



PRAIRIE CITY, CITY COUNCIL MEETING AGENDA  
6:00 P.M. WEDNESDAY, JANUARY 10, 2024  
CITY HALL, 203 E JEFFERSON, PRAIRIE CITY, IA 50228

Mayor  
Chad D. Alleger

Mayor Pro Tem  
Deb Townsend

Council Members:  
Emily Simmons  
Joe Disney  
Derek Ingle  
Phil Holland

City Administrator  
Jerry Moore

City Clerk  
Christie Busby

Utility Billing Clerk  
Janet Lewis

Library Director  
Sue Ponder

Police Chief  
Kevin Gott

Fire Chief  
Ryan Van Der Kamp

Ambulance Director  
Jody Van Der Kamp

City Attorney  
Brick Gentry Law Firm

ZOOM MEETING INFO: Invite Link:

<https://us02web.zoom.us/j/81876026446?pwd=dVorQW9GMEJPcXpGV2JDSlY4YkVudz>

Meeting ID 818 7602 6446 Passcode 392308

AMERICANS WITH DISABILITIES ACT COMPLIANCE: IF THERE IS ANYONE WISHING TO ATTEND THE MEETING THAT MAY REQUIRE SPECIAL ASSISTANCE IN BEING ABLE TO PARTICIPATE IN THIS MEETING, PLEASE ADVISE CITY HALL OF YOUR NEEDS 48 HOURS PRIOR TO THE MEETING. You are hereby notified that members of the City Council for Prairie City, Iowa, may be present and a quorum may exist even though members are videoconferencing or teleconferencing.

1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. AGENDA APPROVAL
4. PUBLIC COMMENT
5. CONSENT AGENDA
  - a) November Financials
  - b) December Claims
  - c) Celebration Committee Meeting Minutes from November 15, 2023
  - d) Library Board Meeting Minutes from November 13, 2023
  - e) Park Board Meeting Minutes from November 27, 2023
  - f) City Council Meeting Minutes from October 11, 2023
  - g) City Council Meeting Minutes from December 13, 2023
  - h) City Council Special Meeting Minutes (Budget) from December 20, 2023
  - i) City Council Special Meeting Minutes from January 2, 2024
  - j) Janet Lewis Annual Performance Evaluation Pay Increase
  - k) Dylan Cornelison Passing Grade 1 Water Distribution Certification and Pay Increase
  - l) Bill Payment Request of \$204,658.50 to Mainline Construction for the Water Main Project
  - m) Library Change Orders
  - n) Resolution 1-10-24-1 Approving Bills and Transfers
  - o) Resolution 1-10-24-2 Establishing PCM Explorer and Newton Daily News as the City's Official Newspapers for Publications/Public Notices
  - p) Resolution 1-10-24-3 Setting the Time, Date, and Place for Regular City Council Meetings in 2024
  - q) General City Services Offered by MSA for 2024 at \$10,000
  - r) Revised Cost Adjustment (Task Order #23) of \$4000 to MSA for Design Changes to EMS/Fire Building Project
6. OLD BUSINESS
  - a) MSA Update (Preston)
  - b) Public Works Update (Jake)
  - c) Police Update (Police Chief Gott)
  - d) Library Update (Sue)
  - e) City Administrator Update (Jerry)
  - f) Discussion and Consideration and Status Update from Mound Prairie Ventures Regarding Downtown Housing and Catalyst Grants
  - g) Discussion and Consideration of EMS/Fire Building USDA Requirements Update
  - h) Discussion and Consideration Setting Public Hearing for February 14 to Review and Act on Plans, Specifications & Support Contractor Bidding Process and Potential Awarding of Contract for Sherman St & Jefferson St For City Water Main Project
7. NEW BUSINESS
  - a) Discussion and Consideration of Past Practices for City Positions
  - b) Discussion and Consideration of Costs for gWorks cloud based services
  - c) Discussion and Consideration of Quotes for Tree Trimming Services
  - d) Discussion and Consideration of Recommendation from PCEDC for Economic Development Marketing Services
  - e) Discussion and Consideration Resolution 1-10-24-4 Hiring Ryan Martin for Volunteer EMS Department
  - f) Discussion and Consideration Resolution 1-10-24-5 Hiring Mason Burkman for Volunteer EMS Department
  - g) Closed Session Under Code of Iowa 21.5 1(i) to Evaluate Professional Competency of City Administrator Who's Annual Performance is Being Considered
8. ADJOURNMENT

City Hall  
203 E. Jefferson  
PO Box 607  
Prairie City, IA 50228  
[www.prairiecityiowa.us](http://www.prairiecityiowa.us)  
515/994-2649 phone  
515/994-2376 fax

**INVESTMENT WORKSHEET****November 2023**

| DESCRIPTION                             | ACCT. #     | BEGINNING<br>BALANCE | INTEREST              |                  | DEPOSITS  |            | WITHDRAWALS |            | ENDING<br>BALANCE     |
|---|-------------|----------------------|-----------------------|------------------|-----------|------------|-------------|------------|-----------------------|
|   |             |                      | DATE                  | AMOUNT           | DATE      | AMOUNT     | DATE        | AMOUNT     |                       |
| <b>FIRST INTERSTATE BANK</b>            | 4521246076  | 1,086,948.63         | 11/30                 | 2,263.12         | 11/30     | 269,690.70 | 11/30       | 709,949.00 | 648,953.45            |
| <b>IPAIT</b>                            | <b>FUND</b> |                      |                       |                  |           |            |             |            |                       |
| FIRE TRUST                              | General     | 10967                | \$                    | 42,498.27        | 11/30     | 178.90     |             |            | \$42,677.17           |
| LIBRARY TRUST                           | General     | 10968                | \$                    | 241,973.98       | 11/30     | 1,018.74   |             |            | \$242,992.72          |
| EDC TRUST                               | General     | 10965                | \$                    | 105,637.69       | 11/30     | 444.74     |             |            | \$106,082.43          |
| AMBULANCE TRUST                         | General     | 10963                | \$                    | 43,478.71        | 11/30     | 183.07     |             |            | \$43,661.78           |
| COMM CELEBRATION -P DAYS                | General     | 23680                | \$                    | 31,035.25        | 11/30     | 130.62     |             |            | \$31,165.87           |
| PARK TRUST                              | General     | 10966                | \$                    | 24,120.55        | 11/30     | 101.56     |             |            | \$24,222.11           |
| CEMETERY TRUST                          | General     | 24969                | \$                    | 5,059.36         | 11/30     | 21.30      |             |            | \$5,080.66            |
| TIF                                     | TIF         | 20380                | \$                    | 29,512.55        | 11/30     | 124.29     |             |            | \$29,636.84           |
| TIF - LMI                               | TIF         | 25356                | \$                    | 102,432.61       | 11/30     | 431.26     |             |            | \$102,863.87          |
| EMS BUILDING                            | General     | 25461                | \$                    | 14,756.32        | 11/30     | 62.11      |             |            | \$14,818.43           |
| SEWER                                   | Sewer       | 10962                | \$                    | 460.47           | 11/30     | 1.80       |             |            | \$462.27              |
| WATER METERS                            | Water       | 11280                | \$                    | 7,121.42         | 11/30     | 29.99      |             |            | \$7,151.41            |
| POLICE TRUST                            | General     | 27613                | \$                    | 8,548.44         | 11/30     | 36.00      |             |            | \$8,584.44            |
| <b>IPAIT SUBTOTAL</b>                   |             |                      | \$                    | 656,635.62       |           | 2,764.38   |             | 0.00       | \$659,400.00          |
| <b>IPAIT - EQUIP REVOLVING BREAKOUT</b> |             |                      |                       |                  |           |            |             |            |                       |
| POLICE                                  |             |                      |                       |                  |           |            |             |            |                       |
| POLICE CAR                              | General     |                      | \$                    | 21,000.00        |           |            |             |            | 21,000.00             |
| POLICE GUNS                             | General     |                      | \$                    | -                |           |            |             |            | 0.00                  |
| OTHER                                   |             |                      |                       |                  |           |            |             |            |                       |
| FIRE EQUIPMENT/SIRENS                   | General     |                      | \$                    | 719,210.51       |           |            |             |            | 719,210.51            |
| AMBULANCE                               | General     |                      | \$                    | 60,902.30        |           |            |             |            | 60,902.30             |
| LIBRARY BUILDING/EQUIPMENT              | General     |                      | \$                    | 427,094.13       |           |            |             |            | 427,094.13            |
| PARKS                                   |             |                      |                       |                  |           |            |             |            |                       |
| PARKS - Equipment                       | General     |                      | \$                    | 89,363.93        |           |            |             |            | 89,363.93             |
| CITY HALL                               |             |                      | \$                    | -                |           |            |             |            | 0.00                  |
| CITY HALL - Technology Equipment        | General     |                      | \$                    | 5,675.00         |           |            |             |            | 5,675.00              |
| CITY HALL - Community Beautification    | General     |                      | \$                    | 8,153.02         |           |            |             |            | 8,153.02              |
| CITY HALL - MAINTENANCE                 | General     |                      | \$                    | 5,500.00         |           |            |             |            | 5,500.00              |
| PUBLIC WORKS                            |             |                      | \$                    | -                |           |            |             |            | 0.00                  |
| PW Equipment                            | General     |                      | \$                    | 14,061.15        |           |            |             |            | 14,061.15             |
| PW Equipment                            | Sewer       |                      | \$                    | 16,909.15        |           |            |             |            | 16,909.15             |
| PW Equipment                            | Water       |                      | \$                    | 437,200.00       |           |            |             |            | 437,200.00            |
| PW Equipment                            | Roads       |                      | \$                    | 199,608.21       |           |            |             |            | 199,608.21            |
| WATER                                   |             |                      |                       |                  |           |            |             |            |                       |
| WATER TOWER                             | Water       |                      | \$                    | 10,000.00        |           |            |             |            | 10,000.00             |
| CAPITAL PROJECT - SPEED CAMERAS         |             |                      | \$                    | 667,622.34       |           |            |             |            | 667,622.34            |
| INTEREST                                |             |                      | \$                    | 77,515.04        | 11/30     | 11,619.40  |             |            | 89,134.44             |
| <b>EQPT REV SUBTOTAL</b>                | 21461       | \$                   | 2,759,814.78          |                  |           |            |             |            | 2,771,434.18          |
| <b>IPAIT TOTAL</b>                      |             |                      | <b>3,416,450.40</b>   | 11/30            | 14,383.78 |            |             |            | <b>3,430,834.18</b>   |
| <b>LEIGHTON STATE BANK</b>              |             |                      |                       | INTEREST<br>DATE | AMOUNT    |            |             |            |                       |
| DEREUS/SIMPSON AMB TCD                  | General     | 18653                | 164,313.06            |                  |           |            |             |            | 164,313.06            |
| DEREUS WAVELAND TCD                     | General     | 18652                | 90,830.18             |                  |           |            |             |            | 90,830.18             |
| WAVELAND TCD                            | General     | 18648                | 69,873.49             |                  |           |            |             |            | 69,873.49             |
| <b>BANK IOWA</b>                        |             |                      |                       |                  |           |            |             |            |                       |
| WESTVIEW TCD                            | General     | 15606                | 3,775.46              |                  |           |            |             |            | 3,775.46              |
| <b>SUBTOTAL FIRST STATE BANK</b>        |             |                      | <b>328,792.19</b>     |                  |           |            |             |            | <b>328,792.19</b>     |
| <b>TOTAL INVESTMENTS</b>                |             |                      | <b>\$3,846,621.44</b> |                  |           |            |             |            | <b>\$4,408,579.82</b> |

**STATE COUNTY MUNICIPALITY INTEREST-XXXXXXXXXXXX6076****Account Summary**

| Date       | Description               | Amount         |
|------------|---------------------------|----------------|
| 11/01/2023 | Beginning Balance         | \$1,086,948.63 |
|            | 134 Credit(s) This Period | \$271,953.82   |
|            | 102 Debit(s) This Period  | \$709,949.00   |
| 11/30/2023 | Ending Balance            | \$648,953.45   |
|            | Service Charges           | \$20.00        |

**Interest Summary**

| Description  | Amount       |
|--|--------------|
| Interest Earned From 11/01/2023 Through 11/30/2023 |              |
| Annual Percentage Yield Earned                     | 3.30%        |
| Interest Days                                      | 30           |
| Interest Earned                                    | \$2,263.12   |
| Interest Paid This Period                          | \$2,263.12   |
| Interest Paid Year-to-Date                         | \$2,300.72   |
| Average Ledger Balance                             | \$847,219.73 |

**Account Activity**

| Post Date  | Description                                 | Debits     | Credits    | Balance        |
|------------|---|------------|------------|----------------|
| 11/01/2023 | Beginning Balance                           |            |            | \$1,086,948.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,086,988.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,028.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,068.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,108.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,148.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,188.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,228.63 |
| 11/01/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,087,268.63 |
| 11/01/2023 | ALLPAID EDI/EFTPM 121                       |            | \$899.94   | \$1,088,168.57 |
| 11/01/2023 | IA DEPT OF REV IA REV PAY 1978706           | \$2,453.94 |            | \$1,085,714.63 |
| 11/01/2023 | Wellmark EBILLING 640637727                 | \$9,566.28 |            | \$1,076,148.35 |
| 11/01/2023 | CHECK # 46678                               | \$2,345.19 |            | \$1,073,803.16 |
| 11/02/2023 | DEPOSIT                                     |            | \$1,007.39 | \$1,074,810.55 |
| 11/02/2023 | DEPOSIT                                     |            | \$6,842.27 | \$1,081,652.82 |
| 11/02/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,081,692.82 |
| 11/02/2023 | ALLPAID EDI/EFTPM 111                       |            | \$808.01   | \$1,082,500.83 |
| 11/02/2023 | PREMPAYMNT * LINCOLN NATLIFE 91000011117276 | \$280.27   |            | \$1,082,220.56 |
| 11/02/2023 | DELTAIAGROUP AGNT PYMNT XXXXX8707           | \$1,063.94 |            | \$1,081,156.62 |
| 11/03/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,081,196.62 |
| 11/03/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,081,236.62 |
| 11/03/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,081,276.62 |
| 11/03/2023 | ALLPAID EDI/EFTPM 110                       |            | \$100.00   | \$1,081,376.62 |
| 11/03/2023 | ALLPAID EDI/EFTPM 110                       |            | \$1,528.21 | \$1,082,904.83 |
| 11/03/2023 | MERCHANT BANKCD DEPOSIT 496501752885        | \$34.45    |            | \$1,082,870.38 |
| 11/03/2023 | CHECK # 46628                               | \$55.41    |            | \$1,082,814.97 |
| 11/06/2023 | DEPOSIT                                     |            | \$100.00   | \$1,082,914.97 |
| 11/06/2023 | DEPOSIT                                     |            | \$121.15   | \$1,083,036.12 |
| 11/06/2023 | DEPOSIT                                     |            | \$720.00   | \$1,083,756.12 |
| 11/06/2023 | DEPOSIT                                     |            | \$1,316.76 | \$1,085,072.88 |
| 11/06/2023 | DEPOSIT                                     |            | \$6,789.09 | \$1,091,861.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,091,901.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,091,941.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,091,981.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,092,021.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,092,061.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,092,101.97 |
| 11/06/2023 | ST OF IA-E.F.T. E.F.T. 00002130253          |            | \$40.00    | \$1,092,141.97 |

| Transaction No          | Date       | Mod | Empl/Vend | Vendor/Employee Name | Other No | Checks                      | Deposits     |
|-------------------------|------------|-----|-----------|----------------------|----------|-----------------------------|--------------|
| 1 FIRST INTERSTATE BANK |            |     |           |                      |          | Beginning Statement Balance | 1,086,948.63 |
| 42617                   | 10/30/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 899.94       |
| 42620                   | 10/31/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 808.01       |
| 42621                   | 10/31/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,007.39     |
| 42622                   | 11/02/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 6,842.27     |
| 42623                   | 11/02/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,528.21     |
| 42624                   | 11/02/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 439.40       |
| 42638                   | 11/06/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 367.40       |
| 42640                   | 11/06/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 588.28       |
| 42645                   | 10/27/2023 | GL  |           |                      |          |                             | 320.00       |
| 42649                   | 10/31/2023 | GL  |           |                      |          |                             | 100.00       |
| 42650                   | 11/06/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,316.76     |
| 42651                   | 10/30/2023 | GL  |           |                      |          |                             | 40.00        |
| 42652                   | 10/31/2023 | GL  |           |                      |          |                             | 120.00       |
| 42654                   | 11/07/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 896.48       |
| 42655                   | 11/07/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 325.00       |
| 42656                   | 11/09/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 325.00       |
| 42657                   | 11/13/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 4,807.34     |
| 42658                   | 11/13/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 367.53       |
| 42659                   | 11/14/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 435.94       |
| 42660                   | 11/15/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 6,228.44     |
| 42661                   | 11/15/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 167.89       |
| 42662                   | 11/16/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,418.87     |
| 42663                   | 11/16/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 446.00       |
| 42664                   | 11/16/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 29,956.48    |
| 42665                   | 11/17/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 677.78       |
| 42666                   | 11/01/2023 | GL  |           |                      |          |                             | 280.00       |
| 42667                   | 11/03/2023 | GL  |           |                      |          |                             | 6,789.09     |
| 42668                   | 11/03/2023 | GL  |           |                      |          |                             | 121.15       |
| 42669                   | 11/03/2023 | GL  |           |                      |          |                             | 150.00       |
| 42670                   | 11/06/2023 | GL  |           |                      |          |                             | 720.00       |
| 42671                   | 11/06/2023 | GL  |           |                      |          |                             | 100.00       |
| 42672                   | 11/06/2023 | GL  |           |                      |          |                             | 40.00        |
| 42673                   | 11/07/2023 | GL  |           |                      |          |                             | 60.00        |
| 42674                   | 11/07/2023 | GL  |           |                      |          |                             | 440.00       |
| 42675                   | 11/08/2023 | GL  |           |                      |          |                             | 100.00       |
| 42676                   | 11/08/2023 | GL  |           |                      |          |                             | 40.00        |
| 42677                   | 11/08/2023 | GL  |           |                      |          |                             | 704.00       |
| 42678                   | 11/10/2023 | GL  |           |                      |          |                             | 28,282.48    |
| 42679                   | 11/12/2023 | GL  |           |                      |          |                             | 584.87       |
| 42680                   | 11/16/2023 | GL  |           |                      |          |                             | 1,090.00     |
| 42681                   | 11/14/2023 | GL  |           |                      |          |                             | 803.50       |
| 42682                   | 11/14/2023 | GL  |           |                      |          |                             | 259.21       |
| 42683                   | 11/14/2023 | GL  |           |                      |          |                             | 1,200.00     |
| 42684                   | 11/20/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 459.01       |
| 42685                   | 11/20/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 4,712.62     |
| 42686                   | 11/20/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 793.34       |
| 42687                   | 11/21/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,706.11     |
| 42688                   | 11/21/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 576.80       |
| 42689                   | 11/22/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,213.91     |
| 42690                   | 11/27/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 4,059.80     |
| 42691                   | 11/27/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 202.70       |
| 42692                   | 11/27/2023 | UB  |           | 1 UB DEPOSIT         |          |                             | 1,871.92     |



| Transaction No | Date | Mod | Empl/Vend | Vendor/Employee Name | Other No | Checks | Deposits |
|----------------|------|-----|-----------|----------------------|----------|--------|----------|
|----------------|------|-----|-----------|----------------------|----------|--------|----------|

## 1 FIRST INTERSTATE BANK

- continued -

|        |            |    |  |                              |  |           |           |
|--------|------------|----|--|------------------------------|--|-----------|-----------|
| 42693  | 11/27/2023 | UB |  | 1 UB DEPOSIT                 |  |           | 420.34    |
| 42694  | 11/28/2023 | UB |  | 1 UB DEPOSIT                 |  |           | 6,808.51  |
| 42695  | 11/28/2023 | UB |  | 1 UB DEPOSIT                 |  |           | 83.00     |
| 42696  | 11/29/2023 | UB |  | 1 UB DEPOSIT                 |  |           | 2,850.90  |
| 42698  | 11/09/2023 | GL |  |                              |  |           | 40.00     |
| 42699  | 11/13/2023 | GL |  |                              |  |           | 360.00    |
| 42700  | 11/14/2023 | GL |  |                              |  |           | 40.00     |
| 42701  | 11/15/2023 | GL |  |                              |  |           | 29.50     |
| 42702  | 11/15/2023 | GL |  |                              |  |           | 240.00    |
| 42703  | 11/16/2023 | GL |  |                              |  |           | 246.04    |
| 42704  | 11/16/2023 | GL |  |                              |  |           | 520.00    |
| 42705  | 11/16/2023 | GL |  |                              |  |           | 120.00    |
| 42718  | 11/20/2023 | GL |  |                              |  |           | 256.77    |
| 42719  | 11/17/2023 | GL |  |                              |  |           | 220.50    |
| 42720  | 11/17/2023 | GL |  |                              |  |           | 151.60    |
| 42721  | 11/17/2023 | GL |  |                              |  |           | 240.00    |
| 42722  | 11/20/2023 | GL |  |                              |  |           | 352.94    |
| 42723  | 11/20/2023 | GL |  |                              |  |           | 713.43    |
| 42726  | 11/21/2023 | GL |  |                              |  |           | 250.00    |
| 42727  | 11/22/2023 | GL |  |                              |  |           | 800.00    |
| 42728  | 11/22/2023 | GL |  |                              |  |           | 986.97    |
| 42729  | 11/22/2023 | GL |  |                              |  |           | 1,372.00  |
| 42730  | 11/22/2023 | GL |  |                              |  |           | 862.73    |
| 42731  | 11/27/2023 | GL |  |                              |  |           | 305.00    |
| 42732  | 11/27/2023 | GL |  |                              |  |           | 94,349.34 |
| 42733  | 11/27/2023 | GL |  |                              |  |           | 100.00    |
| 42734  | 11/27/2023 | GL |  |                              |  |           | 40.00     |
| 42735  | 11/28/2023 | GL |  |                              |  |           | 275.00    |
| 42736  | 11/28/2023 | GL |  |                              |  |           | 351.27    |
| 42738  | 11/29/2023 | GL |  |                              |  |           | 971.00    |
| 42756  | 11/30/2023 | GL |  |                              |  |           | 2,263.12  |
| 42758  | 11/16/2023 | GL |  |                              |  |           | 18,817.47 |
| 42759  | 11/27/2023 | GL |  |                              |  |           | 18,541.29 |
| 42760  | 11/09/2023 | UB |  | 1 UB DEPOSIT                 |  |           | 100.00    |
| 42761  | 11/15/2023 | GL |  |                              |  |           | 84.18     |
| 46628  | 9/29/2023  | PR |  | 210 JESSICA RIEMERSMA        |  | 55.41     |           |
| 46629  | 9/29/2023  | PR |  | 217 DANIEL RIEMERSMA         |  | 406.34    |           |
| 46678* | 10/16/2023 | AP |  | 416 isolved BENEFIT SERVICES |  | 2,345.19  |           |
| 46690* | 10/30/2023 | AP |  | 504 A TEAM APPAREL           |  | 181.50    |           |
| 46691  | 10/30/2023 | AP |  | 290 AUTOMATIC SYSTEMS CO     |  | 520.00    |           |
| 46692  | 10/30/2023 | AP |  | 1031 BRICK GENTRY P.C.       |  | 1,050.00  |           |
| 46693  | 10/30/2023 | AP |  | 1210 BROWNELLS, INC          |  | 39.26     |           |
| 46694  | 10/30/2023 | AP |  | 1053 FIRST NATIONAL BANK CC  |  | 2,934.55  |           |
| 46695  | 10/30/2023 | AP |  | 10 GALLS, LLC                |  | 125.93    |           |
| 46696  | 10/30/2023 | AP |  | 104 IOWA PRISON INDUSTRIES   |  | 264.00    |           |
| 46697  | 10/30/2023 | AP |  | 941 IOWA PUMP WORKS INC      |  | 16,360.59 |           |
| 46698  | 10/30/2023 | AP |  | 65 KELTEK INCORPORATED       |  | 93.23     |           |
| 46699  | 10/30/2023 | AP |  | 123 MICROBAC                 |  | 2,154.00  |           |
| 46700  | 10/30/2023 | AP |  | 17 MIDAMERICAN ENERGY        |  | 5,023.43  |           |
| 46701  | 10/30/2023 | AP |  | 1206 NO 2 SOLUTIONS, LLC     |  | 125.00    |           |
| 46702  | 10/30/2023 | AP |  | 84 US POST OFFICE            |  | 409.55    |           |
| 46703  | 10/31/2023 | AP |  | 1058 1 DIGITAL, INC          |  | 11,930.42 |           |

| Transaction No | Date | Mod | Empl/Vend | Vendor/Employee Name | Other No | Checks | Deposits |
|----------------|------|-----|-----------|----------------------|----------|--------|----------|
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## 1 FIRST INTERSTATE BANK

- continued -

|        |            |    |  |                                     |  |            |  |
|--------|------------|----|--|-------------------------------------|--|------------|--|
| 46704  | 10/31/2023 | AP |  | 89 ACCO UNLIMITED CORPORATION       |  | 473.00     |  |
| 46705  | 10/31/2023 | AP |  | 586 CAPITAL FIRE EQUIPMENT INC      |  | 637.50     |  |
| 46706  | 10/31/2023 | AP |  | 68 CARGILL INC SALT DIVISION        |  | 6,830.59   |  |
| 46707  | 10/31/2023 | AP |  | 221 CENTURYLINK (LUMEN)             |  | 84.84      |  |
| 46708  | 10/31/2023 | AP |  | 461 CITY OF ALTOONA                 |  | 293.24     |  |
| 46709  | 10/31/2023 | AP |  | 142 COLFAX AUTO PARTS               |  | 323.46     |  |
| 46710  | 10/31/2023 | AP |  | 1053 FIRST NATIONAL BANK CC         |  | 1,749.26   |  |
| 46711  | 10/31/2023 | AP |  | 126 FOLLETT SOFTWARE COMPANY        |  | 900.05     |  |
| 46712  | 10/31/2023 | AP |  | 249 GLOBAL REACH INTERNET PRODUCTI  |  | 146.15     |  |
| 46713  | 10/31/2023 | AP |  | 1124 GLOBE LIFE                     |  | 52.08      |  |
| 46714  | 10/31/2023 | AP |  | 129 IOWA ONE CALL                   |  | 39.60      |  |
| 46715  | 10/31/2023 | AP |  | 104 IOWA PRISON INDUSTRIES          |  | 174.46     |  |
| 46716  | 10/31/2023 | AP |  | 897 IOWA REGIONAL UTILITIES AS      |  | 136.06     |  |
| 46717  | 10/31/2023 | AP |  | 1007 IOWA STORAGE TRAILER INC       |  | 135.00     |  |
| 46718  | 10/31/2023 | AP |  | 416 isolved BENEFIT SERVICES        |  | 51.40      |  |
| 46719  | 10/31/2023 | AP |  | 401 MENARDS - ALTOONA               |  | 168.07     |  |
| 46720  | 10/31/2023 | AP |  | 950 MSA PROFESSIONAL SERVICES       |  | 210.00     |  |
| 46721  | 10/31/2023 | AP |  | 240 NEWTON DAILY NEWS               |  | 339.60     |  |
| 46722  | 10/31/2023 | AP |  | 772 OVERDRIVE INC                   |  | 657.00     |  |
| 46723  | 10/31/2023 | AP |  | 1148 RANGEMASTERS TRAINING CENTER   |  | 169.68     |  |
| 46724  | 10/31/2023 | AP |  | 492 STATE OF IOWA                   |  | 251.92     |  |
| 46725  | 10/31/2023 | AP |  | 759 TRUGREEN                        |  | 716.80     |  |
| 46726  | 11/13/2023 | AP |  | 1077 CIT SEWER SOLUTIONS            |  | 105,209.89 |  |
| 46727  | 11/14/2023 | PR |  | 460 TERRY D ALLFREE                 |  | 330.38     |  |
| 46728  | 11/14/2023 | AP |  | 1204 ACCURATE COMMERCIAL            |  | 223,408.25 |  |
| 46729  | 11/15/2023 | AP |  | 1212 COPPER ELECTRIC COMPANY        |  | 3,183.35   |  |
| 46730  | 11/15/2023 | AP |  | 5 DES MOINES STAMP MFG CO INC       |  | 34.50      |  |
| 46731  | 11/15/2023 | AP |  | 10 GALLS, LLC                       |  | 125.93     |  |
| 46732  | 11/15/2023 | AP |  | 42 HEARTLAND COOP                   |  | 1,793.81   |  |
| 46734* | 11/15/2023 | AP |  | 154 IOWA MUNICIPAL WORKERS COMP AS  |  | 2,831.00   |  |
| 46735  | 11/15/2023 | AP |  | 1012 IOWA OFFICE CLEANING           |  | 1,900.00   |  |
| 46736  | 11/15/2023 | AP |  | 104 IOWA PRISON INDUSTRIES          |  | 140.97     |  |
| 46737  | 11/15/2023 | AP |  | 103 IOWA RURAL WATER ASSOC          |  | 355.00     |  |
| 46738  | 11/15/2023 | AP |  | 416 isolved BENEFIT SERVICES        |  | 86.12      |  |
| 46739  | 11/15/2023 | AP |  | 893 KOCH OFFICE GROUP               |  | 1,736.21   |  |
| 46740  | 11/15/2023 | AP |  | 1164 LINDE GAS & EQUIPMENT INC      |  | 260.45     |  |
| 46741  | 11/15/2023 | AP |  | 1147 MARTIN GARDNER ARCHITECTURE    |  | 28,513.46  |  |
| 46742  | 11/15/2023 | AP |  | 784 MEDIACOM                        |  | 155.90     |  |
| 46743  | 11/15/2023 | AP |  | 401 MENARDS - ALTOONA               |  | 107.57     |  |
| 46744  | 11/15/2023 | AP |  | 45 METRO WASTE AUTHORITY            |  | 2,742.16   |  |
| 46745  | 11/15/2023 | AP |  | 123 MICROBAC                        |  | 2,173.50   |  |
| 46746  | 11/15/2023 | AP |  | 1213 MURPHY HELWIG LIBRARY          |  | 15.00      |  |
| 46747  | 11/15/2023 | AP |  | 624 MUSCO SPORTS LIGHTING LLC       |  | 20,000.00  |  |
| 46748  | 11/15/2023 | AP |  | 240 NEWTON DAILY NEWS               |  | 62.26      |  |
| 46749  | 11/15/2023 | AP |  | 1095 PCC AMBULANCE BILLING SERVICES |  | 386.93     |  |
| 46750  | 11/15/2023 | AP |  | 481 PORTER DO IT BEST               |  | 394.26     |  |
| 46751  | 11/15/2023 | AP |  | 286 PRAIRIE CITY FOODS              |  | 32.51      |  |
| 46752  | 11/15/2023 | AP |  | 1105 REVISE SOFTWARE SYSTEMS        |  | 1,800.00   |  |
| 46753  | 11/15/2023 | AP |  | 1173 RKDIXON                        |  | 770.00     |  |
| 46754  | 11/15/2023 | AP |  | 848 VAN DER KAMP JODY               |  | 310.00     |  |
| 46755  | 11/15/2023 | AP |  | 904 VERMILION DESIGN GROUP          |  | 4,000.00   |  |
| 46756  | 11/15/2023 | AP |  | 265 WASTE MANAGEMENT OF IOWA        |  | 12,329.57  |  |

| Transaction No | Date | Mod | Empl/Vend | Vendor/Employee Name | Other No | Checks | Deposits |
|----------------|------|-----|-----------|----------------------|----------|--------|----------|
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## 1 FIRST INTERSTATE BANK

- continued -

|       |            |    |      |                               |  |            |  |
|-------|------------|----|------|-------------------------------|--|------------|--|
| 46757 | 11/15/2023 | AP | 1128 | AMY WITTE                     |  | 35.65      |  |
| 46758 | 11/16/2023 | AP | 304  | BLACKTOP SERVICE COMPANY      |  | 135,244.00 |  |
| 46759 | 11/16/2023 | AP | 1031 | BRICK GENTRY P.C.             |  | 1,970.00   |  |
| 46760 | 11/16/2023 | AP | 954  | CINTAS LOC22M                 |  | 5.04       |  |
| 46761 | 11/16/2023 | AP | 1214 | EVERLAST CONTRACTORS          |  | 2,684.57   |  |
| 46762 | 11/16/2023 | AP | 942  | JOHNSON CONTROLS              |  | 1,766.81   |  |
| 46763 | 11/16/2023 | AP | 893  | KOCH OFFICE GROUP             |  | 1,006.06   |  |
| 46764 | 11/16/2023 | AP | 27   | SNELLER PLBG, HTG, & ELECTRIC |  | 863.96     |  |
| 156*  | 11/06/2023 | UB | 1    | NSF CHECK                     |  | 81.45      |  |
| 157   | 11/22/2023 | UB | 1    | NSF CHECK                     |  | 236.33     |  |
| 158   | 11/15/2023 | GL |      |                               |  | 4.00       |  |
| 159   | 11/15/2023 | GL |      |                               |  | 5.25       |  |
| 160   | 11/15/2023 | GL |      |                               |  | 74.93      |  |
| 161   | 11/22/2023 | GL |      |                               |  | 3.00       |  |
| 162   | 11/30/2023 | GL |      |                               |  | 20.00      |  |
| 2291  | 11/14/2023 | PR | 111  | SUSAN E PONDER                |  | 929.96     |  |
| 2292  | 11/14/2023 | PR | 112  | JENNY L ANDERSON              |  | 154.91     |  |
| 2293  | 11/14/2023 | PR | 118  | CHRISTINE D BUSBY             |  | 100.00     |  |
| 2294  | 11/14/2023 | PR | 118  | CHRISTINE D BUSBY             |  | 1,942.09   |  |
| 2295  | 11/14/2023 | PR | 119  | KATHY C WHITAKER              |  | 161.36     |  |
| 2296  | 11/14/2023 | PR | 120  | JERRY MOORE                   |  | 2,371.60   |  |
| 2297  | 11/14/2023 | PR | 121  | JANET LEWIS                   |  | 1,269.14   |  |
| 2298  | 11/14/2023 | PR | 215  | NICHOLAS RS ALDRICH           |  | 264.29     |  |
| 2299  | 11/14/2023 | PR | 216  | AMY INGLE                     |  | 131.79     |  |
| 2300  | 11/14/2023 | PR | 417  | WILLIAM R SICKELS             |  | 2,476.84   |  |
| 2302  | 11/14/2023 | PR | 418  | KEVIN R GOTT                  |  | 2,487.18   |  |
| 2303  | 11/14/2023 | PR | 452  | MATTHEW B DAVENPORT           |  | 436.12     |  |
| 2304  | 11/14/2023 | PR | 457  | MARK J BACKSTROM              |  | 298.43     |  |
| 2305  | 11/14/2023 | PR | 458  | TERESA K SMITH                |  | 220.25     |  |
| 2306  | 11/14/2023 | PR | 503  | CARL J VAN DER KAMP           |  | 2,095.48   |  |
| 2307  | 11/14/2023 | PR | 516  | JACOB L FARLOW                |  | 1,517.23   |  |
| 2308  | 11/14/2023 | PR | 527  | DYLAN J CORNELISON            |  | 150.00     |  |
| 2309  | 11/14/2023 | PR | 527  | DYLAN J CORNELISON            |  | 1,386.62   |  |
| 2310  | 11/14/2023 | PR | 528  | BRENNA L WARDYN               |  | 1,417.41   |  |
| 2311  | 11/28/2023 | PR | 111  | SUSAN E PONDER                |  | 954.64     |  |
| 2312  | 11/28/2023 | PR | 112  | JENNY L ANDERSON              |  | 158.14     |  |
| 2313  | 11/28/2023 | PR | 118  | CHRISTINE D BUSBY             |  | 100.00     |  |
| 2314  | 11/28/2023 | PR | 118  | CHRISTINE D BUSBY             |  | 1,917.80   |  |
| 2315  | 11/28/2023 | PR | 119  | KATHY C WHITAKER              |  | 161.36     |  |
| 2316  | 11/28/2023 | PR | 120  | JERRY MOORE                   |  | 2,330.30   |  |
| 2317  | 11/28/2023 | PR | 121  | JANET LEWIS                   |  | 1,152.19   |  |
| 2318  | 11/28/2023 | PR | 216  | AMY INGLE                     |  | 91.44      |  |
| 2319  | 11/28/2023 | PR | 417  | WILLIAM R SICKELS             |  | 3,375.66   |  |
| 2320  | 11/28/2023 | PR | 418  | KEVIN R GOTT                  |  | 2,440.10   |  |
| 2321  | 11/28/2023 | PR | 419  | KAMERON G KINMONTH            |  | 203.26     |  |
| 2322  | 11/28/2023 | PR | 452  | MATTHEW B DAVENPORT           |  | 301.57     |  |
| 2323  | 11/28/2023 | PR | 457  | MARK J BACKSTROM              |  | 298.43     |  |
| 2324  | 11/28/2023 | PR | 458  | TERESA K SMITH                |  | 512.88     |  |
| 2325  | 11/28/2023 | PR | 460  | TERRY D ALLFREE               |  | 440.51     |  |
| 2326  | 11/28/2023 | PR | 503  | CARL J VAN DER KAMP           |  | 1,998.38   |  |
| 2327  | 11/28/2023 | PR | 516  | JACOB L FARLOW                |  | 1,608.98   |  |
| 2328  | 11/28/2023 | PR | 527  | DYLAN J CORNELISON            |  | 150.00     |  |

| Transaction No | Date | Mod | Empl/Vend | Vendor/Employee Name | Other No | Checks | Deposits |
|----------------|------|-----|-----------|----------------------|----------|--------|----------|
|----------------|------|-----|-----------|----------------------|----------|--------|----------|

