

**RESOLUTION NO: 11-10-21-6**

**RESOLUTION TO APPROVE THE ANNUAL JASPER COUNTY,  
PRAIRIE CITY TIF CERTIFICATION REPORT.**

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 attached 2021 Annual Jasper County, Prairie City TIF Certification Report in accordance with the rules and regulations set forth by the Iowa Department of Management.

Passed and approved this 10th day of November, 2021.

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Chad Alleger, MAYOR

ATTEST:

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Jodie Wyman, City Administrator/City Clerk

Urban Renewal Area Number: 50007 (Use five-digit Area Number Assigned by the County Auditor)

Provide sufficient detail so that the County Auditor will know how to specially administer your request. For example, you could have multiple indebtedness certifications in the Urban Renewal Area, and the County Auditor would need to know which particular indebtedness certification(s) to reduce. If rebate agreements are involved with a reduction, and the County has segregated the rebate property into separate TIF Increment taxing districts, provide the five-digit county increment taxing district numbers for reference.

Telephone \_\_\_\_\_

Telephone

CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS  
CERTIFICATION TO COUNTY AUDITOR

Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested  
Use One Certification Per Urban Renewal Area

City: Prairie City County: Jasper

Urban Renewal Area Name: Prairie City Urban Renewal Area

Urban Renewal Area Number: 50007 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified\*:

\$ 0

\*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Telephone

**RESOLUTION NO. 11-10-21-4**

**RESOLUTION TO APPROVE THE ANNUAL FINANCIAL REPORT.**

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 attached 2021 Annual Financial Report in accordance with the rules and regulations set forth by the Iowa Department of Management.

Passed and approved this 10th day of, November, 2021.

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Chad Alleger, MAYOR

Attest:

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Jodie Wyman, CITY CLERK

STATE OF IOWA 2021 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2021 CITY OF PRAIRIE CITY, IOWA DUE: December 1, 2021	16205000900000 CITY OF PRAIRIE CITY PO Box 607 PRAIRIE CITY IA 50228-0607 POPULATION: 1700
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NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
<b>Revenues and Other Financing Sources</b>				
Taxes Levied on Property	573,613		573,613	580,859
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	573,613		573,613	580,859
Delinquent Property Taxes	0		0	0
TIF Revenues	58,232		58,232	0
Other City Taxes	192,590	0	192,590	449,177
Licenses and Permits	21,918	0	21,918	2,075
Use of Money and Property	18,431	8	18,439	16,480
Intergovernmental	324,757	0	324,757	233,199
Charges for Fees and Service	46,766	914,284	961,050	1,018,574
Special Assessments	0	0	0	0
Miscellaneous	376,913	132,390	509,303	137,700
Other Financing Sources	309,016	255,706	564,722	120,000
Transfers In	309,016	149,706	458,722	937,831
<b>Total Revenues and Other Sources</b>	1,922,236	1,302,388	3,224,624	3,495,895
<b>Expenditures and Other Financing Uses</b>				
Public Safety	410,822		410,822	444,669
Public Works	273,746		273,746	294,033
Health and Social Services	633		633	2,200
Culture and Recreation	233,807		233,807	310,060
Community and Economic Development	80,438		80,438	114,135
General Government	192,513		192,513	145,235
Debt Service	0		0	792
Capital Projects	0		0	0
<b>Total Governmental Activities Expenditures</b>	1,191,959	0	1,191,959	1,311,124
<b>BUSINESS TYPE ACTIVITIES</b>		1,303,446	1,303,446	1,298,552
<b>Total All Expenditures</b>	1,191,959	1,303,446	2,495,405	2,609,676
Other Financing Uses	375,672	83,050	458,722	
Transfers Out	375,672	83,050	458,722	937,831
<b>Total All Expenditures/and Other Financing Uses</b>	1,567,631	1,386,496	2,954,127	3,547,507
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	354,605	-84,108	270,497	-51,612
Beginning Fund Balance July 1, 2020	1,841,420	434,798	2,276,218	4,698,800
Ending Fund Balance June 30, 2021	2,196,025	350,690	2,546,715	4,647,188

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2021	Amount	Indebtedness at June 30, 2021	Amount
General Obligation Debt	0	Other Long-Term Debt	0
Revenue Debt	2,258,000	Short-Term Debt	0
TIF Revenue Debt	0	General Obligation Debt Limit	4,505,790

**CERTIFICATION**

The forgoing report is correct to the best of my knowledge and belief

	Publication 11/12/2021
Signature of Preparer Printed name of Preparer	Phone Number
	Date Signed
Signature of Mayor or other City official (Name and Title)	

