except for purposes of crossing the same to a public street upon which operation is authorized by this chapter.

75.05 HOURS OF OPERATION. No snowmobile or ATV shall be operated in the City between the hours of ten o'clock (10:00) p.m. and seven o'clock (7:00) a.m. except for emergency situations or for loading and unloading from a transport trailer.

75.06 NEGLIGENCE. The owner and operator of an ATV or snowmobile shall be liable for any injury or damage occasioned by the negligent operation of the ATV or snowmobile.

(Code of Iowa, Sec. 321G.18)

75.07 ACCIDENT REPORTS. Whenever an ATV or snowmobile is involved in an accident resulting in injury or death to anyone or property damage amounting to two hundred dollars (\$200.00) or more, either the operator or someone acting for the operator shall immediately notify a law enforcement officer and shall file an accident report within forty-eight (48) hours, in accordance with State law.

(Code of Iowa, Sec. 321G.10)

75.08 THAW BAN. Snowmobiles shall not be operated during a publicized thaw ban in areas posted to prohibit such operation.

CHAPTER 75

ALL-TERRAIN VEHICLES AND SNOWMOBILES

o o o o o o o o o o

RESOLUTION NO. 9-8-21-3

RESOLUTION WAIVING THE SECOND AND THIRD READINGS OF ORDINANCE NO.
387

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 two considerations to approve Ordinance 387,

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 second and third readings of Ordinance 387

This resolution has been approved and adopted this 8th Day of September, 2021.

Chad Alleger,
Mayor

ATTEST:

Jodie Wyman,
City Administrator/City Clerk

WAVELAND CEMETERY RULES

Adopted by City Council on

March 5, 2012

Amended 9-5-2012

Amended 6-10-2014

Amended 9-8-2021

UPRIGHT HEADSTONE PLOTS. Upright headstone plots will allow placement of an upright single or double headstone, monument, or marker. All upright headstones, markers, and monuments must meet all requirements pertaining to headstones, markers, and monuments before being placed in the Waveland Cemetery. Upright headstones, markers or monuments may not be placed at any plot that is not designated as an upright headstone plot. Flat headstones, markers, or monuments may be placed on an upright headstone plot. The City shall offer for sale upright headstone burial plots in the Waveland Cemetery when there is available space according to the following:

1. Burial plots shall be laid out in lots of 4, each plot being 48 inches in width.
2. The price for an upright headstone burial plot shall be set by resolution of the Council and listed on the City's fee schedule.
3. The Clerk shall issue an agreement between the buyer and the City at the time of payment. This agreement will list owner, description of plots, date, and amount paid.

FLAT HEADSTONE PLOTS. Flat headstone plots will only allow markers that will remain flush with the ground. Planting of trees, shrubs, bushes, or other vegetation on flat headstone plots is prohibited. The City shall offer for sale flat headstone burial plots in the Waveland Cemetery when there is available space according to the following:

1. Cremation lots shall be laid out in plots of 16, each plot being approximately 4' x 4'.
2. The price for a flat headstone plot will be set by resolution of the Council and listed on the City's fee schedule.
3. The Clerk shall issue an agreement between the buyer and the City at the time of payment. This agreement will list owner, description of plots, date, and amount paid.

CREMATION BURIALS. The following rules shall govern the opening and placement of human remains in a cremains plot.

1. Cremains plots must be purchased before use of the plot is allowed.
2. The City must be notified at least forty-eight (48) hours in advance of any cremains burial.
3. Excavation and refilling services for cremation burials can be performed by the City or by the family, with the required burial depth of three (3) feet.
4. In winter months, the City will remove whatever snow is necessary to facilitate excavation and refilling of the grave.

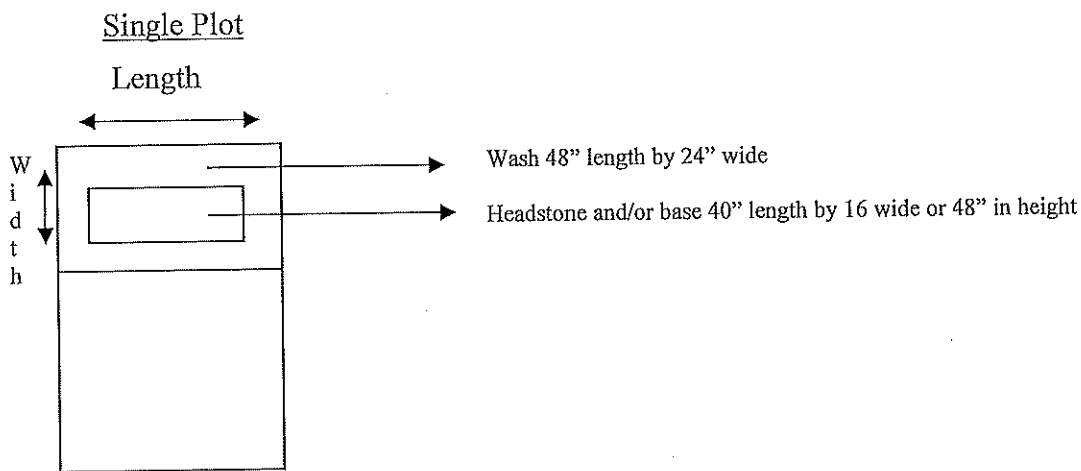
BURIAL. The following rules shall govern the opening and placement of human remains in a burial plot.

1. Burial plots must be purchased before use of the plot is allowed.
2. The City must be notified at least forty-eight (48) hours in advance of any burial.
3. For a regular casket burial, each burial must use at least a concrete burial container to hold the casket and prevent settling.
4. Two cremains or one casket and one cremains will be allowed on a single upright headstone lot.

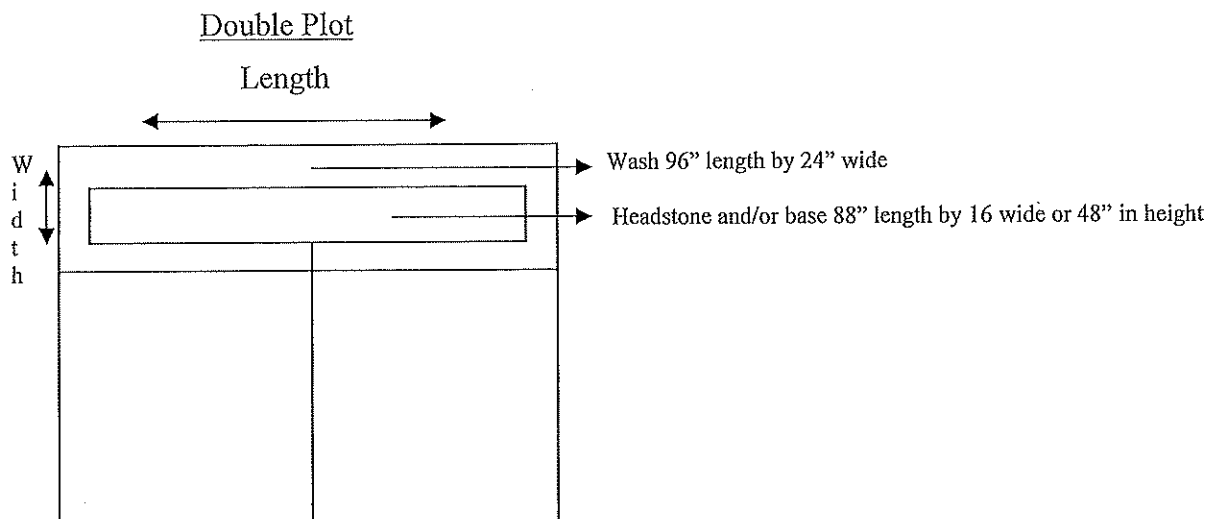
5. All burials shall follow the rules and regulations of the City of Prairie City, State of Iowa and Federal law, and any Jasper County ordinances or regulations pertaining to burials.

GRAVE MARKERS. All grave markers placed in the Waveland Cemetery shall follow these rules:

1. Each grave will be marked by at least a temporary grave marker after burial.
2. Placement of any monument, marker, or headstone will only occur under the approval and direction of the Superintendent. All monument companies must check in with the Superintendent before they arrive to place a monument, marker, or headstone.
3. The Superintendent, at his discretion, may disallow the placement of any monument, marker, or headstone if such do not meet cemetery requirements, if no prior approval has been arranged, or if cemetery or ground conditions do not allow setting to occur without damage to cemetery grounds.
4. Upright monuments, markers, or headstones may only be placed in areas of the cemeteries where such is allowed. Flat monuments, markers, or headstones may be placed in any area of the cemetery.
5. Monuments, markers, or headstones placed in the cremation section of the cemetery must be flat.
6. All gravestones shall be set on a wash. The wash will be flush with the ground level.
The size of the wash can be no more than forty eight (48) inches long and twenty-four (24) inches wide for a single plot.
7. No single base and/or gravestone shall be larger than forty (40) inches long, sixteen (16) inches wide, and forty-eight (48) inches in total height. A minimum of a four (4) inch wash shall be maintained on all sides of the stone.



8. Double Lots: the size of the wash can be no more than ninety six (96) inches long and twenty-four (24) inches wide for a double plot.
No double base and/or gravestone shall be larger than eighty eight (88) inches long, sixteen (16) inches wide, and forty-eight (48) inches in total height. A minimum of a four (4) inch wash shall be maintained on all sides of the stone.



9. Multiple Lots: the wash may cover the entire width of the plot but may be no wider than twenty four (24) inches. Bases and/or headstones must maintain a minimum distance four (4) inches from all edges of the wash.

DECORATIONS. All decorations placed in the Waveland Cemetery shall follow these rules:

1. No glass items will be permitted.
2. Planting of bushes, shrubs, trees, flowers, or plants will not be allowed.
3. All funeral arrangements will be removed after ten (10) days.
4. Blankets and wreaths are permissible after Thanksgiving and may remain until April 1.
5. All grave decorations will be removed April 1st, three (3) weeks following Memorial Day, one (1) week after July 4th, and again on October 1st for cemetery beautification.
6. Adjoining family plots may be connected by a stone wash.
7. Shepherd hooks placed in connecting stone wash (and items attached) will be considered permanent and allowed year around. Shepherd hooks not placed in a stone wash are only allowed from May 20 to June 5th.
8. Plastic solar lights are allowed when secured to the headstone or placed in a stone wash.
9. Only military footstones are allowed and they must be flush with the ground.
10. Family members are asked to consider attaching military and organizational designation markers to the stone or permanently in the wash.
11. Animals must be on a leash and owners are expected to clean up after their pets.
12. No person shall remain in or enter into the cemetery one half (1/2) hour after sunset until sunrise.

PRAIRIE CITY POLICE DEPARTMENT SAFETY ZONE: PRAIRIE CITY ELEMENTARY SCHOOL

ADDRESS:

#309 E. PLAINSMAN ROAD

CITY, STATE, ZIP:

PRAIRIE CITY, IA 50228

IOWA
ONE CALL

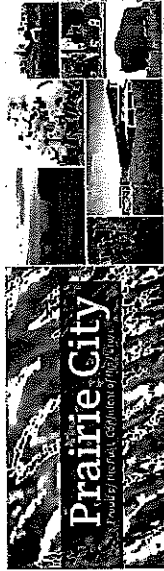


IF YOU DIG IN ANY STATE
CALL 811 FIRST FOR THE LOCAL
ONE CALL CENTER -
IT'S THE LAW

THE UNITED STATES AND THE IOWA DEPARTMENT OF TRANSPORTATION
ARE NOT RESPONSIBLE FOR THE CONSTRUCTION OF ANY SAFETY ZONE OR
SIGNAGE ON THE JOB SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR
THE CONSTRUCTION AND MAINTENANCE OF THE SAFETY ZONE AND SIGNAGE
TO THE SATISFACTION OF THE IOWA DEPARTMENT OF TRANSPORTATION.



Blue Line
COLLECTORS



Blue Line
COLLECTORS



Warren Williams & Associates, P.C.
P.O. Box 15000
Des Moines, IA 50315
PHONE: 282-5015-1001
CHERRY CONSULTING, P.C. 1001

WW&A
Warren Williams & Associates
7508 SHADOW CREEK DR.
SUMMERFIELD, NC 27356

GENERAL NOTES

THE FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION. A
TECHNICIAN WILL VISIT THE SITE AS REQUIRED FOR ROUTINE
MAINTENANCE. THE PROJECT WILL NOT RESULT IN ANY SIGNIFICANT
DEVELOPMENT OR CONSTRUCTION. NO SIGNIFICANT IMPACT ON
SERVICE, FUEL, WATER OR TRASH DISPOSAL, IS REQUIRED.