## 1 FIRST INTERSTATE BANK

- continued -

|         |            |    |  |                                    |  |          |  |
|---------|------------|----|--|------------------------------------|--|----------|--|
| 2329    | 11/28/2023 | PR |  | 527 DYLAN J CORNELISON             |  | 1,294.92 |  |
| 2330    | 11/28/2023 | PR |  | 528 BRENNAL WARDYN                 |  | 1,366.80 |  |
| 7092480 | 10/17/2023 | AP |  | 80 TREASURER STATE OF IOWA         |  | 1,616.82 |  |
| 7092488 | 10/31/2023 | AP |  | 80 TREASURER STATE OF IOWA         |  | 837.12   |  |
| 7092489 | 10/31/2023 | AP |  | 81 IPERS                           |  | 3,915.27 |  |
| 7092500 | 11/14/2023 | AP |  | 53 FEDERAL WITHHOLD, FICA, M/CARE  |  | 6,181.71 |  |
| 7092501 | 11/14/2023 | AP |  | 416 isolved BENEFIT SERVICES       |  | 484.61   |  |
| 7092503 | 10/17/2023 | AP |  | 81 IPERS                           |  | 7,908.42 |  |
| 7092506 | 11/28/2023 | AP |  | 53 FEDERAL WITHHOLD, FICA, M/CARE  |  | 6,368.13 |  |
| 7092507 | 11/28/2023 | AP |  | 80 TREASURER STATE OF IOWA         |  | 1,778.42 |  |
| 7092508 | 11/28/2023 | AP |  | 81 IPERS                           |  | 8,579.70 |  |
| 7092509 | 11/28/2023 | AP |  | 416 isolved BENEFIT SERVICES       |  | 484.61   |  |
| 7092511 | 11/30/2023 | AP |  | 627 WELLMARK BC/BS OF IOWA         |  | 9,566.28 |  |
| 7092512 | 11/30/2023 | AP |  | 235 DELTA DENTAL PLAN OF IOWA      |  | 880.00   |  |
| 7092513 | 11/30/2023 | AP |  | 235 DELTA DENTAL PLAN OF IOWA      |  | 183.94   |  |
| 7092514 | 11/30/2023 | AP |  | 1113 LINCOLN NATIONAL LIFE INS. CO |  | 280.27   |  |
| 7092515 | 11/30/2023 | AP |  | 315 STERICYCLE INC                 |  | 216.66   |  |
| 7092516 | 11/30/2023 | AP |  | 1189 FIRST DATA MERCHANT SERVS LLC |  | 34.45    |  |
| 7092517 | 11/30/2023 | AP |  | 1215 METLIFE SMALL BUSINESS        |  | 274.03   |  |
| 7092520 | 11/30/2023 | AP |  | 862 IOWA DEPT OF REVENUE           |  | 352.43   |  |
| 7092521 | 11/30/2023 | AP |  | 862 IOWA DEPT OF REVENUE           |  | 1,589.88 |  |

## Fund Description

|     |                        |            |            |
|-----|------------------------|------------|------------|
| 001 | GENERAL                | 372,751.51 | 146,337.53 |
| 110 | ROAD USE               | 142,923.78 | 18,817.47  |
| 112 | TRUST&AGENCY LEVIES    | 9,123.28   |            |
| 121 | LOCAL OPTION SALES TAX |            | 18,541.29  |
| 125 | TIF FUNDS              |            | 1,003.16   |
| 168 | LIBRARY TRUST          |            | 500.00     |
| 500 | PERPETUAL CARE         |            | 525.00     |
| 600 | WATER                  | 23,034.97  | 500.00     |
| 610 | SEWER                  | 144,543.28 |            |
| 670 | SANITATION             | 17,254.40  | 20.00      |

Fund Grand Total

709,631.22 186,244.45

Ending Statement Balance

648,953.45



BKREC10  
09.21.21

Tue Dec 19, 2023 5:13 PM

City of Prairie City IA  
BANK STATEMENT RECONCILIATION  
CALENDAR 11/2023 FISCAL 5/2024

OPER: CHB  
JRN:2387

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| Transaction No | Date                  | Mod | Empl/Vend | Vendor/Employee Name    | Other No | Checks                      | Deposits     |
|----------------|-----------------------|-----|-----------|-------------------------|----------|-----------------------------|--------------|
| 1              | FIRST INTERSTATE BANK |     |           |                         |          | Beginning Statement Balance | 1,086,948.63 |
|                |                       |     |           | 142 Credit Transactions |          | 709,949.00                  |              |
|                |                       |     |           | 87 Debit Transactions   |          | 271,953.82                  |              |
|                |                       |     |           |                         |          | Ending Statement Balance    | 648,953.45   |



## City of Prairie City

PMA Financial Network  
2135 City Lane  
7th Floor  
Naperville, IL 60563  
Phone: 630-657-6400  
Fax: 630-718-8701

### Monthly Activity Summary

11/1/2023 - 11/30/2023

| Class       | Account  | Beginning Balance     | Contributions | Interest           | Other Withdrawals | Month End Balance     |
|-------------|--|-----------------------|---------------|--------------------|-------------------|-----------------------|
| Diversified | 39063 - 101 TIF Funds                            | \$29,512.55           | \$0.00        | \$124.29           | \$0.00            | \$29,636.84           |
| Diversified | 39063 - 102 Police Trust                         | \$8,548.44            | \$0.00        | \$36.00            | \$0.00            | \$8,584.44            |
| Diversified | 39063 - 103 Cemetery Bequest Trust               | \$5,059.36            | \$0.00        | \$21.30            | \$0.00            | \$5,080.66            |
| Diversified | 39063 - 104 TIF - LMI Fund                       | \$102,432.61          | \$0.00        | \$431.26           | \$0.00            | \$102,863.87          |
| Diversified | 39063 - 105 Community Celebration - Prairie Days | \$31,035.25           | \$0.00        | \$130.62           | \$0.00            | \$31,165.87           |
| Diversified | 39063 - 106 Equipment Revolving Fund             | \$2,759,814.78        | \$0.00        | \$11,619.40        | \$0.00            | \$2,771,434.18        |
| Diversified | 39063 - 107 Fire Trust                           | \$42,498.27           | \$0.00        | \$178.90           | \$0.00            | \$42,677.17           |
| Diversified | 39063 - 108 Park Board Trust                     | \$24,120.55           | \$0.00        | \$101.56           | \$0.00            | \$24,222.11           |
| Diversified | 39063 - 109 Library Trust                        | \$241,973.98          | \$0.00        | \$1,018.74         | \$0.00            | \$242,992.72          |
| Diversified | 39063 - 110 EDC Trust                            | \$105,637.69          | \$0.00        | \$444.74           | \$0.00            | \$106,082.43          |
| Diversified | 39063 - 111 Ambulance Trust                      | \$43,478.71           | \$0.00        | \$183.07           | \$0.00            | \$43,661.78           |
| Diversified | 39063 - 112 Sewer                                | \$460.47              | \$0.00        | \$1.80             | \$0.00            | \$462.27              |
| Diversified | 39063 - 113 EMS Building Fund                    | \$14,756.32           | \$0.00        | \$62.11            | \$0.00            | \$14,818.43           |
| Diversified | 39063 - 114 Water Meter Reserve                  | \$7,121.42            | \$0.00        | \$29.99            | \$0.00            | \$7,151.41            |
|             |  | <b>\$3,416,450.40</b> | <b>\$0.00</b> | <b>\$14,383.78</b> | <b>\$0.00</b>     | <b>\$3,430,834.18</b> |

| ACCOUNT NUMBER                         | ACCOUNT NAME                | RCPT DATE | REFERENCE      | CHK/CRD# | OTHER INFO | DEBITS          | CREDITS         |
|--|-----------------------------|-----------|----------------|----------|------------|-----------------|-----------------|
| 002-160-4300                           | INTEREST - EQPT REVOLVING F | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 11619.40        |
| 002-000-1150                           | IPAIT - EQUIP REVOLVING FUN | 113023    | IPAIT INTEREST |          | †PAIT      | 11619.40        | .00             |
| 125-910-4300                           | INTEREST - TIF              | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 555.55          |
| 125-000-1150                           | IPAIT - TIF FUNDS           | 113023    | IPAIT INTEREST |          | †PAIT      | 124.29          | .00             |
| 125-000-1151                           | IPAIT - TIF LMI             | 113023    | IPAIT INTEREST |          | †PAIT      | 431.26          | .00             |
| 160-520-4300                           | EDC INTEREST                | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 444.74          |
| 160-000-1150                           | IPAIT-ECONOMIC DEVELOPMENT  | 113023    | IPAIT INTEREST |          | †PAIT      | 444.74          | .00             |
| 167-150-4300                           | FIRE INTEREST               | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 241.01          |
| 167-000-1150                           | IPAIT - FIRE TRUST          | 113023    | IPAIT INTEREST |          | †PAIT      | 178.90          | .00             |
| 167-000-1151                           | IPAIT - EMS BLDG            | 113023    | IPAIT INTEREST |          | †PAIT      | 62.11           | .00             |
| 168-410-4300                           | LIBRARY INTEREST            | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 1018.74         |
| 168-000-1150                           | IPAIT-LIBRARY TRUST         | 113023    | IPAIT INTEREST |          | †PAIT      | 1018.74         | .00             |
| 169-160-4300                           | AMBULANCE INTEREST          | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 183.07          |
| 169-000-1150                           | IPAIT-AMBULANCE             | 113023    | IPAIT INTEREST |          | †PAIT      | 183.07          | .00             |
| 170-440-4300                           | PARKS INTEREST              | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 232.18          |
| 170-000-1150                           | IPAIT- PARK                 | 113023    | IPAIT INTEREST |          | †PAIT      | 101.56          | .00             |
| 170-000-1151                           | IPAIT - CELEBRATION         | 113023    | IPAIT INTEREST |          | †PAIT      | 130.62          | .00             |
| 172-450-4300                           | CEMETERY INTEREST           | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 21.30           |
| 172-000-1150                           | IPAIT-CEMETERY TRUST        | 113023    | IPAIT INTEREST |          | †PAIT      | 21.30           | .00             |
| 173-110-4300                           | POLICE INTEREST             | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 36.00           |
| 173-000-1150                           | IPAIT-POLICE TRUST          | 113023    | IPAIT INTEREST |          | †PAIT      | 36.00           | .00             |
| 600-810-4300                           | INTEREST - WATER            | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 29.99           |
| 600-000-1153                           | IPAIT WATER RESERVE         | 113023    | IPAIT INTEREST |          | †PAIT      | 29.99           | .00             |
| 610-815-4300                           | INTEREST - SEWER            | 113023    | IPAIT INTEREST |          | †PAIT      | .00             | 1.80            |
| 610-000-1150                           | IPAIT - SEWER               | 113023    | IPAIT INTEREST |          | †PAIT      | 1.80            | .00             |
| <b>TOTALS</b>                          |                             |           |                |          |            | <b>14383.78</b> | <b>14383.78</b> |
| <b>BANK 2 TOTAL ELECTRONIC DEPOSIT</b> |                             |           |                |          |            | <b>14383.78</b> |                 |

| ACCOUNT NUMBER     | ACCOUNT TITLE                  | DEBITS    | CREDITS   | NET        |
|--------------------|--------------------------------|-----------|-----------|------------|
| 002-000-1150       | IPAIT - EQUIP REVOLVING FUND   | 11,619.40 | .00       | 11,619.40  |
| 002-160-4300       | INTEREST - EQPT REVOLVING FUND | .00       | 11,619.40 | 11,619.40- |
| 125-000-1150       | IPAIT - TIF FUNDS              | 124.29    | .00       | 124.29     |
| 125-000-1151       | IPAIT - TIF LMI                | 431.26    | .00       | 431.26     |
| 125-910-4300       | INTEREST - TIF                 | .00       | 555.55    | 555.55-    |
| 160-000-1150       | IPAIT-ECONOMIC DEVELOPMENT     | 444.74    | .00       | 444.74     |
| 160-520-4300       | EDC INTEREST                   | .00       | 444.74    | 444.74-    |
| 167-000-1150       | IPAIT - FIRE TRUST             | 178.90    | .00       | 178.90     |
| 167-000-1151       | IPAIT - EMS BLDG               | 62.11     | .00       | 62.11      |
| 167-150-4300       | FIRE INTEREST                  | .00       | 241.01    | 241.01-    |
| 168-000-1150       | IPAIT-LIBRARY TRUST            | 1,018.74  | .00       | 1,018.74   |
| 168-410-4300       | LIBRARY INTEREST               | .00       | 1,018.74  | 1,018.74-  |
| 169-000-1150       | IPAIT-AMBULANCE                | 183.07    | .00       | 183.07     |
| 169-160-4300       | AMBULANCE INTEREST             | .00       | 183.07    | 183.07-    |
| 170-000-1150       | IPAIT- PARK                    | 101.56    | .00       | 101.56     |
| 170-000-1151       | IPAIT - CELEBRATION            | 130.62    | .00       | 130.62     |
| 170-440-4300       | PARKS INTEREST                 | .00       | 232.18    | 232.18-    |
| 172-000-1150       | IPAIT-CEMETERY TRUST           | 21.30     | .00       | 21.30      |
| 172-450-4300       | CEMETERY INTEREST              | .00       | 21.30     | 21.30-     |
| 173-000-1150       | IPAIT-POLICE TRUST             | 36.00     | .00       | 36.00      |
| 173-110-4300       | POLICE INTEREST                | .00       | 36.00     | 36.00-     |
| 600-000-1153       | IPAIT WATER RESERVE            | 29.99     | .00       | 29.99      |
| 600-810-4300       | INTEREST - WATER               | .00       | 29.99     | 29.99-     |
| 610-000-1150       | IPAIT - SEWER                  | 1.80      | .00       | 1.80       |
| 610-815-4300       | INTEREST - SEWER               | .00       | 1.80      | 1.80-      |
| TRANSACTION TOTALS |                                | 14,383.78 | 14,383.78 | .00        |
| FUND               | NAME                           | DEBITS    | CREDITS   |            |
| 002                | EQUIPMENT REVENUE              | 11,619.40 | 11,619.40 |            |
| 125                | TIF FUNDS                      | 555.55    | 555.55    |            |
| 160                | ECONOMIC DEVELOPMENT           | 444.74    | 444.74    |            |
| 167                | FIRE TRUST                     | 241.01    | 241.01    |            |
| 168                | LIBRARY TRUST                  | 1,018.74  | 1,018.74  |            |
| 169                | AMBULANCE                      | 183.07    | 183.07    |            |
| 170                | PARK & CELEBRATIONS            | 232.18    | 232.18    |            |
| 172                | CEMETERY TRUST                 | 21.30     | 21.30     |            |
| 173                | POLICE TRUST/FORFEITURE        | 36.00     | 36.00     |            |
| 600                | WATER                          | 29.99     | 29.99     |            |
| 610                | SEWER                          | 1.80      | 1.80      |            |
| TOTALS             |                                | 14,383.78 | 14,383.78 |            |



| Transaction No | Date       | Mod | Empl/Vend | Vendor/Employee Name    | Other No | Checks                      | Deposits     |
|----------------|------------|-----|-----------|-------------------------|----------|-----------------------------|--------------|
| 2              | IPAIT      |     |           |                         |          | Beginning Statement Balance | 3,416,450.40 |
| 138            | 11/30/2023 | GL  |           |                         |          |                             | 14,383.78    |
|                |            |     |           | Fund Description        |          |                             |              |
|                |            |     | 002       | EQUIPMENT REVENUE       |          |                             | 11,619.40    |
|                |            |     | 125       | TIF FUNDS               |          |                             | 555.55       |
|                |            |     | 160       | ECONOMIC DEVELOPMENT    |          |                             | 444.74       |
|                |            |     | 167       | FIRE TRUST              |          |                             | 241.01       |
|                |            |     | 168       | LIBRARY TRUST           |          |                             | 1,018.74     |
|                |            |     | 169       | AMBULANCE               |          |                             | 183.07       |
|                |            |     | 170       | PARK & CELEBRATIONS     |          |                             | 232.18       |
|                |            |     | 172       | CEMETERY TRUST          |          |                             | 21.30        |
|                |            |     | 173       | POLICE TRUST/FORFEITURE |          |                             | 36.00        |
|                |            |     | 600       | WATER                   |          |                             | 29.99        |
|                |            |     | 610       | SEWER                   |          |                             | 1.80         |
|                |            |     |           | Fund Grand Total        |          |                             | 14,383.78    |
|                |            |     |           |                         |          | Ending Statement Balance    | 3,430,834.18 |

BKREC10  
09.21.21

Tue Dec 19, 2023 5:26 PM

City of Prairie City IA  
BANK STATEMENT RECONCILIATION  
CALENDAR 11/2023 FISCAL 5/2024

OPER: CHB  
JRNL:2389

PAGE 2

| Transaction No | Date  | Mod | Empl/Vend | Vendor/Employee Name | Other No | Checks                      | Deposits     |
|----------------|-------|-----|-----------|----------------------|----------|-----------------------------|--------------|
| 2              | IPAIT |     |           |                      |          | Beginning Statement Balance | 3,416,450.40 |
|                |       |     |           | Credit Transactions  |          |                             |              |
|                |       |     |           | 1 Debit Transactions |          | 14,383.78                   |              |
|                |       |     |           |                      |          | Ending Statement Balance    | 3,430,834.18 |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
| 001-110-6010   | SALARIES, POLICE          | 188,295.00 | 15,938.22      | 89,419.23      | 98,875.77  | 47            |
| 001-110-6020   | SALARIES, PART TIME       | 40,000.00  | 4,337.49       | 16,718.28      | 23,281.72  | 42            |
| 001-110-6160   | WORKERS COMPENSATION      | .00        | .00            | .00            | .00        |               |
| 001-110-6181   | UNIFORM EXPENSE           | 3,000.00   | 266.90         | 3,088.44       | 88.44-     | 103           |
| 001-110-6210   | DUES/MEMBERSHIPS          | 3,000.00   | 125.00         | 230.00         | 2,770.00   | 8             |
| 001-110-6230   | TRAINING                  | 3,000.00   | 350.00         | 2,031.93       | 968.07     | 68            |
| 001-110-6331   | FUEL                      | 19,000.00  | 2,222.56       | 7,896.90       | 11,103.10  | 42            |
| 001-110-6332   | VEHICLE REPAIRS/MAINTENAN | 4,500.00   | 59.99          | 3,032.01       | 1,467.99   | 67            |
| 001-110-6350   | EQUIP & BLDG MAINT        | 5,000.00   | .00            | 296.72         | 4,703.28   | 6             |
| 001-110-6373   | TELEPHONE                 | 3,600.00   | 259.33         | 1,315.77       | 2,284.23   | 37            |
| 001-110-6405   | COURT COSTS               | .00        | .00            | .00            | .00        |               |
| 001-110-6408   | INSURANCE                 | 7,000.00   | .00            | .00            | 7,000.00   |               |
| 001-110-6411   | LEGAL SERVICES            | 10,000.00  | 555.00         | 1,350.00       | 8,650.00   | 14            |
| 001-110-6415   | EQUIPMENT LEASES          | .00        | .00            | .00            | .00        |               |
| 001-110-6419   | COMPUTER SUPPORT          | 10,000.00  | 940.20         | 6,658.68       | 3,341.32   | 67            |
| 001-110-6506   | OFFICE SUPPLIES           | 3,000.00   | 389.30         | 1,033.62       | 1,966.38   | 34            |
| 001-110-6597   | POLICE TRUST PURCHASES    | .00        | .00            | .00            | .00        |               |
| 001-110-6710   | C/E/ POLICE CAR           | 65,000.00  | .00            | .00            | 65,000.00  |               |
| 001-110-6725   | MINOR EQUIPMENT           | 4,000.00   | .00            | 6,927.87       | 2,927.87-  | 173           |
| 001-110-6799   | OTHER C/E EXPENSE         | 2,500.00   | .00            | 925.00         | 1,575.00   | 37            |
|                | POLICE TOTAL              | 370,895.00 | 25,443.99      | 140,924.45     | 229,970.55 | 38            |
| 001-150-6190   | EMPLOYEE PHYSICALS        | 600.00     | .00            | 600.00         | .00        | 100           |
| 001-150-6210   | DUES/MEMBERSHIPS          | .00        | .00            | .00            | .00        |               |
| 001-150-6230   | TRAINING                  | 1,350.00   | .00            | 1,135.00       | 215.00     | 84            |
| 001-150-6310   | BUILDING MAINTENANCE      | 1,200.00   | .00            | 400.00         | 800.00     | 33            |
| 001-150-6350   | EQUIPMENT MAINTENANCE     | 2,500.00   | .00            | 238.00         | 2,262.00   | 10            |
| 001-150-6371   | UTILITIES                 | 2,000.00   | 126.26         | 461.35         | 1,538.65   | 23            |
| 001-150-6408   | INSURANCE                 | 1,155.00   | .00            | .00            | 1,155.00   |               |
| 001-150-6499   | FIREMEN FEES              | 3,000.00   | .00            | .00            | 3,000.00   |               |
| 001-150-6505   | EQUIPMENT                 | 15,000.00  | .00            | 9.90           | 14,990.10  |               |
| 001-150-6506   | OFFICE SUPPLIES           | 500.00     | 20.12          | 20.12          | 479.88     | 4             |
| 001-150-6510   | JASPER CO EMERGENCY MGMT  | 1,275.00   | .00            | 1,275.00       | .00        | 100           |
| 001-150-6597   | FIRE TRUST PURCHASES      | .00        | .00            | 400.00         | 400.00-    |               |
| 001-150-6799   | OTHER C/E EXPENSE         | 290,000.00 | 14,256.73      | 41,479.30      | 248,520.70 | 14            |
|                | FIRE TOTAL                | 318,580.00 | 14,403.11      | 46,018.67      | 272,561.33 | 14            |
| 001-160-6010   | SALARIES, AMBULANCE       | 9,100.00   | .30            | 3,116.63       | 5,983.37   | 34            |
| 001-160-6020   | ATTENDANTS FEES           | 6,000.00   | .00            | 1,110.00       | 4,890.00   | 19            |
| 001-160-6130   | IPERS, CITY SHARE         | .00        | .00            | .00            | .00        |               |
| 001-160-6190   | EMPLOYEE PHYSICALS        | .00        | .00            | .00            | .00        |               |
| 001-160-6210   | DUES/MEMBERSHIPS          | 1,000.00   | 810.00         | 810.00         | 190.00     | 81            |
| 001-160-6230   | TRAINING/MILEAGE          | 5,000.00   | .00            | .00            | 5,000.00   |               |
| 001-160-6331   | FUEL                      | 3,000.00   | 337.77         | 1,153.50       | 1,846.50   | 38            |
| 001-160-6332   | VEHICLE REPAIRS/MAINTENAN | 3,500.00   | 1,560.00       | 1,959.99       | 1,540.01   | 56            |
| 001-160-6350   | EQUIP & BLDG MAINT        | 2,500.00   | 310.00         | 310.00         | 2,190.00   | 12            |
| 001-160-6373   | AMBULANCE CELL PHONE      | 345.00     | 66.93          | 225.42         | 119.58     | 65            |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
| 001-160-6408   | INSURANCE                 | 2,415.00   | .00            | .00            | 2,415.00   |               |
| 001-160-6409   | CLEANING FEES             | 1,000.00   | .00            | .00            | 1,000.00   |               |
| 001-160-6419   | COMPUTER EXPENSES         | 1,000.00   | 153.97         | 1,115.40       | 115.40     | 112           |
| 001-160-6459   | MISC CONTRACT WORK        | 4,500.00   | 1,463.42       | 2,303.57       | 2,196.43   | 51            |
| 001-160-6506   | OFFICE SUPPLIES           | 2,500.00   | 313.05         | 415.76         | 2,084.24   | 17            |
| 001-160-6507   | MEDICAL SUPPLIES          | 7,000.00   | 528.62         | 2,347.52       | 4,652.48   | 34            |
| 001-160-6510   | JASPER CO. EMERGENCY MGNT | 1,275.00   | .00            | 1,275.00       | .00        | 100           |
| 001-160-6580   | REFUNDS AND TIERS         | 5,000.00   | .00            | 894.00         | 4,106.00   | 18            |
| 001-160-6597   | AMBULANCE TRUST PURCHASES | .00        | .00            | .00            | .00        |               |
| 001-160-6710   | C/E AMBULANCE             | .00        | .00            | .00            | .00        |               |
| 001-160-6725   | MINOR EQUIPMENT           | 7,000.00   | 514.18         | 514.18         | 6,485.82   | 7             |
| 001-160-6799   | OTHER C/E EXPENSE         | 290,000.00 | 14,256.73      | 35,954.38      | 254,045.62 | 12            |
|                | AMBULANCE TOTAL           | 352,135.00 | 20,314.97      | 53,505.35      | 298,629.65 | 15            |
| 001-190-6413   | JASPER COUNTY FACILITY    | 2,400.00   | .00            | .00            | 2,400.00   |               |
| 001-190-6490   | FEES-ANIMAL DISPOSAL      | .00        | .00            | .00            | .00        |               |
| 001-190-6506   | OFFICE SUPPLIES           | 50.00      | .00            | .00            | 50.00      |               |
| 001-190-6507   | OPERATING SUPPLIES        | .00        | .00            | .00            | .00        |               |
| 001-190-6725   | MINOR EQUIPMENT           | .00        | .00            | .00            | .00        |               |
|                | ANIMAL CONTROL TOTAL      | 2,450.00   | .00            | .00            | 2,450.00   |               |
| 001-210-6010   | SALARIES, STREETS         | 24,000.00  | 2,890.45       | 12,868.83      | 11,131.17  | 54            |
| 001-210-6230   | TRAINING                  | 293.00     | .00            | .00            | 293.00     |               |
| 001-210-6310   | BLDG & EQPT MAINTENANCE   | 1,000.00   | .00            | .00            | 1,000.00   |               |
| 001-210-6331   | FUEL                      | 2,500.00   | 124.00         | 704.09         | 1,795.91   | 28            |
| 001-210-6332   | VEHICLE MAINT/REPAIR      | 8,000.00   | .00            | .00            | 8,000.00   |               |
| 001-210-6398   | SIDEWALK MAINTENANCE      | 8,000.00   | .00            | 160.65         | 7,839.35   | 2             |
| 001-210-6408   | INSURANCE                 | 2,000.00   | .00            | .00            | 2,000.00   |               |
| 001-210-6417   | STREET/ALLEY REPAIR       | .00        | .00            | .00            | .00        |               |
| 001-210-6506   | OFFICE SUPPLIES           | .00        | .00            | .00            | .00        |               |
| 001-210-6723   | C/E HEAVY EQUIPMENT       | .00        | .00            | .00            | .00        |               |
| 001-210-6727   | C/E OTHER EQUIPMENT       | .00        | .00            | .00            | .00        |               |
| 001-210-6765   | STORM SEWER IMPROVEMENT   | 7,000.00   | .00            | .00            | 7,000.00   |               |
|                | STREETS TOTAL             | 52,793.00  | 3,014.45       | 13,733.57      | 39,059.43  | 26            |
| 001-350-6499   | MOSQUITO SPRAYING         | 1,000.00   | .00            | 293.24         | 706.76     | 29            |
|                | MOSQUITO CONTROL TOTAL    | 1,000.00   | .00            | 293.24         | 706.76     | 29            |
| 001-410-6010   | SALARIES, LIBRARY         | 36,000.00  | 2,632.25       | 14,386.21      | 21,613.79  | 40            |
| 001-410-6020   | SALARIES, PART TIME LIBRA | 10,500.00  | 998.13         | 5,928.78       | 4,571.22   | 56            |
| 001-410-6210   | DUES/MEMBERSHIPS          | 100.00     | .00            | .00            | 100.00     |               |
| 001-410-6230   | TRAINING/MILEAGE          | 1,300.00   | 135.00         | 135.00         | 1,165.00   | 10            |
| 001-410-6310   | EQUIP & BLDG MAINT        | 6,000.00   | 1,164.00       | 2,649.00       | 3,351.00   | 44            |



# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET       | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|--------------|----------------|----------------|------------|---------------|
| 001-410-6331   | MOWING                    | .00          | .00            | .00            | .00        |               |
| 001-410-6371   | UTILITIES                 | 2,500.00     | 533.49         | 1,141.90       | 1,358.10   | 46            |
| 001-410-6373   | TELEPHONE                 | 360.00       | 119.20         | 522.85         | 162.85-    | 145           |
| 001-410-6402   | ADVERTISING               | 300.00       | .00            | 130.00         | 170.00     | 43            |
| 001-410-6408   | INSURANCE                 | 1,260.00     | .00            | .00            | 1,260.00   |               |
| 001-410-6409   | JANITORIAL CONTRACT       | 2,000.00     | 380.00         | 770.00         | 1,230.00   | 39            |
| 001-410-6419   | COMPUTER SUPPORT/TECH     | 6,000.00     | 1,047.27       | 4,920.06       | 1,079.94   | 82            |
| 001-410-6482   | LIBRARY PROGRAMS          | 3,000.00     | .00            | 159.51         | 2,840.49   | 5             |
| 001-410-6502   | BOOKS/MATERIALS           | 8,000.00     | 295.85         | 2,310.00       | 5,690.00   | 29            |
| 001-410-6503   | AUDIO BOOKS               | 600.00       | .00            | 19.24          | 580.76     | 3             |
| 001-410-6504   | DVD                       | 500.00       | .00            | .00            | 500.00     |               |
| 001-410-6506   | OFFICE SUPPLIES           | 1,700.00     | 55.61          | 279.71         | 1,420.29   | 16            |
| 001-410-6508   | POSTAGE                   | 200.00       | .00            | 60.00          | 140.00     | 30            |
| 001-410-6513   | OTHER MATERIAL            | 2,000.00     | .00            | .00            | 2,000.00   |               |
| 001-410-6597   | LIBRARY TRUST PURCHASES   | 1,000.00     | .00            | .00            | 1,000.00   |               |
| 001-410-6799   | OTHER C/E EXPENSE         | 1,117,750.00 | 234,177.78     | 925,401.08     | 192,348.92 | 83            |
|                | LIBRARY TOTAL             | 1,201,070.00 | 241,538.58     | 958,813.34     | 242,256.66 | 80            |
| 001-430-6010   | SALARIES, PARK            | 23,000.00    | 2,021.51       | 9,872.20       | 13,127.80  | 43            |
| 001-430-6020   | SALARIES, PART TIME PARK  | 7,000.00     | .00            | 7,910.00       | 910.00-    | 113           |
| 001-430-6130   | IPERS, CITY SHARE         | .00          | .00            | .00            | .00        |               |
| 001-430-6230   | TRAINING                  | 170.00       | .00            | .00            | 170.00     |               |
| 001-430-6310   | BLDG & GRNDS MAINT - CITY | 10,000.00    | 5.04           | 504.10         | 9,495.90   | 5             |
| 001-430-6311   | COMMUNITY BLDG EXPENSE    | 5,000.00     | 1,095.42       | 1,671.53       | 3,328.47   | 33            |
| 001-430-6331   | FUEL                      | 2,500.00     | 88.70          | 1,375.67       | 1,124.33   | 55            |
| 001-430-6350   | EQUIPMENT MAINTENANCE/REP | 3,000.00     | 258.25         | 1,868.84       | 1,131.16   | 62            |
| 001-430-6371   | UTILITIES                 | 6,000.00     | 261.38         | 1,674.27       | 4,325.73   | 28            |
| 001-430-6399   | RECREATION COMPLEX        | 4,000.00     | 71.42          | 227.56         | 3,772.44   | 6             |
| 001-430-6408   | INSURANCE                 | 2,000.00     | .00            | .00            | 2,000.00   |               |
| 001-430-6409   | JANITORIAL CONTRACT/SUPL  | 18,000.00    | 1,660.00       | 6,230.00       | 11,770.00  | 35            |
| 001-430-6418   | SALES TAX DEP BALL DIAMON | .00          | .00            | .00            | .00        |               |
| 001-430-6499   | CONTRACTS FOR PARKS       | 5,000.00     | 1,895.00       | 7,162.10       | 2,162.10-  | 143           |
| 001-430-6506   | OFFICE SUPPLIES           | 350.00       | 108.31         | 108.31         | 241.69     | 31            |
| 001-430-6507   | OPERATING SUPPLIES        | 7,000.00     | 11.97          | 5,988.09       | 1,011.91   | 86            |
| 001-430-6580   | REFUNDS ON RESERVATIONS   | 100.00       | .00            | .00            | 100.00     |               |
| 001-430-6597   | CELEBRATION TRUST PURCHAS | 5,000.00     | 185.65         | 1,287.74       | 3,712.26   | 26            |
| 001-430-6599   | COMMUNITY BEAUTIFICATION  | 2,000.00     | .00            | .00            | 2,000.00   |               |
| 001-430-6725   | MINOR EQUIPMENT           | 2,500.00     | .00            | 671.42         | 1,828.58   | 27            |
| 001-430-6799   | C/E OTHER CAPITAL OUTLAY  | 100,000.00   | 20,000.00      | 20,000.00      | 80,000.00  | 20            |
|                | PARKS TOTAL               | 202,620.00   | 27,662.65      | 66,551.83      | 136,068.17 | 33            |
| 001-440-6099   | SUMMER RECREATION PROGRAM | 3,500.00     | .00            | 3,229.50       | 270.50     | 92            |
| 001-440-6320   | BALL DIAMOND/PARKS MAINT  | 5,000.00     | .00            | .00            | 5,000.00   |               |
| 001-440-6321   | TENNIS COURT REPAIRS/NETS | 80,000.00    | .00            | .00            | 80,000.00  |               |
| 001-440-6413   | YMCA SUMMER PROGRAM       | .00          | .00            | .00            | .00        |               |
| 001-440-6480   | SOFTBALL DIRECTOR FEE     | .00          | .00            | .00            | .00        |               |
| 001-440-6482   | PROGRAMS - JR/SR ACTIVITI | .00          | .00            | .00            | .00        |               |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
| 001-440-6509   | SEASONAL DECORATIONS      | 220.00     | .00            | .00            | 220.00     |               |
| 001-440-6597   | PARK BOARD TRUST PURCHASE | .00        | .00            | .00            | .00        |               |
| 001-440-6799   | COMM PARK                 | 2,500.00   | .00            | .00            | 2,500.00   |               |
|                | SUMMER RECREATION TOTAL   | 91,220.00  | .00            | 3,229.50       | 87,990.50  | 4             |
| 001-450-6010   | SALARIES, CEMETERY        | 26,000.00  | 2,015.04       | 9,807.25       | 16,192.75  | 38            |
| 001-450-6020   | SALARIES, PART TIME, CEME | 6,000.00   | .00            | .00            | 6,000.00   |               |
| 001-450-6320   | FEES-WESTVIEW MOWING EXPE | 550.00     | .00            | .00            | 550.00     |               |
| 001-450-6331   | FUEL                      | 3,000.00   | .00            | 322.28         | 2,677.72   | 11            |
| 001-450-6332   | MOWER MAINTENANCE         | 1,000.00   | 145.50         | 226.50         | 773.50     | 23            |
| 001-450-6350   | EQUIP & BLDG MAINT        | 1,500.00   | .00            | 26.21          | 1,473.79   | 2             |
| 001-450-6399   | HEADSTONE REPAIR          | 4,000.00   | .00            | .00            | 4,000.00   |               |
| 001-450-6408   | INSURANCE                 | 1,220.00   | .00            | .00            | 1,220.00   |               |
| 001-450-6419   | COMPUTER SUPPORT          | 2,850.00   | 141.39         | 141.39         | 2,708.61   | 5             |
| 001-450-6506   | OFFICE SUPPLIES           | 200.00     | .00            | .00            | 200.00     |               |
| 001-450-6597   | CEMETERY TRUST PURCHASES  | .00        | .00            | .00            | .00        |               |
| 001-450-6725   | MINOR EQUIPMENT           | .00        | .00            | .00            | .00        |               |
| 001-450-6730   | LAND PURCHASE             | .00        | .00            | .00            | .00        |               |
|                | CEMETERY TOTAL            | 46,320.00  | 2,301.93       | 10,523.63      | 35,796.37  | 23            |
| 001-510-6407   | ENGINEERING EXPENSE       | .00        | .00            | .00            | .00        |               |
| 001-510-6490   | PROJECTS                  | 5,000.00   | .00            | .00            | 5,000.00   |               |
| 001-510-6499   | DEMOLITION EXPENSES       | 3,000.00   | .00            | .00            | 3,000.00   |               |
|                | COMMUNITY BEAUTIFICATION  | 8,000.00   | .00            | .00            | 8,000.00   |               |
| 001-520-6210   | DUES                      | 3,400.00   | .00            | .00            | 3,400.00   |               |
| 001-520-6230   | TRAINING                  | 1,000.00   | .00            | .00            | 1,000.00   |               |
| 001-520-6402   | MARKETING                 | 7,500.00   | 52.65          | 355.51         | 7,144.49   | 5             |
| 001-520-6413   | DOWNTOWN RENEWAL PROJECT  | 20,000.00  | .00            | .00            | 20,000.00  |               |
| 001-520-6416   | OTHER CONTRACT EXPENSE    | .00        | .00            | .00            | .00        |               |
| 001-520-6506   | OFFICE SUPPLIES           | 100.00     | .00            | .00            | 100.00     |               |
| 001-520-6799   | C/E EDC TRUST EXPENSE     | 85,000.00  | .00            | 18,000.00      | 67,000.00  | 21            |
|                | ECONOMIC DEVELOPMENT TOTA | 117,000.00 | 52.65          | 18,355.51      | 98,644.49  | 16            |
| 001-610-6010   | SALARIES, COUNCIL         | 7,250.00   | .00            | 1,737.50       | 5,512.50   | 24            |
| 001-610-6199   | EMPLOYEE BENEFITS FEES    | .00        | .00            | .00            | .00        |               |
| 001-610-6210   | DUES/MEMBERSHIPS          | 1,280.00   | .00            | 255.00         | 1,025.00   | 20            |
| 001-610-6230   | TRAINING & TRAVEL EXPENSE | 1,000.00   | 220.00         | 220.00         | 780.00     | 22            |
| 001-610-6320   | TAXES/APPR/RECORDING FEE  | 1,500.00   | .00            | 460.00         | 1,040.00   | 31            |
| 001-610-6401   | AUDIT FEE                 | 2,500.00   | .00            | 175.00         | 2,325.00   | 7             |
| 001-610-6407   | ENGINEERING SERVICES      | 10,000.00  | .00            | 4,703.25       | 5,296.75   | 47            |
| 001-610-6408   | INSURANCE                 | 2,100.00   | .00            | .00            | 2,100.00   |               |
| 001-610-6411   | LEGAL FEES                | 15,000.00  | 1,415.00       | 2,908.56       | 12,091.44  | 19            |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
| 001-610-6414   | LEGAL PUBLICATIONS        | 7,500.00   | 505.56         | 3,123.84       | 4,376.16   | 42            |
| 001-610-6490   | BLDG. INSPECTION FEES     | .00        | .00            | .00            | .00        |               |
| 001-610-6492   | BANK SERVICE CHARGES      | 500.00     | 118.66         | 118.66         | 381.34     | 24            |
| 001-610-6499   | OTHER CONTRACT SERVICES   | 3,000.00   | .00            | 818.75         | 2,181.25   | 27            |
| 001-610-6506   | OFFICE SUPPLIES           | 1,600.00   | 775.64         | 1,519.18       | 80.82      | 95            |
|                |                           | -----      | -----          | -----          | -----      | -----         |
|                | COUNCIL TOTAL             | 53,230.00  | 3,034.86       | 16,039.74      | 37,190.26  | 30            |
| 001-620-6010   | SALARIES, CLERK & ADMINIS | 180,500.00 | 8,038.93       | 40,912.04      | 139,587.96 | 23            |
| 001-620-6020   | SALARIES, PART TIME       | .00        | .00            | .00            | .00        |               |
| 001-620-6150   | GROUP HEALTH INSURANCE    | .00        | .00            | .00            | .00        |               |
| 001-620-6210   | DUES/MEMBERSHIPS          | 1,400.00   | .00            | .00            | 1,400.00   |               |
| 001-620-6230   | TRAINING/MILEAGE          | 2,500.00   | .00            | 1,620.75       | 879.25     | 65            |
| 001-620-6350   | EQUIP & BLDG MAINT        | 500.00     | .00            | .00            | 500.00     |               |
| 001-620-6373   | TELEPHONE                 | 3,000.00   | 226.93         | 1,235.32       | 1,764.68   | 41            |
| 001-620-6419   | COMPUTER SUPPORT          | 39,060.00  | 1,656.10       | 12,250.66      | 26,809.34  | 31            |
| 001-620-6506   | OFFICE SUPPLIES           | 4,500.00   | 1,056.99       | 2,261.99       | 2,238.01   | 50            |
| 001-620-6725   | MINOR EQUIPMENT           | .00        | .00            | .00            | .00        |               |
| 001-620-6799   | OTHER C/E EXPENSE         | .00        | .00            | .00            | .00        |               |
|                |                           | -----      | -----          | -----          | -----      | -----         |
|                | CLERK/ADMINISTRATOR TOTAL | 231,460.00 | 10,978.95      | 58,280.76      | 173,179.24 | 25            |
| 001-630-6413   | ELECTION EXPENSE          | 2,000.00   | .00            | .00            | 2,000.00   |               |
|                |                           | -----      | -----          | -----          | -----      | -----         |
|                | ELECTIONS TOTAL           | 2,000.00   | .00            | .00            | 2,000.00   |               |
| 001-640-6411   | LEGAL SERVICES            | .00        | .00            | .00            | .00        |               |
|                |                           | -----      | -----          | -----          | -----      | -----         |
|                | LEGAL TOTAL               | .00        | .00            | .00            | .00        |               |
| 001-650-6010   | SALARY - CLEANING         | .00        | .00            | .00            | .00        |               |
| 001-650-6310   | BUILDING MAINTENANCE      | 3,300.00   | 1,548.33       | 1,995.41       | 1,304.59   | 60            |
| 001-650-6371   | UTILITIES                 | 5,800.00   | 244.80         | 1,949.81       | 3,850.19   | 34            |
| 001-650-6408   | INSURANCE                 | 2,800.00   | .00            | .00            | 2,800.00   |               |
| 001-650-6409   | JANITORIAL CONTRACT/SUPPL | 4,500.00   | 777.62         | 1,827.62       | 2,672.38   | 41            |
| 001-650-6415   | LEASE PAYMENTS            | .00        | .00            | .00            | .00        |               |
| 001-650-6725   | MINOR EQUIPMENT           | .00        | .00            | .00            | .00        |               |
| 001-650-6799   | CAPITAL EXPENDITURES      | 11,500.00  | 2,722.02       | 2,722.02       | 8,777.98   | 24            |
|                |                           | -----      | -----          | -----          | -----      | -----         |
|                | CITY HALL TOTAL           | 27,900.00  | 5,292.77       | 8,494.86       | 19,405.14  | 30            |
| 001-660-6408   | INSURANCE                 | .00        | .00            | .00            | .00        |               |
|                |                           | -----      | -----          | -----          | -----      | -----         |
|                | INSURANCE TOTAL           | .00        | .00            | .00            | .00        |               |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET       | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE   | %<br>REALIZED |
|----------------|---------------------------|--------------|----------------|----------------|--------------|---------------|
| 001-750-6499   | LOST PROJECTS             | .00          | .00            | .00            | .00          |               |
|                | PROJECTS TOTAL            | .00          | .00            | .00            | .00          |               |
| 001-110-6910   | TRF TO EQPT REV FUND      | .00          | .00            | .00            | .00          |               |
| 001-150-6910   | TRF TO EQUIP REV FUND     | .00          | .00            | .00            | .00          |               |
| 001-160-6910   | TRF TO EQPT REV FUND      | .00          | .00            | .00            | .00          |               |
| 001-210-6910   | TRANSFER TO EQ REV FUND   | .00          | .00            | .00            | .00          |               |
| 001-410-6910   | TRF TO EQPT REV FUND      | 6,000.00     | .00            | .00            | 6,000.00     |               |
| 001-430-6910   | TRANSFER TO EQ REVOLVING  | .00          | .00            | .00            | .00          |               |
| 001-440-6910   | TRF TO EQPT REV FUND      | .00          | .00            | .00            | .00          |               |
| 001-450-6910   | TRF TO EQPT REV FUND      | .00          | .00            | .00            | .00          |               |
| 001-520-6910   | TRF TO EQPT REV & TRUST   | .00          | .00            | .00            | .00          |               |
| 001-620-6910   | TRANSFER TO EQUIP REV FUN | 5,000.00     | .00            | .00            | 5,000.00     |               |
| 001-650-6910   | TRANSFER TO EQUIP REV FUN | .00          | .00            | .00            | .00          |               |
| 001-910-6910   | TRANSFER OUT              | .00          | .00            | .00            | .00          |               |
|                | TRANSFERS TOTAL           | 11,000.00    | .00            | .00            | 11,000.00    |               |
|                | GENERAL TOTAL             | 3,089,673.00 | 354,038.91     | 1,394,764.45   | 1,694,908.55 | 45            |
| 002-910-6910   | TRANSFER OUT              | .00          | .00            | .00            | .00          |               |
|                | TRANSFERS TOTAL           | .00          | .00            | .00            | .00          |               |
|                | EQUIPMENT REVENUE TOTAL   | .00          | .00            | .00            | .00          |               |
| 110-210-6010   | SALARIES, RD MAINT        | 61,000.00    | 2,986.46       | 15,435.54      | 45,564.46    | 25            |
| 110-210-6150   | GROUP HEALTH INSURANCE    | 4,200.00     | 395.88         | 1,272.12       | 2,927.88     | 30            |
| 110-210-6331   | FUEL                      | 3,500.00     | .00            | .00            | 3,500.00     |               |
| 110-210-6350   | EQUIPMENT MAINT           | 7,500.00     | .00            | .00            | 7,500.00     |               |
| 110-210-6371   | STREET LIGHTS             | 7,500.00     | 1,102.84       | 5,530.79       | 1,969.21     | 74            |
| 110-210-6408   | INSURANCE                 | 110.00       | .00            | .00            | 110.00       |               |
| 110-210-6413   | CONTRACTED STREET REPAIR  | 100,000.00   | 135,244.00     | 135,244.00     | 35,244.00    | 135           |
| 110-210-6499   | STREET SWEEPING/TREE TRIM | 15,000.00    | .00            | 8,470.00       | 6,530.00     | 56            |
| 110-210-6507   | OPERATING SUPPLIES        | 3,000.00     | .00            | 1,449.67       | 1,550.33     | 48            |
| 110-210-6509   | STREET SIGNS              | 1,000.00     | 69.60          | 283.56         | 716.44       | 28            |
| 110-210-6598   | STREET CONSTRUCTION       | 25,000.00    | .00            | .00            | 25,000.00    |               |
| 110-210-6765   | STREET DRAINAGE           | 10,000.00    | .00            | .00            | 10,000.00    |               |
| 110-210-6799   | CAPITAL EXPENSE           | 175,000.00   | .00            | 167,991.23     | 7,008.77     | 96            |
|                | STREETS TOTAL             | 412,810.00   | 139,798.78     | 335,676.91     | 77,133.09    | 81            |



# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
| 110-250-6010   | SALARIES, SNOW REMOVAL    | 16,000.00  | 1,144.43       | 5,838.10       | 10,161.90  | 36            |
| 110-250-6150   | GROUP HEALTH INSURANCE    | .00        | .00            | .00            | .00        |               |
| 110-250-6331   | FUEL                      | 3,000.00   | .00            | .00            | 3,000.00   |               |
| 110-250-6350   | EQUIPMENT MAINTENANCE     | 3,000.00   | 1,937.20       | 2,260.66       | 739.34     | 75            |
| 110-250-6408   | INSURANCE                 | 150.00     | .00            | .00            | 150.00     |               |
| 110-250-6413   | EQUIPMENT RENTAL          | 10,000.00  | .00            | .00            | 10,000.00  |               |
| 110-250-6507   | OPERATING SUPPLIES        | 1,500.00   | .00            | .00            | 1,500.00   |               |
|                | SNOW REMOVAL TOTAL        | 33,650.00  | 3,081.63       | 8,098.76       | 25,551.24  | 24            |
| 110-910-6910   | TRANSFER OUT              | .00        | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00        | .00            | .00            | .00        |               |
|                | ROAD USE TOTAL            | 446,460.00 | 142,880.41     | 343,775.67     | 102,684.33 | 77            |
| 112-110-6110   | FICA/MEDICARE - POLICE    | 20,000.00  | 1,459.16       | 7,667.68       | 12,332.32  | 38            |
| 112-110-6130   | IPERS - POLICE            | 24,500.00  | 1,535.65       | 8,566.69       | 15,933.31  | 35            |
| 112-110-6150   | GROUP HEALTH INS - POLICE | 34,000.00  | 2,734.85       | 11,149.21      | 22,850.79  | 33            |
| 112-110-6160   | WORKER'S COMP - POLICE    | 8,000.00   | 970.47         | 7,001.36       | 998.64     | 88            |
|                | POLICE TOTAL              | 86,500.00  | 6,700.13       | 34,384.94      | 52,115.06  | 40            |
| 112-150-6160   | WORKER'S COMP - FIRE      | 150.00     | 15.01          | 109.83         | 40.17      | 73            |
|                | FIRE TOTAL                | 150.00     | 15.01          | 109.83         | 40.17      | 73            |
| 112-160-6110   | FICA/MEDICARE - AMBULANCE | 800.00     | .02            | 323.35         | 476.65     | 40            |
| 112-160-6130   | IPERS - AMBULANCE         | 30.00      | .03            | 9.10           | 20.90      | 30            |
| 112-160-6150   | GROUP HEALTH INS - AMBULA | .00        | .00            | .00            | .00        |               |
| 112-160-6160   | WORKER'S COMP - AMBULANCE | 200.00     | 31.15          | 228.46         | 28.46      | 114           |
|                | AMBULANCE TOTAL           | 1,030.00   | 31.20          | 560.91         | 469.09     | 54            |
| 112-210-6110   | FICA/MEDICARE - STREETS,  | 5,000.00   | 415.89         | 2,039.57       | 2,960.43   | 41            |
| 112-210-6130   | IPERS - STREETS, RUT      | 8,000.00   | 554.76         | 2,671.80       | 5,328.20   | 33            |
| 112-210-6150   | GROUP HEALTH INS - STREET | 8,600.00   | 91.92          | 282.40         | 8,317.60   | 3             |
| 112-210-6160   | WORKER'S COMP - STREETS,  | 2,000.00   | 251.96         | 1,850.87       | 149.13     | 93            |
|                | STREETS TOTAL             | 23,600.00  | 1,314.53       | 6,844.64       | 16,755.36  | 29            |
| 112-250-6110   | FICA/MEDICARE - SNOW REMO | 1,400.00   | 81.94          | 434.74         | 965.26     | 31            |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE              | BUDGET    | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|----------------------------|-----------|----------------|----------------|------------|---------------|
| 112-250-6130   | IPERS - SNOW REMOVAL       | 1,600.00  | 108.01         | 551.07         | 1,048.93   | 34            |
| 112-250-6150   | GROUP HEALTH INS - SNOW R  | .00       | .00            | .00            | .00        |               |
| 112-250-6160   | WORKER'S COMP - SNOW REMO  | 600.00    | 65.11          | 477.59         | 122.41     | 80            |
|                |                            | -----     | -----          | -----          | -----      | -----         |
|                | SNOW REMOVAL TOTAL         | 3,600.00  | 255.06         | 1,463.40       | 2,136.60   | 41            |
| 112-410-6110   | FICA/MEDICARE - LIBRARY    | 2,800.00  | 259.78         | 1,455.42       | 1,344.58   | 52            |
| 112-410-6130   | IPERS - LIBRARY            | 3,500.00  | 342.72         | 1,917.77       | 1,582.23   | 55            |
| 112-410-6150   | GROUP HEALTH INS - LIBRAR  | 400.00    | 51.93          | 155.85         | 244.15     | 39            |
| 112-410-6160   | WORKER'S COMP - LIBRARY    | 1,200.00  | 173.82         | 1,274.53       | 74.53      | 106           |
|                |                            | -----     | -----          | -----          | -----      | -----         |
|                | LIBRARY TOTAL              | 7,900.00  | 828.25         | 4,803.57       | 3,096.43   | 61            |
| 112-430-6110   | FICA/MEDICARE - PARKS      | 2,400.00  | 141.81         | 1,298.81       | 1,101.19   | 54            |
| 112-430-6130   | IPERS - PARKS              | 2,400.00  | 190.82         | 931.88         | 1,468.12   | 39            |
| 112-430-6150   | GROUP HEALTH INS - PARKS   | 3,000.00  | 187.26         | 615.41         | 2,384.59   | 21            |
| 112-430-6160   | WORKER'S COMP INS - PARKS  | 750.00    | 120.88         | 886.23         | 136.23     | 118           |
|                |                            | -----     | -----          | -----          | -----      | -----         |
|                | PARKS TOTAL                | 8,550.00  | 640.77         | 3,732.33       | 4,817.67   | 44            |
| 112-450-6110   | FICA/MEDICARE - CEMETERY   | 2,500.00  | 144.57         | 710.08         | 1,789.92   | 28            |
| 112-450-6130   | IPERS - CEMETERY           | 2,700.00  | 190.22         | 925.77         | 1,774.23   | 34            |
| 112-450-6150   | GROUP HEALTH INS - CEMETE  | 2,800.00  | 99.07          | 338.70         | 2,461.30   | 12            |
| 112-450-6160   | WORKER'S COMP - CEMETERY   | 900.00    | 88.89          | 652.05         | 247.95     | 72            |
|                |                            | -----     | -----          | -----          | -----      | -----         |
|                | CEMETERY TOTAL             | 8,900.00  | 522.75         | 2,626.60       | 6,273.40   | 30            |
| 112-610-6110   | FICA/MEDICARE - MAYOR/COU  | 400.00    | .00            | 25.20          | 374.80     | 6             |
| 112-610-6130   | IPERS - MAYOR/COUNCIL      | 700.00    | .00            | 164.02         | 535.98     | 23            |
| 112-610-6160   | WORKER'S COMP - MAYOR/COU  | 450.00    | .00            | .00            | 450.00     |               |
| 112-610-6199   | HRA EXPENSE/WEELLNESS PROG | 10,000.00 | 137.52         | 4,650.04       | 5,349.96   | 47            |
|                |                            | -----     | -----          | -----          | -----      | -----         |
|                | COUNCIL TOTAL              | 11,550.00 | 137.52         | 4,839.26       | 6,710.74   | 42            |
| 112-620-6110   | FICA/MEDICARE - POLICY AD  | 4,000.00  | 578.97         | 2,978.66       | 1,021.34   | 74            |
| 112-620-6130   | IPERS - POLICY ADMIN       | 4,200.00  | 758.87         | 3,862.09       | 337.91     | 92            |
| 112-620-6150   | GROUP HEALTH INS - POLICY  | 28,000.00 | 1,494.40       | 5,938.48       | 22,061.52  | 21            |
| 112-620-6160   | WORKER'S COMP - POLICY AD  | 1,100.00  | 263.85         | 2,051.22       | 951.22     | 186           |
|                |                            | -----     | -----          | -----          | -----      | -----         |
|                | CLERK/ADMINISTRATOR TOTAL  | 37,300.00 | 3,096.09       | 14,830.45      | 22,469.55  | 40            |
| 112-650-6110   | FICA/MEDICARE - CLEANING   | .00       | .00            | .00            | .00        |               |
| 112-650-6130   | IPERS - CLEANING           | .00       | .00            | .00            | .00        |               |
| 112-650-6150   | GROUP HEALTH INS - CLEANI  | .00       | .00            | .00            | .00        |               |
| 112-650-6160   | WORKER'S COMP              | .00       | .00            | .00            | .00        |               |
|                |                            | -----     | -----          | -----          | -----      | -----         |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
|                | CITY HALL TOTAL           | .00        | .00            | .00            | .00        |               |
| 112-865-6130   | IPERS - SOLID WASTE       | .00        | .00            | .00            | .00        |               |
|                | SOLID WASTE TOTAL         | .00        | .00            | .00            | .00        |               |
| 112-910-6910   | TRANSFER OUT              | .00        | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00        | .00            | .00            | .00        |               |
|                | TRUST&AGENCY LEVIES TOTAL | 189,080.00 | 13,541.31      | 74,195.93      | 114,884.07 | 39            |
| 119-910-6910   | TRANSFER OUT              | .00        | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00        | .00            | .00            | .00        |               |
|                | EMERGENCY FUND TOTAL      | .00        | .00            | .00            | .00        |               |
| 121-910-6910   | TRANSFER OUT              | .00        | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00        | .00            | .00            | .00        |               |
|                | LOCAL OPTION SALES TAX TO | .00        | .00            | .00            | .00        |               |
| 125-520-6499   | DOWNTOWN REVITALIZATION G | .00        | .00            | .00            | .00        |               |
| 125-520-6801   | TIF PMTS - COMMERCIAL PRO | .00        | .00            | .00            | .00        |               |
|                | ECONOMIC DEVELOPMENT TOTA | .00        | .00            | .00            | .00        |               |
| 125-530-6750   | URBAN RENEWAL             | .00        | .00            | .00            | .00        |               |
| 125-530-6801   | TIF PMTS/HOUSING DEVELOPM | .00        | .00            | .00            | .00        |               |
|                | MISC TOTAL                | .00        | .00            | .00            | .00        |               |
| 125-710-6801   | TIF PMTS - WATER TRMT PLA | .00        | .00            | .00            | .00        |               |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|--------|----------------|----------------|------------|---------------|
|                | DEBT SERVICE TOTAL        | .00    | .00            | .00            | .00        |               |
| 125-910-6790   | STREET PROJECTS           | .00    | .00            | .00            | .00        |               |
| 125-910-6799   | RECREATIONAL COMPLEX      | .00    | .00            | .00            | .00        |               |
| 125-910-6911   | TRF TO OTHER FUND         | .00    | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                | TIF FUNDS TOTAL           | .00    | .00            | .00            | .00        |               |
| 160-910-6910   | TRANSFER TO GENERAL       | .00    | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                | ECONOMIC DEVELOPMENT TOTA | .00    | .00            | .00            | .00        |               |
| 167-910-6910   | TRANSFER TO GENERAL       | .00    | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                | FIRE TRUST TOTAL          | .00    | .00            | .00            | .00        |               |
| 168-910-6910   | TRANSFER TO GENERAL       | .00    | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                | LIBRARY TRUST TOTAL       | .00    | .00            | .00            | .00        |               |
| 169-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|--------|----------------|----------------|------------|---------------|
|                | AMBULANCE TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 170-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | PARK & CELEBRATIONS TOTAL | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 172-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | CEMETERY TRUST TOTAL      | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 173-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | POLICE TRUST/FORFEITURE T | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 200-710-6801   | DEBT SERVICE PAYMENTS     | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | DEBT SERVICE TOTAL        | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 200-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | DEBT SERVICE TOTAL        | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 301-750-6751   | FIRE STATION REMODEL PROJ | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|--------|----------------|----------------|------------|---------------|
|                | PROJECTS TOTAL            | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | TEA GRANT PROJECT TOTAL   | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 302-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | SEWER TREATMENT PLANT TOT | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 305-410-6407   | ENGINEERING               | .00    | .00            | .00            | .00        |               |
| 305-410-6411   | LEGAL SERVICES            | .00    | .00            | .00            | .00        |               |
| 305-410-6414   | PRINTING/PUBLISHING       | .00    | .00            | .00            | .00        |               |
| 305-410-6460   | CONSTRUCTION              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | LIBRARY TOTAL             | .00    | .00            | .00            | .00        |               |
| 305-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
|                | LIBRARY TOTAL             | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |
| 306-750-6407   | ENGINEERING               | .00    | .00            | .00            | .00        |               |
| 306-750-6411   | LEGAL SERVICES            | .00    | .00            | .00            | .00        |               |
| 306-750-6414   | PRINTING/PUBLISHING       | .00    | .00            | .00            | .00        |               |
| 306-750-6460   | CONSTRUCTION              | .00    | .00            | .00            | .00        |               |
| 306-750-6730   | LAND AQUISITION           | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | PROJECTS TOTAL            | .00    | .00            | .00            | .00        |               |
| 306-910-6910   | TRANSFER OUT              | .00    | .00            | .00            | .00        |               |
|                |                           | -----  | -----          | -----          | -----      | -----         |
|                | TRANSFERS TOTAL           | .00    | .00            | .00            | .00        |               |
|                |                           | =====  | =====          | =====          | =====      | =====         |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET       | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE   | %<br>REALIZED |
|----------------|---------------------------|--------------|----------------|----------------|--------------|---------------|
|                | FIRE/EMS BUILDING TOTAL   | .00          | .00            | .00            | .00          |               |
|                |                           | =====        | =====          | =====          | =====        | =====         |
| 600-810-6010   | SALARIES, WATER           | 107,000.00   | 6,293.84       | 38,841.25      | 68,158.75    | 36            |
| 600-810-6110   | FICA, CITY SHARE          | 8,200.00     | 444.32         | 2,804.42       | 5,395.58     | 34            |
| 600-810-6130   | IPERS, CITY SHARE         | 12,000.00    | 594.13         | 3,666.60       | 8,333.40     | 31            |
| 600-810-6150   | GROUP HEALTH INSURANCE    | 12,000.00    | 1,160.17       | 3,998.40       | 8,001.60     | 33            |
| 600-810-6160   | WORKERS COMPENSATION      | 4,000.00     | 398.32         | 2,921.34       | 1,078.66     | 73            |
| 600-810-6210   | DUES/MEMBERSHIPS          | 2,500.00     | 355.00         | 542.38         | 1,957.62     | 22            |
| 600-810-6230   | TRAINING                  | 5,000.00     | 32.29          | 2,024.63       | 2,975.37     | 40            |
| 600-810-6310   | BUILDING MAINTENANCE      | 10,000.00    | .00            | 105.00         | 9,895.00     | 1             |
| 600-810-6320   | ROCK/SEEDING              | 1,000.00     | .00            | .00            | 1,000.00     |               |
| 600-810-6331   | FUEL                      | 5,000.00     | 420.10         | 1,313.42       | 3,686.58     | 26            |
| 600-810-6332   | VEHICLE MAINT/REPAIRS     | 3,000.00     | .00            | .00            | 3,000.00     |               |
| 600-810-6350   | EQUIPMENT MAINTENANCE     | 10,000.00    | 1.98           | 397.77         | 9,602.23     | 4             |
| 600-810-6371   | UTILITIES                 | 33,000.00    | 1,486.20       | 8,520.97       | 24,479.03    | 26            |
| 600-810-6373   | TELEPHONE                 | 2,000.00     | 40.01          | 653.80         | 1,346.20     | 33            |
| 600-810-6401   | AUDIT                     | 1,000.00     | .00            | .00            | 1,000.00     |               |
| 600-810-6407   | ENGINEERING EXPENSE       | 40,000.00    | .00            | .00            | 40,000.00    |               |
| 600-810-6408   | INSURANCE                 | 4,500.00     | .00            | .00            | 4,500.00     |               |
| 600-810-6411   | LEGAL FEES                | .00          | .00            | 1,515.00       | 1,515.00-    |               |
| 600-810-6413   | WATER SUPPLY FEES         | 3,080.00     | 576.95         | 2,830.95       | 249.05       | 92            |
| 600-810-6414   | LEGAL PUBLICATION         | .00          | .00            | .00            | .00          |               |
| 600-810-6418   | SALES TAX DEPOSIT         | 25,000.00    | 1,589.88       | 7,669.19       | 17,330.81    | 31            |
| 600-810-6419   | COMPUTER-CITY HALL        | 12,500.00    | 845.42         | 6,927.03       | 5,572.97     | 55            |
| 600-810-6450   | STATE LAB TESTS           | 3,200.00     | 143.00         | 765.25         | 2,434.75     | 24            |
| 600-810-6451   | CONT SERV-WELL & TOWER    | 25,000.00    | .00            | 8,020.00       | 16,980.00    | 32            |
| 600-810-6459   | MISC CONTRACT WORK        | 11,000.00    | .00            | 4,327.38       | 6,672.62     | 39            |
| 600-810-6499   | WATER MAIN EXTENSIONS     | 400,000.00   | .00            | .00            | 400,000.00   |               |
| 600-810-6506   | OFFICE SUPPLIES           | 5,000.00     | 673.24         | 699.43         | 4,300.57     | 14            |
| 600-810-6507   | OPERATING SUPPLIES        | 27,000.00    | 506.89         | 15,474.12      | 11,525.88    | 57            |
| 600-810-6508   | POSTAGE                   | 2,000.00     | 92.65          | 804.78         | 1,195.22     | 40            |
| 600-810-6510   | OSHA TRAINING/EQUIPMENT   | 1,000.00     | .00            | 1,094.16       | 94.16-       | 109           |
| 600-810-6511   | WATER METERS              | 20,000.00    | .00            | .00            | 20,000.00    |               |
| 600-810-6580   | CUSTOMER REFUNDS          | .00          | .00            | .00            | .00          |               |
| 600-810-6581   | DEPOSITS REFUNDED         | .00          | .00            | .00            | .00          |               |
| 600-810-6598   | BANK SERVICE CHARGES      | .00          | .00            | .00            | .00          |               |
| 600-810-6725   | MINOR EQPT/MATERIALS & LA | 5,000.00     | .00            | 157.28         | 4,842.72     | 3             |
| 600-810-6799   | CAPITAL EXPENSE           | 680,000.00   | .00            | 275,606.19     | 404,393.81   | 41            |
|                |                           | -----        | -----          | -----          | -----        | -----         |
|                | WATER TOTAL               | 1,479,980.00 | 15,654.39      | 391,680.74     | 1,088,299.26 | 26            |
|                |                           | -----        | -----          | -----          | -----        | -----         |
| 600-810-6910   | TRANSFER TO EQPT REV FUND | .00          | .00            | .00            | .00          |               |
| 600-910-6910   | TRANSFER TO SINKING FUND  | .00          | 5,777.00       | 28,885.00      | 28,885.00-   |               |
|                |                           | -----        | -----          | -----          | -----        | -----         |
|                | TRANSFERS TOTAL           | .00          | 5,777.00       | 28,885.00      | 28,885.00-   |               |
|                |                           | =====        | =====          | =====          | =====        | =====         |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE            | BUDGET       | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE   | %<br>REALIZED |
|----------------|--------------------------|--------------|----------------|----------------|--------------|---------------|
|                | WATER TOTAL              | 1,479,980.00 | 21,431.39      | 420,565.74     | 1,059,414.26 | 28            |
|                |                          | =====        | =====          | =====          | =====        | =====         |
| 601-810-6801   | WATER MAIN DEBT PAYMENT  | 42,000.00    | .00            | .00            | 42,000.00    |               |
| 601-810-6851   | INTEREST-WATER MAIN      | .00          | .00            | .00            | .00          |               |
| 601-810-6899   | ADMIN FEES - WATER MAIN  | .00          | .00            | .00            | .00          |               |
|                |                          | -----        | -----          | -----          | -----        | -----         |
|                | WATER TOTAL              | 42,000.00    | .00            | .00            | 42,000.00    |               |
| 601-910-6910   | TRANSFER TO DEBT SERVICE | .00          | .00            | .00            | .00          |               |
|                |                          | -----        | -----          | -----          | -----        | -----         |
|                | TRANSFERS TOTAL          | .00          | .00            | .00            | .00          |               |
|                |                          | =====        | =====          | =====          | =====        | =====         |
|                | WATER SINKING FUND TOTAL | 42,000.00    | .00            | .00            | 42,000.00    |               |
|                |                          | =====        | =====          | =====          | =====        | =====         |
| 610-815-6010   | SALARIES, SEWER          | 122,500.00   | 7,571.08       | 42,628.49      | 79,871.51    | 35            |
| 610-815-6110   | FICA, CITY SHARE         | 9,000.00     | 533.70         | 3,055.50       | 5,944.50     | 34            |
| 610-815-6130   | IPERS, CITY SHARE        | 11,000.00    | 714.77         | 4,024.25       | 6,975.75     | 37            |
| 610-815-6150   | GROUP HEALTH INSURANCE   | 14,500.00    | 2,566.94       | 8,270.13       | 6,229.87     | 57            |
| 610-815-6160   | WORKERS COMPENSATION     | 3,900.00     | 451.54         | 3,311.52       | 588.48       | 85            |
| 610-815-6210   | DUES/MEMBERSHIP/LICENSES | 800.00       | .00            | 210.00         | 590.00       | 26            |
| 610-815-6230   | TRAINING                 | 5,000.00     | .00            | 1,498.75       | 3,501.25     | 30            |
| 610-815-6310   | BUILDING MAINTENANCE     | 5,000.00     | .00            | .00            | 5,000.00     |               |
| 610-815-6331   | FUEL                     | 5,000.00     | 268.23         | 998.51         | 4,001.49     | 20            |
| 610-815-6332   | VEHICLE MAINT/REPAIRS    | 2,000.00     | 19.96          | 19.96          | 1,980.04     | 1             |
| 610-815-6350   | EQUIPMENT MAINT          | 40,000.00    | 187.45         | 40,000.00      | .00          | 100           |
| 610-815-6371   | UTILITIES                | 35,000.00    | 2,310.46       | 14,139.56      | 20,860.44    | 40            |
| 610-815-6373   | TELEPHONE                | 5,000.00     | 121.44         | 648.35         | 4,351.65     | 13            |
| 610-815-6401   | AUDIT                    | 1,000.00     | .00            | .00            | 1,000.00     |               |
| 610-815-6407   | ENGINEERING EXPENSE      | 6,500.00     | .00            | .00            | 6,500.00     |               |
| 610-815-6408   | INSURANCE                | 10,000.00    | .00            | .00            | 10,000.00    |               |
| 610-815-6411   | LEGAL FEES               | .00          | .00            | .00            | .00          |               |
| 610-815-6413   | IOWA ONE CALLS           | 600.00       | 36.05          | 120.85         | 479.15       | 20            |
| 610-815-6418   | SALES TAX DEPOSIT        | 3,900.00     | 299.57         | 1,437.02       | 2,462.98     | 37            |
| 610-815-6419   | COMPUTER SUPPORT         | 7,500.00     | 646.52         | 2,290.15       | 5,209.85     | 31            |
| 610-815-6450   | LAB TESTING              | 20,000.00    | 4,028.50       | 13,398.50      | 6,601.50     | 67            |
| 610-815-6499   | CONTRACTED SERVICES      | 7,500.00     | 460.97         | 9,939.06       | 2,439.06-    | 133           |
| 610-815-6506   | OFFICE SUPPLIES          | 2,000.00     | 420.91         | 420.91         | 1,579.09     | 21            |
| 610-815-6507   | OPERATING SUPPLIES       | 1,500.00     | 937.62         | 1,506.99       | 6.99-        | 100           |
| 610-815-6508   | POSTAGE                  | 2,200.00     | 92.65          | 804.76         | 1,395.24     | 37            |
| 610-815-6510   | OSHA TRAINING/EQUIPMENT  | 1,000.00     | .00            | 1,187.25       | 187.25-      | 119           |
| 610-815-6580   | CUSTOMER REFUND          | .00          | .00            | .00            | .00          |               |
| 610-815-6599   | LAB EQUIPMENT            | 3,000.00     | .00            | .00            | 3,000.00     |               |
| 610-815-6725   | MINOR EQUIPMENT          | 5,000.00     | 101.41         | 5,000.00       | .00          | 100           |
| 610-815-6799   | CAPITAL EXPENSE          | 104,000.00   | 103,990.40     | 142,861.40     | 38,861.40-   | 137           |
|                |                          | -----        | -----          | -----          | -----        | -----         |



# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET     | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE | %<br>REALIZED |
|----------------|---------------------------|------------|----------------|----------------|------------|---------------|
|                | SEWER TOTAL               | 434,400.00 | 125,760.17     | 297,771.91     | 136,628.09 | 69            |
| 610-815-6911   | TRANSFER TO CAPITAL PROJE | .00        | .00            | .00            | .00        |               |
| 610-815-6910   | TRANSFER TO EQPT REV FUND | .00        | .00            | .00            | .00        |               |
| 610-910-6910   | TRANSFER OUT              | .00        | 16,965.00      | 84,825.00      | 84,825.00- |               |
|                | TRANSFERS TOTAL           | .00        | 16,965.00      | 84,825.00      | 84,825.00- |               |
|                |                           | =====      | =====          | =====          | =====      | =====         |
|                | SEWER TOTAL               | 434,400.00 | 142,725.17     | 382,596.91     | 51,803.09  | 88            |
|                |                           | =====      | =====          | =====          | =====      | =====         |
| 611-815-6801   | TREATMENT PLANT DEBT PAYM | 204,000.00 | .00            | .00            | 204,000.00 |               |
| 611-815-6851   | INTEREST - WASTEWATER PLA | .00        | .00            | .00            | .00        |               |
| 611-815-6899   | ADMIN FEES - WASTEWATER P | .00        | .00            | .00            | .00        |               |
|                | SEWER TOTAL               | 204,000.00 | .00            | .00            | 204,000.00 |               |
|                |                           | =====      | =====          | =====          | =====      | =====         |
|                | SEWER SINKING FUND TOTAL  | 204,000.00 | .00            | .00            | 204,000.00 |               |
|                |                           | =====      | =====          | =====          | =====      | =====         |
| 670-840-6010   | SALARIES                  | 3,100.00   | 1,676.67       | 6,201.43       | 3,101.43-  | 200           |
| 670-840-6110   | FICA                      | 300.00     | 116.98         | 427.44         | 127.44-    | 142           |
| 670-840-6130   | IPERS                     | 340.00     | 158.30         | 585.64         | 245.64-    | 172           |
| 670-840-6150   | GROUP HEALTH INSURANCE    | 500.00     | 84.97          | 280.34         | 219.66     | 56            |
| 670-840-6160   | WORKER'S COMP             | .00        | .00            | .00            | .00        |               |
| 670-840-6331   | FUEL                      | 500.00     | .00            | 114.52         | 385.48     | 23            |
| 670-840-6332   | VEHICLE MAINT SUPPLIES    | 1,500.00   | .00            | .00            | 1,500.00   |               |
| 670-840-6350   | EQUIP & BLDG MAINT        | 100.00     | .00            | .00            | 100.00     |               |
| 670-840-6408   | INSURANCE                 | 50.00      | .00            | .00            | 50.00      |               |
| 670-840-6413   | CONTRACT HAULING          | 65,000.00  | 5,934.30       | 30,625.25      | 34,374.75  | 47            |
| 670-840-6418   | SALES TAX DEPOSIT         | 60.00      | 52.86          | 208.18         | 148.18-    | 347           |
| 670-840-6419   | COMPUTER SUPPORT          | 1,000.00   | .00            | .00            | 1,000.00   |               |
| 670-840-6490   | YARD WASTE CONTRACT       | 58,000.00  | 6,731.45       | 31,422.41      | 26,577.59  | 54            |
| 670-840-6506   | OFFICE SUPPLIES           | 3,000.00   | 102.39         | 102.39         | 2,897.61   | 3             |
| 670-840-6507   | OPERATING SUPPLIES        | 40.00      | .00            | 2.88           | 37.12      | 7             |
| 670-840-6508   | POSTAGE                   | 800.00     | 92.65          | 804.73         | 4.73-      | 101           |
| 670-840-6512   | RECYCLING FEES            | 34,500.00  | 5,484.32       | 16,261.94      | 18,238.06  | 47            |
| 670-840-6580   | REFUNDS                   | .00        | .00            | .00            | .00        |               |
| 670-840-6725   | PURCHASE OF EQUIPMENT     | .00        | .00            | .00            | .00        |               |
| 670-840-6799   | CAPITAL EXPENSE           | 3,000.00   | .00            | .00            | 3,000.00   |               |
|                | SANITATION TOTAL          | 171,790.00 | 20,434.89      | 87,037.15      | 84,752.85  | 51            |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE         | BUDGET       | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE   | %<br>REALIZED |
|----------------|-----------------------|--------------|----------------|----------------|--------------|---------------|
| 670-910-6910   | TRANSFER OUT          | .00          | .00            | .00            | .00          |               |
|                | TRANSFERS TOTAL       | .00          | .00            | .00            | .00          |               |
|                | SANITATION TOTAL      | 171,790.00   | 20,434.89      | 87,037.15      | 84,752.85    | 51            |
|                | TOTAL OF ALL EXPENSES | 6,057,383.00 | 695,052.08     | 2,702,935.85   | 3,354,447.15 | 45            |

# REVENUE & EXPENSE REPORT

CALENDAR 11/2023, FISCAL 5/2024

PCT OF FISCAL YTD 41.6%

| ACCOUNT NUMBER | ACCOUNT TITLE             | BUDGET       | MTD<br>BALANCE | YTD<br>BALANCE | DIFFERENCE   | %<br>REALIZED |
|----------------|---------------------------|--------------|----------------|----------------|--------------|---------------|
|                | GENERAL TOTAL             | 3,794,711.00 | 146,257.53     | 1,189,875.00   | 2,604,836.00 | 31            |
|                | EQUIPMENT REVENUE TOTAL   | 520,000.00   | 11,619.40      | 57,361.84      | 462,638.16   | 11            |
|                | ROAD USE TOTAL            | 221,000.00   | 18,817.47      | 102,472.29     | 118,527.71   | 46            |
|                | TRUST&AGENCY LEVIES TOTAL | 150,000.00   | .00            | 70,437.76      | 79,562.24    | 47            |
|                | EMERGENCY FUND TOTAL      | 1,100.00     | .00            | .00            | 1,100.00     |               |
|                | LOCAL OPTION SALES TAX TO | 224,000.00   | 18,541.29      | 88,836.07      | 135,163.93   | 40            |
|                | TIF FUNDS TOTAL           | 4,000.00     | 1,558.71       | 15,173.67      | 11,173.67-   | 379           |
|                | ECONOMIC DEVELOPMENT TOTA | 4,000.00     | 444.74         | 2,211.40       | 1,788.60     | 55            |
|                | FIRE TRUST TOTAL          | 8,200.00     | 241.01         | 1,199.76       | 7,000.24     | 15            |
|                | LIBRARY TRUST TOTAL       | 3,400.00     | 1,518.74       | 6,949.39       | 3,549.39-    | 204           |
|                | AMBULANCE TOTAL           | 21,440.00    | 183.07         | 911.33         | 20,528.67    | 4             |
|                | PARK & CELEBRATIONS TOTAL | 1,200.00     | 232.18         | 1,153.19       | 46.81        | 96            |
|                | CEMETERY TRUST TOTAL      | 150.00       | 21.30          | 105.92         | 44.08        | 71            |
|                | POLICE TRUST/FORFEITURE T | 250.00       | 36.00          | 179.17         | 70.83        | 72            |
|                | DEBT SERVICE TOTAL        | 900.00       | .00            | .00            | 900.00       |               |
|                | SEWER TREATMENT PLANT TOT | .00          | .00            | .00            | .00          |               |
|                | RAILS TO TRAILS TOTAL     | .00          | .00            | .00            | .00          |               |
|                | LIBRARY TOTAL             | .00          | .00            | .00            | .00          |               |
|                | FIRE/EMS BUILDING TOTAL   | .00          | .00            | .00            | .00          |               |
|                | PERPETUAL CARE TOTAL      | 1,200.00     | 525.00         | 750.00         | 450.00       | 63            |
|                | WATER TOTAL               | 404,468.00   | 34,458.23      | 156,497.54     | 247,970.46   | 39            |
|                | WATER SINKING FUND TOTAL  | 67,000.00    | 5,777.00       | 28,885.00      | 38,115.00    | 43            |
|                | SEWER TOTAL               | 503,050.00   | 47,717.35      | 212,133.70     | 290,916.30   | 42            |
|                | SEWER SINKING FUND TOTAL  | 203,136.00   | 16,965.00      | 84,825.00      | 118,311.00   | 42            |
|                | WW RESOUC E REST TOTAL    | .00          | .00            | .00            | .00          |               |
|                | SANITATION TOTAL          | 186,690.00   | 16,622.31      | 81,321.98      | 105,368.02   | 44            |
|                |                           | =====        | =====          | =====          | =====        | =====         |
|                | TOTAL REVENUE BY FUND     | 6,319,895.00 | 321,536.33     | 2,101,280.01   | 4,218,614.99 | 33            |
|                |                           | =====        | =====          | =====          | =====        | =====         |

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CITY OF PRAIRIE CITY  
TREASURER'S REPORT  
CALENDAR 11/2023, FISCAL 5/2024

Page 1  
OPER: CHB

| FUND #       | TITLE                   | LAST MONTH<br>CASH BALANCE | REVENUES   | EXPENSES   | LIABILITY<br>BALANCE | THIS MONTH<br>CASH BALANCE |
|--------------|-------------------------|----------------------------|------------|------------|----------------------|----------------------------|
| 001          | GENERAL                 | 313,890.18                 | 146,257.53 | 354,038.91 | 60.81                | 106,169.61                 |
| 002          | EQUIPMENT REVENUE       | 2,924,127.84               | 11,619.40  | .00        | .00                  | 2,935,747.24               |
| 110          | ROAD USE                | 131,678.42                 | 18,817.47  | 142,880.41 | 188.48               | 7,803.96                   |
| 111          | I-JOBS                  | .00                        | .00        | .00        | .00                  | .00                        |
| 112          | TRUST&AGENCY LEVIES     | 3,070.00                   | .00        | 13,541.31  | .00                  | 10,471.31-                 |
| 119          | EMERGENCY FUND          | 2,595.94                   | .00        | .00        | .00                  | 2,595.94                   |
| 121          | LOCAL OPTION SALES TAX  | 344,908.87                 | 18,541.29  | .00        | .00                  | 363,450.16                 |
| 125          | TIF FUNDS               | 165,689.90                 | 1,558.71   | .00        | .00                  | 167,248.61                 |
| 160          | ECONOMIC DEVELOPMENT    | 106,637.69                 | 444.74     | .00        | .00                  | 107,082.43                 |
| 167          | FIRE TRUST              | 58,347.67                  | 241.01     | .00        | .00                  | 58,588.68                  |
| 168          | LIBRARY TRUST           | 244,974.52                 | 1,518.74   | .00        | .00                  | 246,493.26                 |
| 169          | AMBULANCE               | 48,681.71                  | 183.07     | .00        | .00                  | 48,864.78                  |
| 170          | PARK & CELEBRATIONS     | 53,345.80                  | 232.18     | .00        | .00                  | 53,577.98                  |
| 171          | SCHALK TRUST            | .00                        | .00        | .00        | .00                  | .00                        |
| 172          | CEMETERY TRUST          | 5,378.36                   | 21.30      | .00        | .00                  | 5,399.66                   |
| 173          | POLICE TRUST/FORFEITURE | 8,548.44                   | 36.00      | .00        | .00                  | 8,584.44                   |
| 200          | DEBT SERVICE            | 49,256.35                  | .00        | .00        | .00                  | 49,256.35                  |
| 301          | TEA GRANT PROJECT       | .00                        | .00        | .00        | .00                  | .00                        |
| 302          | SEWER TREATMENT PLANT   | 7,524.00                   | .00        | .00        | .00                  | 7,524.00                   |
| 304          | RAILS TO TRAILS         | .00                        | .00        | .00        | .00                  | .00                        |
| 305          | LIBRARY                 | .00                        | .00        | .00        | .00                  | .00                        |
| 306          | FIRE/EMS BUILDING       | .00                        | .00        | .00        | .00                  | .00                        |
| 500          | PERPETUAL CARE          | 176,516.63                 | 525.00     | .00        | .00                  | 177,041.63                 |
| 600          | WATER                   | 19,054.66                  | 34,458.23  | 21,431.39  | 156.65               | 5,871.17-                  |
| 601          | WATER SINKING FUND      | 41,404.44                  | 5,777.00   | .00        | .00                  | 47,181.44                  |
| 610          | SEWER                   | 48,373.06                  | 47,717.35  | 142,725.17 | 79.94                | 46,554.82-                 |
| 611          | SEWER SINKING FUND      | 63,805.96                  | 16,965.00  | .00        | .00                  | 80,770.96                  |
| 612          | WW RESOUC E REST        | .00                        | .00        | .00        | .00                  | .00                        |
| 670          | SANITATION              | 9,902.83                   | 16,622.31  | 20,434.89  | 87.43                | 6,177.68                   |
| Report Total |                         | 4,789,603.95               | 321,536.33 | 695,052.08 | 573.31               | 4,416,661.51               |

**BALANCE SHEET**  
CALENDAR 11/2023, FISCAL 5/2024

| ACCOUNT NUMBER | ACCOUNT TITLE                  | MTD<br>BALANCE | YTD<br>BALANCE |
|----------------|--------------------------------|----------------|----------------|
| 001-000-1145   | FSB - PARK TRUST               | .00            | .00            |
| 001-000-1151   | IPAIT - CEMETERY DONATIONS     | .00            | .00            |
| 001-000-1152   | F&M BANK - RESERVE             | .00            | .00            |
| 001-000-1153   | IPAIT - FIRE TRUST             | .00            | .00            |
| 001-000-1154   | IPAIT - LIBRARY TRUST          | .00            | .00            |
| 001-000-1155   | IPAIT - AMBULANCE TRUST        | .00            | .00            |
| 001-000-1157   | IPAIT - PARK/CELEBRATION TRUST | .00            | .00            |
| 001-000-1158   | IPAIT - SCHALK FUND            | .00            | .00            |
| 001-000-1159   | IPAIT - EDC                    | .00            | .00            |
| 001-000-1161   | CD #4                          | .00            | .00            |
| 001-000-1162   | FSB - FIRE                     | .00            | .00            |
| 001-000-1163   | FSB - LIBRARY                  | .00            | .00            |
| 001-000-1164   | FSB AMBULANCE                  | .00            | .00            |
| 001-000-1165   | FSB - POLICE TRUST             | .00            | .00            |
| 001-000-1166   | F&M BANK - EDC TRUST           | .00            | .00            |
| 001-000-1167   | F&M BANK - PARK TRUST          | .00            | .00            |
| 001-000-1169   | CD - RESERVE                   | .00            | .00            |
| 002-000-1152   | F&M - EQPT REVOLVING FUND      | .00            | .00            |
| 110-000-1152   | F&M BANK - RESERVE             | .00            | .00            |
| 110-000-1161   | CD #1                          | .00            | .00            |
| 121-000-1150   | IPAIT                          | .00            | .00            |
| 125-000-1152   | F&M BANK - RESERVE             | .00            | .00            |
| 125-000-1161   | CD#1                           | .00            | .00            |
| 167-000-1160   | FSB SAVINGS                    | .00            | .00            |
| 168-000-1160   | FSB SAVINGS                    | .00            | .00            |
| 169-000-1160   | FSB SAVINGS                    | .00            | .00            |
| 173-000-1160   | FSB SAVINGS - POLICE           | .00            | .00            |
| 200-000-1152   | F&M BANK - RESERVE             | .00            | .00            |
| 200-000-1161   | CD #1                          | .00            | .00            |
| 600-000-1151   | IPAIT - WATER METER RES        | .00            | .00            |
| 600-000-1152   | F&M BANK                       | .00            | .00            |
| 600-000-1161   | CD #1                          | .00            | .00            |
| 610-000-1152   | F&M BANK RESERVE               | .00            | .00            |
| 610-000-1161   | CD #1                          | .00            | .00            |
|                | TOTAL                          | .00            | .00            |
|                |                                |                |                |
| 001-000-1110   | CASH ON HAND - GENERAL FUND    | 207,720.57-    | 106,169.61     |
| 002-000-1110   | CASH ON HAND - EQT REV TRANS   | .00            | .00            |
| 110-000-1110   | CASH ON HAND - ROAD USE        | 123,874.46-    | 7,803.96       |
| 111-000-1110   | CASH ACCT - NOT USED           | .00            | .00            |
| 112-000-1110   | CASH ON HAND-EMPLOYEE BENEFITS | 13,541.31-     | 10,471.31-     |
| 119-000-1110   | CASH ON HAND-EMERGENCY LEVY    | .00            | 2,595.94       |
| 121-000-1110   | CASH ON HAND - LOST            | 18,541.29      | 363,450.16     |
| 125-000-1110   | CASH ON HAND - TIF             | 1,003.16       | 34,747.90      |
| 160-000-1110   | CASH ON HAND - EDC TRUST TRANS | .00            | 1,000.00       |
| 167-000-1110   | CASH ON HAND - FIRE TRUST TRAN | .00            | 1,063.08       |
| 168-000-1110   | CASH ON HAND-LIBRARY TRUST TRA | 500.00         | 3,080.54       |
| 169-000-1110   | CASH ON HAND-AMBULANCE TRUST T | .00            | 5,048.00       |
| 170-000-1110   | CASH ON HAND-PARK TRUST TRANS  | .00            | 1,810.00-      |

**BALANCE SHEET**  
**CALENDAR 11/2023, FISCAL 5/2024**

| ACCOUNT NUMBER | ACCOUNT TITLE                  | MTD<br>BALANCE | YTD<br>BALANCE |
|----------------|--------------------------------|----------------|----------------|
| 171-000-1110   | CASH ON HAND - NOT USED        | .00            | .00            |
| 172-000-1110   | CASH ON HAND-CEMETERY TRUST TR | .00            | 319.00         |
| 173-000-1110   | CASH ON HAND-POLICE TRUST TRAN | .00            | .00            |
| 200-000-1110   | CASH ON HAND - DEBT SERVICE    | .00            | 49,256.35      |
| 301-000-1110   | CASH ON HAND- EDC LAND         | .00            | .00            |
| 302-000-1110   | CASH ON HAND - SEWER PROJECT   | .00            | 7,524.00       |
| 304-000-1110   | CASH ON HAND- RAILS TO TRAILS  | .00            | .00            |
| 305-000-1110   | CASH ON HAND - LIBRARY         | .00            | .00            |
| 306-000-1110   | CASH ON HAND - FIRE/EMS BLDG   | .00            | .00            |
| 500-000-1110   | CASH ON HAND-CEMETERY LOT SALE | 525.00         | 12,562.50      |
| 600-000-1110   | CASH ON HAND - WATER           | 13,153.50      | 13,022.58-     |
| 601-000-1110   | CASH ON HAND - WATER DEBT      | 5,777.00       | 47,181.44      |
| 610-000-1110   | CASH ON HAND - SEWER           | 94,929.68-     | 47,017.09-     |
| 611-000-1110   | CASH ON HAND - SEWER DEBT      | 16,965.00      | 80,770.96      |
| 612-000-1110   | CASH ON HAND - SEWER PROJECT   | .00            | .00            |
| 670-000-1110   | CASH ON HAND - SOLID WASTE     | 3,725.15-      | 6,177.68       |
|                | CASH ON HAND TOTAL             | 387,326.22-    | 656,430.14     |
| 002-000-1150   | IPAIT - EQUIP REVOLVING FUND   | 11,619.40      | 2,771,434.18   |
| 125-000-1150   | IPAIT - TIF FUNDS              | 124.29         | 29,640.15      |
| 125-000-1151   | IPAIT - TIF LMI                | 431.26         | 102,860.56     |
| 160-000-1150   | IPAIT-ECONOMIC DEVELOPMENT     | 444.74         | 106,082.43     |
| 167-000-1150   | IPAIT - FIRE TRUST             | 178.90         | 42,707.43      |
| 167-000-1151   | IPAIT - EMS BLDG               | 62.11          | 14,818.17      |
| 168-000-1150   | IPAIT-LIBRARY TRUST            | 1,018.74       | 243,412.72     |
| 169-000-1150   | IPAIT-AMBULANCE                | 183.07         | 43,816.78      |
| 170-000-1150   | IPAIT- PARK                    | 101.56         | 24,222.37      |
| 170-000-1151   | IPAIT - CELEBRATION            | 130.62         | 31,165.61      |
| 171-000-1150   | IPAIT-SCHALK TRUST             | .00            | .00            |
| 172-000-1150   | IPAIT-CEMETERY TRUST           | 21.30          | 5,080.66       |
| 173-000-1150   | IPAIT-POLICE TRUST             | 36.00          | 8,584.44       |
| 600-000-1153   | IPAIT WATER RESERVE            | 29.99          | 7,151.41       |
| 610-000-1150   | IPAIT - SEWER                  | 1.80           | 462.27         |
|                | IPAIT TOTAL                    | 14,383.78      | 3,431,439.18   |
| 600-000-1150   | IPAIT - WATER METER FUND       | .00            | .00            |
|                | IPAIT - WATER METER RES TOTAL  | .00            | .00            |
| 002-000-1161   | CD #18653 - DEREUS/SIMPSON-AMB | .00            | 164,313.06     |
| 500-000-1161   | CD #18652 - DEREUS/WAVELAND    | .00            | 90,830.18      |
| 500-000-1162   | CD #18648 - WAVELAND           | .00            | 69,873.49      |
| 500-000-1163   | CD #15606 - WESTVIEW           | .00            | 3,775.46       |
|                | CD INVESTMENTS TOTAL           | .00            | 328,792.19     |

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**BALANCE SHEET**  
CALENDAR 11/2023, FISCAL 5/2024

| ACCOUNT NUMBER | ACCOUNT TITLE | MTD<br>BALANCE       | YTD<br>BALANCE        |
|----------------|---------------|----------------------|-----------------------|
|                | TOTAL CASH    | 372,942.44-<br>===== | 4,416,661.51<br>===== |





# BANK CASH REPORT 2023

| BANK<br>FUND GL              | BANK NAME                      | OCTOBER<br>CASH BALANCE | NOVEMBER<br>RECEIPTS | NOVEMBER<br>DISBURSMENTS | NOVEMBER<br>CASH BALANCE | OUTSTANDING<br>TRANSACTIONS | NOV BANK<br>BALANCE |
|------------------------------|--------------------------------|-------------------------|----------------------|--------------------------|--------------------------|-----------------------------|---------------------|
| FIRST INTERSTATE BANK        |                                |                         |                      |                          |                          |                             |                     |
| BANK                         | FIRST INTERSTATE BANK          |                         |                      |                          |                          |                             | 648,953.45          |
| 001                          | CASH ON HAND - GENERAL FUND    | 313,890.18              | 156,966.94           | 364,687.51               | 106,169.61               | 23,113.13                   |                     |
| 002                          | CASH ON HAND - EQT REV TRANS   | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 110                          | CASH ON HAND - ROAD USE        | 131,678.42              | 20,060.71            | 143,935.17               | 7,803.96                 | 5,814.44                    |                     |
| 112                          | CASH ON HAND-EMPLOYEE BENEFITS | 3,070.00                | 0.00                 | 13,541.31                | 10,471.31-               | 499.67                      |                     |
| 119                          | CASH ON HAND-EMERGENCY LEVY    | 2,595.94                | 0.00                 | 0.00                     | 2,595.94                 |                             |                     |
| 121                          | CASH ON HAND - LOST            | 344,908.87              | 18,541.29            | 0.00                     | 363,450.16               |                             |                     |
| 125                          | CASH ON HAND - TIF             | 33,744.74               | 1,003.16             | 0.00                     | 34,747.90                |                             |                     |
| 160                          | CASH ON HAND - EDC TRUST TRANS | 1,000.00                | 0.00                 | 0.00                     | 1,000.00                 |                             |                     |
| 167                          | CASH ON HAND - FIRE TRUST TRAN | 1,063.08                | 0.00                 | 0.00                     | 1,063.08                 |                             |                     |
| 168                          | CASH ON HAND-LIBRARY TRUST TRA | 2,580.54                | 500.00               | 0.00                     | 3,080.54                 |                             |                     |
| 169                          | CASH ON HAND-AMBULANCE TRUST T | 5,048.00                | 0.00                 | 0.00                     | 5,048.00                 |                             |                     |
| 170                          | CASH ON HAND-PARK TRUST TRANS  | 1,810.00-               | 0.00                 | 0.00                     | 1,810.00-                |                             |                     |
| 172                          | CASH ON HAND-CEMETERY TRUST TR | 319.00                  | 0.00                 | 0.00                     | 319.00                   |                             |                     |
| 173                          | CASH ON HAND-POLICE TRUST TRAN | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 200                          | CASH ON HAND - DEBT SERVICE    | 49,256.35               | 0.00                 | 0.00                     | 49,256.35                |                             |                     |
| 301                          | CASH ON HAND- EDC LAND         | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 302                          | CASH ON HAND - SEWER PROJECT   | 7,524.00                | 0.00                 | 0.00                     | 7,524.00                 |                             |                     |
| 304                          | CASH ON HAND- RAILS TO TRAILS  | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 305                          | CASH ON HAND - LIBRARY         | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 306                          | CASH ON HAND - FIRE/EMS BLDG   | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 500                          | CASH ON HAND-CEMETERY LOT SALE | 12,037.50               | 525.00               | 0.00                     | 12,562.50                |                             |                     |
| 600                          | CASH ON HAND - WATER           | 26,176.08-              | 40,285.86            | 27,132.36                | 13,022.58-               | 4,268.20                    |                     |
| 601                          | CASH ON HAND - WATER DEBT      | 41,404.44               | 5,777.00             | 0.00                     | 47,181.44                |                             |                     |
| 610                          | CASH ON HAND - SEWER           | 47,912.59               | 49,022.22            | 143,951.90               | 47,017.09-               | 5,378.03                    |                     |
| 611                          | CASH ON HAND - SEWER DEBT      | 63,805.96               | 16,965.00            | 0.00                     | 80,770.96                |                             |                     |
| 612                          | CASH ON HAND - SEWER PROJECT   | 0.00                    | 0.00                 | 0.00                     | 0.00                     |                             |                     |
| 670                          | CASH ON HAND - SOLID WASTE     | 9,902.83                | 16,932.21            | 20,657.36                | 6,177.68                 | 3,647.43                    |                     |
|                              | DEPOSITS                       |                         |                      |                          |                          | 51,271.63                   |                     |
|                              | WITHDRAWALS                    |                         |                      |                          |                          | 794.04                      |                     |
|                              | TRANSFER-OUT                   |                         |                      |                          |                          | 280.00-                     |                     |
| FIRST INTERSTATE BANK TOTALS |                                | 1,043,756.36            | 326,579.39           | 713,905.61               | 656,430.14               | 7,476.69-                   | 648,953.45          |
| IPAIT                        |                                |                         |                      |                          |                          |                             |                     |
| BANK                         | IPAIT                          |                         |                      |                          |                          |                             | 3,430,834.18        |
| 002                          | IPAIT - EQUIP REVOLVING FUND   | 2,759,814.78            | 11,619.40            | 0.00                     | 2,771,434.18             |                             |                     |
| 125                          | IPAIT - TIF FUNDS              | 29,515.86               | 124.29               | 0.00                     | 29,640.15                |                             |                     |
| 125                          | IPAIT - TIF LMI                | 102,429.30              | 431.26               | 0.00                     | 102,860.56               |                             |                     |
| 160                          | IPAIT-ECONOMIC DEVELOPMENT     | 105,637.69              | 444.74               | 0.00                     | 106,082.43               |                             |                     |
| 167                          | IPAIT - FIRE TRUST             | 42,528.53               | 178.90               | 0.00                     | 42,707.43                |                             |                     |
| 167                          | IPAIT - EMS BLDG               | 14,756.06               | 62.11                | 0.00                     | 14,818.17                |                             |                     |
| 168                          | IPAIT-LIBRARY TRUST            | 242,393.98              | 1,018.74             | 0.00                     | 243,412.72               |                             |                     |
| 169                          | IPAIT-AMBULANCE                | 43,633.71               | 183.07               | 0.00                     | 43,816.78                |                             |                     |
| 170                          | IPAIT- PARK                    | 24,120.81               | 101.56               | 0.00                     | 24,222.37                |                             |                     |
| 170                          | IPAIT - CELEBRATION            | 31,034.99               | 130.62               | 0.00                     | 31,165.61                |                             |                     |
| 172                          | IPAIT-CEMETERY TRUST           | 5,059.36                | 21.30                | 0.00                     | 5,080.66                 |                             |                     |
| 173                          | IPAIT-POLICE TRUST             | 8,548.44                | 36.00                | 0.00                     | 8,584.44                 |                             |                     |
| 600                          | IPAIT WATER RESERVE            | 7,121.42                | 29.99                | 0.00                     | 7,151.41                 |                             |                     |
| 610                          | IPAIT - SEWER                  | 460.47                  | 1.80                 | 0.00                     | 462.27                   |                             |                     |
|                              | TRANSFER-IN                    |                         |                      |                          |                          | 605.00                      |                     |

# BANK CASH REPORT

2023

| BANK NAME<br>FUND GL NAME          | OCTOBER<br>CASH BALANCE | NOVEMBER<br>RECEIPTS | NOVEMBER<br>DISBURSMENTS | NOVEMBER<br>CASH BALANCE | OUTSTANDING<br>TRANSACTIONS | NOV BANK<br>BALANCE |
|------------------------------------|-------------------------|----------------------|--------------------------|--------------------------|-----------------------------|---------------------|
| IPAIT TOTALS                       | 3,417,055.40            | 14,383.78            | 0.00                     | 3,431,439.18             | 605.00-                     | 3,430,834.18        |
| CD'S                               |                         |                      |                          |                          |                             |                     |
| BANK CD'S                          |                         |                      |                          |                          |                             | 328,792.19          |
| 002 CD #18653 - DEREUS/SIMPSON-AMB | 164,313.06              | 0.00                 | 0.00                     | 164,313.06               |                             |                     |
| 500 CD #18652 - DEREUS/WAVELAND    | 90,830.18               | 0.00                 | 0.00                     | 90,830.18                |                             |                     |
| 500 CD #18648 - WAVELAND           | 69,873.49               | 0.00                 | 0.00                     | 69,873.49                |                             |                     |
| 500 CD #15606 - WESTVIEW           | 3,775.46                | 0.00                 | 0.00                     | 3,775.46                 |                             |                     |
| CD'S TOTALS                        | 328,792.19              | 0.00                 | 0.00                     | 328,792.19               | 0.00                        | 328,792.19          |
| TOTAL OF ALL BANKS                 | 4,789,603.95            | 340,963.17           | 713,905.61               | 4,416,661.51             | 8,081.69-                   | 4,408,579.82        |