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REVENUE P2  
CITY OF PRAIRIE CITY  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2021  
NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section A - Taxes	1									1
Taxes levied on property	2	454,825	118,788				573,613		573,613	2
Less: Uncollected Property Taxes - Levy Year	3									3
Net Current Property Taxes	4	454,825	118,788	0	0	0	573,613		573,613	4
Delinquent Property Taxes	5									5
Total Property Tax	6	454,825	118,788	0	0	0	573,613		573,613	6
TIF Revenues	7		58,232				58,232		58,232	7
Other City Taxes	8									8
Utility Tax Replacement Excise Taxes	9	3,881					3,881		3,881	9
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	10									10
Parimutuel Wager Tax	11									11
Gaming Wager Tax	12									12
Mobile Home Tax	13									13
Hotel / Motel Tax	14	188,709					188,709		188,709	14
Other Local Option Taxes	15	192,590	0	0	0	0	192,590		192,590	15
Total Other City Taxes	16	21,918					21,918		21,918	16
Section B - Licenses and Permits	17									17
Section C - Use of Money and Property	18	3,534	31	36			3,601	8	3,609	18
Interest	19	14,830					14,830		14,830	19
Rents and Royalties	20									20
Other Miscellaneous Use of Money and Property	21									21
Total Use of Money and Property	22	18,364	31	36	0	0	18,431	8	18,439	22
Section D - Intergovernmental	24									24
Federal Grants and Reimbursements	26									26
Federal Grants	27									27
Community Development Block Grants	28									28
Housing and Urban Development	29									29
Public Assistance Grants	30									30
Payment in Lieu of Taxes	31									31
CARES Act	32	40,831					40,831		40,831	32
Total Federal Grants and Reimbursements	33	40,831	0		0	0	40,831	0	40,831	33

## REVENUE P3

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
Section D - Intergovernmental - Continued	41								41
State Shared Revenues	43						251,433		251,433
Road Use Taxes	44	251,433							44
Other state grants and reimbursements	48								48
State grants	49	6,931					6,931		6,931
Iowa Department of Transportation	50						0		0
Iowa Department of Natural Resources	51						0		0
Iowa Economic Development Authority	52						0		0
CEBA grants	53						10,325		10,325
Commercial & Industrial Replacement Claim	54	10,099					0		0
	55						0		0
	56						0		0
	57						0		0
	58						0		0
	59						268,689		268,689
Total State	60	7,157	261,532	0	0	0			
Local Grants and Reimbursements	63	13,632					13,632		13,632
County Contributions	64	1,605					1,605		1,605
Library Service	65						0		0
Township Contributions	66						0		0
Fire/EMT Service	67						0		0
	68						0		0
	69						15,237		15,237
Total Local Grants and Reimbursements	70	13,632	1,605	0	0	0	324,757	0	324,757
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	61,620	263,137	0	0	0			
Section E -Charges for Fees and Service	72								72
Water	73						0	316,972	316,972
Sewer	74						0	471,570	471,570
Electric	75						0	0	0
Gas	76						0	0	0
Parking	77						0	0	0
Airport	78						0	0	0
Landfill/garbage	79						0	125,742	125,742
Hospital	80						0	0	0



REVENUE P4

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section B - Charges for Fees and Service -	81									81
Continued										
Transit	82						0	0	0	82
Cable TV	83						0	0	0	83
Internet	84						0	0	0	84
Telephone	85						0	0	0	85
Housing Authority	86						0	0	0	86
Storm Water	87						0	0	0	87
Other:	88									88
Nursing Home	89						0	0	0	89
Police Service Fees	90						0	0	0	90
Prisoner Care	91						0	0	0	91
Fire Service Charges	92						0	0	0	92
Ambulance Charges	93	46,766					46,766		46,766	93
Sidewalk Street Repair Charges	94						0	0	0	94
Housing and Urban Renewal Charges	95						0	0	0	95
River Port and Terminal Fees	96						0	0	0	96
Public Scales	97						0	0	0	97
Cemetery Charges	98						0	0	0	98
Library Charges	99						0	0	0	99
Park, Recreation, and Cultural Charges	100						0	0	0	100
Animal Control Charges	101						0	0	0	101
	102						0	0	0	102
	103						0	0	0	103
	104	46,766	0	0	0	0	46,766	914,284	961,050	104
Total Charges for Service	106								0	106
Section F - Special Assessments	107									107
Section G - Miscellaneous										
Contributions	108	1,197	20,543				21,740	50,000	71,740	108
Deposits and Sales/Fuel Tax Refunds	109	379					379		379	109
Sale of Property and Merchandise	110	6,075					6,075		6,075	110
Fines	111	49,976					49,976		49,976	111
Internal Service Charges	112						0	0	0	112
	113						0	0	0	113
Refunds and reimbursements	114	205,409	77,265				282,674	57,483	340,157	114
Sales/Excise taxes	115						0	24,068	24,068	115
Solid waste stickers	116						0	839	839	116
Salvage inspections	117	7,680					7,680		7,680	117
Library	118		6,364				6,364		6,364	118
Perpetual care	119						2,025		2,025	119
Total Miscellaneous	120	270,716	104,172	0	0	0	376,913	132,390	509,303	120