SITE INFORMATION

SITE ID:	PRAIRIE CITY ELEMENTARY SCHOOL
LATITUDE:	41°35'40.3"
LONGITUDE:	93°13'56.7"
SAFETY ZONE:	S. STATE STREET
CITY, STATE, ZIP:	PRAIRIE CITY, IOWA 50228
COUNTY/PARISH:	JASPER COUNTY
APPLICANT:	PRAIRIE CITY POLICE DEPARTMENT #203 E. JEFFERSON STREET PRAIRIE CITY, IA 50228

CONSULTING SERVICES PROVIDED BY

CHERRY CONSULTING, P.C.	CONTACT: WARREN WILLIAMS, JR. IS
P.O. Box 15000	TEL: (515) 282-5015
DES MOINES, IA 50315	TEL: (515) 482-0474
WARREN WILLIAMS & ASSOCIATES, P.C.	CONTACT: WARREN WILLIAMS, JR.
#7508 SHADOW CREEK DR.	PRESIDENT
SUMMERFIELD, NC 27356	TEL: (707) 480-2205

DO NOT SCALE DRAWINGS

CONTRACTORS SHALL VERIFY ALL PLANS, (E) DIMENSIONS & FIELD
CONDITIONS ON THE JOB SITE & SHALL IMMEDIATELY NOTIFY THE
ARCHITECT/ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE
PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.

VICINITY MAP



PROJECT DESCRIPTION

END USER PROPOSES TO INSTALL SAFETY ZONE(S) WITH
ASSOCIATED SIGNS AND EQUIPMENT WITHIN THE EXISTING
RIGHT-OF-WAY.

DRAWING INDEX

SHEET NO.	TITLE	SHEET TITLE
T-1	TITLE SHEET	
SP-1	SAFETY ZONE ONE	
D-1	DETAILS	
D-2	DETAILS	
GN-1	GENERAL NOTES	



PRAIRIE CITY ELEMENTARY
SCHOOL
PRAIRIE CITY, IA 50228

SHEET TITLE
TITLE SHEET


SHEET NUMBER
T-1



Prairie City Elementary School





 Causway Consultants, P.C.
P.O. Box 5539
Chesapeake, VA 23728
Phone: 757-402-0474
Phone: 252-610-1001
CAUSWAY CONSULTANTS, P.C. 20221

W.W. & A.
Williams & Associates

1750B SHADOW CREEK DR.
SUMMERFIELD, NC 27358

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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PRAIRIE CITY ELEMENTARY
SCHOOL
PRAIRIE CITY, IA 50228

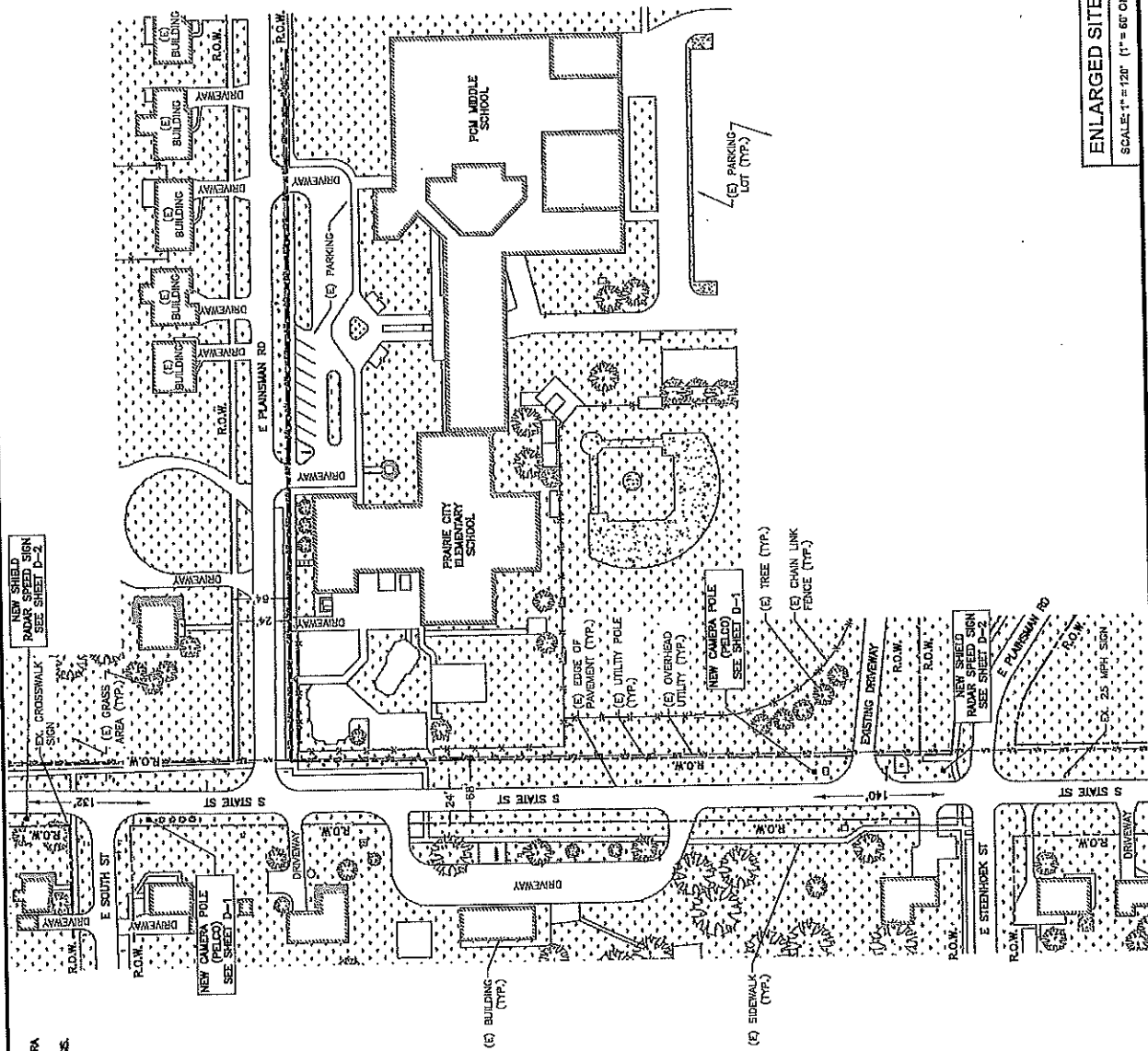
SHEET TITLE:
SAFETY ZONE ONE

SHEET NUMBER
SP-1




ENLARGED SITE PLAN

SCALE: 1" = 120' (1" = 60' ON 24"x36" SHEET)



CONTRACTOR TO INSTALL WARNING SIGNS AND CAMERA
POLES IN LINE WITH EXISTING ROADSIDE SIGNAGE.
RIGHT OF WAY AND EXISTING FEATURES SHOWN PER CITY OS.



Conzway Consultants, P.C.
P.O. Box 15039
Chesapeake, VA 23028
Phone: 757-482-0474
Phone: 252-619-1001
CONZWAY CONSULTANTS, P.C. 2793

WW&A
warren williams & associates
#7508 SHADOW CREEK DR.
SUNNYSIDE, NC 27358

0	08-04-21	ISSUED FOR CONSTRUCTION
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PRAIRIE CITY ELEMENTARY
SCHOOL
PRAIRIE CITY, IA 50228

DETAILS

SHEET NUMBER

[illegible]

AllTrasfexSolutions.com



7508 SHADOW CREEK DR.
SUMMERFIELD, NC 27358

7508 SHADOW CREEK DR.
SUMMERFIELD, NC 27358

5	Page 24	RECEIVED
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PRAIRIE CITY ELEMENTARY
SCHOOL
PRAIRIE CITY, IA 50228

5/1/2007 TUE
GENERAL NOTES

GN-1

ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE LOCAL BUILDING CODE, THE LATEST ADOPTED EDITION AND ALL OTHER APPLICABLE CODES AND ORDINANCES.

1. ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE LOCAL BUILDING CODE, THE LATEST ADOPTED EDITION AND ALL OTHER APPLICABLE CODES AND ORDINANCES.
2. CONTRACTOR SHALL CONSTRUCT SITE IN ACCORDANCE WITH THESE DRAWINGS.
3. CONTRACTOR SHALL VISIT THE JOB SITE AND SHALL FAMILIARIZE THEMSELVES WITH ALL CONDITIONS AFFECTING THE (N) WORK AND SHALL MAKE PROVISIONS AS TO THE COST THEREOF. CONTRACTOR SHALL NOT DEEM IT NECESSARY TO ASSESS THE DIMENSIONS AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED, AS SHOWN, PRIOR TO PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF BLUE LINE SOLUTIONS, LLC AND WILL BE ANNOUNCED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. ANY DISCREPANCIES WILL BE ANNOUNCED BASED ON CLAIM OF LACK OF KNOWLEDGE OF FIELD CONDITIONS.
4. IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF CONSTRUCTION. CONTRACTOR IS REQUIRED TO FURNISH AND INSTALL ANY/ALL MATERIALS FOR A COMPLETE AND FULLY FUNCTIONAL SYSTEM SUBJECT ONLY TO OWNER-SUPPLIED ITEMS. CONTRACTOR SHALL PROVIDE ANY/ALL REQUIREMENTS FOR THE EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER.
5. DIMENSIONS SHOWN ARE TO FINISH SURFACES UNLESS OTHERWISE NOTED. SPACING BETWEEN EQUIPMENT IS REQUIRED CLEARANCE. THEREFORE, IT IS CRITICAL TO FIELD VERIFY DIMENSIONS. SHOULD THERE BE ANY QUESTIONS REGARDING THE CONTRACT DOCUMENTS, (E) CONDITIONS AND/OR DESIGN NOTES, THE CONTRACTOR SHALL CONTACT BLUE LINE SOLUTIONS, LLC AND/OR CONSULTANTS PRIOR TO COMMENCEMENT OF WORK.
6. DETAILS PROVIDED ARE FOR THE PURPOSE OF SHOWING DESIGN INTENT. MODIFICATIONS MAY BE REQUIRED TO SUIT JOB DIMENSIONS OR SITE CONDITIONS, AND SUCH MODIFICATIONS SHALL BE INCLUDED AS PART OF THE WORK.
7. CONTRACTOR SHALL RECEIVE CLARIFICATION IN WRITING, AND SHALL RECEIVE IN WRITING AUTHORIZATION TO PROCEED BEFORE STARTING WORK ON ANY ITEMS NOT CLEARLY DEFINED OR IDENTIFIED BY THE CONTRACT DOCUMENTS.
8. CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK USING ACCEPTED INDUSTRY-STANDARD SKILLS AND TECHNIQUE. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, APPROVALS, AND SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER CONTRACT, UNLESS OTHERWISE NOTED.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY OF THE WORK AREA. ADJACENT AREAS AND BUILDING OCCUPANTS THAT ARE LIKELY TO BE AFFECTED BY THE WORK UNDER THIS CONTRACT, WORK SHALL CONFORM TO ALL OSHA REQUIREMENTS.
10. CONTRACTORS SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURERS' RECOMMENDATIONS UNLESS SPECIFICALLY OTHERWISE INDICATED OR WHERE LOCAL CODES OR REGULATIONS TAKE PRECEDENCE.
11. CONTRACTOR SHALL MAKE NECESSARY PROVISIONS TO PROTECT (E) SURFACES, EQUIPMENT, IMPROVEMENTS, PIPING ETC. AND IMMEDIATE REPAIR, TO NEW CONDITION. ANY DAMAGE THAT OCCURS DURING CONSTRUCTION AT THE SOLE COST OF THE CONTRACTOR.
12. CONTRACTOR SHALL KEEP CONTRACT AREA CLEAN, HAZARD FREE, AND DISPOSE OF ALL DIRT, DEBRIS, AND RUBBISH. EQUIPMENT NOT SPECIFIED AS REMAINING ON THE PROPERTY OF THE OWNER SHALL BE REMOVED. LEAVE PREMISES IN A CLEAN CONDITION AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL ITEMS UNTIL COMPLETION OF CONSTRUCTION.
13. CONTRACTOR SHALL GUARANTEE ANY/ALL MATERIALS AND WORK FREE FROM DEFECTS FOR A PERIOD OF NOT LESS THAN ONE YEAR FROM DATE OF ACCEPTANCE. ANY CORRECTIVE WORK SHALL BE COMPLETED AT THE SOLE COST OF THE CONTRACTOR.
14. DO NOT EXCAVATE OR DISTURB BEYOND THE PROPERTY LINES UNLESS OTHERWISE NOTED.
15. SIZE, LOCATION AND TYPE OF ANY UNDERGROUND UTILITIES OR IMPROVEMENTS SHALL BE ACCURATELY NOTED AND SHOWN ON THESE PLANS. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF BLUE LINE SOLUTIONS, LLC AND/OR ARCHITECT/ENGINEER AT COMPLETION OF PROJECT.