# BLUE LINE SOLUTIONS STATEMENT Month: November 2023

| Prairie City Police Department |         |                    |       |          |                   |
|--------------------------------|---------|--------------------|-------|----------|-------------------|
| Month: November 2023           |         |                    |       |          |                   |
| Badge #                        | Rank    | Name               | Hours | Rate     | Total Per Officer |
| 211                            | Officer | Backstrom, Mark    | 13.00 | 39.75 \$ | 516.75            |
| 212                            | Officer | St Ores, Heather   |       | 39.75 \$ | -                 |
| 213                            | Officer | Allfree, Terry     | 17.00 | 39.75 \$ | 675.75            |
| 214                            | Officer | Martin, Ryan       |       | 39.75 \$ | -                 |
| 215                            | Officer | Smith, Teresa      | 20.00 | 39.75 \$ | 795.00            |
| 291                            | Officer | Aldrich, Nicholas  |       | 39.75 \$ | -                 |
| 294                            | Chief   | Gott, Kevin        |       | 50.98 \$ | -                 |
| 295                            | Officer | Kinmonth, Kameron  |       | 39.75 \$ | -                 |
| 296                            | Officer | Sickels, William   |       | 46.35 \$ | -                 |
| 297                            | Officer | Davenport, Matthew | 28.50 | 46.35 \$ | 1,320.98          |
| 298                            | Officer | Johns, Steven      |       | 39.75 \$ | -                 |
| 299                            | Officer | Highland, Mason    |       | 39.75 \$ | -                 |
| Grand Total                    |         |                    |       |          | \$ 3,308.48       |

| Incidents | Exceptions | Spoiled | Admin Void | Valid Citations | Paid Citations |
|-----------|------------|---------|------------|-----------------|----------------|
| 1594      | 293        | 9       | 5          | 1287            | 1032           |

80.19%

|   | Quantity    | Amount      | Total                |
|---|-------------|-------------|----------------------|
| Paid Citations 10-14 MPH                | 791         | \$ 100.00   | \$ 79,100.00         |
| Paid Citations 15+ MPH                  | 240         | \$ 150.00   | \$ 36,000.00         |
| Paid Citations 15-20 MPH (old fine amt) | 1           | \$ 200.00   | \$ 200.00            |
| Paid Citations 21+ MPH                  |             | \$ 200.00   | \$ -                 |
| Partial Payments                        | 6           | \$ 210.00   | \$ 210.00            |
| Credit Card Fee Payments                | 576         | \$ 5.90     | \$ 3,398.40          |
| Refunds/Chargebacks                     | 1           | \$ (150.00) | \$ (150.00)          |
| <b>Total Collections</b>                | <b>1615</b> |             | <b>\$ 118,758.40</b> |

Credit Card Processing Fees

\$ (3,398.40)  
\$ 115,360.00

Total Collections Subject to Revenue Share

\$ 115,360.00

60%

Agency Revenue Share (Per Contract)  
Deduction for Citations paid through city  
Officer Reimbursement  
Total Revenue Due to Prairie City

\$ 69,216.00  
\$ (200.00)  
\$ 3,308.48  
**\$ 72,324.48**

## CITY OF PRAIRIE CITY DECEMBER CLAIMS REPORT

JANUARY 10, 2023

| VENDOR                         | REFERENCE                         | AMOUNT     |
|--------------------------------|-----------------------------------|------------|
| ACCURATE COMMERCIAL            | 2019-LB-01 LIBR PAY APP 6         | 72,844.90  |
| BAKER & TAYLOR INC             | LIBRARY BOOKS                     | 653.15     |
| BOUND TREE MEDICAL LLC         | AMBULANCE SUPPLIES                | 835.06     |
| BRICK GENTRY P.C.              | Legal Fees                        | 1,490.50   |
| CHRISTIE BUSBY                 | JUL-DEC 2023 MILEAGE              | 392.80     |
| CASH                           | CELEB COMM BINGO GIFTCARDS        | 300.00     |
| CENTURYLINK (LUMEN)            | TELEPHONE                         | 83.53      |
| COPPER ELECTRIC COMPANY        | LIBR CAMERA/ELECTRICAL            | 8,451.25   |
| DELTA DENTAL PLAN OF IOWA      | DENTAL INSURANCE PREMIUM          | 1,076.52   |
| ELECTRIC PUMP                  | PUMP-FLYGT 3127.181-5008          | 10,549.96  |
| FEDERAL WITHHOLD, FICA, M/CARE | FED/FICA TAX                      | 12,642.24  |
| FIRST DATA MERCHANT SERVS LLC  | NOV FEE                           | 44.95      |
| FIRST NATIONAL BANK CC         | MULTIPLE                          | 2,876.51   |
| GLOBAL REACH INTERNET PRODUCTI | WEBSITE FEE                       | 60.76      |
| GLOBE LIFE                     | Ee LIFE INS-MD                    | 52.08      |
| GRIMES PUBLIC LIBRARY          | FURNITURE/EQUIP                   | 50.00      |
| HACH COMPANY                   | WATER SUPPLIES                    | 850.00     |
| HOFFMAN, ROB                   | NOV/DEC/JAN BLDG LEASE            | 2,400.00   |
| IOWA DEPT OF NATURAL RESOURCES | CORNELISON CERT/NPDES PERMIT FEE  | 165.00     |
| IOWA DEPT OF REVENUE           | NOV/DEC WET TAX                   | 3,434.80   |
| IOWA FINANCE AUTHORITY         | INTEREST PYMTS                    | 29,684.35  |
| IOWA LAW ENFORCEMENT ACADEMY   | TRAINING                          | 160.00     |
| IOWA MUNICIPAL WORKERS COMP AS | WC PREMIUM/22-23 PREMIUM ADJ      | 6,341.00   |
| IOWA OFFICE CLEANING           | JANITORIAL                        | 920.00     |
| IOWA ONE CALL                  | UTILITY LOCATES                   | 46.20      |
| IOWA REGIONAL UTILITIES AS     | WATER                             | 154.88     |
| IOWA STATE UNIVERSITY          | 2024 WINTER MPI-BUSBY             | 240.00     |
| IOWA STORAGE TRAILER INC       | DEC RENT                          | 135.00     |
| IPERS                          | IPERS                             | 8,481.14   |
| Isolved BENEFIT SERVICES       | CAFE-MEDICAL/AUDIT ADJ            | 2,039.65   |
| JASPER COUNTY TREASURER        | ELECTION BILLING 110723           | 932.00     |
| LIBERTY NATIONAL               | LIFE INS PRETAX                   | 52.08      |
| LINCOLN NATIONAL LIFE INS. CO  | LIFE INSURANCE                    | 282.77     |
| LINDE GAS & EQUIPMENT INC      | AMBULANCE OXYGEN                  | 451.38     |
| MAINLINE CONSTRUCTION INC      | TRUCK WATER MAIN RELOC            | 104,735.79 |
| MARTIN GARDNER ARCHITECTURE    | 2023-FR-01 DESIGN,CONST,M/E.ENGIN | 45,382.35  |
| MEDIACOM                       | STATIC IP FEE                     | 5.95       |
| MENARDS - ALTOONA              | MULTIPLE                          | 541.41     |
| MIDAMERICAN ENERGY             | GAS/ELECTRIC SERVICE              | 7,470.60   |
| MUNICIPAL SUPPLY INC           | ANNUAL SUPPORT                    | 2,150.00   |
| MURPHY TRACTOR & EQUIPMENT CO  | JD 310SG PARTS                    | 2,434.11   |
| NEWTON DAILY NEWS              | MULTIPLE                          | 353.74     |
| NO 2 SOLUTIONS, LLC            | NOV/DEC KYBO SERVICE              | 250.00     |
| OMNISITE                       | ELITE 1YR WIRELESS SERVICE FEE    | 404.00     |
| PELLA REGIONAL HEALTH CTR      | PRE-EMP EXAMS                     | 717.00     |
| PORTER DO IT BEST              | KEYS                              | 36.08      |
| PRAIRIE CITY FOODS             | MISC SUPPLIES                     | 46.25      |
| RKDIXON                        | MULTIPLE                          | 2,341.00   |
| SACRED WILLOWS FARMS LLC       | PCCELEB WINTER EXTRAVAGANZA       | 500.00     |
| SNELLER PLBG, HTG, & ELECTRIC  | GOODMAN CONTROL-COMM BLDG         | 177.43     |
| STERICYCLE INC                 | DOCUMENT SHREDDING                | 216.65     |
| THE DODGE GARAGE               | MULTIPLE                          | 3,200.03   |
| TREASURER STATE OF IOWA        | STATE TAX                         | 1,705.32   |
| US POST OFFICE                 | POSTAGE                           | 475.95     |
| VAN WALL EQUIPMENT-COLFAX      | 12' SAW CHAIN                     | 19.99      |
| WASTE MANAGEMENT OF IOWA       | CONTRACT HAULING                  | 11,986.50  |
| WELLMARK BC/BS OF IOWA         | HEALTH INSURANCE PREMIUM          | 9,179.38   |
| WOODWARD PUBLIC LIBRARY        | BOOKS                             | 5.00       |
| ZERO9 HOLSTERS                 | UNIFORM/GEAR                      | 62.40      |
| Accounts Payable Total         |                                   | 363,571.39 |
| Total Paid On: 12/12/23        |                                   | 18,401.60  |
| Total Paid On: 12/27/23        |                                   | 20,087.13  |
| Total Paid On: 12/29/23        |                                   | 2,615.38   |
| Total Paid On: 12/30/23        |                                   | 1,603.03   |
| Total Payroll Paid             |                                   | 42,707.14  |
| **** REPORT TOTAL              |                                   | 406,278.53 |
| GENERAL                        |                                   | 195,427.45 |
| ROAD USE                       |                                   | 8,147.21   |
| TRUST&AGENCY LEVIES            |                                   | 10,152.78  |
| WATER                          |                                   | 123,032.18 |
| WATER SINKING FUND             |                                   | 11,404.35  |
| SEWER                          |                                   | 26,144.38  |
| SEWER SINKING FUND             |                                   | 18,280.00  |
| SANITATION                     |                                   | 13,690.18  |
| **** TOTAL FUNDS               |                                   | 406,278.53 |

**January Statement 01.22.24**

| Card | Name           | Dept      | Detail                          |      |       |             |
|------|----------------|-----------|---------------------------------|------|-------|-------------|
| 1456 | Busby          | Various   | Verizon                         |      | \$    | 712.33      |
|      |                | Library   | eFax                            |      | \$    | 18.99       |
|      |                | Celeb     | Amazon-winter extravaganza      |      | \$    | 66.58       |
|      |                | City Hall | Amazon-change box               |      | \$    | 46.96       |
|      |                | SummRec   | Amazon-rec supplies             |      | \$    | 5.00        |
|      |                | City Hall | Amazon-monitor stands           |      |       |             |
|      |                | City Hall | Staples - supplies              |      | \$    | 17.47       |
|      |                | Amb       | Amazon-adapter                  |      | \$    | 39.95       |
|      |                | Water     | Staples - supplies              |      | \$    | 154.40      |
|      |                | Police    | Amazon-camera                   |      | \$    | 37.48       |
|      |                |           |                                 |      | \$    | 1,099.16    |
|      |                |           |                                 |      | \$    | 1,099.16    |
| 9798 | Ponder         | Library   | Maintenance                     | 6310 |       |             |
|      |                | Library   | Comp Supp/Tech                  | 6419 |       |             |
|      |                | Library   | Programs                        | 6482 | \$    | 59.62       |
|      |                | Library   | Books                           | 6502 | \$    | 174.49      |
|      |                | Library   | Audio Bks                       | 6503 |       |             |
|      |                | Library   | DVD                             | 6504 | \$    | 7.05        |
|      |                | Library   | Supplies                        | 6506 | \$    | 61.17       |
|      |                | Library   | Postage                         | 6508 |       |             |
|      |                | Library   | Equip/Bldg Maint                | 6510 | \$    | 65.00       |
|      |                |           |                                 |      | \$    | 367.33      |
|      |                |           |                                 |      | \$    | 367.33      |
| 6268 | Lewis          | City Hall |                                 |      |       |             |
|      |                |           |                                 |      | \$    | -           |
|      |                |           |                                 |      | \$    | -           |
| 9327 | Gott           | Police    | Badgeandwallet.com              |      | \$    | 367.50      |
|      |                | Police    | Wrap.com                        |      | \$    | 396.15      |
|      |                |           |                                 |      | \$    | 763.65      |
|      |                |           |                                 |      | \$    | 763.65      |
| 0042 | VanDerKamp     | Sewer     | Rise Broadband                  |      | \$    | 101.00      |
|      |                |           |                                 |      | \$    | 101.00      |
|      |                |           |                                 |      | \$    | 101.00      |
| 3844 | Farlow         | Water     | Harbor Freight                  |      | \$    | 47.05       |
|      |                |           |                                 |      | \$    | 47.05       |
|      |                |           |                                 |      | \$    | 47.05       |
| 8935 | Cornelison     | Water     |                                 |      | \$    | -           |
|      |                |           |                                 |      | \$    | -           |
| 2284 | Wardyn         | Water     | American Water College-training |      | \$    | 299.99      |
|      |                |           |                                 |      | \$    | 299.99      |
|      |                |           |                                 |      | \$    | 299.99      |
| 7336 | PC Celebration | PCCC      | Dollar General-Holiday Extv     |      | \$    | 8.83        |
|      |                |           | Sam's Club-Holiday Extv         |      | \$    | 20.65       |
|      |                |           | Amazon-Holiday Extv             |      | \$    | 77.00       |
|      |                |           | Amazon-Bingo                    |      | \$    | 91.85       |
|      |                |           |                                 |      | \$    | 198.33      |
|      |                |           |                                 |      | \$    | 198.33      |
|      |                |           |                                 |      | Total | \$ 2,876.51 |

PRAIRIE CITY NOVEMBER 2023 RECEIPTS

| <u>FUND</u>            | <u>AMOUNT</u> |
|------------------------|---------------|
| GENERAL                | \$ 146,257.53 |
| EQUIPMENT REVENUE      | \$ 11,619.40  |
| ROAD USE               | \$ 18,817.47  |
| TRUST/AGENCY BEN       | \$ -          |
| LOCAL OPTION SALES TAX | \$ 18,541.29  |
| TIF                    | \$ 1,558.71   |
| ECONOMIC DEVELOPMENT   | \$ 444.74     |
| FIRE TRUST             | \$ 241.01     |
| LIBRARY TRUST          | \$ 1,518.74   |
| AMBULANCE              | \$ 183.07     |
| PARK & CELEBRATIONS    | \$ 232.18     |
| CEMETERY               | \$ 21.30      |
| POLICE TRUST           | \$ 36.00      |
| PERPETUAL CARE         | \$ 525.00     |
| WATER                  | \$ 34,458.23  |
| WATER SINKING FUND     | \$ 5,777.00   |
| SEWER                  | \$ 47,717.35  |
| SEWER SINKING          | \$ 16,965.00  |
| SANITATION             | \$ 16,622.31  |
| <hr/>                  |               |
| TOTAL REVENUES         | \$ 321,536.33 |

Prairie City Celebration Committee  
Wednesday November 15  
Prairie City Community Building at 6pm

---

Roll Call: Phil Holland, Sam Mastin, Amy Witte, Kelli Disney, Ann Vander Kamp, Velvet Wagaman, Jerry Wagaman, Mandi Bright, Christy Busby, Jerry Moore, Judy Martin

- Budget discussion
  - Jerry & Christy
    - Budget Council- will then funnel discussion to city council from each commission leaders
    - Emily Simmons
    - Joe Disney
    - Christy Busby
    - Jerry Moore

Old Business:

- Review October Meeting Minutes
  - Approved Kelly Disney and Ann VanderKamp
- Carnival Rides
  - Will move forward with Joes Old Fashioned Carnival ride again for 2024.
  - Will have more rides in writing with what we are expecting
- City inflatable
  - Will be posted for sale it was approved by council.
- Water Fights
  - Follow up
    - Will not do night lighting water fight
    - 7pm water fight-Friday Night
      - Keep location at Post Office
      - Advertise water fights more for a bigger crowd and more smaller towns enter
      - Jr. Water Fights on Saturday.
- Fundraising
- Fall Vendor Fair
  - Profits- \$720
    - Touched base with vendors and they had a good turn out
- Christmas Event
  - Craft
    - Twice Blessed offered to do a craft
  - Sacred Willow Farms
    - Will reach out to see if we can now rent building for \$500 for event
    - Pulled Pork Dinner-Free Will Donation
      - Sandwiches
      - Mac n Cheese
      - Chips
      - Bbq sauce
      - Ketchup
      - Hot Dogs
      - Hot dog buns
      - Hamburger Buns
      - Plates
      - Napkins



- Water
- Lemonade
- Silverware
- cups-Judy
- Cookie and Hot Cocoa
- Dinner sign-MARY BRANNEN
- Coloring Contest
  - Mandi Bright-sent copies of coloring page
  - Will post and turn in
  - Email school of coloring pages-500 copies
  - Mary brannen-also add flyer on coloring page
- Lighting Contest
  - Jerry and Velvet
  - Lions Club-christmas lights. 12/3-12/8 vote online. Sign up by 12/2
  - Category-sign up with 3 different places
    - Traditional
    - Theme
    - Interactive
      - Christmas sign up
      - Map of interested homes that will decorate
      - Sponsored by- businesses that donated
      - Goodie bags 100
        - Christmas table cloths
        - How many?
- Gambling License
  - PC Days
  - Community Building-BINGO
- Theme
  - Groovy
  - USA
  - Neon
  - Wild Thing
  - Under the Sea
  - Finalize-Under the Sea in PC
- Entertainment
  - Black Jack + South
  - Tyler Anthony Music
  - Judy will reach out to bands
  - Jo Inman

New Business:

- BINGO DATE
  - January
    - Christy will reach out to insurance group BYOB



## Prairie City Library Board Meeting Minutes Nov. 13, 2023

Meeting called to order at 5:33 by Ginny Dalton.

Present: Arnie Sohn, Ginny Dalton, Taylor Brown, Linda Frazier, Sue Ponder, Emily Simmons, Jennifer Ladehoff (arrived at 5:35). Also present : city administrator Jerry and clerk, Christie.

Minutes from the 10-10-23 meeting were reviewed. Motion by Arnie and second by Taylor to approve the minutes. Motion carried.

Director Sue presented a report on the building project:

-Contractor meeting went fine; insulation work and dry wall are near completion; a support beam for the roof unit was added; getting ready to paint and do concrete work at the back of the building. They are waiting on bids for the book drop and signage letters. Dec. 18 is the pick up day for the Grimes library furniture that has been purchased. There have been people offering use of their trucks to transport the furniture. Sue is shopping for a desk for director's office. Community members are giving positive feedback to the progress.

Statistics and financial spending status were reviewed. Invoices were reviewed.

Sue is planning some adult crafts, hoping to offer one per week.

Sue followed up on our question about the strategic plan being updated. The plan can be updated anytime during the year 2024 and a community meeting is not required.

The library director will be gone for some vacation time in November and December but the part-time staff will be covering

Discussion was begun on budget recommendations.

Administrator Jerry Moore explained the budget process and calendar, summarized capital improvement ideas and shared information from the League of Cities re: city budgeting. There is concern about new legislation that limits and/or cuts revenue sources for cities.

The board submitted budget recommendations for most line items. Some will be done later after Sue and city staff gather more information. With the new building, there are **many** unknowns. Ginny Dalton suggested that the library director position be changed to full-time and expanding the hours of the library, starting with the new fiscal year. The size of the new library and the anticipated demand for more services were the main justifications for this possible change. Discussion led to the board submitting salary budget suggestion based upon a 3.2% hourly wage increase for all staff and increasing library director to 40 hours per week.

The next meeting date was set for Dec. 19 at 5:30. The board will plan to discuss setting the third Tuesday of each month as the standard meeting date.

Motion by Arnie, second by Linda to adjourn at 7:42. Motion carried.

Minutes submitted by Linda Frazier

# **Parks & Rec Board**

## **Agenda 11/27/23**

### **Call to Order- 5:30**

#### **Roll Call:**

Lonnie Wenthe P

Zach Myers P

Derek Ingle P

Scott Steenhoek A

Chris Miller P

Also Attending: Jerry Moore Christie Busby

(Call to order 5:32 Zach Motioned Lonnie Seconded)

### **Approval of Agenda and Meeting Minutes-**

Last meeting was 10/16/23 approve of meeting minutes (Chris motioned Lonnie Seconded)

### **Old Business-**

#### **Public Works update-**

Crews are preparing equipment for winter, taking next steps in water works improvements, Library is making good progress and nearing completion. EMS and fire building is in design phase

#### **Administrative Update from Jerry Moore**

#### **Review Capital improvement plan-**

Reviewed items on parks and rec portions of capital improvement plan the board elected to push back budget items involving improving the pond at the rec plex because there are currently not enough funds in accessible areas in the budget to cover the cost to have the pond properly evaluated. Ingle made mention that there should be a motion at some point to properly pay someone to manage the ball fields as Scott has spent a significant amount of time managing the fields and not seen any compensation for it. Would be nice to show good faith in the work that he has done and better support the position so that others are more likely to adopt the responsibilities and be better set up for success.

#### **Budget Review (lead by Jerry)**

Jerry presented all budget statuses to date and looked into the remainder of the year. We have not exceeded any budget items thus far. The board had questions around the lawncare (chemical and fertilizer treatments) that Jerry has been following up with the service providers about. We do not have enough room in the 2024 budget to implement any other projects. Christie Busby brought an item on the budget to the boards attention where excess funds in the equipment revolving fund could be put in

a savings account after the end of the fiscal year. Myers made motion to make this change and Miller seconded.

#### Pond Project-updates

- HR Green proposal for \$5,600 to survey and assess needs at the pond  
This proposal is more than double what was mentioned in the previous board meeting. Will have to wait until there is more room in the budget to address.

#### Resurfaced ball field progress

#### Tennis Court relocation update

- Had conversation with Bob Kroese with Pella Regional  
Zach had a conversation over the phone with Bob Kroese CEO of Pella Regional. He mentioned that the Pella Health Board had discussed selling the unused land back to PC but they do intend on expanding the health center in the future. I mentioned there may be a infrastructure that could prevent building on the west portion of their land. Bob said that if we could provide him with solid evidence that would prevent them from building on that land that he would be happy to bring that before the board and potentially sell the land back to PC for community use. Jerry will look into the matter and provide documents.

#### Review Parks audit document

This item was pushed to next months agenda

#### **New Business.**

Wish List Items after Budget review

Zach made motion to adjourn at 7:02 pm and Lonnie Seconded.

CITY OF PRAIRIE CITY  
MINUTES  
OCTOBER 11, 2023

CALL TO ORDER: The City Council of the City of Prairie City, Jasper County, Iowa, met on Wednesday, October 11, 2023, in regular session at the City Hall and via ZOOM. At 6:00 pm Mayor Chad Alleger called the meeting to order and Pledge of Allegiance was recited.

ROLL CALL: Council members present and absent as follows:

Present: Joe Disney, Derek Ingle, Emily Simmons, Deb Townsend

Absent: Phil Holland

Also attending: City Administrator Jerry Moore; Police Chief Kevin Gott; City Clerk Christie Busby; Public Works Superintendent Carl Van Der Kamp; Library Director Sue Ponder; EMS Director Jody Van Der Kamp; Fire Chief Ryan Van Der Kamp; Asst Fire Chief Tony Mosher; Public Works Jake Farlow, Ryan Glenn, GBL rep. Via Zoom: Preston Moon, MSA Rep; Carrie Swartz, PFM Rep; Jamee Pierson, NDN.

AGENDA APPROVAL: Simmons moved to approve the agenda as presented. Disney seconded the motion and on roll call vote the motion carried unanimously.

PUBLIC COMMENT: Jim Richardson, 601 N Orchard St, addressed the council with his concerns regarding sewer system being pressurized during current CIT Sewer Solutions sewer line cleaning causing toilet to overflow and spew sewer water within his bathroom. No other public comments

CONSENT AGENDA: Townsend moved and seconded by Simmons to approve the Consent Agenda.

Roll Call: AYES-Disney, Ingle, Simmons, Townsend. NAYS: none. Motion carried unanimously. Items approved:

a) August Financials; b) September Claims; c) Celebration Committee Meeting Minutes from 07/12/2023; d) Library Meeting Minutes from 8/22/2023; e) Park Board Meeting Minutes from 08/28/2023; f) City Council Meeting Minutes from 9/13/2023; g) Liquor License Application for K & A 120 E Jefferson Street; h) Liquor License Application for Wilkies Garage 116 E Jefferson Street; i) Revised Purchasing Policy; j) Resolution 10-11-23-1 Approving Bills and Transfers; k) Third Bill Payment for \$ 276,174.53 to Accurate Commercial for Library Project; l) Fourth Bill Payment for \$155,838.78 to Accurate Commercial for Library Project; m) First & Second Bill Payments for Total \$5950 to Terracon for EMS/Fire Building Project; n) Third Bill Payment for \$13,989.80 to MGA for EMS/Fire Building Project.

OLD BUSINESS

MSA Update – Preston joined via Zoom and gave an overview of the update document provided in the packet.

Public Works Update – Carl reported pump issues at water treatment plant. Lots of yard waste at treatment plant and to remind residents this is for yard waste only. Meter readings take more time with computer update that changed digits for readings. Acknowledged Townsend's request for weed eating at tennis courts.

Police Update – Police Chief Gott gave an overview of documents provided in the packet.

City Administrator Update – Jerry went through agenda items. Informed council that ROW manual is on work program and will provide list of recommended ordinance updates. Quotes received for city hall flooring and window, and rec complex door. Staff working on HomeServe literature for residents by month end.

Public Hearing on FY24 Budget Amendment – Ingle motioned to open the public hearing at 6:29 pm , seconded by Simmons. On roll call vote, motion carried unanimously. With no comments voiced or received, Simmons motioned to close the public hearing at 6:30 pm, seconded by Townsend. On roll call vote, motion carried unanimously.

Resolution 10-11-23-2 Discussion and Action on FY24 Budget Amendment - Simmons introduced and moved for adoption of. Ingle seconded and on roll call vote motion carried unanimously.

Public Hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement for Planning and Design of Phase 2 & 3 Water Project – Simmons motioned to open the public hearing at 6:31 pm. Seconded by Disney. On roll call vote motion carried unanimously. With no comments heard or received, Disney motioned to close the public hearing at 6:32pm. Seconded by Simmons. On roll call vote motion carried unanimously.

Resolution 10-11-23-3 taking additional action with respect to a Water Revenue Loan and Disbursement Agreement and authorizing, approving, and securing the payment of a \$374,000 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) – Simmons motioned to adopt the resolution. Seconded by Ingle. On roll call vote: Ayes – Disney, Ingle, Simmons. Nays – none. Abstain – Townsend due to conflict of interest. Motion carried.

Discussion and Consideration of Status and Finance Options for Current City Public Projects – After discussion on project list, funding gaps for projects, publication restrictions, and vote restrictions with new law changes, Simmons motioned to allocate \$60,000 speed camera revenue to library for additional change orders and furnishings; \$283,100 speed camera revenue for Sherman and Jefferson St water main project; and \$137,455 speed camera revenue for trunk water main project in Colfax. Seconded by Ingle. On roll call vote: Ayes – Disney, Ingle, Simmons. Nays – Townsend. Motion carried.

Discussion and Consideration of Wastewater and Drinking Water Treatment Financial Assistance Grant – Discussion on financing options on water/wastewater projects and possible project delays. Simmons motioned to have Moore research city's qualifications and apply for best finance option for both water projects. Seconded by Townsend. On roll call vote: Ayes – Disney, Ingle, Simmons, Townsend. Nays – none.

\*After discussion on agenda item 6o Simmons revised her motion to only include Sherman St and Jefferson St water main project for Fire/EMS building. Seconded by Disney. On roll call vote: Ayes – Disney, Ingle, Simmons. Nays – none. Abstain – Townsend due to conflict of interest.

Discussion and Consideration of Funding Options for EMS/Fire Building – Discussion with Carrie Swartz from PFM on options of \$400,000 USDA loan; a G.O. Bond loan; and \$1.72 million loan with Urban Renewal amendment to add the Fire/EMS project. After discussion Simmons motioned to allocate \$600,000 speed camera revenue and \$150,000 LOST revenues to the Fire/EMS building project and have Moore research the loan options with bond counsel. Seconded by Ingle. On roll call vote, motion carried unanimously.

Discussion and Consideration of Request for \$40,866.73 Due to Change Orders for Library Project – After discussion Simmons motioned to approve \$40,866.73 payment out of speed camera revenue. Seconded by Disney. On roll call vote, motion carried unanimously.

Discussion and Consideration of Engineers Estimate for Water Main Project at City Water Wells – Approximate cost of \$630,000. No action taken by council.

Discussion and Consideration of Engineers Estimate for Water Main Project for EMS/Fire Building – Estimated cost of \$320,000. Previous motion approved \$283,100 allocation of speed camera revenue leaving \$31,300 for administration fees to be funded from general fund.

Resolution 10-11-23-4 Setting Public Hearing for November 8, 2023, to Approve Plans, Specifications, Form of Contract, and Estimate of Cost for Water Main Project at City Water Well Field Area – Ingle motion to set public hearing for November 8, 2023 at 6 pm. Seconded by Simmons. On roll call vote, motion carried unanimously.

Discussion and Consideration of Request from Mound Prairie Ventures to withdraw the Downtown Housing Grant 22-ARPDH-047 – State needs request on city letterhead signed by mayor that city wants to withdraw or if new developer takes over project it must be completed by original plans. Still need information on impact to Catalyst Grant. Simmons motioned to have Moore set up a meeting with MPV and JEDCO. Seconded by Ingle. On roll call vote motion passed unanimously.

#### NEW BUSINESS

Discussion and Consideration of City Employee Benefits Renewal – Ryan Glen, GBL rep, presented benefits comparison for renewal. After discussion, Simmons motioned to renew current health, dental, and vision plans and move LTD/STD/Life to MetLife. Seconded by Townsend. On roll call vote motion carried unanimously.

Update and Discussion of Recent Car Show for Prairie City Fire and Rescue Association – Assistant Fire Chief Tony Mosher stated they had 259 cars registered, great sponsorship, and large public attendance. Reported profit of \$20,241.

Resolution 10-11-23-7 Discussion and Action on Hiring Volunteer EMS Applicant Haley Van Der Kamp – Simmons motioned to approve. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of 28E Agreement with Jasper County Sheriff's Office for Advanced Life Support Service (ALS) Including Payment Request for ALS EMT Services – After discussion Townsend motioned to support 28E agreement. Seconded by Simmons. On roll call vote motion carried unanimously.

Resolution 10-11-23-5 Discussion and Consideration of Changing Fee for Advanced Medical Services – Townsend motioned to approve. Seconded by Simmons. On roll call vote motion carried unanimously.

Discussion and Action on Quotes for Pumps for Wastewater Treatment Plant – Discussion on quotes by Electric Pump for \$18,748 and Iowa Pump Works for \$12,204 to replace failed pumps and pump status presentation by Carl Van Der Kamp. Simmons motioned to approve \$30,952 quotes. Seconded by Disney. On roll call vote motion carried unanimously.

Discussion and Consideration of Special Event for Friends of the Red Rock Prairie Trail – October 14 bike ride. Simmons motioned to approve. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Action on Quotes for Maintenance of NE Ball Field at Sports Complex – Of the three quotes requested, the city received Iowa Sports Turf \$20,000 and KEI Sports Field \$20,976.53. Simmons motioned to approve Iowa Sports Turf pending quote still valid. Seconded by Ingle. On roll call vote motion carried unanimously.

Resolution 10-11-23-6 Discussion and Consideration on Quotes for Street Repair/Maintenance – Received quotes from Manatts of \$172,325, Grimes Asphalt & Paving of \$196,087, and Blacktop Service Co of \$135,244. Ingle motioned to approve Blacktop Service Co quote. Seconded by Disney. On roll call vote motion carried unanimously.

Discussion and Consideration of Special Event for Trunk or Treat October 30, 2023 – Simmons motioned to approve with request for public works to close necessary streets. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Building Lease at 116 W Jefferson St. for Police Department Vehicle Parking – Disney motioned to approve lease for November 1, 2023 to December 31, 2024 at \$800 a month and communicate to residents about trail use by vehicles. On roll call vote: Ayes – Disney, Ingle, Simmons. Nays – Townsend. Motion carried.

ADJOURNMENT – Simmons motion to adjourn at 8:42pm. Seconded by Disney. On roll call vote motion carried.

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Chad Alleger, Mayor

Attested to

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Christie Busby, City Clerk/Finance Officer

CITY OF PRAIRIE CITY MINUTES  
DECEMBER 13, 2023

CALL TO ORDER: The City Council of the City of Prairie City, Jasper County, Iowa, met on Wednesday, December 13, 2023, in regular session at the City Hall and via ZOOM. At 6:01 pm Mayor Chad Alleger called the meeting to order, and Pledge of Allegiance was recited.

ROLL CALL: Council members present and absent as follows: Present: Joe Disney, Derek Ingle, Emily Simmons, Deb Townsend, Phil Holland. Also attending: City Administrator Jerry Moore; Police Chief Kevin Gott; City Clerk Christie Busby; Water/Wastewater Superintendent Carl Van Der Kamp; Jake Farlow, Public Works; Dylan Cornelison, Public Works; Library Director Sue Ponder; Preston Moon, MSA Rep; Steve Zimmerman.  
Via Zoom: Sam Mastin; Dianne Taylor; Jamee Pierson, NDN.

AGENDA APPROVAL: Motion by Simmons to approve the agenda as presented. Seconded by Disney. On roll call vote motion carried unanimously.

PUBLIC COMMENT: Dianne Taylor, 202 W McMurray addressed the council expressing displeasure with the failure by Mound Prairie Ventures to follow-through on the Catalyst and Downtown Housing grant projects and would like to see legal action if the city has to pay back the grant funds.  
Mayor Alleger received a phone call from Ann McDonald, 503 E Kayla Ln, expressing displeasure of Mound Prairie Ventures withdrawing from the grants stating MPV needs to pay the grant money back or face legal action. There were no additional public comments.

CONSENT AGENDA: Motion by Simmons to approve the Consent Agenda with a request to move item k to new business for discussion. Seconded by Townsend. On roll call vote motion carried unanimously. Items approved:  
a) October Financials; b) November Claims; c) Celebration Committee Meeting Minutes from October 18, 2023; d) Library Meeting Minutes from October 10, 2023; e) Park Board Meeting Minutes from October 16, 2023; f) City Council Special Meeting Minutes (CIP) from November 1, 2023; g) City Council Meeting Minutes from November 8, 2023; h) City Council Special Meeting Minutes from November 21, 2023; i) Resolution 12-13-23-1 Approving Bills and Transfers; j) Christie Busby Annual Performance Evaluation Pay Increase; l) Fifth Bill Payment to MGA for \$45,382.35 for the EMS/Fire Building Project; m) Dollar General, 1102 Poplar Avenue Liquor License Renewal; n) Sixth Bill Payment for \$72,844.30 to Accurate Commercial for Library Project  
Item k) Resolution 12-13-23-2 Hiring Caryl Van Der Kamp as Part-time Employee for Snow Removal move to new business.

RECOGNITION OF CITY EMPLOYEE – Moore presented a plaque to Carl Van Der Kamp who is retiring from the city on December 31<sup>st</sup> after more than 23 years of service to the City of Prairie City as a public works employee. Van Der Kamp will remain an active ambulance and fire department member.

OLD BUSINESS

MSA UPDATE – Preston gave an overview of the packet documents. Townsend asked about the Sacred Willow Farms site signage listed. Preston stated that they will be submitting a permit so he will remove it from the task orders.

PUBLIC WORKS UPDATE – Work with contractor at the well field continues and with the logistics of line hookups. County needs to fill an old well discovered on-site; Working with library project on punch list items; Tower cleaning will be scheduled after new year, weather permitting; Meetings for library, budget, and MSA; Simmons asked about emergency siren testing and Carl stated he wasn't sure it happened, will check with county.