REVENUE PS

CITY OF  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15, 16, 22, 71, 104, 106, and 120)	121 1,066,799	486,128	58,268	0	0	2,025	1,613,220	1,046,682	2,659,902	121
Section H - Other Financing Sources	123									123
Proceeds of capital asset sales	124						0		0	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125						0	106,000	106,000	125
Proceeds of anticipatory warrants or other short-term debt	126						0		0	126
Regular transfers in and interfund loans	127 250,072	11,340					261,412	149,706	411,118	127
Internal TIF loans and transfers in	128			47,604			47,604		47,604	128
	129						0		0	129
	130						0		0	130
Total Other Financing Sources	131 250,072	11,340	0	47,604	0	0	309,016	255,706	564,722	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132 1,316,871	497,468	58,268	47,604	0	2,025	1,922,236	1,302,388	3,224,624	132
Beginning Fund Balance July 1, 2020	134 987,919	451,866	219,657	775	9,724	171,479	1,841,420	434,798	2,276,218	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136 2,304,790	949,334	277,925	48,379	9,724	173,504	3,763,656	1,737,186	5,500,842	136

EXPENDITURES P6  
CITY OF PRAIRIE CITY  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2021  
NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (h)	TIF Special Revenue (e)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (f))	Line
Section A - Public Safety	1										1
Police Department/Crime Prevention	2	271,654	57,476					329,130	2	329,130	2
Jail	3							0	0	0	3
Emergency Management	4	1,260						1,260	4	1,260	4
Flood control	5							0	0	0	5
Fire Department	6	19,163	1,281					20,444	6	20,444	6
Ambulance	7	57,085	2,576					59,661	7	59,661	7
Building Inspections	8							0	0	0	8
Miscellaneous Protective Services	9							0	0	0	9
Animal Control	10	327						327	10	327	10
Other Public Safety	11							0	0	0	11
	12							0	0	0	12
	13							0	0	0	13
	14							410,822	14	410,822	14
Total Public Safety	15	349,489	61,333		0	0	0				15
Section B - Public Works	16	69,950	174,764					244,714	16	244,714	16
Roads, Bridges, Sidewalks	17							0	0	0	17
Parking Meter and Off-Street	18		1,267					1,267	18	1,267	18
Street Lighting	19		2,500					2,500	19	2,500	19
Traffic Control Safety	20		23,265					23,265	20	23,265	20
Snow Removal	21							0	0	0	21
Highway Engineering	22		2,000					2,000	22	2,000	22
Street Cleaning	23							0	0	0	23
Airport (if not an enterprise)	24							0	0	0	24
Garbage (if not an enterprise)	25							0	0	0	25
Other Public Works	26							0	0	0	26
	27							0	0	0	27
	28							273,746	28	273,746	28
Total Public Works	29	69,950	203,796		0	0	0				29
Section C - Health and Social Services	30							0	0	0	30
Welfare Assistance	31							0	0	0	31
City Hospital	32							0	0	0	32
Payments to Private Hospitals	33							633	33	633	33
Health Regulation and Inspections	34	633						0	0	0	34
Water, Air, and Mosquito Control	35							0	0	0	35
Community Mental Health	36							0	0	0	36
Other Health and Social Services	37							0	0	0	37
	38							0	0	0	38
	39	633						633	39	633	39
Total Health and Social Services	40		0			0	0				40
Section D - Culture and Recreation	41	60,577	6,570					67,147	41	67,147	41
Library Services	42							0	0	0	42
Museum, Band, Theater	43	90,329	6,573					96,902	43	96,902	43
Parks	44	25,063						25,063	44	25,063	44
Recreation	45	39,154	5,541					44,695	45	44,695	45
Cemetery	46							0	0	0	46
Community Center, Zoo, Marina, and Auditorium	47							0	0	0	47
Other Culture and Recreation	48							0	0	0	48
	49							0	0	0	49
Total Culture and Recreation	50	215,123	18,684			0	0	233,807		233,807	50