18. ALL EXISTING UTILITIES, FACILITIES, CONDITIONS AND THEIR DIMENSIONS SHOWN ON PLANS HAVE BEEN PLOTTED FROM AVAILABLE RECORDS. THE CONSULTANTS AND BLUE LINE SOLUTIONS, LLC ASSUME NO RESPONSIBILITY WHATSOEVER AS THE OWNER OF ANY UTILITY OR FACILITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING EXACT LOCATION OF ALL EXISTING UTILITIES AND FACILITIES PRIOR TO START OF CONSTRUCTION. CONTRACTOR SHALL ALSO OBTAIN FROM EACH UTILITY COMPANY DETAILED INFORMATION RELATIVE TO WORKING SCHEDULES AND METHODS OF REMOVING OR ADJUSTING EXISTING UTILITIES.
17. CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES BOTH HORIZONTALLY AND VERTICALLY PRIOR TO START OF CONSTRUCTION. ALL UTILITIES SHALL BE UNCOVERED OR EXPOSED TO BLUE LINE SOLUTIONS, LLC AND CONSULTANTS FOR RESOLUTION AND INSTRUCTION, AND NO FURTHER WORK SHALL BE PERFORMED UNTIL THE DISCREPANCY IS CHECKED AND CORRECTED BY BLUE LINE SOLUTIONS, LLC. WORKED FAILURE TO SECURE SUCH INSTRUCTION MEANS CONTRACTOR SHALL CALL LOCAL UTILITY LOCATE HOT LINE, SUCH AS 811, FOR UTILITY LOCATIONS A MINIMUM OF 48 HOURS PRIOR TO START OF CONSTRUCTION.
16. CONTRACTOR SHALL CLEAN ENTIRE SITE AFTER CONSTRUCTION SUCH THAT NO CONTRACTOR DEBRIS OR EXCESS GRAIN, EXCESS FILL OR ANY OTHER DEPOSITS WILL REMAIN ON SITE. ALL MATERIALS COLLECTED DURING CLEANING OPERATIONS SHALL BE DISPOSED OF OFF-SITE BY THE GENERAL CONTRACTOR.
15. ALL TREES AND SHRUBS WHICH ARE NOT IN DIRECT CONFLICT WITH THE IMPROVEMENTS SHALL BE PROTECTED BY THE GENERAL CONTRACTOR.
14. ALL SITE WORK SHALL BE CAREFULLY COORDINATED BY GENERAL CONTRACTOR WITH LOCAL UTILITY COMPANY, TELEPHONE COMPANY, AND ANY OTHER UTILITY COMPANIES HAVING JURISDICTION OVER THIS LOCATION.
13. ALL WORK PERFORMED SHALL BE DONE IN ACCORDANCE WITH ISSUED PERMITS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PAYMENT OF FINES AND PROPER CLEAN UP FOR AREAS IN VIOLATION.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR CONSTRUCTION AND MAINTENANCE OF PROTECTION OF ADJACENT PROPERTIES, ROADS AND WATERWAYS. ALL EROSION AND SEDIMENTATION CONTROLS SHALL BE MAINTAINED IN PLACE THROUGH FINAL JURISDICTIONAL INSPECTION & RELEASE OF SITE.
11. CONTRACTOR SHALL INSTALL/CONSTRUCT ALL NECESSARY SEDIMENT/SILT CONTROL FENCING AND PROTECTIVE MEASURES AS REQUIRED BY THE LOCAL JURISDICTION WITHIN THE LIMITS OF SITE DISTURBANCE PRIOR TO CONSTRUCTION.
10. NO SEDIMENT SHALL BE ALLOWED TO EXIT THE PROPERTY. THE CONTRACTOR IS RESPONSIBLE FOR TAKING ADEQUATE MEASURES FOR CONTROLLING EROSION, SLOTTING, SLOTTING, AND SLOTTING FENCING MAY BE REQUIRED IN ANY AREAS SUBJECT TO EROSION.
9. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING POSITIVE DRAINAGE ON THE ENTIRE SITE WITH SLOTTING AND EROSION CONTROL MEASURES MAINTAINED ON THE DOWNSTREAM SIDE OF SITE DRAINAGE. ANY DAMAGE TO ADJACENT PROPERTY AS A RESULT OF EROSION WILL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.
8. TO PLACE FILTER MATERIAL AT ALL CATCH BASINS ADJACENT TO CONSTRUCTION SITE TO PREVENT SAID WASTE CONTAMINATION FROM ENTERING SEWER SYSTEM.
7. ALL EXCAVATIONS PREPARED FOR PLACEMENT OF CONCRETE SHALL BE OF UNDISTURBED SOILS, SUBSTANTIALLY HORIZONTAL AND FREE FROM ANY LOOSE, UNSUITABLE MATERIAL OR DEBRIS. EXCESS GROUND WATER SHALL BE PROVIDED WHEN REQUIRED.
6. DAMAGE TO EXISTING STRUCTURES AND/OR UTILITIES RESULTING FROM CONTRACTOR'S SUBSTANTIAL AND/OR ADDITIONAL COST TO THE CONTRACT.

SPECIFICATION

Schedule 40 Steel Pedestal Pole

DESIGN:

The steel pedestal pole is designed to be mounted into pedestal bases and flange bases with a 4" NPT thread. The steel pedestal pole is available in schedule 40 or schedule 80.

Application: The steel pedestal pole and base combination allows mounting of a variety of traffic signals, lighting and signage.

Attachment: The steel pedestal pole can be attached to any mounting fixture with a 4" NPT thread.

MATERIAL:

Steel alloys have minimum yield strength of 45 KSI

CAPACITY:

When properly installed the aluminum pedestal pole will perform as follows:

The pole can withstand a moment of 7632 ft-lb at the top of the threads.

Moment calculated using AASHTO, 2013, "Standard Specifications for Structural Supports for Highway Signs, Luminaires, and Traffic Signals", Sixth Edition .

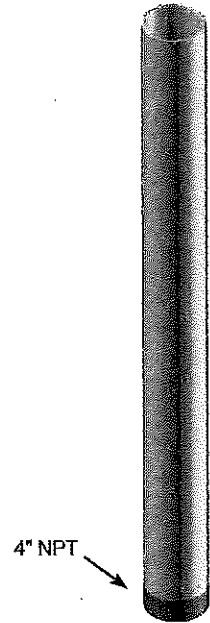


Figure 1

FINISH:

Galvanized per ASTM A123

Powder coating per Pelco Specification 3099 Standard Powder Coat Finish.

Powder Coat/Galvanize per Pelco Specification 3099 Standard Powder Coat Finish and ASTM A123

OPTIONS: (may be specified)

1. Technical information and prints are available for application engineering on the intended use.
2. Material certifications are available (if requested before manufactured).

SPECIFICATION

Square Aluminum Pedestal Base (Frangible)

DESIGN:

The square aluminum pedestal base is threaded 4" NPT to accommodate pedestal poles. Aluminum doors or plastic theft deterrent doors are available.

Application: The square aluminum pedestal base and pedestal pole combination allows mounting of a variety of traffic signals and signage.

Attachment: The pedestal base is mounted using anchor bolt/foundation combination, or screw in foundation anchors. The base accommodates bolt circles from 12" through 14-1/2" and anchor bolts from 5/8" through 1" diameter.

Wiring: The pedestal base has a removable door that allows easy access for wiring.

Hardware: Each base is supplied complete with all bolts and screws to install door.

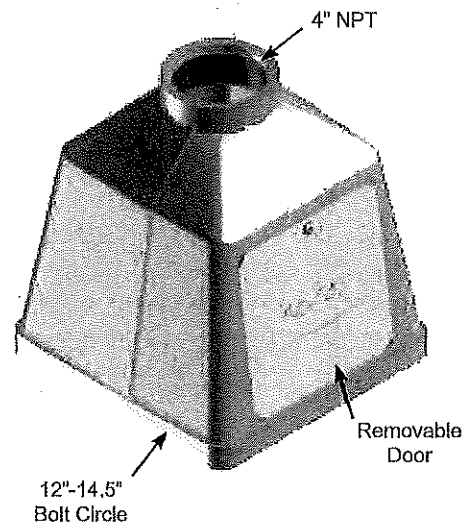


Figure 1

MATERIAL:

Cast aluminum 319 alloy has a minimum yield strength of 14 KSI.

Hardware stainless alloys have a minimum yield strength of 30 KSI.

All castings are free from casting defects, blemishes, and excessive foundry grinding marks.

CAPACITY:

When properly installed the square aluminum pedestal base will perform as follows:

The base will withstand a moment of 10,750 ft-lb at the bottom of the base.

FRANGIBILITY:

The base meets 1985 AASHTO breakaway requirements, and is approved by the FHWA for use on federal aid highway projects, provided that the bolt circle diameter does not exceed 13 inches.

FINISH:

Powder coating is available per Pelco Specification 3099 Standard Powder Coat Finish.

OPTIONS: (may be specified)

1. Technical information and prints are available for application engineering on the intended use.
2. Material and break away certifications are available (if requested before manufactured).





City of Prairie City, IA

CLIENT LIAISON:

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

DATE:

September 1, 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 – 2021 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.
- April 14, 2021
 - MSA recommends applicant submit request for Planned Development per Code section 165.20. (See attached memo)

Wellhead Review & Mapping

- MSA reviewed & discussed with City Staff the development SE of wellheads along with past plans of water transmission main.
- GPRS was hired to provide locating services of water main through future development. Mapping was added to City GIS maps along with paper maps created.
- Surveyed monuments in the area in order to draw locations of existing easements in relation to GPS'd water main and creating map for City use.

Cemetery Staking & Survey

- MSA will surveying cemetery plots and survey the western parcel.
- Cemetery surveying anticipated to be completed in mid/late-July.
- Cemetery re-platting is being completed. Staking new plots will be completed this fall.
- Estimated cost for cemetery split is \$5,000 with another \$1,000 in survey of lot to west of existing cemetery.

Sacred Willow Farms Site Review

- August 12, 2021: Preliminary site plans submitted to City for review.
- August 24, 2021: City response to preliminary plans sent to Developer.

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.

ONGOING TASKS

- Flush targeted storm lines to identify connectivity. This work will be completed pending City Staff availability during dry weather.

NEXT STEPS

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

PHASE 1 WATER SYSTEM IMPROVEMENTS CONSTRUCTION RELATED SERVICES

This is for construction related services regarding the Phase 1 Water system improvement project including bidding, construction staking, construction administration, and construction observation.

RECENTLY COMPLETED STEPS

- Construction start date: 08/23/2021

ONGOING STEPS

- Construction along Dewey Street & 5th Street
- See attached tentative schedule from contractor.

NEXT STEPS

- Substantial completion date is May 16, 2022
- Final completion date is June 15, 2022

RECORD OF CHANGE ORDERS (CO) & REQUESTS FOR PRICING (RFP)

- None as of this update

PROJECT UPDATE

TASK ORDER #15 – MARSHALL STREET RECONSTRUCTION CONSTRUCTION RELATED SERVICES

This is for construction related services regarding the Marshall Street reconstruction project including, construction staking, construction administration, and construction observation.

RECENTLY COMPLETED STEPS

- Construction began July 19th, 2021
- Storm sewer installation is complete
- Light pole has been relocated in park.

ONGOING STEPS

- Water main construction
 - Water main has passed testing but was delayed due to several failed tests. This likely delayed their schedule by 1 to 2 weeks.
 - Water main is being connected into the existing system and services are being installed on the new water main.

NEXT STEPS

- Grading
- Street paving
- Sidewalk paving
- Substantial Completion date is October 13, 2021
- Final Completion date is November 12, 2021

RECORD OF CHANGE ORDERS (CO) & REQUESTS FOR PRICING (RFP)

- CO #1 – **Approved:** +\$7,106.00
 - Water service addition/revisions
 - Storm manhole modifications necessary due to site conditions.
- CO #2 – **Approved:** -\$483.50
 - Removal of 2 trees and removal of planned retaining wall in front of
- RFP #2 – **For Review:** +\$22,291.76
 - Remove and replace concrete curb and section that is settling along north side of Jefferson from Main St. to Marshall St. (North side of square)

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 met with City Staff on March 30, 2021 to discuss review of existing conditions. Refer to attached memo for more information.
- Attended meeting on May 18th, 2021 with City Staff and Car wash to determine sand pit cleaning schedule. Sand pit had been cleaned prior to our meeting. Car wash had said the secondary tank was full of sand and had been overflowing into their service. They are having their service cleaned.
- City Staff would like to clean the Lift Station at relatively the same time as the car wash cleans their service in order to start fresh. Car wash said they would do a better job monitoring the secondary tanks and clean as needed.

ONGOING STEPS

- Waiting on televising on existing system to review existing pipes for any breaks.

NEXT STEPS

- Waiting for another month of data after televising is complete to verify there are no breaks in the existing sanitary sewer.
- Resume reviewing lift station and projecting for future developments
- Review future conditions for planned developments and identify design year for sizing after getting baseline for current run times.
- Identify potential costs and recommendation
- Present to Council.

PROJECT UPDATE

TASK ORDER #16 – SIDEWALK ALONG STATE STREET

This is for installation of sidewalk along the west side of State Street from South Street to the north side of the community building.

RECENTLY COMPLETED STEPS

- MSA reviewed preliminary routes along with opinions of conceptual cost associated.
- Survey of area complete and preliminary design completed.
- Created draft permanent easement documents for use by City Staff to discuss sidewalk with property owners.

ONGOING STEPS

- City staff to set up meetings with individual property owners to discuss sidewalk installation and easements.
- Absolute Concrete (Marshall Street Contractor) has agreed to remove and replace 2-3 panels of sidewalk north of the School when they have mobilized for the Marshall Street Paving project. Likely late in the week of 9/6/2021.