Police Update – Police Chief Gott gave an overview of documents provided in the packet.

City Administrator Update – Went through agenda items, the additional agenda items presented after packets were sent out, and holiday schedule; Working on CIP and updates after each budget meeting with goal to be ready for the January meeting; HomeServe has received 22 enrollments. Received correspondence from a concerned resident about HomeServe misrepresentation in their mailings; Met with Waste Management on missed pickup issues and they contribute it a long-term employee leaving. They will send a truck back the next



day for missed stops and they have GPS routing hooked up with dispatch; Met with Lions Club regarding holiday decorations at Garden Square and streetlights. Smaller decorations average \$700 each and current decorations are in poor condition due to age and vandalism so to replace all will be a big project; Nuisance abatement letters sent, continuing to address problem areas.

e) Discussion and Consideration and Status Update from Mound Prairie Ventures Regarding Downtown Housing and Catalyst Grants – Scott De Vries emailed Moore 12/4 asking about assurances if items were addressed with the State. Moore responded by has received no further correspondence from De Vries. Moore met with N. Sorenson and J. Davidson who recommended De Vries find a suitable project manager/owner for the projects to which De Vries was not receptive. Council members expressed disappointment with the lack of progress and want to know the plans and decisions as deadlines have been extended twice. Motion by Ingle to have Moore address a letter and/or phone call to MPV for progress reports monthly. Seconded by Simmons. On roll call vote motion carried unanimously.

#### NEW BUSINESS

a) Discussion and Consideration of Cummins Planned Maintenance Agreement for Generator at City's Wastewater Treatment Plant – Townsend questioned if contract was three years for \$2476.11 or each year was \$2476.11. Upon clarification, motion by Holland to approve the three-year contract for \$2476.11. Seconded by Simmons. On roll call vote motion carried unanimously.

b) Discussion and Consideration of 2024 Annual Service Agreement with TruGreen for City's Public Properties – Quote received for \$14,695. Townsend questioned if other bids were solicited. Moore state TruGreen was the lowest bidder previously and this would be a renewal of their contract. Townsend requested it go out for bid next year. Motion by Simmons to approve the \$14,695 contract with clarification if the north entrance is included. Seconded by Disney. On roll call vote motion carried unanimously.

c) Discussion and Consideration of Change Order #1 with Mainline Construction for the City's Water Main Project at the Water Well Field Area – Change order to add mulching of removed trees, up to \$13,000, and an air release valve in new water line, \$2300. Motion by Simmons to approve. Seconded by Ingle. On roll call vote motion carried unanimously.

d) Resolution 12-13-23-3 Discussion and Consideration to Hire Police Officer Matthew Covey effective 12-13-23 – Motion by Simmons to approve hiring Covey at \$30.90 per hour as third full-time officer. Seconded by Holland. On roll call vote motion carried unanimously.

e) Discussion and Consideration of GIS Services Agreement with MSA – Motion by Simmons to approve \$4300 lead inventory agreement and review if City needs to bid out the CCTV Processing, \$7000. Seconded by Disney. On roll call vote motion carried unanimously.

f) Discussion and Consideration of Contract with Joe's Old Fashion Fun for Prairie Days – Motion by Holland to approve contract with clarification if deposit or full \$8000 payment is due and when. Seconded by Ingle. On roll call vote motion carried unanimously.

g) Discussion and Consideration of Performance Agreement with Blake Jack and South 35 for Prairie Days – Simmons questioned wording in safety section of contract regarding humid conditions and how it could affect reservation. Motion by Holland to approve contract for \$2250 with clarification on the excessive conditions clause. Seconded by Disney. On roll call vote motion carried unanimously.

h) Discussion and Consideration of Performance Agreement with Jordan Beem for Prairie Days – Motion by Simmons to approve contract invoice for \$500 with clarification on when payment is due. Seconded by Ingle. On roll call vote motion carried unanimously.

i) Resolution 12-13-23-4 Discussion and Consideration of Hiring Dylan Cornelison as Volunteer EMS Staff – Cornelison was present and introduced himself. Works for the city in public works. Motion by Ingle to approve. Seconded by Townsend. On roll call vote motion carried unanimously.

j) Resolution 12-13-23-5 Discussion and Consideration Hiring Carl Van Der Kamp as Part-time Employee for Snow Removal – Carl is currently the only employee able to run the road grader and will train Jake and Dylan on the ins and outs of using the grader. All employees work on snow removal by operating different equipment for 2-4" snow events. Simmons would like to see some training now in case Carl isn't available. Ingle stated that Carl has the ability to train, someone else might not. Motion by Ingle to hire Carl Van Der Kamp on a part-time basis at \$32.47 per hour to run road grader and train public works staff. Seconded by Holland. On roll call vote, Ayes: Disney, Holland, Ingle. Nays: Simmons, Townsend. Motion carried.

From Consent agenda:

k) Resolution 12-13-23-2 Hiring Caryl Van Der Kamp as Part-time Employee for Snow Removal – Simmons questioned if this position was posted or if other previous workers were contacted. Moore stated he worked previously for the city and came in to fill out an application. Mayor Alleger requested a policy be drawn up for consistency on posting requirements. Motion by Holland to hire Caryl Van Der Kamp at \$21 per hour on an as-needed basis. Seconded by Disney. On roll call vote motion carried unanimously.

ADJOURNMENT – Motion by Simmons to adjourn at 7:46 pm. Seconded by Disney. On roll call vote motion carried.

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Chad Alleger, Mayor

Attested to

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Christie Busby, City Clerk/Finance Officer

CITY OF PRAIRIE CITY  
CITY COUNCIL MINUTES  
SPECIAL MEETING DECEMBER 20, 2023 – BUDGET WORKSHOP

CALL MEETING TO ORDER: The City Council of Prairie City, Jasper County, Iowa, met on December 20, 2023, at the Prairie City Council Chambers at City Hall and via Zoom. At 5:35 p.m., Mayor Chad Alleger called the meeting to order.

ROLL CALL: Council members present Joe Disney, Phil Holland, Derek Ingle, Emily Simmons, and Deb Townsend. Also in attendance: City Administrator Jerry Moore; City Clerk Christie Busby; Department leaders: Ryan Van Der Kamp, Fire Chief; Kevin Gott, Police Chief; Jody Van Der Kamp, Ambulance Director; Sue Ponder, Library Director; Carl Van Der Kamp and Jake Farlow, Public Works Superintendents.

AGENDA APPROVAL: Townsend moved to approve the agenda. Motion was seconded by Ingle. On roll call vote the motion passed unanimously.

BUDGET REVIEW - Discussion and consideration of city department budgets with each department leaders from fire department, police department, ambulance department, library, public works, and city administration/city hall regarding wants and needs of their respective departments for the remainder of fiscal year 2024 and for the next fiscal year 2025.

ADJOURNMENT: Holland motioned to adjourn. Seconded by Ingle. On roll call vote motion unanimously and the meeting adjourned at 9:15 pm.

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Chad Alleger, Mayor

ATTESTED TO:

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Christie Busby, City Clerk/Finance Officer

CITY OF PRAIRIE CITY  
CITY COUNCIL MINUTES  
SPECIAL MEETING JANUARY 2, 2024

CALL MEETING TO ORDER: The City Council of Prairie City, Jasper County, Iowa, met on January 2, 2024, at the Prairie City Council Chambers at City Hall and via Zoom. At 5:30 p.m., Mayor Chad Alleger called the meeting to order.

ROLL CALL: Council members present: Joe Disney, Phil Holland, Derek Ingle. Council members absent: Emily Simmons and Deb Townsend. Also in attendance: City Administrator Jerry Moore; City Clerk Christie Busby; Jody Van Der Kamp, Ambulance Director; Dan Riemersma, Ambulance Assistant Director.

AGENDA APPROVAL: Disney moved to approve the agenda. Motion was seconded by Ingle. On roll call vote the motion passed unanimously.

NEW BUSINESS –

Discussion and consideration of Purchasing New Monitor/Defibrillator for Ambulance- Brief discussion on packet memo. Motion by Holland to approve purchase X Series Advanced Monitor/Defibrillator at quoted price of \$38,347.07 in four annual payments of \$9,586.77. Seconded by Disney. On roll call vote motion passed unanimously.

ADJOURNMENT: Ingle motioned to adjourn. Seconded by Holland. On roll call vote motion unanimously and the meeting adjourned at 5:32 pm.

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Chad Alleger, Mayor

ATTESTED TO:

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Christie Busby, City Clerk/Finance Officer



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

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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** December 27, 2023  
**SUBJ:** Pay Increase Request for Janet Lewis Based on Annual Performance Evaluation

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Janet Lewis has been employed with the City of Prairie City since January 9, 2023. I met with Janet Wednesday, December 27, 2023, for her annual performance evaluation. I gave Janet high marks for Maintains Regular Attendance, Communicates Status of Work When Unexpected Issues Arise, Promptly Responds To Requests for Information and Assistance, Supports Positive Work Environment and Accepts Change, and Involves Supervisor When Additional Resources are needed. Janet is passionate about helping residents with inquiries, utility billing questions, and the cemetery and plot sales and she is a reliable member of the City Hall team.

Janet spent a great deal of time reaching out and learning about the many facets of GWorks utility billing, she assisted with providing utility data for grant applications, applied for Fuel Tax refund revenue from the state, coordinated construction of the flag box with the school, and she setup City utility billing accounts.

Janet will be participating in customer service and team building training, she is encouraged to continue networking with other area Utility Billing Clerks, and learning how to post information to the City's website. We also talked about improving her skills with using Excel and other Microsoft Office programs and completing assigned duties without being prompted.

Janet was hired at \$17.50, and her current wage is \$18.03. My recommendation is for the City Council to support an annual merit performance increase of 1% or .18 cents, an hourly increase to \$18.21.



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

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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** January 4, 2024  
**SUBJ:** Acknowledging Dylan Cornelison For Passing Grade 1 Water Distribution Certification and Pay Increase Request

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Dylan Cornelison was hired by the City Council as a Public Works Employee on September 13, 2023, at \$24.00. Dylan is also a current student in the DMACC Water Environmental Technology Program. Part of Dylan's Offer of Employment agreement required that he obtain the Grade 1 Water Distribution, Grade 1 Water Treatment, and Grade 1 Wastewater Certifications within one year of employment. The Employee Manual also acknowledges the need and support for certain positions to seek training that is required and/or essential to advance their knowledge within the department. On December 12, 2023, Dylan passed the test for the Grade 1 Waster Distribution Certification.

In acknowledgement of Dylan's achievement in obtaining the Grade 1 Water Distribution Certification and consistent with past City practice, City Administrative staff recommends the City Council support a \$1 per hour pay increase from \$24 to \$25.

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



**Project Title:** Trunk Water Line Relocation in Colfax  
**Contractor:** Mainline Construction, Inc.  
**Address:** 902 2nd Street NE, Bondurant, IA 50035  
**Finance Budget Code:** \_\_\_\_\_ **Finance Project #** \_\_\_\_\_  
**Vendor Project or Invoice #:** \_\_\_\_\_ **PO #** \_\_\_\_\_  
**Original Contract Date:** November 8, 2023 **Engineer PN #** 08994049


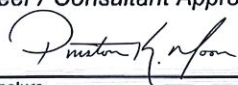
**Date of Council Meeting:** January 10, 2024 **PAYMENT REQUEST #** 2  
**PAYMENT PERIOD:** From: December 6, 2023 Through: December 31, 2023

## Contract Summary

|   |    |            |  |
|---|----|------------|--|
| Original Contract Amount:               | \$ | 366,535.70 |  |
| Net change by Change Orders:            | \$ | 15,300.00  |  |
| Contract Amount to Date: (line 1 ± 2)   | \$ | 381,835.70 |  |
| Total completed and stored to date:     | \$ | 325,678.20 |  |
| Retainage: 5 % of Completed Work:       | \$ | 16,283.91  |  |
| Total Earned less Retainage:            | \$ | 309,394.29 |  |
| Less previous applications for payment: | \$ | 104,735.79 |  |
| SUBTOTAL                                | \$ | 204,658.50 |  |
| OTHER CHARGES (Attach an itemized list) | \$ | -          |  |
| CURRENT PAYMENT DUE                     | \$ | 204,658.50 |  |
| Balance to finish, including retainage: | \$ | 72,441.41  |  |

**Notice to Proceed:** November 14, 2023  
**Substantial Completion Date:** December 31, 2023 (47 CALENDAR DAYS)

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

**Construction Contractor Approval:** Mainline Construction, Inc.  
Firm Name: \_\_\_\_\_  
Signature:  Date: 1/3/2024  
**Engineer / Consultant Approval:** MSA Professional Services, Inc.  
Firm Name: \_\_\_\_\_  
Signature:  Date: 1/2/2024  
**Owner Approval:** City of Prairie City  
Owner Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit to:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

## APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

| CONTRACT PRICE DETAIL |   |       |                            |                                   |                |              |                |                   |                         |                    |                  |
|-----------------------|---|-------|----------------------------|-----------------------------------|----------------|--------------|----------------|-------------------|-------------------------|--------------------|------------------|
| ITEM NO               | DESCRIPTION<br>(Include Change Order # if Applicable)         | UNITS | ORIGINAL PROPOSED QUANTITY | QUANTITY CHANGE (BY CHANGE ORDER) | TOTAL QUANTITY | UNIT PRICE   | EXTENDED PRICE | QUANTITY COMPLETE | VALUE OF COMPLETED WORK | REMAINING QUANTITY | PERCENT COMPLETE |
| 2.01                  | Clearing and Grubbing   | AC    | 2.00                       |                                   | 2.00           | \$ 5,500.00  | \$ 11,000.00   | 2.00              | \$ 11,000.00            | -                  | 100.00%          |
| 3.01                  | Trench Compaction Testing                                     | LS    | 1.00                       |                                   | 1.00           | \$ 5,000.00  | \$ 5,000.00    |                   | \$ -                    | 1.00               | 0.00%            |
| 4.01                  | Remove and Replace Culverts Less Than or Equal to 18-in.      | LF    | 8.00                       |                                   | 8.00           | \$ 10.00     | \$ 80.00       |                   | \$ -                    | 8.00               | 0.00%            |
| 4.02                  | Remove and Replace Field Tiles Less Than or Equal to 12-in.   | LF    | 100.00                     |                                   | 100.00         | \$ 10.00     | \$ 1,000.00    | 15.00             | \$ 150.00               | 85.00              | 15.00%           |
| 5.01                  | Water Main, Trenched, C900 DR-18 PVC, 10-in.                  | LF    | 5,020.00                   |                                   | 5,020.00       | \$ 42.00     | \$ 210,840.00  | 5,020.00          | \$ 210,840.00           | -                  | 100.00%          |
| 5.02                  | Fitting, Tee, 10-in. x 10-in.                                 | EA    | 1.00                       |                                   | 1.00           | \$ 780.00    | \$ 780.00      | 1.00              | \$ 780.00               | -                  | 100.00%          |
| 5.03                  | Fitting, Bend, 45 Degree, 10-in.                              | EA    | 8.00                       |                                   | 8.00           | \$ 490.00    | \$ 3,920.00    | 9.00              | \$ 4,410.00             | (1.00)             | 112.50%          |
| 5.04                  | Fitting, Bend, 22.5 Degree, 10-in.                            | EA    | 1.00                       |                                   | 1.00           | \$ 490.00    | \$ 490.00      |                   | \$ -                    | 1.00               | 0.00%            |
| 5.05                  | Water Main Abandonment, Cap                                   | EA    | 2.00                       |                                   | 2.00           | \$ 260.00    | \$ 520.00      | 3.00              | \$ 780.00               | (1.00)             | 150.00%          |
| 5.06                  | Water Main Removal, 10-in.                                    | LF    | 40.00                      |                                   | 40.00          | \$ 5.00      | \$ 200.00      | 40.00             | \$ 200.00               | -                  | 100.00%          |
| 5.07                  | Valve, Gate, 10-in.   | EA    | 6.00                       |                                   | 6.00           | \$ 2,800.00  | \$ 16,800.00   | 6.00              | \$ 16,800.00            | -                  | 100.00%          |
| 5.08                  | Flushing Device, Blowoff                                      | EA    | 1.00                       |                                   | 1.00           | \$ 150.00    | \$ 150.00      | 1.00              | \$ 150.00               | -                  | 100.00%          |
| 5.09                  | Air Release Manhole   | EA    | 4.00                       |                                   | 4.00           | \$ 7,700.00  | \$ 30,800.00   | 4.00              | \$ 30,800.00            | -                  | 100.00%          |
| 5.10                  | Connection to Existing Water Main                             | EA    | 2.00                       |                                   | 2.00           | \$ 1,560.00  | \$ 3,120.00    | 2.00              | \$ 3,120.00             | -                  | 100.00%          |
| 8.01                  | Temporary Traffic Control                                     | LS    | 1.00                       |                                   | 1.00           | \$ 600.00    | \$ 600.00      |                   | \$ -                    | 1.00               | 0.00%            |
| 9.01                  | Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 2 | AC    | 3.00                       |                                   | 3.00           | \$ 1,200.00  | \$ 3,600.00    |                   | \$ -                    | 3.00               | 0.00%            |
| 9.02                  | Stormwater Pollution Prevention Plan (SWPPP) Preparation      | LS    | 1.00                       |                                   | 1.00           | \$ 1,200.00  | \$ 1,200.00    | 1.00              | \$ 1,200.00             | -                  | 100.00%          |
| 9.03                  | Stormwater Pollution Prevention Plan (SWPPP) Management       | LS    | 1.00                       |                                   | 1.00           | \$ 1,500.00  | \$ 1,500.00    |                   | \$ -                    | 1.00               | 0.00%            |
| 9.04                  | Silt Fence or Silt Fence Ditch Check                          | LF    | 10,020.00                  |                                   | 10,020.00      | \$ 1.65      | \$ 16,533.00   | 1,908.00          | \$ 3,148.20             | 8,112.00           | 19.04%           |
| 9.05                  | Silt Fence or Silt Fence Ditch Check, Removal of Device       | LF    | 10,020.00                  |                                   | 10,020.00      | \$ 0.01      | \$ 100.20      |                   | \$ -                    | 10,020.00          | 0.00%            |
| 9.06                  | Erosion Control Mulching, Hydromulching                       | AC    | 6.00                       |                                   | 6.00           | \$ 3,000.00  | \$ 18,000.00   |                   | \$ -                    | 6.00               | 0.00%            |
| 9.07                  | Removal and Reinstallation of Existing Fence                  | LF    | 85.00                      |                                   | 85.00          | \$ 3.50      | \$ 297.50      |                   | \$ -                    | 85.00              | 0.00%            |
| 9.08                  | Removal of Fence  | LF    | 35.00                      |                                   | 35.00          | \$ 3.00      | \$ 105.00      | -                 | \$ -                    | 35.00              | 0.00%            |
| 11.01                 | Mobilization  | LS    | 1.00                       |                                   | 1.00           | \$ 40,000.00 | \$ 40,000.00   | 1.00              | \$ 40,000.00            | -                  | 100.00%          |
| CHANGE ORDER #1       |   |       |                            |                                   |                |              |                |                   |                         |                    |                  |
| CO 1.1                | Mulch Trees   | CDAY  |                            | 5.00                              | 5.00           | \$ 2,600.00  | \$ 13,000.00   |                   | \$ -                    | 5.00               | 0.00%            |
| CO 1.2                | 2-in. Air Blowoff on Existing 10-in. Line                     | EA    |                            | 1.00                              | 1.00           | \$ 2,300.00  | \$ 2,300.00    | 1.00              | \$ 2,300.00             | -                  | 100.00%          |

TOTAL CONTRACT AND VALUE OF WORK COMPLETED TO DATE

\$ 381,835.70

\$ 325,578.20

85.29%



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment

| No. | Date              | Amount        |
|-----|-------------------|---------------|
| 1   | December 13, 2023 | \$ 104,735.79 |
| 2   |                   |               |
| 3   |                   |               |
| 4   |                   |               |
| 5   |                   |               |
| 6   |                   |               |
| 7   |                   |               |
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| 30  |                   |               |
| 31  |                   |               |
| 32  |                   |               |
| 33  |                   |               |
| 34  |                   |               |
| 35  |                   |               |

**PAYMENT TOTAL**      \$      104,735.79

## Previous Applications for Payment

| No. | Date | Amount |
|-----|------|--------|
| 36  |      |        |
| 37  |      |        |
| 38  |      |        |
| 39  |      |        |
| 40  |      |        |
| 41  |      |        |
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| 68  |      |        |
| 69  |      |        |
| 70  |      |        |

## Record of Change Orders

| No. | Date              | Amount       |
|-----|-------------------|--------------|
| 1   | December 13, 2023 | \$ 15,300.00 |
| 2   |                   |              |
| 3   |                   |              |
| 4   |                   |              |
| 5   |                   |              |
| 6   |                   |              |
| 7   |                   |              |
| 8   |                   |              |
| 9   |                   |              |
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| 12  |                   |              |
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| 17  |                   |              |
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| 22  |                   |              |
| 23  |                   |              |
| 24  |                   |              |
| 25  |                   |              |

**CHANGE ORDER TOTAL**      \$ 15,300.00

## Contract Time Remaining

|                                 |               |
|---------------------------------|---------------|
| Contract Period:                | CALENDAR DAYS |
| Original Contract Date:         | 11/8/2023     |
| Notice to Proceed:              | 11/14/2023    |
| Original Contract Time:         | 47.00         |
| Added by Change Order:          | -             |
| Contract Time to Date:          | 47.00         |
| Time Used to Date:              | 47.00         |
| Contract Time Remaining to Sub: | -             |



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

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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** December 3, 2023  
**SUBJ:** Library Project Expense Update – Change Orders #10-15

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### Background

At the November 8, 2023, City Council meeting, the City Council acted to support Change Order #8 for \$22,885.64 that included several items such as control access to door #115A, countertop in workroom, USB receptacles, data receptacles and camera boxes, CUH in Sue's Office, add exterior lights, power to handicapped door #115A, urinal screen, hat channel and rock east wall, move south window framing, install workroom countertop, and Change Order #9 for \$1123.20 for ceiling dryfall material bringing the Library's appropriation balance total to **\$67,595.63**. Since this meeting the following Change Orders have occurred.

Change Orders #10 -\$1233.27 Receptacles for Hand Dryers in Restrooms  
#11- \$538.01 Revise Conduit and Wiring EUH-1 Room 114  
#12- \$1600.56 Add Building Surge Protection  
#13- \$561.60 Move Restroom Vents to East Wall of Building  
#14- \$939.00 Add Hardware to Door 115B & Installation  
#15- \$831.17 Add Regulator to RTU

**Total \$5703.61**

**Appropriation Balance \$61,892.02**

### Action

City Council to support Change Orders #10-15 expenses to be applied to the appropriation balance reserved for Library expenses reducing the total to **\$61,892.02**.

# SUMMARY OF FUNDS FOR LIBRARY PROJECT

01/03/2024

|  |              |                       |   |
|--|--------------|-----------------------|---|
| <b>Fundraisers</b>   |              |                       |   |
| 2020 Book Sales  | \$534.25     |                       |   |
| 2020 Can Redemption  | \$1,003.25   |                       |   |
| 2020 Tote Bag Sales  | \$60.00      |                       |   |
| 2020 Prairie Days Fundraiser   | \$218.75     |                       |   |
| 2021 Book Sales  | \$1,298.77   |                       |   |
| 2021 Can Redemption  | \$2,141.10   |                       |   |
| 2021 Other fundraisers   | \$4,056.50   |                       |   |
| 2022 Fundraisers and other misc donations  | \$18,347.63  |                       | 2022 Remember \$3500 is quilt raffle in city account.                     |
| 2023 Fundraisers and other misc donations  | \$9,489.54   |                       | 2023 Culver's check for \$408.85 that was deposited in the city's account |
| <b>Total Funds raised thru fundraisers &amp; misc donations</b>                      |              | <b>\$37,149.79</b>    |   |
|  |              |                       |   |
| <b>Donations</b>   |              |                       |   |
| Designated donations made to Library/City  | \$161,200.00 |                       |   |
| Designated donations made to Friends account   | \$153,148.00 |                       |   |
| <b>Total Donations</b>   |              | <b>\$314,348.00</b>   |   |
|  |              |                       |   |
| <b>Pending Pledges*</b>  |              | <b>\$5,900.00</b>     |   |
|  |              |                       |   |
| <b>Amount in iPAIT library board committed to project**</b>                          |              | <b>\$20,000.00</b>    |   |
|  |              |                       |   |
| Initial Matching funds from City   |              | \$145,000.00          |   |
| Building purchase by City  |              | \$125,000.00          |   |
| Additional City Commitment   |              | \$300,000.00          |   |
| Enhance Iowa CAT Grant - IEDA  |              | \$200,000.00          |   |
| Jasper County***   |              | \$5,000.00            |   |
| City funding approved 7/12/2023  |              | \$120,000.00          |   |
| City funding approved 10/11/2023   |              | \$100,866.73          |   |
| Albert V and Vera V Clement Charitable Trust   |              | \$13,756.73           |   |
|  |              |                       |   |
| <b>Total committed funds &amp; real estate</b>                                       |              | <b>\$1,387,021.25</b> |   |
|  |              |                       |   |
| <b>Other funding</b>   |              |                       |   |
| Jasper Community Foundation****  | \$4,000.00   |                       |   |
|  |              |                       |   |
| <b>Pending grant applications</b>  |              |                       |   |
|  |              |                       |   |
|  |              |                       |   |
| *\$5,900 in pending private pledges  |              |                       |   |
| **\$20,000 from Library's iPAIT the Library Board designated to the capital campaign |              |                       |   |
| ***Donation contingent upon successful CAT Grant application                         |              |                       |   |
| ****\$4,000 grant towards bins for picture books                                     |              |                       |   |
|  |              |                       |   |
|  |              |                       |   |
|  |              |                       |   |

**BANK TRANSFERS**

|              |               |   |
|--------------|---------------|---|
| 002-910-6910 | \$ 296,253.15 | Transfer out of Equipment Revolving (Library Bldg) for Accurate Commercial Invs |
| 001-910-4830 | \$ 296,253.15 | Transfer to General for Accurate Commercial Invoices                            |

**FUND TRANSFERS**

|              |    |           |  |
|--------------|----|-----------|--|
| 611-815-6801 | \$ | 11,196.16 | Correction of SF Payment on 12/5/22                  |
| 601-810-6801 | \$ | 11,196.16 | Audit discovered payment made to incorrect fund line |

| Water Sinking Fund |           |                           | Sewer Sinking Fund |           |                           |
|--------------------|-----------|---------------------------|--------------------|-----------|---------------------------|
| 601-910-4830       |           |                           | 611-910-4830       |           |                           |
|                    | GL        |                           |                    | GL        |                           |
| x                  | July      | \$ 5,777.00               | x                  | July      | \$ 16,928.00              |
| x                  | August    | \$ 5,777.00               | x                  | August    | \$ 16,928.00              |
| x                  | September | \$ 5,777.00               | x                  | September | \$ 16,928.00              |
| x                  | October   | \$ 5,777.00               | x                  | October   | \$ 16,928.00              |
| x                  | November  | \$ 5,777.00               | x                  | November  | \$ 16,928.00              |
|                    | December  | \$ 6,860.00               |                    | December  | \$ 16,990.00 Recalculated |
|                    | January   | \$ 6,860.00               |                    | January   | \$ 16,990.00              |
|                    | February  | \$ 6,860.00               |                    | February  | \$ 16,990.00              |
|                    | March     | \$ 6,860.00               |                    | March     | \$ 16,990.00              |
|                    | April     | \$ 6,860.00               |                    | April     | \$ 16,990.00              |
|                    | May       | \$ 6,860.00               |                    | May       | \$ 16,990.00              |
|                    | June      | \$ 6,860.00               |                    | June      | \$ 16,990.00              |
|                    |           | Adj per final amort sched |                    |           | \$ 203,570.00             |
|                    |           |                           |                    |           | \$ 203,560.00             |
|                    |           | Payment                   |                    |           | Payment                   |
|                    |           | \$ 76,898.32              |                    |           | \$ 203,560.00             |
| 600-910-6910       |           |                           | 610-910-6910       |           |                           |

600-910-6910  
601-910-4830

610-910-6910  
611-910-4830

**RESOLUTION NO. 1-10-24-1**

**RESOLUTION APPROVING BILLS AND TRANSFERS**

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

The City Council of the City of Prairie City, Iowa, hereby approves the bills and transfers submitted to the City Council January 10, 2024.

Approved and adopted this 10<sup>th</sup> day of January, 2024.

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Chad D. Alleger, Mayor

ATTEST:

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Christie Busby, City Clerk/Finance Officer

**RESOLUTION NO. 1-10-24-2**

**RESOLUTION ESTABLISHING OFFICIAL NEWSPAPERS FOR  
PUBLICATIONS AND PUBLIC NOTICES**

**WHEREAS**, Code of Iowa Chapter 362.3 requires cities that have elections, hearings, or other official actions to publish notices in newspapers having a general circulation in the City that are published at least weekly, and

**WHEREAS**, the Newton Daily News and the PCM Explorer meet this requirement, and

**WHEREAS**, the City Council designated both newspapers as the City's official newspapers for required postings at their January 11, 2023, meeting.

**NOW THEREFORE BE IT RESOLVED** the City Council of the City of Prairie City, designates the Newton Daily News and the PCM Explorer as the official newspapers for required postings; adopted this 10<sup>th</sup> day of January 2024.

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Chad D. Alleger, Mayor

ATTEST:

---

Christie Busby, City Clerk/Finance Officer



**RESOLUTION NO. 1-10-24-3**

**A RESOLUTION SETTING THE TIME, DATE, AND PLACE OF FUTURE REGULAR  
CITY 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 future regular City of Prairie City, City Council Meetings through 2024 will be held the second Wednesday of each month at City Hall, 203 E. Jefferson Street, at 6:00 p.m.

Approved and adopted this 10th Day of January, 2024.

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Chad D. Alleger, Mayor  
City of Prairie City

ATTEST

---

Christie Busby, City Clerk/Finance Officer  
City of Prairie City



## Task Order

MSA Project Number: 08994051 - TO #30

This AGREEMENT (Agreement) is made effective January 10, 2024 by and between

**MSA PROFESSIONAL SERVICES, INC (MSA)**

Address: 1555 SE Delaware Ave, Suite F, Ankeny, Iowa 50021

Phone: 515-531-0724

Representative: Preston Moon, PE

Email: pmoon@msa-ps.com

**OWNER'S NAME (OWNER)**

Address: 203 E Jefferson Street, Prairie City, Iowa 50228

Phone: 515-994-2649

Representative: Jerry Moore

Email: jerry.moore@prairiecityiowa.us

**Project Name:** 2024 General City Engineering Services for the City of Prairie City

**The scope of the work authorized is:** See Attachment A: Scope of Services

**The schedule to perform the work is:** Approximate Start Date: January 1, 2024  
Approximate Completion Date: December 31, 2024

**The estimated fee, not to exceed, for the work is:** \$10,000

This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and materials basis, not to exceed. Once the annual limit is reached, further authorization from the City will be required to increase the limit. A list of reimbursable expenses is included on the attached rate schedule. Attachment B: Rate Schedule is attached and made part of this agreement.

**Approval:** MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.

**CITY OF PRAIRIE CITY**

\_\_\_\_\_  
Jerry Moore  
City Administrator  
Date: \_\_\_\_\_

**MSA PROFESSIONAL SERVICES, INC.**

  
\_\_\_\_\_  
Preston K. Moon, PE  
Project Manager  
Date: 1/4/2024

**ATTACHMENT A:  
SCOPE OF SERVICES**

**PROJECT DESCRIPTION**

The project consists of General Engineering services for the calendar year 2024.

**SCOPE OF SERVICES**

MSA will provide services as set forth below.

- 1. Site Plan Reviews**
- 2. Development Reviews**
- 3. Cost Estimates**
  - Conceptual estimates with an exhibit through discussions with the City Administrator and Public Works
- 4. Minor GIS Utility Updates**
- 5. Engineering Reviews**
- 6. Meetings and attendance not associated with active projects**
- 7. Other general engineering services as authorized through communication with the City Administrator**

**ADDITIONAL SERVICES**

Any items within the Scope of Services may be broken out into a separate project or task order, based on fees, at the direction of the City Administrator and as approved by City Council.

## ATTACHMENT B: RATE SCHEDULE

| <u>CLASSIFICATION</u>   | <u>LABOR RATE</u>  |
|---|--------------------|
| Administrative .....  | \$ 75 – \$150/hr.  |
| Architects .....  | \$ 75 – \$215/hr.  |
| Community Development Specialists .....                       | \$135 – \$185/hr.  |
| Digital Design .....  | \$175 – \$195/hr.  |
| Environmental Scientists/Hydrogeologists .....                | \$105 – \$185/hr.  |
| Geographic Information Systems (GIS) .....                    | \$ 95 – \$185/hr.  |
| Housing Administration .....                                  | \$ 95 – \$170/hr.  |
| HR .....  | \$ 135 – \$150/hr. |
| Inspectors/Zoning Administrators .....                        | \$105 – \$130/hr.  |
| IT Support .....  | \$175 – \$195/hr.  |
| Land Surveying .....  | \$ 75 – \$185/hr.  |
| Landscape Designers & Architects .....                        | \$ 75 – \$215/hr.  |
| Planners .....  | \$ 75 – \$205/hr.  |
| Principals .....  | \$210 – \$315/hr.  |
| Professional Engineers/Designers of Engineering Systems ..... | \$150 – \$200/hr.  |
| Project Managers .....  | \$150 – \$230/hr.  |
| Real Estate Professionals .....                               | \$135 – \$165/hr.  |
| Staff Engineers .....   | \$ 75 – \$145/hr.  |
| Technicians .....   | \$ 95 – \$150/hr.  |
| Wastewater Treatment Plant Operator .....                     | \$ 90 – \$115/hr.  |

### REIMBURSABLE EXPENSES

|  |  |
|--|--|
| Copies/Prints .....                                | Rate based on volume                         |
| Specs/Reports .....                                | \$10   |
| Copies .....                                       | \$0.12/page                                  |
| Plots .....  | \$0.006/sq.in.                               |
| Flash Drive .....                                  | \$10   |
| GPS Equipment .....                                | \$20/hour                                    |
| Dini Laser Level .....                             | \$30/per day                                 |
| Mailing/UPS .....                                  | At cost                                      |
| Mileage – Reimbursement .....                      | IRS Rate – IRS Rate + \$5/day                |
| Mileage – MSA Vehicle .....                        | \$0.75 mile standard/<br>\$0.67 mile for DOT |
| Nuclear Density Testing .....                      | \$25.00/day + \$10/test                      |
| Organic Vapor Field Meter .....                    | \$100/day                                    |
| PC/CADD Machine .....                              | Included in labor rates                      |
| Robotic Survey Equipment .....                     | \$20/hour - \$15/hour for DOT                |
| Stakes/Lath/Rods .....                             | At cost                                      |
| Travel Expenses, Lodging, & Meals .....            | At cost                                      |
| Traffic Counting Equipment & Data Processing ..... | At cost                                      |
| Geodimeter .....                                   | \$30/hour                                    |
| Drone Flight .....                                 | \$375/flight                                 |

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2024.