## EXPENDITURES P7

CITY OF EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E - Community and Economic Development	51									0	51
Community beautification	52							0		58,135	52
Economic development	53	58,135						58,135		0	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55							0		22,303	55
Other community and economic development	56	22,303						22,303		0	56
TIF Rebates	57							0		0	57
	58							80,438		80,438	58
Total Community and Economic Development	59	80,438	0	0	0	0	0				59
Section F - General Government	60							9,072		9,072	60
Mayor, Council and City Manager	61	6,950	2,122					9,072		91,238	61
Clerk, Treasurer, Financial Administration	62	62,483	28,755					0		0	62
Elections	63							24,030		24,030	63
Legal Services and City Attorney	64	24,030						14,900		14,900	64
City Hall and General Buildings	65	14,999	401					53,273		53,273	65
Tort Liability	66							0		0	66
Other General Government	67	53,273						0		0	67
	68							192,513		192,513	68
Total General Government	69	161,235	31,278					0		0	69
Section G - Debt Service	70							0		0	70
	71							0		0	71
	72							0		0	72
	73							0		0	73
	74	0	0	0	0	0	0	0		0	74
Total Debt Service	75							0		0	75
Section H - Regular Capital Projects - Specify	76							0		0	76
	77							0		0	77
	78	0	0	0	0	0	0	0		0	78
Subtotal Regular Capital Projects	79							0		0	79
TIF Capital Projects - Specify	80							0		0	80
	81							0		0	81
Subtotal TIF Capital Projects	82	0	0	0	0	0	0	0		0	82
Total Capital Projects	83	0	0	0	0	0	0	0		0	83
Total Governmental Activities Expenditures (Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	84	876,868	315,091		0	0	0	1,191,959		1,191,959	84
TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"	85							0		0	85

## EXPENDITURES P8

CITY OF  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued  
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section I - Business Type Activities	87								333,365	333,365	87
Water - Current Operation	88								130,000	130,000	88
Capital Outlay	89								402	402	89
Debt Service	90								268,986	268,986	90
Sewer and Sewage Disposal - Current Operation	91								190,000	190,000	91
Capital Outlay	92								249,606	249,606	92
Debt Service	93								0	0	93
Electric - Current Operation	94								0	0	94
Capital Outlay	95								0	0	95
Debt Service	96								0	0	96
Gas Utility - Current Operation	97								0	0	97
Capital Outlay	98								0	0	98
Debt Service	99								0	0	99
Parking - Current Operation	100								0	0	100
Capital Outlay	101								0	0	101
Debt Service	102								0	0	102
Airport - Current Operation	103								0	0	103
Capital Outlay	104								0	0	104
Debt Service	105								0	0	105
Landfill/Garbage - Current operation	106								131,087	131,087	106
Capital Outlay	107								0	0	107
Debt Service	108								0	0	108
Hospital - Current Operation	109								0	0	109
Capital Outlay	110								0	0	110
Debt Service	111								0	0	111
Transit - Current Operation	112								0	0	112
Capital Outlay	113								0	0	113
Debt Service	114								0	0	114
Cable TV, Telephone, Internet - Current Operation	115								0	0	115
Capital Outlay	116								0	0	116
Housing Authority - Current Operation	117								0	0	117
Capital Outlay	118								0	0	118
Debt Service	119								0	0	119
Storm Water - Current Operation	120								0	0	120
Capital Outlay	121								0	0	121
Debt Service	122								0	0	122
Other Business Type - Current Operation	123								0	0	123
Capital Outlay	124								0	0	124
Debt Service	125								0	0	125
Internal Service Funds - Specify	126								0	0	126
	127								0	0	127
	128								0	0	128
Total Business Type Activities	129								1,303,446	1,303,446	129

EXPENDITURES P9  
CITY OF PRAIRIE CITY  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2021 -- Continued  
NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i))	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	876,868	315,091	0	0	0	0	1,191,959	1,303,446	2,495,405	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	289,068	39,000					328,068	83,050	411,118	132
Internal TIF loans/repayments and transfers out	133			47,604				47,604		47,604	133
	134							0		0	134
Total Other Financing Uses	135	289,068	39,000	47,604	0	0	0	375,672	83,050	458,722	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	1,165,936	354,091	47,604	0	0	0	1,567,631	1,386,496	2,954,127	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140						173,504	173,504		173,504	140
Restricted	141			230,321	48,379			873,943		873,943	141
Committed	142		595,243					0		0	142
Assigned	143	624,564				9,724		634,288		634,288	143
Unassigned	144	514,290						514,290		514,290	144
Total Governmental	145	1,138,854	595,243	230,321	48,379	9,724	173,504	2,196,025	350,690	2,196,025	145
Proprietary	146								350,690	350,690	146
Total Ending Fund Balance June 30,	147	1,138,854	595,243	230,321	48,379	9,724	173,504	2,196,025	350,690	2,546,715	147
Total Requirements (Sum of lines 136 and 147)	148	2,304,790	949,334	277,925	48,379	9,724	173,504	3,763,656	1,737,186	5,500,842	148