NEXT STEPS

- Obtain approval from private property owners for sidewalk installation.
- Finalize plans and solicit competitive quotes from contractors.



Tentative Schedule – Prairie City, IA

Phase I Water System Improvements

Updated 08/27/2021

- **Week of August 30th, 2021**

1. Complete main installation on area 1, and begin main installation on area 2.
2. Testing & sampling of area 1 main.

- **Week of September 13th, 2021**

1. Testing & service connections on area 1 complete.
2. Area 2 pipe installation.

- **Week of October 4th, 2021**

1. Area 2 pipe installation complete.
2. Begin installation on area 3.
3. Begin testing & sampling of area 2.

- **Week of November 1st, 2021**

1. Area 3 pipe installation.
2. Service connections for area 2.

- **Week of December 6th, 2021**

1. Service connection complete for area 2.
2. Pipe installation complete.



MB CONSTRUCTION

- **Week of January 3rd, 2022**
 1. Testing & service connections on area 3 complete

- **April 2022**
 1. Begin restoration process

- **May 2022**
 1. All grading, seeding & surface restoration complete.



RESOLUTION 9-08-21-2
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 October 2021 Prairie City Council Meeting will be October 13, 2021 at 6:00 p.m., at Prairie City Council Chambers at City Hall and via Zoom.

Approved and adopted this 8th Day of September, 2021.

Chad Alleger, Mayor

ATTEST

Jodie Wyman, City Administrator/City Clerk

Prairie City Façade Improvement Program

A public-private partnership designed to revitalize downtown commercial areas in
conjunction with JEDCO.

sponsored by

City of Prairie City, Jasper County Economic Development Corporation
(JEDCO) and supported by the Jasper County Board of Supervisors



Prairie City Façade Improvement Program Guidelines

Purpose

City of Prairie City recognizes that the aesthetic appeal and the economic vitality of a business are influenced by the appearance and success of surrounding commercial establishments. Attractive central business districts can contribute significantly to the appearance of the entire community and extend benefits beyond the community to the entire region.

The Prairie City Façade Improvement Program provides matching funds to business owners within the downtown commercial area (defined below) for façade improvements. The purpose of the Prairie City Façade Improvement Program is to support the revitalization of the downtown business districts by stimulating private investments that enhance the appearance of buildings and properties and encourage business expansion and creation.

Eligibility

Allowable

Awards

The City of Prairie City will award a one-time reimbursement grant of up to \$10,000 toward the total project costs of façade improvements. JEDCO, through their Jasper County Façade Improvement Program, will award a one-time reimbursement grant of up to \$10,000 toward the total project costs of façade improvements. The business owner shall provide matching funds equal to or greater than \$10,000.

Projects will be evaluated by the City of Prairie City and JEDCO staff. The Prairie City city council has final approval authority to award the Prairie City grant money; JEDCO Board has ultimate approval authority for JEDCO grant money.

Eligible Applicants

The goal of the Program is to create public-private partnerships between business owners, City of Prairie City and JEDCO to create the greatest benefit to the citizens of Prairie City. Properties and/or businesses located in the downtown commercial area, as defined and shown below, are eligible for the Prairie City and Jasper County Façade Improvement Programs.

An eligible property and/or business owner shall be the applicant of the Prairie City Façade Improvement Program. Applicant shall work with the City of Prairie City, who shall apply to the JEDCO Jasper County Façade Improvement Program on applicant's behalf. All funds shall be disbursed to the applicant from the City, provided applicant has met all the conditions and requirements of the program. Additional applicant requirements are identified in the "Terms of Agreement" found at the end of the program guidelines.

The eligible business shall be a legally established and licensed business in the State of Iowa and shall be in conformance with all applicable City/County/State codes and regulations.

Ineligible properties include structures that are residential in use, churches and other religious institutions, nonprofit organizations, public buildings, tax delinquent properties, or properties whose owner has any other tax delinquent property in the County.

Façade improvement projects that have commenced prior to their approval by this Program shall be ineligible for funding.

Eligible Improvements

This Program is intended to help support high-quality improvements that will improve the appearance and character of a community's downtown commercial area. Eligible projects are those that make improvements to the exterior portion of existing structures that are publicly visible from the road right-of-way on which the structure fronts.

This Program is not intended to finance routine repairs or maintenance required under existing building codes. Examples of routine repairs or maintenance include: gutters, paint touch up, window frame painting, caulking and sealing of windows and doors.

With the exception of painting, improvements funded by this Program shall be completed by a licensed contractor and shall be made in conformance with all applicable building codes, laws, zoning requirements, and any local architectural and historic preservation standards. Painting may be completed by the property owner, however, no funds will be authorized for in-kind labor of any kind.

Eligible improvements include:

- Exterior building improvements, either cosmetic and/or structural
- Signage (not including billboards)
- Lighting
- Accessibility
- Windows
- Doors
- Awnings

Application Routing

Once the application materials are complete, a property/business owner shall submit all materials to the City Administrator. The Prairie City Economic Development Commission will review the application, assure that it meets program requirements, and recommend maximum match to be contributed toward the project. The Commission's recommendation will be presented to the City Council for final approval. The City and business owner shall each provide matching funds equal to or greater than the amount that they request from JEDCO. Once the City has made its match determination, it shall forward the application with this information to JEDCO for review.

Application Deadline

Applications are accepted at any time; however, an application must receive approval from the Prairie City City Council and JEDCO prior to the work starting. Qualified projects will be awarded on a first-come, first-served basis following the beginning of the fiscal year.

Awarded projects shall be completed and project bills submitted within twelve (12) months of the funding award date. A complete copy of bills and invoices from expenses relating to the project, along with photos of the completed project, must be presented to the Prairie City Administrator and JEDCO before the funds will be provided. The amount of the funding provided may be adjusted if actual project costs are lower than the cost estimates provided in the project application. Both the City and JEDCO must approve any changes to the approved project as described in the application before those changes are made.

Deviations from the approved project as described in the application made without prior approval by both the City and JEDCO may disqualify the project for reimbursement funding.

Prairie City Façade Improvement Program Application Form



This application must be completed by any property owner or business owner who intends to apply for assistance from the Prairie City Façade Improvement Program. Please use additional sheets of paper to elaborate on any information requested in the application.

Qualifications

To apply for the Prairie City Façade Improvement Program and JEDCO Jasper County Façade Improvement Program, you must meet the following qualifications:

- Own or lease property for commercial use in the Downtown Commercial Area (see map).
- Have a legally established and licensed business in the State of Iowa
- Business is in conformance with all applicable City/County/State codes and regulations.
- Ineligible properties include structures that are residential in use, churches and other religious institutions, nonprofit organizations, public buildings, tax delinquent properties, or properties whose owner has any other tax delinquent property in the County.



Project Information

Project Address _____

Property Owner _____

Business Owner _____
(if different from Property Owner)

Name of Business _____

Applicant Mailing Address _____

Phone _____

Email Address _____

Total Project Cost \$ _____

Prairie City Façade Improvement Program
(Amount Requested) \$ _____

JEDCO Jasper County Façade Improvement Program
(Amount Requested) \$ _____

Applicant Contribution \$ _____

What is (are) the existing use(s) of the building?

Describe the Proposed Project(s). Be as specific and detailed as possible.

Proposed use (in detail).

Brief description of business plan:

Proposed improvements with itemization of costs.

Any professional architects, designers, or decorators involved? Contractors who will be involved?

Proposed structural changes, if any (in detail).

Additional items to submit with application: (MUST be complete or application may be denied)

- ☐ Color photograph(s) of existing conditions
- ☐ Drawings, photos, plans, etc. of the building, which illustrate all proposed work. This includes any structural work or repair, paint, colors, signage, etc.
- ☐ Project budget that includes detailed cost estimates, with at least one itemized third party bid/quote. If property owner is affiliated with a qualified contractor/company, that company may bid on the project. However, another third party quote is required for comparison purposes.
- ☐ Information on methods and materials to be used.
- ☐ Any design documents prepared by a licensed architect or engineer, if available.

ELIGIBLE FAÇADE IMPROVEMENTS

- Exit doors (exterior): Installation, repair, and replacement of exit doors and hardware, which face public roadways, meet current building and fire codes, and/or improve the overall appearance of the building.
- Painting: Painting of the exterior surface of the buildings. Painting of brick surfaces is not desirable.
- Shutters and Awnings: Repair, replacement, or addition of exterior shutters and awnings (exceptions: backlit and/or plastic awnings are not eligible for funding).
- Signs: Repair and replacement.
- Stairs, Porches, Railings, Exits: Repair and replacement (including installation) of exterior stairs, porches, railings, and exit facilities, including those improvements made to increase accessibility.
- Walls: Repair and rebuilding of exterior walls, including cleaning, sealing, tuckpointing, painting, etc.
- Windows: Repair of frames, sills, glazing, replacement of glass, and installation of new windows.
- Cornices: Repair or construction of cornices in order to replicate building's original façade.

The following items are not eligible for reimbursement grants under the Façade Improvement Program:

- Any work commenced prior to execution of a Façade Improvement Agreement;
- Building permit fees and related costs;
- Exterminations of insects, rodents, vermin, and other pests;
- Sidewalks;
- Title reports and legal fees;
- Acquisition of land or buildings;
- Architect or design work, to include drawings.

The undersigned applicant affirms that:

- The information submitted herein is true and accurate to the best of my (our) knowledge.
- I (we) realize and understand the conditions of the Façade Improvement Program and agree to abide by its conditions and guidelines.
- I (we) understand that all work completed on the project must follow the description of approved methods and materials listed in the above section. Any variance from the agreed upon procedure, without prior approval, may result in forfeiture of any funds for which I may have qualified.
- I (we) have, to the best of my (our) ability, attempted to follow the aesthetic and preservation-based guidelines set forth by the Façade Improvement Program in the planning of my (our) project.
- I (we) understand that any funds this project qualifies for will only be disbursed by the City as a reimbursement after the project is complete. All expenses must be documented and submitted to the City at project completion.
- I (we) understand that the Façade Improvement Program is based on **actual** project costs. Therefore, if the project costs less than the total approved by the City, my (our) reimbursement will lessen accordingly. However, if the project goes over budget, the Program reimbursement will not exceed the approved total.
- Approval or denial is at discretion of City Review Committee, and subject to final approval by City Council. The undersigned applicant agrees to comply with the requirements of this program as outlined in Prairie City Façade Improvement program, the JEDCO Façade Improvement Program and Application.

Signature of Applicant	Date
Signature of Co-Applicant	Date

Approved by Review Committee?	Yes	No
Approved by City Council (and date of action)	Yes	No

The City of Prairie City Façade Improvement Program is designed to promote the continued use and maintenance of commercial buildings in the downtown area by helping property owners and tenants rehabilitate and restore eligible buildings. Reimbursement grants are provided to owners or tenants in recognition of the positive impact that individual building improvements can have on the overall appearance, quality, and vitality of the downtown

Jasper County Façade Improvement Program Terms of Agreement



- The applicant is the City.
- The applicant and property/business owner meet all of the eligibility criteria outlined in the Jasper County Façade Improvement Program.
- No funds are approved for the proposed improvements until the applicant is notified in writing and meets all Program requirements. Work completed prior to final approval is ineligible for funding.
- All funds are distributed on a reimbursement basis after all work is completed.
- The City shall ensure that work is performed in a satisfactory manner and conforms to the approved application, project budget, and project schedule and all applicable local ordinances and design standards. The City is responsible for ensuring compliance with all local permitting that is required.
- The City and business owner shall each provide matching funds equal to or greater than the amount that they request from JEDCO. The City shall keep a record of all documents, receipts, lien waivers, etc., to substantiate that they and the business owner are in conformance with this requirement.
- No changes to the approved project plans shall be made without prior consent from JEDCO.
- JEDCO funds shall be disbursed only upon the project's satisfactory completion in accordance with the approved plans for the project. It is the responsibility of the applicant to demonstrate that the project is satisfactorily complete.
- Funds are only to be used for the scope of the project approved by JEDCO.
- The applicant and business owner authorize JEDCO to promote their approved project, including, but not limited to, displaying a sign at the site during and after the construction and using photographs and descriptions of the project in JEDCO media materials.

By providing your name below, you certify that to the best of your knowledge, you have submitted all the required information to apply for a façade grant and that the information is accurate.

You further acknowledge that you have read and agree to the Terms of Agreement outlined above.

Acknowledgment of Terms of Agreement

Property/Business Owner

Date

Name & Title of Chief Elected Officer

Date



RURAL LEADERSHIP PROGRAM

PROGRAM DESCRIPTION

The Rural Leadership program provides training, mentorship and funding to rural communities and regions initiating leadership programs. This program is a result of the Governor's Empower Rural Iowa Initiative's 2018 Recommendations. If Iowa wants rural communities to survive and thrive, it will take strong local leadership. Many rural communities have created effective leadership programs, as have various Iowa industries. Leveraging these efforts as examples and partners, this program targets rural communities who want to start a local leadership program and work to engage participants in community leadership roles. Grantees will participate in a two-day bootcamp resulting in a work plan and a one-year mentorship.