## Amendment

### Amendment No: 1

MSA Project Number: 08994040 - TO #23

Date of Issuance: January 10, 2024

This is an amendment to the Agreement dated November 30, 2022, and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

**MSA PROFESSIONAL SERVICES, INC (MSA)**

Address: 1555 SE Delaware Ave, Suite F, Ankeny, IA 50021

Phone: 515-531-0724

Representative: Preston Moon

Email: pmoon@msa-ps.com

**CITY OF PRAIRIE CITY (OWNER)**

Address: 203 E Jefferson Street, Prairie City, IA 50228

Phone: 515-994-2649

Representative: Jerry Moore

Email: jerry.moore@prairiecitiyowa.us

**Project Name:** Prairie City Fire/EMS Building Civil Final Design, Bidding, & Construction Administration

**The project scope has changed due to:** The project consists of design changes for the Fire/EMS building site design, as discussed with the City Administrator.

**The scope of the work authorized is:** See Attachment A: Scope of Services

**The schedule to perform the work is:** Approximate Start Date: January 10, 2024

**The lump sum fee for the work is:** \$4,000

Any attachments or exhibits referenced in this Amendment are made part of this Agreement. Payment for these services will be on a lump sum basis.

**Approval:** MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project.

**CITY OF PRAIRIE CITY**

**MSA PROFESSIONAL SERVICES, INC.**

\_\_\_\_\_  
Jerry Moore  
City Administrator  
Date:\_\_\_\_\_

\_\_\_\_\_  
Preston K. Moon, PE  
Project Manager  
Date:\_\_\_\_\_

**ATTACHMENT A:  
SCOPE OF SERVICES**

**PROJECT DESCRIPTION**

The project consists of design changes for the Fire/EMS building site design, as discussed with the City Administrator.

**SCOPE OF SERVICES**

MSA will provide services as set forth below.

**1. Design**

- **Complete Parking Lot and Entrance**
  - Linework and grading updates to the proposed parking lot east of the proposed Fire/EMS building to incorporate a full parking lot.
  - Linework and grading design to replace the existing entrance to the proposed Fire/EMS building along E Jefferson Street, including drainage improvements such as:
    - 1. Partial roadway with curb and gutter removal and replacement
    - 2. Intake top replacement
    - 3. Manhole top replacement
- **Shared Use Path and ADA Ramp Design**
  - Linework and grading updates to incorporate a shared use path along the east side of S State Street/west side of the proposed Fire/EMS building site.
  - ADA ramp linework and grading design at the southeast corner of E Jefferson Street and S State Street to accommodate shared use path.
  - ADA ramp linework and grading design at the southwest corner of E Jefferson Street and Sherman Street, as impacted by curb and gutter replacement.

**ADDITIONAL SERVICES**

Services that are not included in the above Scope of Services can be provided under separate contract or by amending the scope and fee listed in this Agreement. Examples of additional services that may be needed or desired for completion of the project include:

1. Further changes to current design, as directed by City Administrator.





## City of Prairie City, IA

### CLIENT LIAISON:

Preston Moon, PE  
Phone: 515-531-0724  
pmoon@msa-ps.com

### DATE:

January 4, 2024

## 2024 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 & RECENTLY COMPLETED

### Capital Improvements Plan (CIP)

- The City is preparing the CIP for Fiscal Year (FY) 2024-28
- MSA assisting by discussing potential projects and putting together high level estimates for the following:
  - Water plant addition and building
  - Water treatment plant expansion and computer upgrade
  - Sanitary sewer plant UV system upgrades and aerator engineering assessment
  - Trail at Sports Complex
  - Cemetery drive repairs and sewer expansion
  - Citywide sidewalk, intersection, and interconnectivity analysis
  - GIS/construction assistance for ditch improvements
  - Design services for a shared use path and parking lot design at the Community Park
  - Design services for parking lot reconstruction north of Public Library/City Hall

## TASK ORDER #23 – FIRE/EMS BUILDING CIVIL DESIGN & BIDDING

The project consists of final design, bidding, and construction administration of the fire station/EMS building previously designed at the site north of the tennis courts. Council approved design agreements for the engineer, MSA and architect, MGA, at the June 14, 2023, City Council Meeting.

### NEXT STEPS

- MGA and subconsultants underway with design review
- MSA wrapping up site plan following meeting with City
- Potential schedule, dependent on funding:
  - Bid early February 2024
  - Start construction April 2024
  - Complete construction May 2025

## TASK ORDER #24 – TRUNK WATER MAIN RELOCATION SOUTH OF WELL FIELD

## PROJECT UPDATE

---

The City would like to reroute the existing water main trunk line to the west of the existing location. Placing the new location of the water main along the west and south property edges will help mitigate issues with proposed development in Colfax. The City has acquired permanent and temporary easements.

### NEXT STEPS

- Close out task order

### TASK ORDER #25 – LIBRARY SITE PLAN

MSA has completed the design and sheeting of the site plan for the library expansion project. MSA will prepare permanent easement exhibits upon approval of the City, for use by the City regarding the library expansion. The emergency exit at the northeast corner of the building was relocated from Jefferson Street to the east side of the building. MSA has provided a revised site plan to the City as of July 7, 2023. Site plan work awarded to Accurate Commercial at July 12, 2023 meeting.

### NEXT STEPS

- Close out task order

### TASK ORDER #28 – JEFFERSON STREET & SHERMAN STREET WATER MAIN IMPROVEMENTS

This project includes tying onto the existing 10-in. water main with an approximately 625-ft. of 8-in. water main running along the north side of 5<sup>th</sup> Street, down the west side of Sherman Street, and along the north side of Jefferson Street. The project includes water service crossovers along with a large size service for the future Fire Station/EMS building at the southeast corner of the State Street & Jefferson Street intersection.

### NEXT STEPS

- City to applied for grant and awaiting potential award in January 2024
- Set dates: Bid February 8, 2024, Public Hearing February 14, 2024
- Construction: April 2024-June 2024

### TASK ORDER #29 – TRUNK WATER MAIN RELOCATION IN COLFAX CRS

This project is for the construction administration and observation of the trunk water main relocation from the wells in Colfax. Placing the new location of the water main along the west and south property edges will help mitigate issues with proposed development in Colfax.

### IN PROGRESS

- Project substantially completed as of Friday, December 22, 2023, with pressure tests passing requirements
- Mainline Construction chipping trees with mulch to be placed at Mr. Rodgers's desired locations, to be completed prior to City Council meeting
- Mainline to scrap metal from grain bin in January 2024
- Seeding and mulching to take place in the spring for final completion
- MSA, City, and Contractor working closely to ensure project completion



## PROJECT UPDATE

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### RECORD OF CHANGE ORDERS (CO), REQUESTS FOR PRICING (RFP), & PARTIAL PAY APPLICATIONS (PPA)

- PPA #1 – **Approved:** \$104,735.79
- CO #1 – **Approved:** +\$15,300.00
  - Mulching trees and additional blow off valve
- PPA #2 – **Pending Approval:** \$204,658.50

### PHASE 2 & 3 WATER MAIN IMPROVEMENTS & ROAD RECONSTRUCTION

This project is the second phase of the water main improvements identified in the Water System Study of the City water distribution system. This project has a completed Preliminary Engineering Report (PER) which is the first step in SRF funding. In addition to the water main improvements, the City would like to reconstruct Jefferson Street from Main Street to Marshall Street and Main Street from the Bike Trail to Jefferson Street.

### IN PROGRESS

- Project design phase underway
- Get Phase 3 of project on Intended Use Plan (IUP) – Application due March 1, 2024
  - Required for SRF construction funding
  - Allows for a potentially longer environmental review due to downtown site location
  - Phase 2 was submitted December 1, 2023

### NEXT STEPS

- Apply for construction permit
- Apply for Community Development Block Grant
  - Quarterly applications based on acceptance
  - Aiming for April 1, 2024 application date
- Environmental review
- Environmental clearance
- Bid project – all timeframes are subject to CDBG application date and potential award
  - Phase 2 anticipated winter 2024
  - Phase 3 anticipated winter 2025
  - City to get written opinion from legal counsel stating bid letting process complies with Iowa law. SRF requires opinion from legal counsel submitted with construction loan application.
- Construction – all timeframes are subject to CDBG application date and potential award
  - Phase 2 anticipated spring through winter 2025
  - Phase 3 anticipated spring through winter 2026

Date Printed: 1/2/2024

PROJECT SCHEDULE

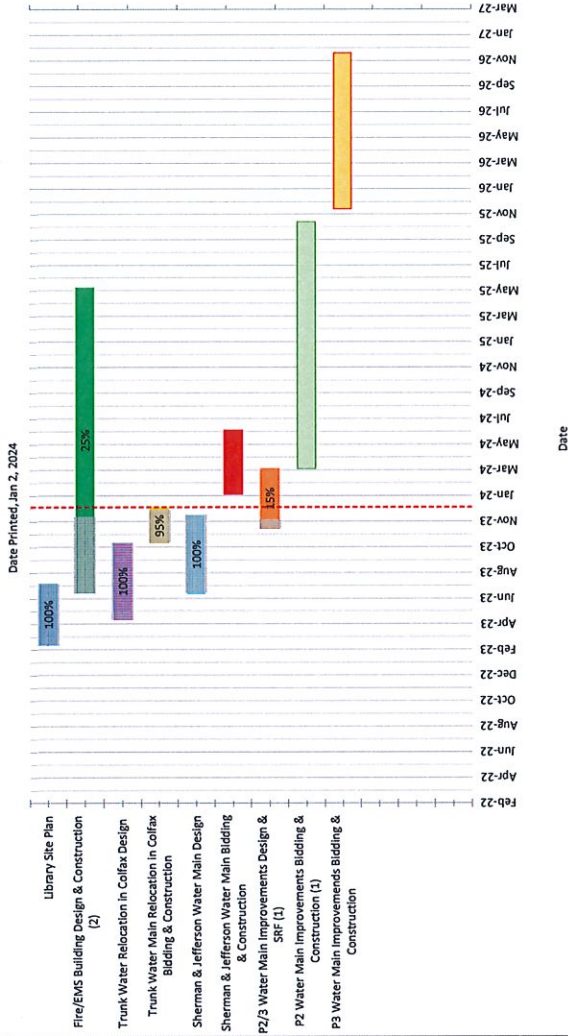
MSA anticipates the following estimated project schedules:

| TASK NAME  | START DATE | END DATE | DURATION (CAL DAYS) | PROGRESS |
|--|------------|----------|---------------------|----------|
| F723 & F724 Project Schedules                                    |            |          |                     |          |
| Library Site Plan  | 2/14/23    | 7/7/23   | 144                 | 100%     |
| Fire/EMS Building Design & Construction <sup>(2)</sup>           | 6/15/23    | 5/31/25  | 717                 | 25%      |
| Trunk Water Relocation in Colfax Design                          | 4/14/23    | 10/11/23 | 181                 | 100%     |
| Trunk Water Main Relocation in Colfax Bidding & Construction     | 10/12/23   | 12/31/23 | 81                  | 95%      |
| Sherman & Jefferson Water Main Design                            | 6/15/23    | 12/15/23 | 184                 | 100%     |
| Sherman & Jefferson Water Main Bidding & Construction            | 2/1/24     | 6/30/24  | 151                 |          |
| P2/3 Water Main Improvements Design & SRF <sup>(1)</sup>         | 11/14/23   | 4/1/24   | 140                 | 15%      |
| P2 Water Main Improvements Bidding & Construction <sup>(1)</sup> | 4/1/24     | 10/31/25 | 579                 |          |
| P3 Water Main Improvements Bidding & Construction                | 12/1/25    | 12/1/26  | 366                 |          |
|  |            |          |                     |          |
|  |            |          |                     |          |
|  |            |          |                     |          |

(1) Phase 2 & 3 Water Main Improvement: includes road reconstruction along Jefferson St from Main to State, and Main St from Jefferson St to the Bike Trail. This project is anticipated to be paid with SRF (for the water main portion) and a CDBG grant. If utilizing this funding method, funding could take multiple CDBG applications. The project would anticipate bidding in the fall of 2024 and able to begin construction in spring of 2025. SRF applications are due quarterly, with review/approval taking roughly 5 months.

(2) Bidding mid/late summer of '24, with construction start Fall of '24, conservative estimate for building occupancy would be Fall of '25.

City of Prairie City Capital Improvements





# Memo

**To:** City Administration, City Council

**From:** Kevin Gott

**CC:**

**Date:** 1-1-24

**Re:** December Police Report

---

The department logged 138 calls for service for the month of December. This number includes all calls other than business security checks that are done regularly by patrol officers.

Officers issued a total of 34 traffic citations and 17 warnings for December.

The speed cameras recorded 1028 validations. These numbers are down from November's 1054.

Fire and EMS assist numbers were steady compared to the previous month with 6 assists both in the city and with assisting other agencies and we also recorded 67 salvage vehicle inspections during the month resulting in \$2680.

2 Animal complaints were reported this month.

Radar signs are installed and are functioning correctly in all four locations.

2 accident reports were made for the month.

**Prairie City Police Department**  
**Summary of Department Activity For the Month of      December**

|                                    |            |
|------------------------------------|------------|
| Total Number of Calls For Service: | <b>138</b> |
| (Persons):                         | <b>116</b> |
| (Businesses):                      | <b>17</b>  |
| (Government Agencies):             | <b>15</b>  |
| (Other):                           | <b>0</b>   |

|                                    |             |
|------------------------------------|-------------|
| Traffic Accidents Investigated:    | <b>2</b>    |
| Traffic Citations Issued:          | <b>10</b>   |
| GTSB Citations:                    | <b>24</b>   |
| Criminal Investigations Initiated: | <b>7</b>    |
| *Photo Camera Citations Verified:  | <b>1028</b> |

|                  |           |
|------------------|-----------|
| Warnings Issued: | <b>2</b>  |
| GTSB Warnings:   | <b>15</b> |

|            |             |
|------------|-------------|
| Last Month | <b>1054</b> |
|------------|-------------|

|                               |          |
|-------------------------------|----------|
| Total Criminal Charges Filed: | <b>7</b> |
| Number of Adult Charges:      | <b>7</b> |
| Number of Juvenile Charges:   | <b>0</b> |

|                                 |           |
|---------------------------------|-----------|
| Arrests Made:                   | <b>3</b>  |
| Arrests for Other Agencies:     | <b>0</b>  |
| Arrest Warrants Issued:         | <b>4</b>  |
| Mental Health Calls/Transports: | <b>0</b>  |
| Motorist Assist:                | <b>3</b>  |
| Vacation Checks:                | <b>2</b>  |
| Salvage Vehicle Insections:     | <b>67</b> |

\* Photo Camera Numbers are what are verified by us and sent to BLS

Monday, January 01, 2024



## Prairie City Police Department

### Zone Activity Report for 01 NW Quad

Reporting Period: 12/1/2023 Through 12/31/2023

*12 Activities broke down as follows*

#### Citizen Contact

|                     |   |
|---------------------|---|
| Animal Complaint    | 1 |
| Dispute/Disturbance | 1 |
| Family Assist       | 1 |
| Welfare Check       | 1 |

**Total:** 4

#### Disturbance

|                      |   |
|----------------------|---|
| Disturbing Peace     | 1 |
| Domestic Disturbance | 2 |
| Public Fighting      | 1 |

**Total:** 4

#### Government Contact

|                        |   |
|------------------------|---|
| EMS Assist             | 1 |
| Law Enforcement Assist | 1 |

**Total:** 2

#### Investigation

|                      |   |
|----------------------|---|
| Burglary             | 1 |
| Domestic Disturbance | 1 |

**Total:** 2

## Prairie City Police Department

### Zone Activity Report for 02 NE Quad

Reporting Period: 12/1/2023 Through 12/31/2023

*5 Activities broke down as follows*

#### Citizen Contact

Animal Complaint

1

**Total:**

1

#### Government Contact

EMS Assist

2

**Total:**

2

#### Investigation

Assault

1

**Total:**

1

#### Motorist Assist

Disabled Vehicle

1

**Total:**

1

## Prairie City Police Department

### Zone Activity Report for 03 SW Quad

Reporting Period: 12/1/2023 Through 12/31/2023

*16 Activities broke down as follows*

#### Business Contact

|               |          |
|---------------|----------|
| Alarm         | 1        |
| <b>Total:</b> | <b>1</b> |

#### Citizen Contact

|                  |           |
|------------------|-----------|
| Public Assist    | 2         |
| Unattended Death | 1         |
| Vacation Watch   | 5         |
| Welfare Check    | 2         |
| <b>Total:</b>    | <b>10</b> |

#### Government Contact

|                 |          |
|-----------------|----------|
| EMS Assist      | 2        |
| Unwanted Person | 1        |
| <b>Total:</b>   | <b>3</b> |

#### Motorist Assist

|                |          |
|----------------|----------|
| Unlock Vehicle | 2        |
| <b>Total:</b>  | <b>2</b> |

## Prairie City Police Department

### Zone Activity Report for 04 SE Quad

Reporting Period: 12/1/2023 Through 12/31/2023

*35 Activities broke down as follows*

#### Administrative

|                 |          |
|-----------------|----------|
| Monthly Reports | 1        |
| Other           | 1        |
| <b>Total:</b>   | <b>2</b> |

#### Citizen Contact

|               |          |
|---------------|----------|
| Phone Message | 1        |
| Public Assist | 1        |
| Theft         | 1        |
| <b>Total:</b> | <b>3</b> |

#### Government Contact

|               |          |
|---------------|----------|
| School Assist | 4        |
| <b>Total:</b> | <b>4</b> |

#### Investigation

|                      |          |
|----------------------|----------|
| Harassment / Threats | 1        |
| <b>Total:</b>        | <b>1</b> |

#### Salvage Inspection

|               |           |
|---------------|-----------|
| Business      | 7         |
| Individual    | 15        |
| <b>Total:</b> | <b>22</b> |

#### Traffic Accident

|                |          |
|----------------|----------|
| Hit & Run P.D. | 1        |
| <b>Total:</b>  | <b>1</b> |

#### Traffic Violation

|               |          |
|---------------|----------|
| Citation      | 2        |
| <b>Total:</b> | <b>2</b> |



## Prairie City Police Department

### Zone Activity Report for 05 Hwy 163

Reporting Period: 12/1/2023 Through 12/31/2023

*53 Activities broke down as follows*

#### Arrest

|                       |          |
|-----------------------|----------|
| Driving While Revoked | 2        |
| Drivng While Barred   | 1        |
| <b>Total:</b>         | <b>3</b> |

#### Motorist Assist

|                  |          |
|------------------|----------|
| Disabled Vehicle | 1        |
| <b>Total:</b>    | <b>1</b> |

#### Salvage Inspection

|               |          |
|---------------|----------|
| Business      | 1        |
| <b>Total:</b> | <b>1</b> |

#### Traffic Accident

|                 |          |
|-----------------|----------|
| Non-Reportable  | 1        |
| Reportable P.D. | 1        |
| <b>Total:</b>   | <b>2</b> |

#### Traffic Violation

|                 |           |
|-----------------|-----------|
| Citation        | 5         |
| GTSB Citation   | 24        |
| GTSB Warning    | 15        |
| Verbal Warning  | 1         |
| Written Warning | 1         |
| <b>Total:</b>   | <b>46</b> |

## Prairie City Police Department

### Zone Activity Report for 06 Other

Reporting Period: 12/1/2023 Through 12/31/2023

*15 Activities broke down as follows*

#### Citizen Contact

Public Assist

1

**Total:**

1

#### Government Contact

Colfax PD Assist

2

EMS Assist

1

Monroe PD Assist

2

**Total:**

5

#### PCPD

Vehicle Maintenance

1

**Total:**

1

#### Salvage Inspection

Business

5

**Total:**

5

#### Traffic Accident

Non-Reportable

1

Reportable P.I.

1

**Total:**

2

#### Traffic Violation

Citation

1

**Total:**

1



# Memo

**To:** City Administration, City Council

**From:** Kevin Gott

**CC:**

**Date:** 1-1-24

**Re:** 2023 Police Report

---

The department logged 2483 calls for service for the year of 2023. This number includes all calls other than business security checks that are done regularly by patrol officers.

Officers issued a total of 420 traffic citations and 325 warnings for the year.

The speed cameras recorded 29,009 validations. These numbers are down from 2022's 35,922. This resulted in revenue of \$1,548,388 (without December's numbers reported)

The Police assisted Fire and EMS with 108 calls both in the city and in the county along with 863 salvage vehicle inspections during the year resulting in \$34,520.

60 animal complaints were reported for the year.

12 accident reports were made for the year.

Other notable events were that the threshold was raised 1 MPH for the cameras, radar feedback signs were installed, and 2 officers were hired with 1 who later stepped down to part time.

**Prairie City Police Department**  
**Summary of Department Activity For the Year of 2023**

|                                    |      |
|------------------------------------|------|
| Total Number of Calls For Service: | 2483 |
| (Persons):                         | 1198 |
| (Businesses):                      | 291  |
| (Government Agencies):             | 426  |
| (Other):                           | 20   |

|                                    |       |
|------------------------------------|-------|
| Traffic Accidents Investigated:    | 12    |
| Traffic Citations Issued:          | 420   |
| GTSB Citations:                    |       |
| Criminal Investigations Initiated: | 130   |
| *Photo Camera Citations Verified:  | 29009 |

|                  |     |
|------------------|-----|
| Warnings Issued: | 325 |
| GTSB Warnings:   |     |

|           |       |
|-----------|-------|
| Last Year | 35922 |
|-----------|-------|

|                               |    |
|-------------------------------|----|
| Total Criminal Charges Filed: | 33 |
| Number of Adult Charges:      |    |
| Number of Juvenile Charges:   | 0  |

|                                 |     |
|---------------------------------|-----|
| Arrests Made:                   | 11  |
| Arrests for Other Agencies:     | 0   |
| Arrest Warrants Issued:         |     |
| Mental Health Calls/Transports: | 6   |
| Motorist Assist:                | 137 |
| Vacation Checks:                | 13  |
| Salvage Vehicle Inseactions:    | 863 |

\* Photo Camera Numbers are what are verified by us and sent to BLS

Monday, January 01, 2024

# Prairie City Police Department

## Zone Activity Report for 01 NW Quad

Reporting Period: 1/1/2023 Through 12/31/2023

*172 Activities broke down as follows*

### Arrest

|               |          |
|---------------|----------|
| Theft         | 1        |
| <b>Total:</b> | <b>1</b> |

### Business Contact

|                     |           |
|---------------------|-----------|
| Dispute/Disturbance | 1         |
| Other               | 5         |
| Security Check      | 10        |
| Suspicious Activity | 1         |
| Theft               | 1         |
| <b>Total:</b>       | <b>18</b> |

### Citizen Contact

|                         |           |
|-------------------------|-----------|
| Animal Complaint        | 22        |
| Civil                   | 3         |
| Crime Tip               | 2         |
| Dispute/Disturbance     | 4         |
| Family Assist           | 1         |
| Fire                    | 1         |
| Incomplete 911          | 3         |
| Interview/Investigation | 1         |
| Municipal Infraction    | 2         |
| NCO Violation           | 1         |
| Noise Complaint         | 1         |
| Other                   | 3         |
| Parking Violation       | 2         |
| Phone Message           | 1         |
| Property Clean Up       | 1         |
| Public Assist           | 4         |
| Search Warrant          | 2         |
| Suspicious Activity     | 4         |
| Theft                   | 2         |
| Trespassing             | 1         |
| Vacation Watch          | 16        |
| Warrant/Legal Documents | 2         |
| Welfare Check           | 5         |
| <b>Total:</b>           | <b>84</b> |



## Zone Activity Report for 01 NW Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Disturbance

|                      |   |
|----------------------|---|
| Disturbing Peace     | 2 |
| Domestic Disturbance | 5 |
| Public Fighting      | 2 |
| Verbal Dispute       | 1 |

**Total:** 10

### Government Contact

|                        |   |
|------------------------|---|
| City Assist            | 1 |
| Colfax PD Assist       | 1 |
| DHS Assist             | 1 |
| EMS Assist             | 9 |
| Fire Department Assist | 2 |
| JCSO Assist            | 1 |
| Law Enforcement Assist | 1 |
| Search Warrant         | 1 |
| Security Check         | 1 |

**Total:** 18

### Investigation

|                               |   |
|-------------------------------|---|
| Burglary                      | 1 |
| Child Abuse                   | 1 |
| Criminal Mischief / Vandalism | 3 |
| Domestic Disturbance          | 4 |
| Harassment / Threats          | 2 |
| Other                         | 1 |
| Sexual Assault                | 2 |
| Suspicious Person / Activity  | 1 |
| Theft                         | 1 |

**Total:** 16

### Missing Person

|      |   |
|------|---|
| Lost | 1 |
|------|---|

**Total:** 1

### Motorist Assist

|                    |   |
|--------------------|---|
| Disabled Vehicle   | 1 |
| Object in Road     | 1 |
| Unlock Vehicle     | 3 |
| Vehicle in Traffic | 1 |

**Total:** 6

### PCPD

|               |   |
|---------------|---|
| Information   | 1 |
| Other         | 1 |
| Speed Trailer | 4 |

**Total:** 6

## Zone Activity Report for 01 NW Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Salvage Inspection

Business

1

**Total:**

1

### Traffic Violation

Verbal Warning

4

Written Warning

7

**Total:**

11

## Prairie City Police Department

### Zone Activity Report for 02 NE Quad

Reporting Period: 1/1/2023 Through 12/31/2023

*195 Activities broke down as follows*

#### Administrative

|                        |          |
|------------------------|----------|
| Administrative Meeting | 2        |
| Budgeting/Price Quotes | 1        |
| Computer Issues        | 1        |
| Monthly Meeting        | 2        |
| Monthly Reports        | 1        |
| <b>Total:</b>          | <b>7</b> |

#### Arrest

|               |          |
|---------------|----------|
| Other         | 1        |
| <b>Total:</b> | <b>1</b> |

#### Business Contact

|                |           |
|----------------|-----------|
| Security Check | 20        |
| <b>Total:</b>  | <b>20</b> |

#### Citizen Contact

|                              |           |
|------------------------------|-----------|
| Alarm                        | 3         |
| Animal Complaint             | 12        |
| Camera Citation PBX/Question | 4         |
| Crime Tip                    | 1         |
| Extra Patrol                 | 3         |
| Fireworks                    | 2         |
| Harassment                   | 1         |
| Mental Health Issue          | 4         |
| NCO Violation                | 1         |
| Open Door                    | 1         |
| Parking Violation            | 2         |
| Phone Message                | 4         |
| Public Assist                | 5         |
| Reckless Driver              | 1         |
| Suspicious Activity          | 4         |
| Theft                        | 1         |
| Vacation Watch               | 20        |
| <b>Total:</b>                | <b>69</b> |

#### Disturbance

|               |          |
|---------------|----------|
| Other         | 1        |
| <b>Total:</b> | <b>1</b> |



## Zone Activity Report for 02 NE Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Government Contact

|                        |    |
|------------------------|----|
| Animal Control         | 1  |
| City Assist            | 3  |
| EMS Assist             | 20 |
| Fire Department Assist | 1  |
| JCSO Assist            | 1  |
| Law Enforcement Assist | 1  |
| Mental Health Issue    | 1  |
| Security Check         | 1  |

**Total:** 29

### Investigation

|                              |   |
|------------------------------|---|
| Assault                      | 1 |
| Domestic Disturbance         | 1 |
| Parking Violations           | 1 |
| Suspicious Person / Activity | 1 |
| Theft                        | 1 |

**Total:** 5

### Missing Person

|           |   |
|-----------|---|
| Walk-away | 1 |
|-----------|---|

**Total:** 1

### Motorist Assist

|                  |   |
|------------------|---|
| Disabled Vehicle | 3 |
| Unlock Vehicle   | 3 |

**Total:** 6

### PCPD

|                     |   |
|---------------------|---|
| Information         | 1 |
| Other               | 1 |
| Reports             | 2 |
| Vehicle Maintenance | 3 |

**Total:** 7

### Salvage Inspection

|            |    |
|------------|----|
| Business   | 7  |
| Individual | 38 |

**Total:** 45

### Traffic Violation

|                   |   |
|-------------------|---|
| Citation          | 1 |
| Parking Violation | 1 |
| Written Warning   | 2 |

**Total:** 4

## Prairie City Police Department

### Zone Activity Report for 03 SW Quad

Reporting Period: 1/1/2023 Through 12/31/2023

*262 Activities broke down as follows*

#### Administrative

|               |          |
|---------------|----------|
| Other         | 1        |
| <b>Total:</b> | <b>1</b> |

#### Arrest

|                           |          |
|---------------------------|----------|
| OWI                       | 1        |
| Warrant From Other Agency | 1        |
| <b>Total:</b>             | <b>2</b> |

#### Business Contact

|                     |           |
|---------------------|-----------|
| Alarm               | 1         |
| Open Door           | 3         |
| Security Check      | 48        |
| Suspicious Activity | 2         |
| <b>Total:</b>       | <b>54</b> |

#### Citizen Contact

|                     |           |
|---------------------|-----------|
| Animal Complaint    | 12        |
| Civil               | 5         |
| Dispute/Disturbance | 4         |
| Fireworks           | 1         |
| Harassment          | 2         |
| Incomplete 911      | 3         |
| Locked Residence    | 1         |
| Mental Health Issue | 1         |
| Noise Complaint     | 1         |
| Other               | 4         |
| Public Assist       | 10        |
| Reckless Driver     | 1         |
| Solicitors          | 1         |
| Suspicious Activity | 7         |
| Theft               | 1         |
| Unattended Death    | 1         |
| Vacation Watch      | 35        |
| Welfare Check       | 5         |
| <b>Total:</b>       | <b>95</b> |

#### Disturbance

|                      |          |
|----------------------|----------|
| Domestic Disturbance | 1        |
| Other                | 1        |
| <b>Total:</b>        | <b>2</b> |

## Zone Activity Report for 03 SW Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Government Contact

|                        |    |
|------------------------|----|
| City Assist            | 5  |
| EMS Assist             | 19 |
| Fire Department Assist | 3  |
| JCSO Assist            | 1  |
| Reckless Driver        | 2  |
| School Assist          | 1  |
| School Patrol          | 6  |
| Search Warrant         | 2  |
| Security Check         | 17 |
| Unwanted Person        | 1  |

**Total:** 57

### Investigation

|                               |   |
|-------------------------------|---|
| Arson                         | 1 |
| Assault                       | 1 |
| Burglary                      | 1 |
| Criminal Mischief / Vandalism | 3 |
| Domestic Disturbance          | 1 |
| Forgery                       | 1 |
| Other                         | 1 |
| Suicide / Attempted Suicide   | 2 |
| Suspicious Person / Activity  | 3 |
| Theft                         | 3 |

**Total:** 17

### Missing Person

|      |   |
|------|---|
| Lost | 1 |
|------|---|

**Total:** 1

### Motorist Assist

|                            |   |
|----------------------------|---|
| Directions to Destination  | 2 |
| Disabled Vehicle           | 1 |
| Object in Road             | 1 |
| Patrol/Traffic Enforcement | 1 |
| Unlock Vehicle             | 2 |

**Total:** 7

### PCPD

|                     |   |
|---------------------|---|
| Evidence            | 1 |
| Information         | 1 |
| Officer Safety      | 1 |
| Reports             | 1 |
| Speed Trailer       | 2 |
| Vehicle Maintenance | 1 |

**Total:** 7

## Zone Activity Report for 03 SW Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Salvage Inspection

|               |          |
|---------------|----------|
| Business      | 1        |
| <b>Total:</b> | <b>1</b> |

### Traffic Accident

|                 |          |
|-----------------|----------|
| Non-Reportable  | 1        |
| Reportable P.D. | 2        |
| <b>Total:</b>   | <b>3</b> |

### Traffic Violation

|                 |           |
|-----------------|-----------|
| Citation        | 3         |
| GTSB Citation   | 2         |
| Verbal Warning  | 1         |
| Written Warning | 9         |
| <b>Total:</b>   | <b>15</b> |

## Prairie City Police Department

### Zone Activity Report for 04 SE Quad

Reporting Period: 1/1/2023 Through 12/31/2023

*638 Activities broke down as follows*

#### Administrative

|                        |           |
|------------------------|-----------|
| Administrative Meeting | 4         |
| Monthly Meeting        | 10        |
| Monthly Reports        | 2         |
| Other                  | 7         |
| Report Writing         | 7         |
| <b>Total:</b>          | <b>30</b> |

#### Arrest

|               |          |
|---------------|----------|
| OWI           | 1        |
| <b>Total:</b> | <b>1</b> |

#### Business Contact

|                     |           |
|---------------------|-----------|
| Extra Patrol        | 2         |
| Incomplete 911      | 2         |
| Open Door           | 1         |
| Other               | 1         |
| School Activities   | 1         |
| Security Check      | 33        |
| Security Request    | 2         |
| Suspicious Activity | 1         |
| Theft               | 1         |
| <b>Total:</b>       | <b>44</b> |



## Zone Activity Report for 04 SE Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Citizen Contact

|                              |           |
|------------------------------|-----------|
| Animal Complaint             | 11        |
| Camera Citation PBX/Question | 10        |
| Civil                        | 4         |
| Crime Tip                    | 2         |
| Dispute/Disturbance          | 2         |
| Extra Patrol                 | 1         |
| Harassment                   | 1         |
| Incomplete 911               | 2         |
| Interview/Investigation      | 1         |
| Mental Health Issue          | 2         |
| NCO Violation                | 1         |
| Other                        | 4         |
| Parking Violation            | 5         |
| Phone Message                | 5         |
| Public Assist                | 13        |
| Reckless Driver              | 1         |
| Suspicious Activity          | 6         |
| Theft                        | 3         |
| Vacation Watch               | 9         |
| Welfare Check                | 3         |
| <b>Total:</b>                | <b>86</b> |

### Disturbance

|                      |          |
|----------------------|----------|
| Domestic Disturbance | 1        |
| Verbal Dispute       | 1        |
| <b>Total:</b>        | <b>2</b> |

### Government Contact

|                        |            |
|------------------------|------------|
| City Assist            | 5          |
| Colfax PD Assist       | 1          |
| EMS Assist             | 19         |
| Fire Department Assist | 4          |
| JCSO Assist            | 1          |
| Open Door              | 1          |
| Other                  | 3          |
| School Assist          | 59         |
| School Patrol          | 66         |
| Security Check         | 16         |
| <b>Total:</b>          | <b>175</b> |

## Zone Activity Report for 04 SE Quad - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Investigation

|                               |   |
|-------------------------------|---|
| Criminal Mischief / Vandalism | 2 |
| Harassment / Threats          | 1 |
| Narcotics Violation           | 2 |
| Other                         | 2 |
| Suspicious Person / Activity  | 4 |
| Theft                         | 2 |

**Total:** 13

### Motorist Assist

|                            |   |
|----------------------------|---|
| Dangerous Driver           | 1 |
| Directions to Destination  | 1 |
| Disabled Vehicle           | 4 |
| Object in Road             | 2 |
| Patrol/Traffic Enforcement | 1 |

**Total:** 9

### PCPD

|                         |   |
|-------------------------|---|
| Council Packet Delivery | 2 |
| Evidence                | 3 |
| Information             | 2 |
| Other                   | 5 |
| Phone Message           | 2 |
| Reports                 | 4 |
| Speed Trailer           | 2 |