OTHER P10

Part III Intergovernmental Expenditures Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.

Purpose	Amount paid to other local governments	
	Purpose	Amount paid to State
Correction	Highways	
Health	All other	
Highways		
Transit Subsidies		
Libraries		
Police protection		
Sewerage		
Sanitation		
All other		

Part IV Wages & Salaries Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

Purpose	Amount
YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID	608,437

Total Salaries and Wages Paid

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

A. Long-Term Debt

Debt During the Fiscal Year		Debt Outstanding JUNE 30, 2021				
Purpose	Line	Debt Outstanding JULY 1, 2020	Issued	Retired	General Obligation	TIF Revenue
Water Utility	1.		106,000			106,000
Sewer Utility	2.	2,309,000		157,000		2,152,000
Electric Utility	3.					
Gas Utility	4.					
Transit-Bus	5.					
Industrial Revenue	6.					
Mortgage Revenue	7.					
TIF Revenue	8.	792		792		
Other Purposes / Miscellaneous	9.	46,000		46,000		
GO	10.					
Parking	11.					
Airport	12.					
Stormwater	13.					
Section 108	14.					
Total Long-Term		2,355,792	106,000	203,792	0	2,258,000
						0
						41,213

B. Short-Term Debt Amount

Outstanding as of July 1, 2020

Outstanding as of JUNE 30, 2021

DEBT LIMITATION FOR GENERAL OBLIGATIONS

Actual valuation -- January 1, 2019

Part VI

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2021

Type of asset

Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.

Amount		Amount		Amount	
Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other funds (d)	Total (e)	Total (e)
48,379			2,498,336	2,546,715	2,546,715

If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds FI: Ending fund balances, column C PLUS the amounts in the shaded Note area.

REMARKS

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**CITY OF PRAIRIE CITY**  
**PUBLIC RECORDS REQUEST POLICY**

Implementation Date: November 10, 2021  
Last Reviewed/Update Date: October 20, 2021

**SECTION 1. PURPOSE**

The Public Records Request Policy defines the procedures and fees associated with handling public records requests to the City of Prairie City, Iowa. It is the policy of the City of Prairie City, Iowa, to respond in an orderly and expeditious manner following Iowa Code Chapter 22 to requests to inspect or receive copies of public records maintained by the City of Prairie City.

**SECTION 2. APPLICABILITY**

This policy applies to all City departments, except the Police Department, which has their own public records policy.

**SECTION 3. BACKGROUND**

The City of Prairie City recognizes the right of the public to access public records maintained by the City following state law. The City also recognizes that certain records maintained by the City are not public records or may be exempt from public disclosure and that a request to access public records may require a balance of the right of the public to access the records, individual privacy rights, governmental interests, confidentiality issues, and privilege issues. Additionally, when the City responds to requests to inspect or copy records, costs are incurred by the City. This policy is adopted to balance these competing interests, to establish an orderly and consistent procedure for responding to public records requests, and to support the adoption of a fee schedule designed to reimburse the City for the actual costs incurred in responding to public records requests.

**SECTION 4. DESIGNATED CUSTODIAN**

Iowa Code Section 22.1 (2) requires government bodies to delegate an official or employee as its "lawful custodian" responsible for implementing the requirements of Iowa Code Chapter 22 and to provide that information to the public. The City's "lawful custodian" is the City Administrator/City Clerk or any employee delegated such responsibilities by the City Administrator/City Clerk.

**SECTION 5. PUBLIC RECORDS REQUESTS**

The following procedures shall be followed in responding to requests to inspect or receive copies of public records maintained by the City of Prairie City.

- A. Records requests may come in the form of a letter, email, fax, or verbal request. To accurately and timely process a records request, the City needs to know the full extent and how to contact the requestor in case the City Administrator/City Clerk, or their designee has any questions or concerns. If possible, the requestor should put his or her request in writing using the City of Prairie City's Public Records Request Form.
- B. Any request for public records maintained by the City of Prairie City, except for police records, must be referred to the City Administrator/City Clerk's office for review of the request, collection of the records, and completion of the request.