The program is administered by the **Center for Rural Revitalization**, a division of the Iowa Economic Development Authority, in consultation with the Governor's Empower Rural Iowa Initiative Task Forces.

TIMELINE

July 16 | Application Window Opens

Application available through [iowaGrants.gov](https://iowagrants.gov)

August 31 | Application Deadline

Deadline to submit an application for funding is 11:59 p.m. August 31.

September 24 | Funding Decision Notification

Applicants notified of funding decisions by September 24.

October 1, 2021 – June 30, 2023 | Funding Period

All project activities and incurred expenses must occur within the eligible contracted funding period of October 1, 2021 – June 30, 2023. Funding is awarded on a reimbursement basis after expenses have been incurred for approved project activities.

October 26-27 | Leadership Exchange and Bootcamp

To be held in Newton, Iowa. Agenda to be released closer to the event..



**IOWA
LEADERSHIP
BOOTCAMP
2021**

**IOWA
LEADERSHIP
EXCHANGE
2021**

PROGRAM DETAILS

Grantees are required to send three citizens to participate in a two-day training, October 26-27 in Newton, Iowa. Day 1 will include participation in the Leadership Exchange event with existing leadership programs across the state. Registration costs for the Exchange are waived for Rural Innovation Leadership Grantees. Day 2 will be a comprehensive bootcamp training for grantees, resulting in a work plan for implementation. Bootcamp attendees should include a diverse representation of community stakeholders and partners.

Grant funds and match dollars must be used for the development and implementation of a community leadership program. Eligible uses include, but are not limited to, travel costs associated with participating in the Exchange and Bootcamp; marketing materials; staff time on leadership program; room rentals; speaker fees; or purchase of equipment/materials. Food and beverage costs are not eligible expenses.

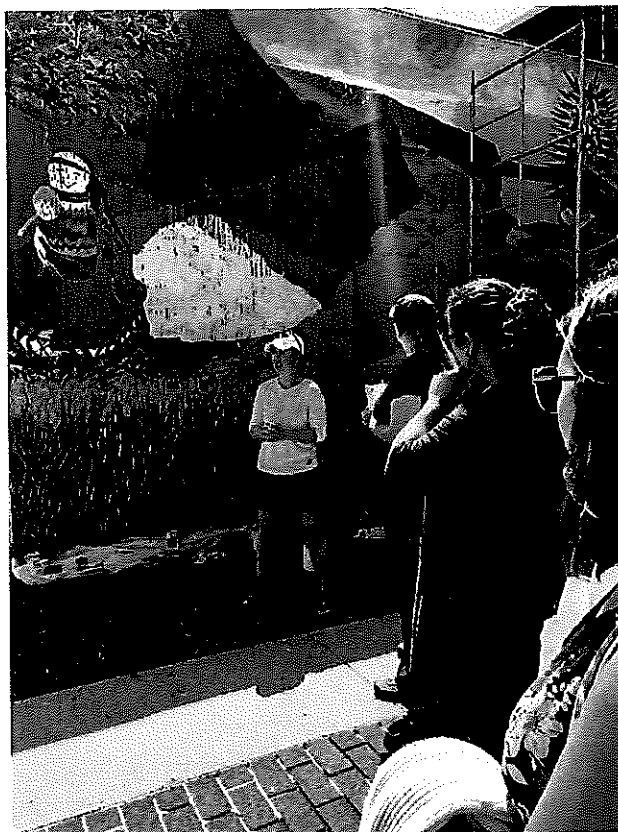
Additional program details include:

- Grant Award: \$1,000
- Minimum \$500 cash match requirement
- Funding based on annual availability
- Disbursements will be made on a reimbursement basis
- City or county government and private 501(c)3 or 501(c)6 nonprofit agencies and foundations are eligible to apply
- Applicants that are not a local government must include a letter of support from the Mayor or resolution from the City Council
- Programs must exist in and benefit a community in Iowa with a population of 20,000 or fewer and not contiguous to a city with a population of 40,000 or greater OR if a county-wide program, must be one of the 88 least populous counties in Iowa

SELECTION CONSIDERATION

Applications are submitted via IowaGrants.gov during an annual, competitive application round. All applications will be reviewed by a panel, including the Governor's Empower Rural Iowa Initiative Task Force members; Iowa Economic Development Authority staff; and expert professionals. The following categories are evaluated when selecting awardees:

- Participation and Timing
- Program Description and Background
- Core Team Diversity and Partnerships
- Participation Goals and Implementation Plan
- Budget and Local Support
- Geography and Population



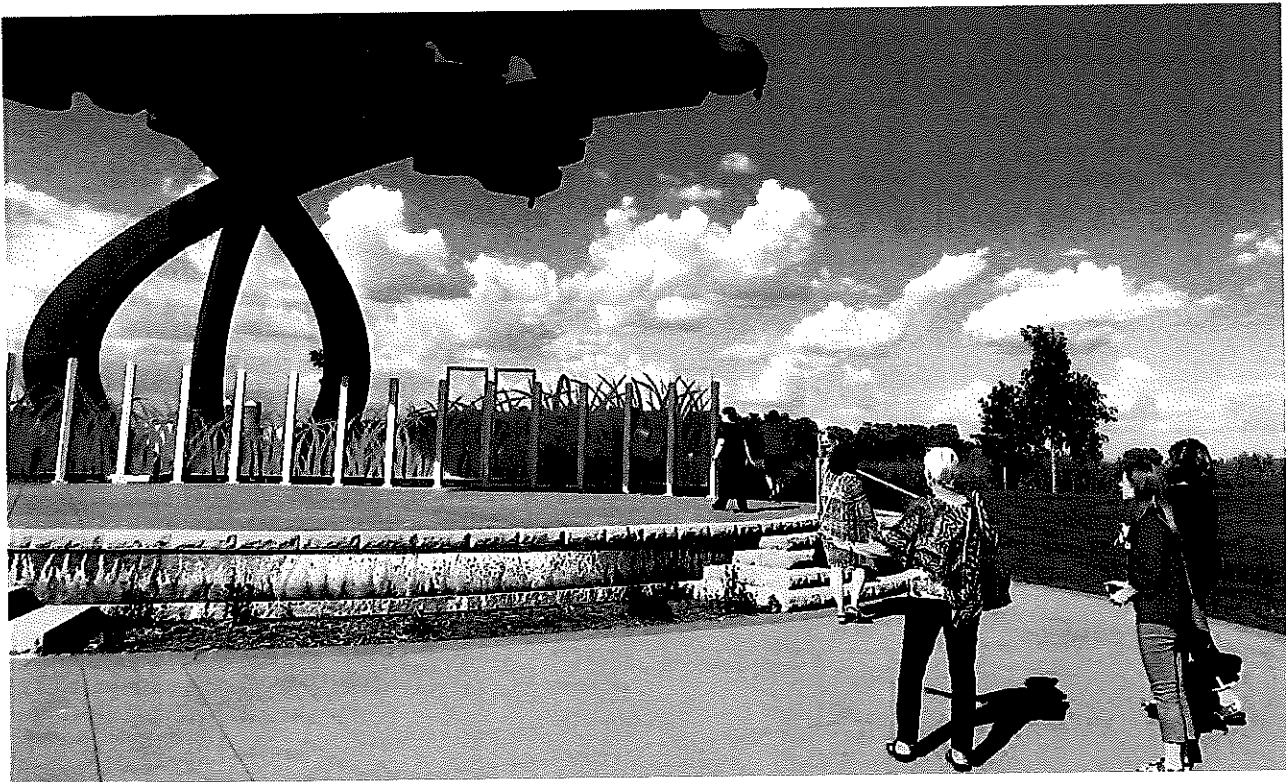
REVIEW CRITERIA

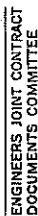
A review panel will assess each application based on the following yes-or-no questions. Applications that satisfy all the questions will be presented to the executive director of the Iowa Economic Development Authority for final approval.

1. Applicant indicated capacity and interest in launching a leadership program.
2. Applicant identified why the timing is ideal for a leadership program in their community.
3. Applicant developed a basic structure and intent for their leadership program.
4. If a program has been attempted in the past, the applicant has learned from the challenges of those activities.
5. Applicant identified diverse and committed partners.
6. Applicant identified diverse representatives to attend and participate in the Leadership Bootcamp and Exchange.
7. Applicant included specific goals and outcomes to achieve at the Leadership Bootcamp.
8. Applicant demonstrated secured cash match.
9. Applicant indicated plans for program sustainability beyond grant year.
10. Application included at least one letter of support from a partner with a vested interest in the success of the leadership program.

CONTACT

Questions may be directed to Liesl Seabert, 515.348.6154 or email rural@iowaeda.com





2

August 27th, 2021

Approved Change Orders	Number	Additions	Deductions
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ORIGINAL CONTRACT PRICE.....		\$	\$1,035,816.00
1. Net change by Change Orders.....		\$	
2. Current Contract Price (Line 1 ± 2).....		\$	\$1,035,816.00
3. TOTAL COMPLETED AND STORED TO DATE			
(Column F total on Progress Estimates)			
1. RETAINAGE:		\$	\$199,423.00
a. 5% X \$25,059.00 Work Completed.....		\$	\$1,252.95
b. 5% X \$174,364.00 Stored Material.....		\$	\$8,718.20
c. Total Retainage (Line 5a + Line 5.b).....		\$	\$9,971.15
2. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....		\$	\$185,451.85
3. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....		\$	\$171,793.25
4. AMOUNT DUE THIS APPLICATION.....		\$	\$17,658.60
5. BALANCE TO FINISH, PLUS RETAINAGE		\$	
(Column G total on Progress Estimates + Line 5.c above).....		\$	\$846,364.15

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All past progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner and indemnifying Owner against any such Liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of:	\$ 17,658.60	(Line 8 or other - attach explanation of the other amount)	08/27/2021	(Date)
is recommended by:				
Payment of:	\$ 17,658.60	(Line 8 or other - attach explanation of the other amount)		
is approved by:				
Approved by:				

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Water System Improvements - Phase 1										Application Number: 2						
Application Period: August 2nd, 2021 - August 27th, 2021										Application Date: August 27th, 2021						
A										B		C	D	E	F	
Item		Contract Information					Total Value of Item (\$)		Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)		
Bid Item No.	Description	Item Quantity	CO#1	Units	Unit Price											
3.02	EXPLORATORY EXCAVATION	60		HOURS	\$ 150.00				\$9,000.00					\$9,000.00		
4.01	REMOVAL OF SANITARY SEWER	36		LF	\$ 30.00				\$1,080.00					\$1,080.00		
4.02	REMOVAL OF EXISTING STORM PIPE	385		LF	\$ 20.00				\$7,700.00					\$7,700.00		
4.03	REMOVAL OF EXISTING STORM PIPE, TRENCHED, COPPER, 4 INCH	6		LF	\$ 100.00				\$600.00					\$600.00		
4.04	SANITARY SEWER GRAVITY MAIN, TRENCHED, C900 PVC, 8 INCH	30		LF	\$ 137.00				\$4,110.00					\$4,110.00		
4.05	STORM SEWER, TRENCHED, RCP W/ FLEXIBLE GASKET, 12 INCH	30		LF	\$ 70.00				\$2,100.00					\$2,100.00		
4.06	STORM SEWER, TRENCHED, RCP W/ FLEXIBLE GASKET, 15 INCH	35		LF	\$ 85.00				\$2,975.00					\$2,975.00		
4.07	STORM SEWER, TRENCHED, RCP W/ FLEXIBLE GASKET, 18 INCH	5		LF	\$ 100.00				\$500.00					\$500.00		
4.08	STORM SEWER, TRENCHED, RCP W/ FLEXIBLE GASKET, 21 INCH	7		LF	\$ 150.00				\$1,050.00					\$1,050.00		
4.09	STORM SEWER, TRENCHED, HDPE, 12 INCH	89		LF	\$ 50.00				\$4,450.00					\$4,450.00		
4.10	STORM SEWER, TRENCHED, RCP, 12 INCH	221		LF	\$ 75.00				\$16,575.00					\$16,575.00		
5.01	WATER MAIN, TRENCHED, PVC, 4 INCH	200		LF	\$ 56.50				\$11,300.00					\$11,300.00		
5.02	WATER MAIN, TRENCHED, PVC, 8 INCH	5760		LF	\$ 40.00				\$230,400.00	260	\$10,400.00	\$98,595.00	42.8%	\$131,805.00		
5.03	WATER MAIN, TRENCHED, PVC, 10 INCH	17		LF	\$ 87.00				\$1,479.00					\$1,479.00		
5.04	WATER MAIN, TRENCHED, COPPER, 2 INCH	18		LF	\$ 80.00				\$1,440.00					\$1,440.00		
5.05	WATER MAIN, BORED, PVC, CASED, 8 INCH	144		LF	\$ 280.00				\$40,320.00					\$40,320.00		
5.06	FITTING, TEE, 4 INCH X 4 INCH W/ 2" THREADED CAP	1		EA	\$ 700.00				\$700.00					\$700.00		
5.07	FITTING, TEE, 8 INCH X 4 INCH	3		EA	\$ 750.00				\$2,250.00					\$2,250.00		
5.08	FITTING, TEE, 8 INCH X 8 INCH	12		EA	\$ 900.00				\$10,800.00					\$10,800.00		
5.09	FITTING, TEE, 10 INCH X 8 INCH	1		EA	\$ 1,325.00				\$1,325.00					\$1,325.00		
5.10	FITTING, CAP, 8 INCH	6		EA	\$ 450.00				\$2,700.00					\$2,700.00		
5.11	FITTING, CAP, 10 INCH	1		EA	\$ 575.00				\$575.00					\$575.00		
5.12	FITTING, CROSS, 8 INCH X 8 INCH	3		EA	\$ 1,400.00				\$4,200.00					\$4,200.00		
5.13	FITTING, BEND, 90 DEGREE, 4 INCH	2		EA	\$ 350.00				\$700.00					\$700.00		
5.14	FITTING, BEND, 90 DEGREE, 8 INCH	9		EA	\$ 610.00				\$5,490.00					\$5,490.00		
5.15	FITTING, REDUCER, 8 INCH X 4 INCH	13		EA	\$ 415.00				\$5,395.00					\$5,395.00		
5.16	CONNECTION TO EXISTING WATER MAIN	21		EA	\$ 3,000.00				\$63,000.00					\$63,000.00		
5.17	WATER SERVICE STUB, SAME SIDE OF STREET, COPPER, 3/4 INCH	37		EA	\$ 1,185.00				\$43,845.00					\$43,845.00		
5.18	WATER SERVICE STUB, OPPOSITE SIDE OF STREET, COPPER, 3/4 INCH	37		EA	\$ 1,630.00				\$60,310.00					\$60,310.00		
5.19	WATER SERVICE STUB, TRENCHLESS, COPPER, 3/4 INCH	673		LF	\$ 19.00				\$12,787.00					\$12,787.00		
5.20	WATER SERVICE STUB, SAME SIDE OF STREET, COPPER, 1-1/2 INCH	1		EA	\$ 4,385.00				\$4,385.00					\$4,385.00		
5.21	VALVE, GATE, 4 INCH	2		EA	\$ 1,045.00				\$2,090.00					\$2,090.00		
5.22	VALVE, RW, 8 INCH	43		EA	\$ 1,900.00				\$81,700.00		\$51,650.00	\$51,650.00	63.2%	\$30,050.00		
Totals									\$637,331.00	\$10,400.00	\$139,845.00	\$150,245.00	23.6%	\$487,086.00		

Stored Material Summary

Contractor's Application

[illegible]



September 1, 2021

Jodie Wyman
City of Prairie City
203 E Jefferson St, PO Box 607
Prairie City, IA 50228

Dear Jodie Wyman,

The Iowa Department of Natural Resources Forestry Section is pleased to inform you that your application for 2021 Derecho Community Forestry Grant Program (Derecho CFGP) for derecho recovery was approved for the following:

2021 Derecho CFGP GRANT AMOUNT: **\$ 1,532**

This Grant shall be used for the tree planting project described in your Derecho Community Forestry Grant Program Application dated (date). This Grant must requires a \$1 for \$1 cash match.

Note: NO SINGLE ITEM PURCHASED AT \$5000 OR MORE IS ELIGIBLE!

The maximum time allowed for project completion shall be no later than December 17, 2021.

To confirm your desire to use this allocation as identified above, by no later than September 30, 2021, you must sign and return to DNR both this award letter and the enclosed **Grant Project Cooperative Agreement**.

To: Gabriele Edwards

DNR Forestry – Urban Program

502 E 9th Street

Des Moines, IA 50319

Phone: 515-822-1031

Jeff Goerndt, State Forester

Date

Grantee

Date



Department of Natural Resources
GRANT PROJECT COOPERATIVE AGREEMENT- 2021 Derecho
Community Forestry Grant Program

GRANTEE: City of Prairie City

GRANT AWARD AMOUNT: \$1,532.00

PROJECT COMPLETION DATE: December 17, 2021

1. PARTIES, AUTHORITY, and PARTY CONTACTS. The parties to this Derecho Community Forestry Grant Program Project Cooperative Agreement are the Iowa Department of Natural Resources, an agency of the State of Iowa (the Department or DNR), and City of Prairie City (Organization or the Grantee). City of Prairie City is a municipality. City of Prairie City address is: 203 E Jefferson St, P.O. Box 607, Prairie City, IA 50228. The parties make this Grant Project Cooperative Agreement under the authority of 89th General Assembly (2021), House File 862, and Iowa Administrative Code 571 chapter 34.

Each party has designated a Contact, who shall be responsible for oversight and negotiation of any Grant Project Cooperative Agreement amendments, as follows:

DNR Contact: Gabriele Edwards
Program Coordinator
502 East 9th Street
Des Moines, IA 50319
Phone: (515) 822-1031
Email: gabriele.edwards@dnr.iowa.gov

Name of Grantee Jodie Wyman
Contact: City of Prairie City
203 E Jefferson St, P.O. Box 607
Prairie City, IA 50228
Phone: 515-994-2649
Email: Jodie.wyman@prairiecityiowa.us

2. PURPOSE. The purpose of the Derecho Community Forestry Grant Program is to establish community tree planting projects on public lands that benefit the citizens of the state of Iowa in response to the 2020 derecho storm event.

3. GENERAL DESCRIPTION OF PROJECT. This Grant Project Cooperative Agreement is for the purpose of implementing the project described in the (Organization's) project proposal dated (date), which is attached and by this reference made a part of this Grant Project Cooperative Agreement, except for the exemptions identified later in this provision, and summarized as follows:

The purpose of this project is to establish community tree planting projects on public lands that benefit the citizens of the state of Iowa in response to the 2020 derecho storm event. The funding provided by the Rebuilding Iowa's Infrastructure Funds Program will be used to purchase landscape trees and mulch for Iowa firms which meet the quality nursery specifications outlined in the grant application documents. The 2021 Derecho Community Forestry Grant Program provides up to 50% cost-share, not to exceed \$5,000.

The Grantee also shall comply with the requirements of the Derecho Community Forestry Grant Program Description and Instructions, which shall be incorporated by this reference and made part of this Grant Project Cooperative Agreement.

4. RECORDKEEPING: The Grantee shall maintain the following records and shall submit the records to DNR:

1. Evidence of payment by Grantee of funds to implement the project proposal, including but not limited to paid invoices, copies of cancelled checks or other evidence of payment. All invoices must be dated no earlier than September 1, 2021, and no later than December 17, 2021.
2. Any other records that show how funds were spent on this project.

5. GRANTS AND REIMBURSEMENTS. The Department will reimburse the costs described and in the project proposal up to a maximum amount of **\$5,000.00**. No single item may be purchased at a cost of \$5000.00 or more.

a) The Grantee shall submit a request for reimbursement on (Organization's) standard billing form or organizational letterhead upon completion of the project. The reimbursement request shall be consistent with the project expense information contained in the Grantee's proposal. The request for reimbursement shall be accompanied by and the expenses shall meet the requirements of the DNR's Project Billing Certification. The Project Billing Certification shall be signed by an authorized official of the Grantee. Payment requests shall be submitted via e-mail to the following:

Gabriele Edwards
Iowa DNR
Wallace State Office Building
502 E 9th Street
Des Moines, IA 50028
(515) 822-1031
gabriele.edwards@dnr.iowa.gov

b) The Grantee shall submit all final documents and DNR's Project Billing Certification packet by December 17, 2021, describing the activities occurring to date to the DNR Project Coordinator named in section 5a, above.

c) The Department will pay all approved billing requests pursuant to Iowa Code section 8A.514 if, in its sole discretion, such payment is appropriate pursuant to this Grant Project Cooperative Agreement. The Department may pay in less than sixty (60) days, as provided in Iowa Code section 8A.514. However, an election to pay in less than sixty (60) days shall not act as an implied waiver of Iowa Code section 8A.514.

d) The Grantee shall submit documentation of only expenditures that are less than or equal to \$5000 total value for a single item, that have been paid in full, that are identifiable and in accordance with the approved request, and that have been incurred between September 1, 2021 and December 17, 2021.

6. RESPONSIBILITIES. The Grantee shall perform all work necessary to complete the project as outlined in the project proposal. The Grantee is solely responsible for project completion as outlined in the project proposal. The Department may provide assistance at the request of the Grantee, or at the Director's recommendation. The Grantee, its employees, agents, and contractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations and orders when performing the work under this Grant Agreement. Nothing in this Grant Project Cooperative Agreement shall obligate the Department to or preclude the Department from making additional funds available to the Grantee or its affiliates, including any maintenance costs.

The Grantee specifically agrees, in compliance with the provisions of 571 Iowa Administrative Code section 34.12, that the Grantee will maintain the trees planted on public lands as a part of this project for a period of ten years.

7. AMENDMENTS. This Grant Project Cooperative Agreement may be amended only by written agreement of the parties, which is signed by the Department Director, or designee, and an authorized official of the Grantee. Requests for amendments shall be directed to the Coordinator named in 4a, above.

8. EFFECTIVE DATE/TERMINATION. This Grant Agreement shall become effective upon signature by both parties and shall terminate on December 17, 2021. All work specified in the project proposal shall be completed by no later than December 17, 2021. The Department may terminate this Grant Project Cooperative Agreement upon notice to the Grantee in the event the Grantee fails to comply with any provision of this Grant Project Cooperative Agreement. If an item is purchased at more than \$5000 that item will be considered ineligible and no percentage of it will be reimbursed. If the completed Project Billing Certification documentation is not received by DNR by December 17, 2021, the grant will be cancelled and upon cancellation this Grant Project Cooperative Agreement will be null and void.

9. AVAILABILITY OF FUNDS: The Department shall have the right to terminate the Grant Project Cooperative Agreement without penalty if, in the Department's sole discretion, adequate funds are not appropriated or granted to allow the Department to operate as required and to fulfill its obligations under this Grant Project Cooperative Agreement or funds are de-appropriated; if funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; if the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this Grant Project Cooperative Agreement is withdrawn or materially altered or modified; if the Department's duties, programs or responsibilities are modified or materially altered; or if there is a decision of any court, administrative law judge or an arbitration panel or any law, rule, regulation or order is enacted, promulgated or issued that materially or adversely affects the Department's ability to fulfill any of its obligations under this Grant Project Cooperative Agreement.

10. INDEMNIFICATION; LIMITATION OF LIABILITY: The Grantee agrees to indemnify and hold harmless the State of Iowa and the Department, its officers, employees and agents appointed and elected and volunteers from any and all costs, expenses, losses, claims, damages, liabilities, settlements and judgments, including reasonable value of the time spent by the Attorney General's Office, and the costs and expenses and reasonable attorneys' fees of other counsel required to defend the State of Iowa or Department, related to or arising from the Grantee's acts or omissions pursuant to this Grant Project Cooperative Agreement. Indemnification obligations of the Grantee shall survive termination of this Grant Project Cooperative Agreement. Nothing in this Grant Project Cooperative Agreement shall be construed to create joint or several liability of a party hereto for the acts, omissions or obligations of the other party. Every person who is a party to the Grant Project Cooperative Agreement is hereby notified and agrees that the State, the Department, and all of their employees, agents, successors, and assigns are immune from liability and suit for the Grantee's and its subcontractors' activities involving third parties arising from the Grant Project Cooperative Agreement.

11. JOINT AND SEVERAL LIABILITY. If the Grantee is a joint entity, consisting of more than one individual, partnership, corporation or other business organization, all such entities shall be jointly and severally liable for carrying out the activities and obligations of this Grant Project Cooperative Agreement, and for any default of activities and obligations.

12. RIGHT TO REVIEW AND OBSERVE; ACCESS TO RECORDS. The Department shall have the right to review and observe, at any time, completed work or work in progress related to the Grant Project Cooperative Agreement. The Grantee shall permit the Department or its agents to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, reports, papers and records of the Grantee relating to orders, invoices, or payments or any other documentation or materials pertaining to this Grant Project Cooperative Agreement. Upon the request of the Department, the Grantee shall deliver to the Department or its agents said documentation or materials.

13. PUBLIC RECORDS; RECORDS RETENTION. All records submitted to or inspected by the Department regarding this Grant Project Cooperative Agreement, including this Grant Project Cooperative Agreement, shall be public records and subject to the Open Records Law in Iowa Code chapter 22. All records of the Grantee relating to this Grant Project Cooperative Agreement shall be retained for a period of three (3) years following the date of final payment or completion of any required audit, whichever is later.

14. GOVERNING LAW. This Grant Agreement shall be interpreted in accordance with the law of the State of Iowa, and any action relating to the Grant Project Cooperative Agreement shall only be commenced in the Iowa District Court for Polk County or the United States District Court for the Southern District of Iowa.

15. COMPLIANCE WITH LAWS. The Grantee agrees that, during the duration of and as a condition of the state's duty to perform under the terms of this Grant Project Cooperative Agreement, it will be in compliance with all applicable laws and regulations of the state and federal government, including but not limited to Equal Employment Opportunity provisions, Occupational Health and Safety Act, minimum wage requirements, records retention, audit requirements, and allowable costs.