- C. The fee to be charged for providing records in response to a public records request will be following the most current fee schedule adopted by the City Council.
- At the requestor's preference, the City may make the requested records available in hard copy or electronic format. The requestor may ask the City to supply copied records either by mail, electronic mail, fax, or pick up at Prairie City City Hall
  - The City reserves the right to adjust the fee structure for extraordinary requests and provide a cost estimate to the requestor before request completion.
- D. The person requesting public records can request the City to prepare an estimate of the charges that will be incurred to respond to the public records request. The City may also require an advance deposit of the estimated charges before copying any of the requested records available for inspection or copying. If the actual costs incurred by the City to respond to a records request are less than the amount of any required prepayment, the overpayment will be refunded promptly to the person or entity making the prepayment. If the actual costs incurred by the City to respond to the request are more than the amount of prepayment, the City shall charge the requestor for all additional costs.
- E. Unless otherwise prohibited by law, the City may, at the City's discretion, furnish copies of requested records without charge or at a reduced fee if the City determines that the waiver or reduction of fees is in the public interest.
- F. The City shall provide a reasonable opportunity for the inspection, examination, or copying of requested public records, which are not exempt from disclosure. Unless otherwise approved in advance and in writing by the City Administrator/City Clerk's office, any inspection, examination or copying of requested records shall be done at Prairie City City Hall during regular City business hours.
- G. The City reserves the right to not release copies of requested public records until the requestor pays for the corresponding charges to complete the said request.

#### SECTION 6. FEE SCHEDULE

The following fees and costs may be charged according to Iowa Code Chapter 22 for access and/or copies of public records maintained by the City of Prairie City.

##### Copy Charges -

The following fees were approved by Resolution in March of 2021:

Copies	
City Related over 10 pages (no cost for first 10 pages)	\$.25 per piece of paper
Non-city Related	\$.25 per piece of paper

##### Postage Charges -

If the requestor chooses to have records mailed to them, postage will be charged at actual cost.

##### Labor Charges -

The City will provide fifteen (15) minutes of City staff time free of charge

to respond to each requestor. Requestors will be charged \$5.00 for each additional fifteen (15) minutes of service.

#### Legal Charges -

Some requests may need to be reviewed by the City Attorney. In such circumstances, the requestor will be billed for the time spent by the City Attorney at the attorney's hourly rate as determined by the attorney's current contract with the City of Prairie City.

#### SECTION 7. ESTIMATED RESPONSE TIME

The anticipated response times below are approximations:

Number of Pages Requested	Anticipated Response Time
01-10	3 full business days
11-100	4 full business days
101-500	7 full business days
501-1000	10 full business days
1000+	20 full business days
Each additional 1000 pages	10 full business days per additional 1000 pages

#### SECTION 8. DISCLAIMER

Although records provided to a requestor may be deemed "open" or "public records" within the meaning of Iowa Code Chapter 22, the City recommends that requestors ensure use of any information provided by the City comply with all local, state, and federal laws, including but not limited to laws related to privacy, harassment, discrimination, debt collection, libel, slander, and tort.

#### SECTION 9. QUESTIONS

Any questions concerning the City's Public Records Policy or related procedures or fees should be directed to the records custodian:

City Administrator/City Clerk  
City of Prairie City  
203 E Jefferson St  
PO Box 607  
Prairie City, IA 50228  
(515) 994-2649

**CITY OF PRAIRIE CITY  
PUBLIC RECORDS REQUEST FORM**

1. REQUESTOR'S INFORMATION:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

2. REQUEST INFORMATION:

Please be as detailed as possible; include names, dates, subjects, meeting dates, resolution and ordinance numbers, project names, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Is this request for:

\_\_\_\_\_ Inspection of Public Records                      \_\_\_\_\_ Copying of Public Records

4. If you are requesting copies of public records, please fill out the following:

How many copies of the requesting documents do you need? \_\_\_\_\_

\_\_\_\_\_ Color Copies                      \_\_\_\_\_ Single Sided

\_\_\_\_\_ Black & White Copies                      \_\_\_\_\_ Double Sided

5. How would you like to receive the copies?

\_\_\_\_\_ In Person                      \_\_\_\_\_ Email

\_\_\_\_\_ Mail                      \_\_\_\_\_ Fax

Although the records that I am requesting may be deemed to be "public records" within the meaning of Chapter 22, Code of Iowa, I understand that my use of this information must comply with all local, state, and federal laws including but not limited to laws relating to privacy, harassment, discrimination, debt collection, libel, slander, and tort. Misuse of said information by me in violation of the law is exclusively my responsibility. The City of Prairie City denies any and all responsibility of how this information is used by me. If any third party makes a claim against the City of Prairie City for misuse of this information attributable to me, the City of Prairie City shall pursue all available legal remedies against me. I certify that I may be charged for costs related to the inspection/copying of public records, and the records will not be related to me without payment.