16. ASSIGNMENT AND DELEGATION. The Grantee may not assign, transfer or convey in whole or in part this Grant Project Cooperative Agreement without the prior written consent of the Department. For the purpose of construing this clause, a transfer of a controlling interest in the Grantee shall be considered an assignment. The Grantee may not delegate any of its obligations or duties under this Grant Project Cooperative Agreement without the prior written consent of the Department.

17. REPAYMENT OBLIGATION. In the event that any funds are deferred or disallowed as a result of any audits or expended in violation of this Grant Project Cooperative Agreement or the laws applicable to the expenditure of such funds, the Grantee shall be liable to the Department for the full amount of any claim disallowed and for all related penalties incurred. If the Department determines at any time, whether through monitoring, audit, closeout procedures or by other means that the Grantee has received grant funds or requested reimbursement for costs which are unallowable under the terms of this Grant Project Cooperative Agreement or applicable laws, the Grantee will be notified of the questioned costs and given an opportunity to justify questioned costs prior to the Department's final determination of the disallowance of costs. If it is the Department's final determination that costs previously paid by the Department are unallowable under the terms of the Grant Project Cooperative Agreement, the expenditures will be disallowed and the Grantee shall immediately repay to the Department any and all disallowed costs. The requirements of this paragraph shall apply to the Grantee as well as any subcontractors or subrecipients.

18. WAIVER. Except as specifically provided for in a waiver signed by duly authorized representatives of the Department and the Grantee, failure by either party at any time to require performance by the other party or to claim a breach of any provision of the Grant Project Cooperative Agreement shall not be construed as affecting any subsequent right to require performance or to claim a breach.

19. INTEGRATION. This Grant Project Cooperative Agreement, including the Grantee's proposal dated (date) and the Derecho Community Forestry Grant Program Description and Instructions, contains the entire understanding between the Grantee and the Department and any representations that may have been made before or after the signing of this Grant Project Cooperative Agreement, which are not contained herein, are nonbinding, void and of no effect. Neither of the parties has relied on any such prior representation in entering into this Grant Project Cooperative Agreement.

20. EXECUTION: By signing this Grant Project Cooperative Agreement, the Grantee agrees to the terms and conditions set forth in this Grant Project Cooperative Agreement, failure to meet the terms and conditions of this Grant Project Cooperative Agreement may be cause for repayment of all or part of the grant funds.

Date

Jeff Goerndt, State Forester

Iowa Department of Natural Resources

Fed ID #

Grantee Signature

Print Name



FOR OFFICIAL USE ONLY:

Grantee: _____
Approved for \$_____ from Derecho CFGP Funds
Assistance (Derecho CFGP Funds): \$_____
Participants Contribution: \$_____
TOTAL PROJECT Expenditures: \$_____

2021 DERECHO COMMUNITY FORESTRY GRANT PROGRAM

PROJECT BILLING CERTIFICATION

I certify

- that this billing is correct and just and is based upon actual payment(s) of record by the Grantee, as demonstrated by documentation provided to DNR;
- that payment from the state has not been received and that this payment does not replace any normally allocated government funds;
- that the equipment and services are in accordance with the approved application proposal and the provisions of the Grant Project Cooperative Agreement; and
- that no project costs were incurred prior to notification by DNR that the grant was approved.

I further certify

- that the matching funds of the participant have not been derived from federal sources;
- that the participant is not involved in any court litigation or lawsuits wherein it is alleged by private parties or the United States that persons were, on the grounds of race, color, sex, or national origin excluded from participation in, denied benefits of, or otherwise subject to discrimination in the action or facilities of the participant.

I understand that any deviation from the original application and proposal dated (date), or the provisions of the Grant Project Cooperative Agreement, may jeopardize our assistance.

Applying Organization: _____

Approved for \$_____ from 2021 Derecho CFGP Funds (up to 50% of estimated project expenditures, not to exceed specified allocation)

Federal Tax ID #: _____

Department/Agency

Applicant: _____
(Signature) (Typed/Printed Name)

(E-Mail Address) (Phone Number) (Date Signed)

Grant awarded to:

Name: _____

Address: _____

City, State, Zip: _____



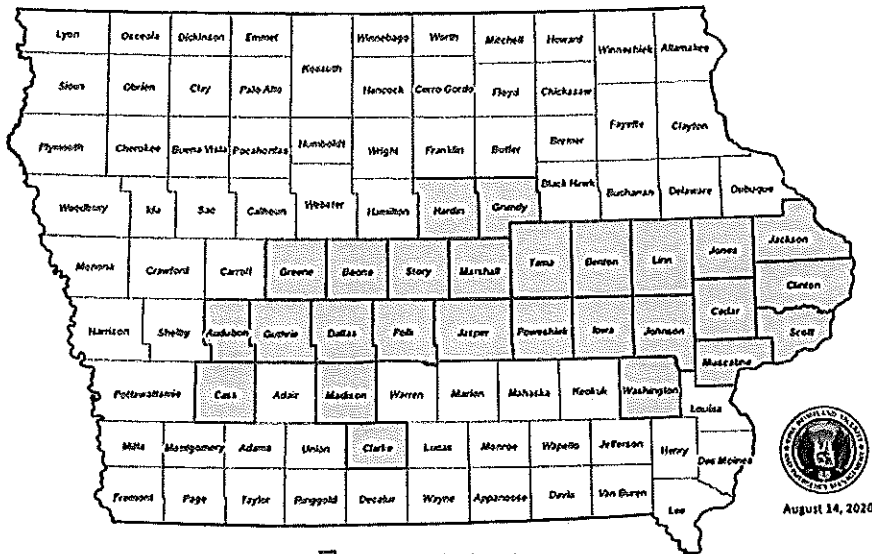
Derecho Community Forestry Grant Program Description and Instructions

The Iowa Legislature appropriated state infrastructure funds to the Iowa Department of Natural Resources (Iowa DNR) to be used for a community-based tree planting program for derecho recovery tree planting. A total of \$250,000 in matching funds will be made available to state and local governments entities, schools and volunteer organizations and service organizations involved with local urban and community forest services, for planting trees on publicly owned lands owned by state, county or local governments and located within the State of Iowa. This tree planting program is in response to losses due to severe weather that impacted the state on August 10, 2020. The Derecho Community Forestry Grant Program provides reimbursable grants ranging from \$500 to \$5,000 to be used for the purchase and planting of trees suitable to Iowa. Qualifying public planting lands include, but are not limited to, street right-of-ways, parks, school grounds, courthouse lawns, public buildings, fairgrounds, cemeteries, libraries and trails. Award recipients are required to provide a dollar-for-dollar cash match for purchase of trees and materials from Iowa businesses.


1. Applications will be posted Monday, July 26, 2021
2. Applications are due Friday, August 20, 2021
3. Awards will be announced Wednesday, September 1, 2021
4. Key objectives are to establish community tree planting projects on public lands in response to August 10, 2020, derecho damage and recover lost community canopy cover.
5. Eligible areas include the 27 Iowa counties included in the Governor's Disaster Proclamation. See map and list at end for eligible counties.
6. Applicants must be regional or local units of Iowa state, county or city government, local governmental departments, school districts, volunteer organizations and service clubs involved with local urban and community forestry resources. Eligible projects must occur on public lands within the state of Iowa. Examples of planting areas include street landscaping/right of ways, public schools, city and county parks, community sports complexes, public lands arboretums, courthouses, law enforcement facilities, public libraries, cemeteries, fairgrounds, trails.
7. Derecho Community Forestry Grant Program requires a \$1 for \$1 match in local funds (in-kind match cannot be used) for grants from \$500 to \$5,000 to plant trees on public areas for the fall of 2021.
8. Trees must be landscape-sized and purchased from local Iowa nurseries and garden centers.
9. The grants are reimbursable and each grant will be paid pursuant to the provisions of a **Grant Project Cooperative Agreement** entered into between the grant recipient and DNR. Reimbursement will be paid on the basis of the approved percentage of all eligible expenditures up to the amount of the approved grant. To receive reimbursement, grantees must first complete the project by the project completion date stated in the grant announcement, undergo project inspection by a DNR forester, and submit all required documentation including proof of payment. All requests for reimbursement must be submitted and postmarked by Friday, December 17, 2021.
10. Allocated funds may only be used for tree or landscape plantings on public areas in Iowa identified in the application form. Special requests may be made (buildings and vehicles are not eligible) but will require a more detailed description of the request and need.
11. Priority will be given to: (1) demonstrated need from storm damage from the August 10, 2020 derecho, (2) cost effectiveness of the \$1 for \$1 cash match, (3) community involvement, (4) meeting Tree City/Campus/Line USA designation, and (5) species diversity and environmental impact.
12. Expenditures for the match can be made between September 1, 2021 and December 17, 2021, will qualify. Applicants may use cash match to purchase plant materials, products and services purchased from Iowa firms. In-kind match cannot be used.
13. Complete applications must include:
 - a. Application materials including a proposal, which shall not exceed six pages, briefly describing the eligible applicant and a detailed project request, including the grant amount requested and the total match, the source of the match, and the proposed project completion date;
 - b. Commitment to and description of 10-year maintenance plan; and
 - c. Map of Planting Site (8.5"x11").
 - d. Completed applications shall be signed by an authorized officials.
14. Applicants awarded a Derecho Community Forestry Grant must provide a current IRS Form W-9 and must sign a **Grant Project Cooperative Agreement** with the Iowa Department of Natural Resources.

GOVERNOR'S DISASTER PROCLAMATION

Severe Weather - August 10, 2020 and Continuing



August 14, 2020

 Governor's Proclamation

Eligible counties include: Audubon, Benton, Boone, Cass, Cedar, Clarke, Clinton, Dallas, Greene, Grundy, Guthrie, Hardin, Iowa, Jackson, Jasper, Johnson, Jones, Linn, Madison, Marshall, Muscatine, Polk, Poweshiek, Scott, Story, Tama, and Washington counties.

PUBLIC WORKS – Water/Wastewater Operator

Position: Public Works –Water/Wastewater Operator

Reports to: City Administrator

Revision Date: 9/1/21

FLSA Classification: Non-exempt

JOB DUTIES

WATER/WASTEWATER OPERATIONS:

- Prepare reports as required by local, state and federal authorities.
- Submit annual budget recommendations.
- Performs daily maintenance including cleaning filters, screens, tanks, pits, building, pumps, and other equipment.
- Collects and tests water samples and performs tests to determine effectiveness of treatment operations.
- Records results of laboratory analysis.
- Computes monthly averages of flows, pounds of chemicals applied, and test results.
- Monitors, inspects, reads and records data from gauges and meters
- Inspects and listens to chlorinator, pumps and other equipment.
- Identifies and reports malfunctioning equipment.
- Checks wastewater treatment equipment for proper functioning.
- Cleans, maintains and repairs equipment on ongoing basis.
- Manually changes chemical drums, barrels and cylinders when empty following established safety procedures for each chemical.
- Assists with cleaning, repairs and maintenances of sanitary sewer system.
- Operates a motor grader, jackhammer, dump truck and other equipment to repair roads and transport rock, sand and gravel.
- Operates water treatment equipment including pumps, wells and valves.
- With appropriate certification, mixes chemicals used in water treatment process according to established procedure.
- Collects and analyzes water samples on a daily basis following established laboratory procedures.
- Performs general plant maintenance using a variety of tools to clean, maintain and repair pipes, valves, machines and other equipment.
- Reads and records water meter numbers on a monthly basis.
- Performs other duties as needed, including care of plant and lagoon grounds.

METER READING OPERATIONS

- Reads and records residential and commercial water meters to determine water usage.
- Reports malfunctioning meter to City Hall staff, removes defective meters, assists with investigating reason for failure, and orders parts for repairs.
- Installs water meters by setting new and rebuilt meters in line with water lines.
- Follows established procedures in reporting excessively high-water usage.
- Follows established procedures in turning water service on or off for customers as directed.
- Responds to inquiries from the public regarding water service.

STREET LABORER/EQUIPMENT OPERATIONS:

- Safely operates a variety of street maintenance and cleaning equipment including maintainer, end loader, dump truck, steel roller, and street sweeper.
- Repairs streets by operating jack hammer to remove sections of the street, and paves replacement section.
- Fills and patches potholes.
- Removes snow and ice from streets and other city property using snowplow, v-plow, sander and other equipment.
- Safely operates a variety of hand and power tools used in street maintenance and repair including street painting equipment; cement saws; chain saw; hammer; drill; air compressor; electrical and carpentry tools and surveying tools.
- Maintains and services equipment by changing oil; greasing moving parts; replacing filters and other parts; changing tires; cleaning windows; and performing other routine maintenance.
- Cleans and maintains storm sewers by removing debris and blockage and repairing and replacing portions of storm sewers.
- Repairs or replaces street signs according to regulations in the Uniform Traffic Control Manual and City Code.
- Safely operates a variety of equipment used in trimming trees and grounds keeping, including chainsaw, chipper, pesticide sprayer, lawn mower and weed whip.
- Cleans and maintains the yard waste drop site.

CEMETERY OPERATIONS:

- Performs maintenance and grounds keeping work including spraying grounds; mowing grass; trimming trees; picking up litter and branches; removing snow using shovel and snow blower.
- May direct funeral traffic through city intersections to cemetery.