\_\_\_\_\_  
Signature of Requestor

\_\_\_\_\_  
Date of Request

**FOR OFFICE USE ONLY**

**Details of Request**

Date and Time Request Received: \_\_\_\_\_

Deposit Received: \_\_\_\_\_ (date) in the amount of \$ \_\_\_\_\_ by \_\_\_\_\_ (employee). Use fee worksheet to calculate deposit.

Date and Time Request Processed: \_\_\_\_\_

**Notification of Records Ready**

Requestor notified on \_\_\_\_\_ (date) by: \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_ In Person

\_\_\_\_\_ Records are ready for pick up as of \_\_\_\_\_ (date)

\_\_\_\_\_ Examination of original records scheduled for \_\_\_\_\_ (date/time)

\_\_\_\_\_ Records mailed/faxed/mailed to requestor on \_\_\_\_\_ (date)

**Fee Worksheet**

Description	Quantity	Amount	Total
<b>COPY CHARGES</b>			
City Related over 10 pages (no cost for first 10 pages)		\$0.25/piece of paper	
Non-City Related		\$0.25/piece of paper	
<b>POSTAGE CHARGES</b>			
Actual Cost	N/A	N/A	
<b>LABOR CHARGES</b>			
First Fifteen (15) Minutes	N/A	N/A	No Cost
Each Additional Fifteen (15) Minute Interval		\$5.00	
Total of All Fees			
Less Deposit Received (if any)			
Balance	owed at pick up or	to be refunded	

Deposit reconciled/payment made on \_\_\_\_\_

**NOTES**

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## Jodie Wyman

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**From:** Flickinger, Aron <aron.flickinger@dnr.iowa.gov>  
**Sent:** Monday, October 25, 2021 10:51 AM  
**To:** Jodie Wyman  
**Subject:** Re: [SPAM]Free Tree Seedlings  
**Attachments:** BxB Grant Ordering Instructions Fall2021.docx

Hello Jodie,  
Thanks for your application to plant more trees in Ames! I have attached the ordering instructions which includes the coupon code to use when ordering your seedlings and selecting the date for them to be delivered. If you have any questions about availability of certain species or timing of the delivery, please contact the nursery directly at 1-800-865-2477.

The nursery began taking orders on Sept 1, so even if you want to do a spring planting, ordering earlier will give you the best opportunity to get the species you want.

I am also available to help with any questions you may have, so please don't hesitate to contact me. Have a great week,

On Mon, Oct 25, 2021 at 10:48 AM Jodie Wyman <[jodie.wyman@prairiecitiyiowa.us](mailto:jodie.wyman@prairiecitiyiowa.us)> wrote:

Good morning –

I have attached the application form for the City of Prairie City. We would like Spring Delivery for any trees that we are approved for.

Thank you,

*Jodie Wyman*

City Administrator/City Clerk

City of Prairie City

203 E. Jefferson

Prairie City, IA 50228

515-994-2649

[Jodie.Wyman@prairiecitiyiowa.us](mailto:Jodie.Wyman@prairiecitiyiowa.us)

## Instructions for Ordering Seedlings

### Creating Your Account

1. Go to our online store: [nursery.iowadnr.gov](http://nursery.iowadnr.gov)
2. Click the "Register" tab at the top of the screen; click "Create Account." (If you already have an account, click "Login" and skip to step 6)
3. Fill out the required fields. Please include the name of your organization under the "Company" field.
4. Click the "Register" tab at the bottom of the screen and complete the required verification.
5. A confirmation email will be sent to the email address you entered, indicating your account has been created.

### Ordering

6. Click on one of the three species types; Hardwoods, Small Trees & Shrubs or Evergreens.
7. Locate the species you'd like to order and click "Add to Cart" (**do not select out of stock species**).
8. Enter the quantity you would like in **increments of 25** and click "Add to Cart."
9. You'll be redirected to your shopping cart; click "continue shopping" and repeat steps 6-9 until you've selected all the seedlings for your order.