PARKS OPERATIONS:

- Oversees operations of municipal parks which include:
 - Recreational Complex
 - Tennis courts
 - Garden Square
 - Community Parks
- Performs a variety of maintenance functions in park facilities and grounds keeping work including mowing grass; trimming trees; picking up litter and branches; removing snow using shovel and snowblower; painting; occasionally cleaning restrooms; moving picnic tables.
- Conducts regular inspections of facilities to check for any necessary repairs.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

The individual must possess the following knowledge, skills and abilities or be able to explain and demonstrate that the individual can safely perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skill and abilities.

- Ability to follow written and verbal instructions.

- Ability to perform basic addition and subtraction; copy figures; accurately count and record numbers.
- Ability to accurately transcribe numeric data from one source to another.
- Ability to safely perform physical activities including walking (uneven and slippery surfaces), crouching, kneeling to access confined spaces, bending, stooping, climbing, balancing, sitting for extended periods, twisting, reaching, grasping, standing, and other movements associated with each of the various areas of operation.
- Ability to safely lift, carry push and pull objects weighing up to 50 pounds and to exert up to 100 pounds of force occasionally.
- Ability to learn and follow procedures for reading, installing and repairing water meters.
- Ability to learn and understand the principles and operating procedures involved in the municipal water treatment and distribution systems.
- Ability to establish effective working relationships with co-workers, supervisors, and the public.
- Knowledge of or ability to learn municipal street and utility systems.
- Knowledge of the standard methods, materials, tools and equipment used in road maintenance.
- Knowledge of operating hazards of road maintenance and repair equipment and vehicles and corresponding safety precautions.
- Ability to safely perform outdoor manual labor for extended periods of time under adverse weather conditions.
- Ability to read maps and use GPS location tools.
- Ability to use logic or science to solve problems with several abstract and concrete variables.
- Ability to obtain and maintain all required licenses and certifications.
- Ability to safely operate and maintain tools and equipment associated with public works projects, including, but not limited to, general purpose maintenance equipment and tools; safety equipment; cars, light trucks, tractors, street sweeper, motor graders, loaders; air compressor; chain hoist; electrical welding equipment, drills, grinder, generator; riding or push mowers; weed eater; hand tree trimmer; sprayer; ladder; extension cords; measuring equipment; hazardous chemicals; motorized sump pump; hammers, sledgehammers; and other vehicles, tools, and equipment.
- Knowledge of the principles and practices of grounds care and building maintenance.
- Ability to accurately use equipment used to locate burial lots.
- Ability to maintain detailed and accurate records.
- Ability to work independently and with other employees.
- Basic knowledge of construction and repair principles and techniques relating to buildings, fences, play equipment and other parks department structures.
- Basic knowledge of the principles and procedures of water and wastewater treatment including knowledge of chemistry and bacteriology; laboratory equipment and procedure and established controls and related occupational hazards and safety precautions.
- Ability to read and interpret gauges and meters.
- Knowledge of cleaning methods, materials and equipment and the proper use and hazards of cleaning agents.
- Knowledge of water main installation and repair.

ENTRY REQUIREMENTS

Education/Training: Graduation from high school or GED equivalency.

Work experience: Five years of post-high school job related experience such as plumbing and/or mechanical repair. Operation of heavy equipment is essential.

Required licenses, registrations and certifications: Valid Iowa motor vehicle operator's license.

Must have or be able to obtain Water Treatment Grade II - Operator, Water Distribution Grade II - Operator, and Waste Water Grade III - Operator.

Post-offer physical examinations: Required.

Drug testing: Required.

Residency requirement: As stated in the Employee Handbook

Criminal background check: Required.

WORK ENVIRONMENT

Work is performed both inside and outside and involves seasonal exposure to heat and cold, wind, rain, humidity, snow and ice conditions. Work may be performed in the cab of a truck or tractor, office, plant or laboratory. Position involves exposure to awkward or confining work spaces; darkness due to poor lighting; dirt and dust; mists; gases; odors and fumes; moving machinery; loud noises; vibration; noise and vibrations associated with operating power tools, periodic lifting and carrying of chemical containers; valves; pumps; grounds keeping, maintenance of heavy equipment, machinery and power tools; darkness or poor lighting; visual strain; safety equipment weighing more than 50 pounds; working on uneven ground, mechanical, herbicides and other chemical, microbiological, electrical, fire and traffic hazards; and extensive walking and standing. Position may involve being called back to work while off-duty, extended or irregular work hours and work pace pressure. Seasonal work may require a respirator and protective clothing.

1. All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employee and incumbents are encouraged to discuss possible accommodations with the city.
2. Job descriptions in no way state or imply that the description includes every duty to be performed by the employee in the position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.
3. The City reserves the right to change or reassign job duties or combine positions at any time.

Date

PUBLIC WORKS – Water/Wastewater Superintendent

Position: Public Works –Water/Wastewater Superintendent

Reports to: City Administrator

Revision Date: 09/01/2021

FLSA Classification: Non-exempt

JOB DUTIES

WATER/WASTEWATER SUPERINTENDENT:

- Prepare, sign, and file reports as required by local, state and federal authorities.
- Prepare monthly activity report for Council.
- Support and train Water/Wastewater Operators.
- Submit annual budget recommendations.
- Performs/oversees training on general plant maintenance using a variety of tools to clean, maintain and repair pipes, valves, filters, screens, tanks, pits, building, pumps, machines and other equipment.
- Collects (or oversees collection) and analyzes water samples on a daily basis following established laboratory procedures.
- Records results of laboratory analysis.
- Mixes chemicals used in water treatment process according to established procedure.
- Computes monthly averages of flows, pounds of chemicals applied, and test results.
- Monitors, inspects, reads and records data from gauges and meters
- Inspects and listens to chlorinator, pumps and other equipment.
- Identifies, reports, and repairs (schedules repair) of malfunctioning equipment.
- Checks wastewater treatment equipment for proper functioning.
- Cleans, maintains and repairs equipment on ongoing basis.
- Manually changes chemical drums, barrels and cylinders when empty following established safety procedures for each chemical.
- Operates water treatment equipment including pumps, wells and valves.
- Performs other duties as needed, including care of plant and lagoon grounds.

METER READING OPERATIONS

- Investigates reasons for meter failure and orders parts necessary for repair.
- Reviews high and low water consumption reports.
- Responds to inquiries from the public regarding water service.

CAPITAL PROJECT PLANNING/REVIEW

- Makes recommendations and provides quality and qualified guidance regarding future planning for the city including capital improvements, equipment, and operational needs.
- Represents the city, as directed by City Administrator and/or Council, with contractors, consultants, and other governmental units and community groups in with the city may have an interest.
- Verifies that permits and plans submitted for approval comply with established zoning and planning standards and municipal ordinances. Conducts physical inspection throughout the construction process.

STREET LABORER/EQUIPMENT OPERATIONS:

- Safely operates a variety of street maintenance and cleaning equipment including maintainer, end loader, dump truck, steel roller, and street sweeper.
- Removes snow and ice from streets and other city property using snowplow, v-plow, sander and other equipment.
- Safely operates a variety of hand and power tools used in street maintenance and repair including street painting equipment; cement saws; chain saw; hammer; drill; air compressor; electrical and carpentry tools and surveying tools.
- Safely operates a variety of equipment used in trimming trees and grounds keeping, including chainsaw, chipper, pesticide sprayer, lawn mower and weed whip.

CEMETERY OPERATIONS:

- Approve installation and repair of headstones and monuments.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

The individual must possess the following knowledge, skills and abilities or be able to explain and demonstrate that the individual can safely perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skill and abilities.

- Ability to follow written and/or verbal instructions.
- Ability to perform basic addition and subtraction; accurately count and record numbers.
- Ability to accurately transcribe numeric data from one source to another.
- Ability to safely perform physical activities including walking (uneven or slippery surfaces), crouching, kneeling to access confined spaces, bending, stooping, climbing, balancing, sitting for extended periods, twisting, reaching, grasping, standing, and other movements associated with each of the various areas of operation.
- Ability to safely lift, carry push and pull objects weighing up to 50 pounds and to exert up to 100 pounds of force occasionally.
- Knowledge of the principles and operating procedures of water and wastewater treatment including: knowledge of chemistry and bacteriology; meters and gauges; laboratory equipment and procedures; established controls; related occupational hazards and safety precautions.
- Ability to establish effective working relationships with co-workers, supervisors, and the public.
- Knowledge of or ability to learn municipal street and utility systems.
- Knowledge of the standard methods, materials, tools and equipment used in road maintenance.
- Knowledge of operating hazards of road maintenance and repair equipment and vehicles and corresponding safety precautions.
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- Ability to obtain and maintain all required licenses and certifications.

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- Knowledge of the principles and practices of grounds care and building maintenance.
- Ability to accurately use equipment used to locate burial lots.
- Ability to maintain detailed and accurate records.
- Ability to work independently and/or with other employees.
- Knowledge of construction and repair principles and techniques relating to buildings, fences, play equipment and other parks department structures.
- Knowledge of water main installation and repair.

ENTRY REQUIREMENTS

Education/Training: Graduation from high school or GED equivalency.

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1. All requirements are subject to possible modification to reasonably accommodate qualified individuals with disabilities. Prospective employee and incumbents are encouraged to discuss possible accommodations with the city.
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3. The City reserves the right to change or reassign job duties or combine positions at any time.

Date

RESOLUTION NO. 9-08-21-4

**RESOLUTION APPROVING THE WAGE INCREASE FOR CARL
VANDERKAMP**

Resolution authorizing the approval a wage increase for Carl VanDerKamp from \$28.48/hour to \$30.00/hour retroactive to July 1, 2021.

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 wage increase for Carl VanDerKamp from \$28.48/hour to \$30.00/hour retroactive to July 1, 2021.

Approved and adopted this 8th day of September, 2021.

Chad Alleger, MAYOR

ATTEST:

Jodie Wyman, CITY CLERK

ADOPT FEDERAL REIMBURSEMENT
RESOLUTION

420201-21

Prairie City, Iowa

September 8, 2021

The City Council of the City of Prairie City, Iowa, met on September 8, 2021, at _____
o'clock ____m., at the _____, Prairie City, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the
following Council Members present and absent:

Present: _____

Absent: _____.

The City Clerk reported that, in order to preserve the City's eligibility to issue tax exempt
bonds for the Marshall Street Improvements Project, it would be necessary for the City Council to
adopt a resolution declaring the Council's intent to expend current cash on-hand and to later
reimburse those expenses from the proceeds of a bond issue. Council Member
_____ introduced the resolution next hereinafter set out, related to
financing the project, and moved its adoption, seconded by Council Member
_____. After due consideration and discussion, the Mayor put the question
upon the adoption of said resolution, and the roll being called, the following Council Members
voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

• • • •

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution relating to the financing of a proposed project to be undertaken by the City of Prairie City, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code

BE IT RESOLVED by the City Council (the "Council") of the City of Prairie City, Iowa (the "City"), as follows:

Section 1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance.

(b) The Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued borrowing and that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within a certain period after the payment of the expenditure or the date the project is placed in service; and

(c) The City desires to comply with requirements of the Regulations with respect to a certain project hereinafter identified.

Section 2. Official Intent Declaration.

(a) The City proposes to undertake the following project and to make original expenditures with respect thereto prior to the issuance of bonds, notes or other obligations (the "Bonds") and reasonably expects to issue the Bonds for such project in the maximum principal amount shown below:

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
Constructing street, sidewalk, storm sewer, water, and sanitary sewer improvements; the installation of street signage and signalization.	\$700,000

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds or (ii) expenditures made not earlier than sixty days prior to the date of this Resolution or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no

expenditures for the project have heretofore been made by the City for which the City will seek reimbursement from the proceeds of the Bonds.

(c) This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 3. Budgetary Matters.

As of the date hereof, there are no City funds reserved, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long term basis or otherwise set aside) to provide permanent financing for the expenditures related to the project, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

Section 4. Reimbursement Allocations.

The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make payment of the prior costs of the project. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed or, in the case of reimbursement of a fund or account, the fund or account from which the expenditure was paid, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state statute, which would apply to the unspent proceeds of the Bonds.

Section 5. Repealer.

All resolutions, parts of resolutions, or actions of the City Council in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved September 13, 2021.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA

JASPER COUNTY

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 in connection with reimbursement bond regulations, including a true, correct and complete copy of the resolution referred to in such minutes.

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

September 3, 2021

Via Email

Jodie Wyman
City Clerk/City Hall
Prairie City, Iowa

Re: Reimbursement Regulation Resolution – Marshall Street Improvements Project
Our file: 420201-21

Dear Jodie:

We have prepared the attached resolution which may be adopted by your City Council on September 8, 2021 in order to comply with federal regulations and to preserve the City's eligibility to be reimbursed from future tax-exempt bond proceeds for cash spent on the Marshall Street Improvements Project.

Please return one fully executed copy of the resolution to us for our files. Please contact John Danos or me with questions.

Kind regards,

Amy Bjork

Attachment

cc: Jodie Wyman