### Checking Out

10. Once seedling selection is complete, type **35520192025** (not case-sensitive) in the "Apply Coupon" box and click "Apply." Your shopping cart will refresh showing your total order amount as \$0.
11. Select "Proceed to Checkout."
12. On the checkout page choose your delivery method. Select "Pick Up" if you will be picking your order up at the Nursery in Ames. If you'd like the order shipped, enter your shipping address or click the check box for "Same as Billing, then select "Free Shipping". (**Do not re-enter your Promo Code on this page**)
13. Under "Choose one payment method" select "No Payment Necessary."
14. Select the week that you'd like to pick up or have your order shipped.
15. Click the "Check Out" box. If all information is entered correctly, you will be redirected to a page indicating that your order is complete along with an invoice number. You will also receive an email with this information. **Please keep this email for future reference.**

### After Checkout

If you selected PICK UP, your order will be ready at the Nursery between 8:30am – 4:00pm on Thursday or Friday of the week you selected. If you selected Ship, shipment will take place automatically during the week requested.

For assistance contact Nursery customer service staff at **515-233-1161** or email [seedlingsales@dnr.iowa.gov](mailto:seedlingsales@dnr.iowa.gov)



# Free Tree Seedlings

As part of a grant from the U.S. Forest Service, communities, schools, counties, and residents within city limits, are eligible for free seedlings from the State Forest Nursery, in Ames, Iowa. Trees can be ordered in increments of 25 up to a maximum of 200. Trees can be picked-up in Ames or shipped for free. To see what trees are available visit the nursery website: <https://www.iowadnr.gov/Conservation/Forestry/State-Forest-Nursery>

**ELIGIBILITY AND REQUIREMENTS:** Sites eligible for planting these trees are anywhere, as long as the trees are planted within city limits. Trees can be handed-out individually from a distribution center or be given to a group of citizens to plant. If you have a Tree Board, FFA club, Boy/Girl Scout troop or any other organization looking for a project to improve the community, they may be able to help with getting the trees planted. **Applying organizations need NOT participate in the Trees for Kids program to receive seedlings! However, if you do have kids involved we would like to know.**

**HOW TO APPLY:** Please complete the following section and submit via email to [Aron.Flickinger@dnr.iowa.gov](mailto:Aron.Flickinger@dnr.iowa.gov). The application will be reviewed to verify the location is eligible, if approved you will receive the instructions and coupon code for ordering the trees for your project

Name of Primary Applicant Jodie Wyman Phone 515-994-2649  
Email jodie.wyman@prairiecitiyowa.us  
Name of Secondary Contact (optional) Emily Voeller Phone 515-994-2649  
Email emily.voeller@prairiecitiyowa.us  
Name of School or Organization City of Prairie City  
Mailing Address 203 E Jefferson PO Box 607 County Jasper  
City Prairie City State Iowa Zip 50228  
Number of Trees (increments of 25, maximum of 200) 50

If youth are involved, please estimate how many from each age group will be participating:

0-5 years old: 25  
6-14 years old: 150  
15-18 years old: \_\_\_\_\_  
19-24 years old: \_\_\_\_\_  
Over 25 years old: 14

For questions or assistance, please contact Aron Flickinger at 515-291-2829, or [Aron.Flickinger@dnr.iowa.gov](mailto:Aron.Flickinger@dnr.iowa.gov).

# **Free Seedlings for communities located within these Counties**

Adair  
Adams  
Allamakee  
Appanoose  
Audubon  
Benton  
Black Hawk  
Boone  
Bremer  
Buchanan  
Buena Vista  
Butler  
Calhoun  
Cass  
Carroll  
Cedar  
Cerro Gordo

Cherokee  
Chickasaw  
Clarke  
Clayton  
Clinton  
Crawford  
Dallas  
Davis  
Decatur  
Delaware  
Des Moines  
Dubuque  
Fayette  
Floyd  
Franklin  
Fremont  
Greene

Grundy  
Guthrie  
Hamilton  
Hardin  
Harrison  
Henry  
Howard  
Iowa  
Jackson  
Jasper  
Jefferson  
Johnson  
Jones  
Keokuk  
Lee  
Linn  
Louisa

Lucas  
Lyon  
Madison  
Mahaska  
Marion  
Marshall  
Mills  
Monroe  
Montgomery  
Muscatine  
Page  
Pocahontas  
Polk  
Pottawattamie  
Poweshiek  
Ringgold  
Sac

Scott  
Shelby  
Story  
Tama  
Taylor  
Union  
Van Buren  
Wapello  
Warren  
Washington  
Wayne  
Webster  
Winnebago  
Winneshiek  
Worth  
Wright