**Total:** 20

### Salvage Inspection

|            |     |
|------------|-----|
| Business   | 49  |
| Individual | 185 |

**Total:** 234

### Traffic Accident

|                 |   |
|-----------------|---|
| Hit & Run P.D.  | 1 |
| Non-Reportable  | 1 |
| Reportable P.D. | 2 |

**Total:** 4

### Traffic Violation

|                 |    |
|-----------------|----|
| Citation        | 5  |
| GTSB Warning    | 1  |
| Verbal Warning  | 4  |
| Written Warning | 10 |

**Total:** 20

## Prairie City Police Department

### Zone Activity Report for 05 Hwy 163

Reporting Period: 1/1/2023 Through 12/31/2023

*807 Activities broke down as follows*

#### Arrest

|                           |          |
|---------------------------|----------|
| Driving While Revoked     | 2        |
| Driving While Barred      | 2        |
| OWI                       | 3        |
| Warrant From Other Agency | 1        |
| <b>Total:</b>             | <b>8</b> |

#### Citizen Contact

|                              |           |
|------------------------------|-----------|
| Camera Citation PBX/Question | 1         |
| Crime Tip                    | 1         |
| Parking Violation            | 1         |
| Public Assist                | 3         |
| Reckless Driver              | 13        |
| Suspicious Activity          | 3         |
| Warrant/Legal Documents      | 1         |
| <b>Total:</b>                | <b>23</b> |

#### Government Contact

|                        |           |
|------------------------|-----------|
| EMS Assist             | 1         |
| Fire Department Assist | 2         |
| JCSO Assist            | 1         |
| Monroe PD Assist       | 17        |
| Reckless Driver        | 2         |
| Security Check         | 3         |
| <b>Total:</b>          | <b>26</b> |

#### Investigation

|                     |          |
|---------------------|----------|
| Narcotics Violation | 1        |
| <b>Total:</b>       | <b>1</b> |

#### Missing Person

|               |          |
|---------------|----------|
| Mental Health | 1        |
| <b>Total:</b> | <b>1</b> |



## Zone Activity Report for 05 Hwy 163 - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Motorist Assist

|                            |    |
|----------------------------|----|
| Dangerous Driver           | 22 |
| Directions to Destination  | 1  |
| Disabled Vehicle           | 52 |
| Object in Road             | 7  |
| Other                      | 3  |
| Patrol/Traffic Enforcement | 1  |
| Road Conditions            | 1  |
| Welfare Check              | 11 |

**Total:** 98

### PCPD

|       |   |
|-------|---|
| Other | 1 |
|-------|---|

**Total:** 1

### Salvage Inspection

|          |   |
|----------|---|
| Business | 2 |
|----------|---|

**Total:** 2

### Traffic Accident

|                          |   |
|--------------------------|---|
| Hit & Run P.D.           | 1 |
| Non-Reportable           | 2 |
| Other                    | 1 |
| Reportable P.D.          | 4 |
| Reportable P.D. (Animal) | 2 |
| Reportable P.I.          | 5 |

**Total:** 15

### Traffic Violation

|                 |     |
|-----------------|-----|
| Citation        | 248 |
| GTSB Citation   | 137 |
| GTSB Warning    | 28  |
| Verbal Warning  | 25  |
| Written Warning | 194 |

**Total:** 632

## Prairie City Police Department

### Zone Activity Report for 06 Other

Reporting Period: 1/1/2023 Through 12/31/2023

*405 Activities broke down as follows*

#### Administrative

|                        |          |
|------------------------|----------|
| Administrative Meeting | 4        |
| Monthly Meeting        | 1        |
| Other                  | 2        |
| <b>Total:</b>          | <b>7</b> |

#### Arrest

|                           |          |
|---------------------------|----------|
| Other                     | 1        |
| OWI                       | 2        |
| Warrant Arrest PCPD       | 1        |
| Warrant From Other Agency | 1        |
| <b>Total:</b>             | <b>5</b> |

#### Business Contact

|                     |           |
|---------------------|-----------|
| Alarm               | 2         |
| Extra Patrol        | 3         |
| Security Check      | 22        |
| Suspicious Activity | 1         |
| Theft               | 1         |
| <b>Total:</b>       | <b>29</b> |

#### Citizen Contact

|                         |           |
|-------------------------|-----------|
| Alarm                   | 4         |
| Animal Complaint        | 2         |
| Burglary                | 1         |
| Civil                   | 1         |
| Dispute/Disturbance     | 1         |
| Harassment              | 1         |
| Incomplete 911          | 3         |
| Phone Message           | 4         |
| Public Assist           | 1         |
| Reckless Driver         | 2         |
| Suspicious Activity     | 2         |
| Warrant/Legal Documents | 1         |
| Welfare Check           | 4         |
| <b>Total:</b>           | <b>27</b> |

#### Disturbance

|                      |          |
|----------------------|----------|
| Disturbing Peace     | 1        |
| Domestic Disturbance | 2        |
| <b>Total:</b>        | <b>3</b> |

## Zone Activity Report for 06 Other - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Government Contact

|                         |    |
|-------------------------|----|
| Animal Control          | 1  |
| City Assist             | 3  |
| Colfax PD Assist        | 30 |
| EMS Assist              | 20 |
| Extra Patrol            | 1  |
| Fire Department Assist  | 9  |
| Ia. State Patrol Assist | 1  |
| JCSO Assist             | 15 |
| Law Enforcement Assist  | 2  |
| Monroe PD Assist        | 39 |
| Reckless Driver         | 1  |
| School Assist           | 1  |
| Search Warrant          | 1  |
| Security Check          | 76 |
| Unwanted Person         | 1  |

**Total:** 201

### Investigation

|                              |   |
|------------------------------|---|
| Driving While Intoxicated    | 1 |
| Missing Person               | 1 |
| Other                        | 2 |
| See Case File                | 1 |
| Suicide / Attempted Suicide  | 2 |
| Suspicious Person / Activity | 2 |
| Theft                        | 2 |
| Trespassing                  | 1 |

**Total:** 12

### Missing Person

|      |   |
|------|---|
| Lost | 1 |
|------|---|

**Total:** 1

### Motorist Assist

|                  |   |
|------------------|---|
| Animal in Road   | 1 |
| Dangerous Driver | 1 |
| Disabled Vehicle | 5 |
| Object in Road   | 1 |
| Other            | 1 |
| Road Conditions  | 1 |
| Unlock Vehicle   | 1 |
| Welfare Check    | 1 |

**Total:** 12

## Zone Activity Report for 06 Other - Continued

Reporting Period: 1/1/2023 Through 12/31/2023

### Other Accidents

|                |          |
|----------------|----------|
| Other Accident | 2        |
| <b>Total:</b>  | <b>2</b> |

### PCPD

|                         |           |
|-------------------------|-----------|
| Council Packet Delivery | 3         |
| County Attorney         | 7         |
| Court                   | 1         |
| Evidence                | 1         |
| Other                   | 7         |
| Phone Message           | 1         |
| Vehicle Maintenance     | 1         |
| <b>Total:</b>           | <b>21</b> |

### Salvage Inspection

|               |           |
|---------------|-----------|
| Business      | 69        |
| Individual    | 1         |
| <b>Total:</b> | <b>70</b> |

### Traffic Accident

|                 |          |
|-----------------|----------|
| Non-Reportable  | 2        |
| Other           | 1        |
| Reportable P.D. | 1        |
| Reportable P.I. | 3        |
| <b>Total:</b>   | <b>7</b> |

### Traffic Violation

|                   |          |
|-------------------|----------|
| Citation          | 5        |
| Parking Violation | 1        |
| Written Warning   | 2        |
| <b>Total:</b>     | <b>8</b> |



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

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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** January 4, 2024  
**SUBJ:** Comparison Past Hiring Practices for City Positions – Full-time and Part-time

---

At the December 13, 2023, City Council meeting, a few City Council members requested City staff to provide background information and a recommendation on the hiring process for part-time and full-time employees.

The Employee Manual under Section 4 Employee Recruitment identifies a posting (10 days), publication/electronic and other requirements (interview process) **for vacancies** with part-time and full-time positions. What constitutes a vacancy?

### History of hiring practices in 2023

1. Posted for part-time Public Works mowing and interviewed candidates because City Administrative staff learned that the previous year an employee didn't want to mow all of the City properties.
2. We didn't post for part-time summer recreation program staff. After talking to the recreation staff and learning they coordinated the recreation program for the previous five (5) years, we concluded that most people were likely supportive of the program, however we had them submit applications and worked with them on getting the program application and information to the school teachers before the last day of school. After the conclusion of the summer program City staff discussed the program outcome with the recreation staff and put their program information and responses received from parents and participants on the City Council agenda for evaluation and discussion. There was very few comments and consequently no changes were recommended or made.
3. Posted and interviewed candidates for the Public Works full-time positions.
4. Recently created a full-time Public Works Superintendent position and I recommended that we hire Jake as interim superintendent and post and interview candidates for the position. City Council voted to hire Jake as interim Superintendent and requested that I evaluate him in six (6) months so as not to create a situation where a fourth Public Works candidate may need to be requested.
5. Most recently full-time police position was posted, however there were no interviews of candidates.

### Recommendation:

1. Follow recruiting requirement in the Employee Manual for vacant part-time and full-time positions. When employee resigns or is terminated from the position.
2. Evaluate all City sponsored programs (except library) annually with assistance from applicable board or commission, City Administrator, and ultimately by the City Council based on resident and participant input, attendance records, and how or if suggested changes were implemented in the program.

In consideration of generally negative comments about programs from residents and participants, low attendance, if recommended changes were not adequately implemented, and if staffing and program changes are recommended by applicable boards and commissions and/or the City Administrator, the program and recommended changes will be placed on the agenda for City Council consideration and action.



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Phone: 515-994-2649

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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** January 3, 2024  
**SUBJ:** gWorks Transition from Computer Server to Cloud

---

### Background

On June 14, 2023, the City Council approved the payment of \$24,444 and agreement with RK Dixon (Xerox) to assist the City with the transition from the City's computer server for data storage to the Azure Cloud that also included a Microsoft Office 365 Business Premium upgrade. Part of the plan included transitioning gWorks programs containing the City's accounting, general ledger, budgeting, payroll, utility billing and meter reading data from the computer server to a cloud platform. The gWorks cloud platform is now available and Christie and I met with a gWorks representative for an initial meeting to learn about the services.

Features of the gWorks cloud based platform include Finance Hub, Utility Billing, FrontDesk, gWorks Payments, and HR Hub. The annual cost is \$15,000 and includes on-boarding and implementation for \$1000. The annual service fee of \$9384 for the gWorks account was paid 10-16-23. If the City Council supports the gWorks service plan, the City would owe the difference of \$6616.

### Action

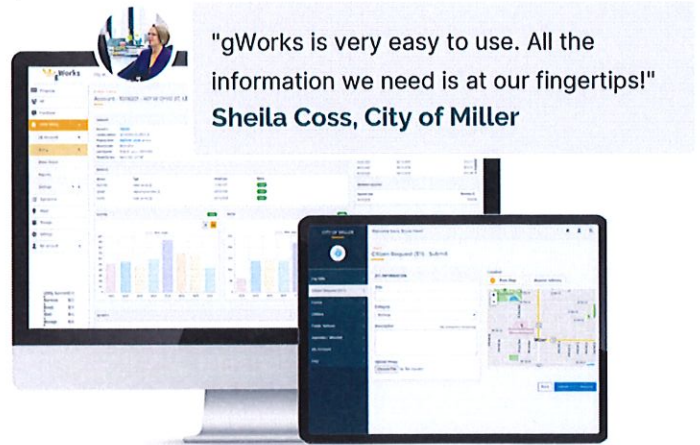
To complete the plan of transitioning City programs from the existing computer server to the cloud based platform, City Administrative staff recommend the City Council approve the gWorks cloud based service agreement. The Clerk/Administrator account #001-620-6419 could cover \$4962, Water account #600-810-6419 could cover \$827, and Sewer account #610-815-6419 could cover \$827 of the expense and all from the FY24 budget.





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- Billing
- Service Requests
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- Account Management
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- Billing Reports

#### FrontDesk Basic

- gWorks Payments
- Utilities
- User Management
- Notifications
- Visual Dashboards
- Customer Reports

\*Includes Migration Paths for Desktop to Cloud Upgrades at No Cost

### Potential Add-Ons



FrontDesk Standard



Citizen Requests



Website



Forms



Agendas & Minutes



Public Notices



# Onboarding & Responsibilities

1

Pre-Project  
Data Collection

Using provided questionnaires, you'll gather & provide the information needed to implement your software. Providing data promptly ensures we can get you up & running as quickly as possible.

2

Project  
Kickoff

We'll meet to introduce ourselves, understand your goals, and discuss the implementation process to ensure we're aligned for success.

3

Set Up

We'll work to set up & configure your software.

4

Go Live &  
Training

Training will be a combination of self-guided courses, helpful documentation & videos, and 1-on-1 guidance.

5

Support

Once live, you'll continue to have access to helpful articles, how-to videos & documentation, and our knowledgeable, responsive, & skilled Support Team.



**90 Days or Less** - Timeline varies based on your ability to provide information and input in a timely manner

## What you can expect from us

- ✓ Experienced staff with expertise in local government who will guide you through the process.
- ✓ Resources in the form of self-guided online courses, process books, webinars, & help articles.
- ✓ Responsive & knowledgeable support to answer questions and resolve issues.

## What we will expect from you

- ✓ Be responsive. The faster you provide data & answers, the sooner you'll be using your new software!
- ✓ Time. For the project to succeed, we need you to dedicate time to work with us & learn the software.
- ✓ You complete the required online training courses.



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Average First  
Response Time

**8 Hours**

Average  
Resolution Time

**99.7%**

Client Satisfaction

**98%**

Client Retention



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**Cassandra Ott, Town of Keystone**



### Support Portal

Log in to the support portal as an online platform for resources and assistance with gWorks products.

The gWorks support portal is designed to provide you with a central location for all your support needs, making it easy to find answers to common questions and get help when needed.



### gWorks University

gWorks University offers over 30 self-paced courses and Learning Paths.

Each course focuses on key processes designed to help new users learn the core tasks of gWorks. Courses range from 15 minutes to 1 hour in duration and utilize videos, tutorials, interactive overviews, practice tasks, and guides.

## Resources

Access educational & training resources so you can stay current on the latest software updates & best practices for local government.



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Knowledge Articles



Step-by-Step  
Processes Guides



Software News &  
Updates



Educational Content &  
Best Practices



Training Tutorials &  
Webinars





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## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** December 31, 2023  
**SUBJ:** Contract for Tree Trimming Services

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### Background

The City has previously paid a private company for tree trimming services. Most recently, CB Tree Trimming and Removal trimmed trees this year located within the City's east/west right-of-ways. The draft CIP identifies expenses for tree trimming services for the next five years. To increase options, it is also desirable for Public Works staff to trim trees each year particularly within the City's parks and the expense to purchase a bucket truck and provide Public Works staff training is recognized in the CIP for FY26.

The City's ordinance requires trees located within the right-of-way to be trimmed to 8 feet above sidewalks and 12 feet above streets, except for principal traffic thoroughfares, the trees are required to be trimmed at 16 feet above the street.

In addition to the contract request received from CB Tree Trimming and Removal, as required by the City's Purchasing Policy, I reached out to three additional companies and requested quotes for tree trimming and removal services. Pella Tree Service was the only company that responded and submitted a quote and the owner met with City staff to discuss their services. Of the two submittals, both companies indicated they would support City Public Works staff to trim trees and/or having the City's Public Works staff contribute to their tree trimming process. City staff supports Pella Tree Service, as their pricing, services, and available equipment is clear.

### Action

City staff recommends City Council approve the annual agreement with Pella Tree Service. Account 110-210-6499 Street Sweeping /Tree Trimming will be used to pay for this service in FY24 and FY25.

Council members,

I am Robert Wittkowski with CB's Tree and lawn Service, LLC in Swan Iowa. I have submitted a contract for tree work with the City of Prairie City for a period of four years. I have been doing tree work for the city for the past two years.

The contract that I have submitted for review is for my company to be the exclusive tree company that the city uses for the next four years. In this contract (that would need amended) if approved, the city would be able to perform tree work themselves by the city crew(s) if they so desire. All other work would be contracted out to CB's Tree and Lawn Service, LLC. There is a part in the contract that speaks to tree trimming at a rate of 4,000. Last year we trimmed all the west to east streets back to the sidewalks at a height of 14 feet tall. This year if approved we would trim all the north to south streets to the sidewalk to a height of 14 feet for 4,000, the same price as last year. Any additional tree work that would take place would be charged as a per bid item. In the event of a natural disaster (tornado, severe storms, etc, etc) the city could contact additional resources to assist with the cleanup if CB's Tree and lawn Service, LLC could not handle that volume of work.

If you have any additional questions feel free to reach out to me at anytime.

**Janet Lewis**

---

**From:** robertwittkowski1 <robertwittkowski1@gmail.com>  
**Sent:** Thursday, December 14, 2023 2:19 PM  
**To:** Jerry Moore  
**Subject:** RE: City

Jerry,

Regarding the 4,000 that was not based on a hourly rate, it was just a bid for the entire job. If it takes me 2 days then fine, if it takes me 7 days, well then less fine.

My rates are based in the totality of the job, for example if there is a fence that I have to avoid (is in the way) then the job is bid higher as it takes additional time and equipment to not hit the fence. Also, if I have to work around d power lines the bid is also higher as there is a greater risk, just like the fence.

Grinding stumps can be bid I to the initial removal cost of the tree or it can be bid separately.

Thanks-

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Jerry Moore <jerry.moore@prairiecityiowa.us>  
**Date:** 12/14/23 8:27 AM (GMT-06:00)  
**To:** Robert Wittkowski <robertwittkowski1@gmail.com>  
**Subject:** RE: City

Good morning Robert,

We're working to place the tree trimming item on the Jan City Council agenda.

Regarding the \$4000 charge for tree trimming, how does this compute to your company's hourly rate?

Do you have other rates based on what equipment is used?

Do you have a separate charge for stump grinding for trees that would be removed?

Thank you,

Jerry



# INDEPENDENT CONTRACTOR SERVICES & EXCLUSIVITY AGREEMENT

Robert Witkowski  
1@gmail.com

Beau  
515-979-  
4838

**THIS INDEPENDENT CONTRACTOR SERVICES & EXCLUSIVITY AGREEMENT** (the "Agreement"), dated this \_ day of \_\_\_\_\_, 2023, is entered into by and between The City of Prairie City, Iowa (the "Company") and CB's Tree & Lawn Service, LLC (the "Contractor").

**WHEREAS**, Company is desirous of utilizing Contractor for all of its tree trimming and removal services.

**WHEREAS**, Contractor is desirous of providing tree trimming and tree removal services for Company on an exclusive basis.

**IN CONSIDERATION OF** the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Company and the Contractor (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

## 1. Services Provided

The Contractor shall provide to the Company all required tree trimming and tree removal services taking place within the city limits of the City of Prairie City, Iowa for a period to last 48 months after the execution of this Agreement, subject to the following:

- A) The Contractor shall be paid a flat sum of \$4,000.00 for the period of July 1, 2023 to July 1, 2024 to provide tree trimming services within north/south road right of ways as required by the Company. In the event these services exceed \$4,000.00 in billed time in one calendar year, the Contractor shall have the right to request additional funds for said tree trimming.
- B) The Contractor shall also have the exclusive right to any necessary tree removal services for the Contractor within the city limits of the City of Prairie City, Iowa for a period to last 48 months after the execution of this Agreement. In the event of required removal of any tree, the Company shall first solicit a bid on said removal from Contractor.
- C) For avoidance of doubt, as consideration for this Agreement the Company is agreeing by the foregoing provisions to make Contractor the exclusive tree removal and tree trimming service for the Company and during the period of 48 months from this Agreement it shall not contract with another tree trimming or removal service unless the terms and conditions above have been met.

## 2. Reimbursement of Expenses

The Contractor will not be reimbursed for any expenses incurred in connection with providing Services under this Agreement unless specifically agreed in writing by the

Company.

3. **Insurance and Bond**

Contractor agrees to obtain and maintain during the Term of this agreement an applicable liability insurance policy and bond.

4. **Return of Property**

Upon the expiration or termination of this Agreement, the Contractor will return to the Company all keys, property, documentation, records, or Confidential Information which is the property of the Company.

5. **Independent Contractor**

In providing the Services under this Agreement it is expressly agreed that the Contractor is acting as an Independent Contractor having complete control of and supervision over the Services performed pursuant to this Agreement. The Contractor and the Company acknowledge that this Agreement does not create an Employer-Employee relationship, a partnership or joint venture between them, and is exclusively a contract for Services. Contractor is not entitled to any of the benefits that Company provides for employees of the Company.

In the performances of Services by Contractor, the services and hours Contractor is to work on any given day will be entirely with the Contractor's control and Company will rely on Contractor to put in such number of hours as is reasonably necessary to fulfil the spirit and purpose of this Agreement.

Contractor assumes full responsibility for payment of all income taxes, self-employment taxes on all income Contractor receives from Company and agrees to hold Company harmless from same.

6. **Indemnification**

Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.

7. **Modification of Agreement**

Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

8. **Time of the Essence**

Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

9. **Assignment**

The Contractor will not voluntarily or by operation of law assign or otherwise transfer his obligations under this Agreement without the prior written consent of the Company.

10. **INTENTIONALLY DELETED**

11. **Entire Agreement**

It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

12. **Enurement**

This Agreement will enure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators and permitted successors and assigns.

13. **Titles/Headings**

Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

14. **Governing Law**

It is the intention of the Parties to this Agreement that this Agreement and the performance under this Agreement, and all suits and special proceedings under this Agreement be construed in accordance with and governed, to the exclusion of the law of any other forum, by the laws of the State of Iowa, without regard to the jurisdiction in which any action or special proceeding may be instituted.

15. **Severability**

In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

16. **Waiver**

The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

IN WITNESS WHEREOF the Parties have duly affixed their signatures under hand and seal on this \_\_\_\_ day of \_\_\_\_\_ 2023.

Company: The City of Prairie City, Iowa

Contractor: CB's Tree & Lawn Service,  
LLC

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

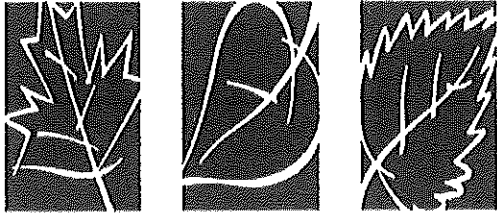
Its: \_\_\_\_\_

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

Its: \_\_\_\_\_



# PELLA



## TREE SERVICE

INC

City of Prairie City Tree Contract

December 2023-2024

Certified Arborists

Members of ISA

Fully Insured with Workmens Compensation.

### Services

- 24 Hour Storm Damage
- Bolting
- Cabling & Bracing
- Complete cleanup
- Drop and go trimming
- Tree Removal with cleanup
- Tree Planting
- Crane Removal
- Stump removal with cleanup
- Tree Injections
- Grapple saw removals

***Where quality is always in season!***

- Tree spraying
- Tree Inspections
- Fall and Winter trimming
- Brush Removal

Trimming or Take downs with regular trees.

\$125.00 per hour per man

Crane or Grapple saw truck

\$250.00 per hour

Stump Grinding with cleanup \$70.00 per foot

Stump Grinding with no cleanup \$45.00 per foot

Cabling and bracing determined on size.

Tree planting determined on size and species.

City of Prairie City\_\_\_\_\_

Date\_\_\_\_\_

Pella Tree Service Inc.\_\_\_\_\_

Date\_\_\_\_\_

***Where quality is always in season!***



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|   |  |  |
|---|--|--|
| <b>PRODUCER</b><br>TULIP CITY AGENCY LTD<br>1108 WASHINGTON ST<br>PO BOX #125<br>PELLA IA 50219-0125                      |  | <b>CONTACT NAME:</b> Jill Roose<br><b>PHONE (A/C, No, Ext):</b> (641) 628-1270<br><b>FAX (A/C, No):</b> (641) 628-1913<br><b>E-MAIL ADDRESS:</b> jroose@tulipcity.com  |
| <b>INSURED</b><br>PELLA TREE SERVICE, DBA<br>BRENDA AND BRENT ROLFFS<br>13922 HIGHWAY F62 EAST<br>LYNNVILLE IA 50153-8035 |  | <b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A:</b> CINCINNATI INSURANCE CO<br><b>INSURER B:</b> CINCINNATI CASUALTY COMPANY<br><b>INSURER C:</b><br><b>INSURER D:</b><br><b>INSURER E:</b><br><b>INSURER F:</b> |
|   |  | <b>NAIC #</b><br>10677<br>28665  |

**COVERAGES** **CERTIFICATE NUMBER:** 2023 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS  |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|---|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Automatic Additional Insured Endr<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          | EPP 0090140   | 06/23/2023              | 06/23/2024              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMPIOP AGG \$ 2,000,000<br>\$ |
|          | <input type="checkbox"/> AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY   |           |          | EPP 0090140   | 06/23/2023              | 06/23/2024              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>Medical payments \$ 5,000  |
|          | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$   |           |          | EPP 0090140   | 06/23/2023              | 06/23/2024              | EACH OCCURRENCE \$ 1,000,000<br>AGGREGATE \$ 1,000,000<br>\$  |
|          | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  | Y/N<br>N  | N/A      | EWC 0319574   | 06/23/2023              | 06/23/2024              | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                       |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PROJECT: VARIOUS FOR CERTIFICATE HOLDER. Automatic Additional Insured endorsement included by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*James P. Brown*

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

---

## Memorandum

**TO:** Mayor and City Council of Prairie City  
**FROM:** Jerry Moore, City Administrator  
**DATE:** December 28, 2023  
**SUBJ:** Request for Economic Development Marketing Services

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### Background

At the December 27, 2023, Prairie City Economic Development Committee meeting there was discussion about the need for the City to hire a firm to assist with marketing the City to promote business interest and community growth. Jeff Davidson with JEDCO indicated that Monroe and Newton hired third party firms to assist with their economic development marketing efforts. The PCEDC recommended that City staff contact adjacent City Administrators about their marketing firms and to seek quotes or requests for proposals for economic development marketing services. I reached out to Wade from Colfax and Kim from Monroe for input on their City's economic development promotion activities. Generally, Wade credited the City's adoption of the Main Street program and their administrative measures (brochure) as being helpful to the City's economic viability and Kim supported Sean Wilson with Hot Sewp Productions who provides video production services for the City.

My observation is the PCEDC could benefit from obtaining direction in promoting the City and measures that will help economic development and community growth. Following the approved Comprehensive Plan and Implementation measures identified for the PCEDC should help with providing direction in working with City staff and others to achieve the desired community awareness and growth. Through my and others support, the PCEDC will work on action items in the areas of Community Vision, Housing, Economic Development, and Land Use. This includes working with community organizations on developing branding and marketing, supporting community events, working to obtain high speed internet, support measures for maintaining houses and plans for variety of housing types, understanding business and residents needs, promoting environmental education, and support infill development or underutilized land and buildings. Working with a third party firm to market and promote the City as recommended by the PCEDC in conjunction with the above described measures will likely assist in providing the desired long term economic benefits to the City.

There is \$7144.49 in the Marketing Account 001-520-6402 for FY24 in the Economic Development budget that could be used for the PCEDC request.

### Action

The PCEDC recommends the City Council support having City staff prepare an RFP and for the PCEDC to recommend a firm for the City Council to hire to market and promote economic opportunities in the City.



Ryan Martin

## **Prairie City Fire Department EMS Department**

203 E. Jefferson Street  
Prairie City, Iowa 50228

### **Member Application Package**

Thank you for your interest in becoming a member of the Prairie City Fire Department and/or EMS Department. Volunteering is very demanding. It takes a lot of time and can be emotionally stressful. Please be sure that you can meet the commitment before you apply.

Please follow these steps to apply:

1. Fully complete the application
2. Sign the Certification and Agreement Form
3. Sign the Prairie City Fire Department/EMS Department Service Commitment
4. Attach a copy of your Driver's License
5. Attach a copy of all your certifications, CPR card, and any other relevant training records.
6. Direct any questions to Chief Van Der Kamp at (515) 249-7636 or EMS Director Jody Van Der Kamp (515) 205-5176.
7. Return the completed application package to:

#### **Fire Department**

Fire Chief Ryan Van Der Kamp  
Prairie City Fire Department  
203 E. Jefferson Street  
P.O. Box 607  
Prairie City, IA 50228

#### **EMS Department**

Jody Van Der Kamp  
Prairie City EMS Department  
203 E. Jefferson Street  
P.O. Box 607  
Prairie City, IA 50228

The Prairie City Fire Department and EMS Department do not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, gender, marital status, national origin, disability or handicap, veteran status, or any other protected status.

# Member Application

I am applying for ☐ Fire Department ☒ EMS Department ☐ Both

Name: Martin Ryan Scott Date: 12/28/2023  
Last First Middle

Address: (Number & Street) [REDACTED]

(City, State, Zip Code) Prairie City, IA 50228

Daytime Phone  
Number:

(515) 402-9641

Evening Phone  
Number:

SAME

Desired start  
date:

ASAP

E-mail Address:

[REDACTED]@gmail.com

Social Security Number:

[REDACTED]

Are you over 18 years  
old?

☒ Yes ☐ No

## Education:

| School                                 | Years Completed<br>(circle one) | Diploma/Degree<br>Earned   | List School(s), City/State |
|--|---------------------------------|--|----------------------------|
| High School                            | 1 2 3 4                         | Diploma: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>G.E.D.: <input type="checkbox"/> Yes <input type="checkbox"/> No | <u>Basics &amp; Beyond</u> |
| College and/or<br>Vocational<br>School | 1 2 3 4                         |  |                            |
| Other<br>Training or<br>Degrees        |                                 |  |                            |

## Fire Certification (If you are not certified, please leave blank):

Attach Copy of All Certification(s)

Type of Certification(s) Held: \_\_\_\_\_

Professional Membership(s): \_\_\_\_\_

## EMS Certification (If you are not certified, please leave blank):

Attach Copy of All Certification(s)

Type of Certification(s) Held: \_\_\_\_\_

Iowa Certification Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Professional Membership(s): \_\_\_\_\_

## Record of Conviction:

Have you ever been convicted of a crime other than minor traffic offense? Yes ☒ No

If yes, fully explain: \_\_\_\_\_

*(A conviction will not necessarily automatically disqualify you for membership. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).*

By signing this application I authorize a complete background check including criminal records.

## Employment:

Please list employment history, with your current employer first (including U.S. Military Service), for the last 10 years. If any employment was under a different name, indicate name.

Employer: Iowa Utilities Board Position: Investigator  
Address: 1375 E Court Ave Des Moines, IA 50319  
Telephone: (515) 528-6933 Dates of Employment: From (Mo/Yr) 8/7/2023 To (Mo/Yr) Present  
Supervisor: Kevin Yearington Department: Safety & Engineering  
(Circle one) ☒ FT PT No. of Hrs. per Week: 40  
Duties: \_\_\_\_\_  
Reason for Leaving: N/A

Employer: Prairie City Police Department Position: Reserve Police Officer  
Address: 203 E Jefferson St Prairie City, IA 50228  
Telephone: \_\_\_\_\_ Dates of Employment: From (Mo/Yr) May 2021 To (Mo/Yr) Present  
Supervisor: Kevin Gott (Chief) Department: \_\_\_\_\_  
(Circle one) FT PT No. of Hrs. per Week: \_\_\_\_\_  
Duties: Fill in as possible, special events, Traffic Camera Operator  
Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Dates of Employment: From (Mo/Yr) \_\_\_\_\_ To (Mo/Yr) \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Department: \_\_\_\_\_  
(Circle one) FT PT No. of Hrs. per Week: \_\_\_\_\_  
Duties: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

Explain any gaps in work history: \_\_\_\_\_

Have you ever been discharged or asked to resign from a job, or resigned to avoid termination?

Yes No If yes, explain: \_\_\_\_\_

Have you ever been an applicant or member of any fire or rescue agency? ☒ Yes ☐ No

If so, please state agency name, location, contact information, and dates of membership \_\_\_\_\_

Prairie City Ambulance

Please describe any additional work experience, volunteering, community involvement, or training: \_\_\_\_\_

Completed work for Prairie City Ambulance From About 2018  
to 2021 As a driver, Equipment Officer, And  
Attendant. Left on good terms in 2021 to seek  
a Reserve Police department Position with Prairie  
City Pd.

I authorize the City of Prairie City to contact my previous employers.

### References:

Name: Mith Bright Phone: [REDACTED]

Address: \_\_\_\_\_ Relation: Neighbor/Friend

Name: Jody Van DER Kamp Phone: [REDACTED]

Address: \_\_\_\_\_ Relation: Friend

Name: Carl VAN DER Kamp Phone: [REDACTED]

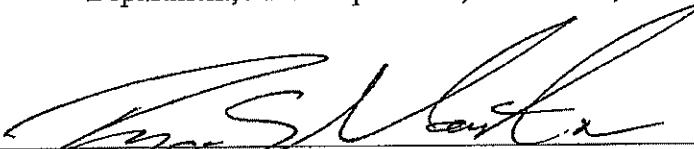
Address: \_\_\_\_\_ Relation: Previous Supervisor/Friend

I authorize the City of Prairie City to contact my references.



## Applicant's Certification and Agreement

- ✓ I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I authorize the Prairie City Fire Department, EMS Department, its Officers, and/or the City of Prairie City to verify their accuracy and to obtain reference information by contacting educational institutions, references or employers, and to rely on and use such information as they see fit.
- ✓ I hereby release the Prairie City Fire Department, EMS Department, its Officers, members, and the City of Prairie City from any/all liability of whatever kind and nature that, at any time, could result from obtaining and having a membership decision based on such information. This application and all information obtained is the property of the Prairie City Fire Department and/or EMS Department.
- ✓ I understand that, if granted membership, falsified statements of any kind or omissions of facts called for on this application, regardless of the time of discovery, shall be considered sufficient basis for dismissal.
- ✓ I understand that should an offer of membership be extended to me and accepted that I will fully adhere to the policies, rules and regulations of the department. However, I further understand that neither the policies, rules, regulations of membership or anything said during the interview process shall be deemed to constitute the terms of an implied contract for continued membership. I understand that any membership is for an indefinite duration and at will and that either I or the department may terminate my membership at any time with or without notice or cause.
- ✓ I understand that if I am offered membership, membership is conditioned upon my providing such other and further information as may be required by the Prairie City Fire Department, EMS Department, its Officers, and/or the City of Prairie City.

  
Signature of Applicant

12/28/2023  
Date

Ryan S Martin  
Printed Name of Applicant


### Department Use Only: Do not write in this space.

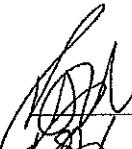
|                            |                                |
|----------------------------|--------------------------------|
| Application received by:   |                                |
| Date application received: | Date of interview:             |
| Date voted to membership:  | Six-months probation end date: |

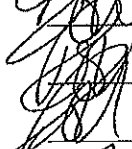


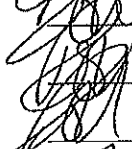
**Prairie City Fire Department  
EMS Department  
Service Commitment**

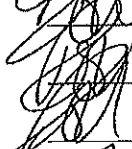
I hereby commit to:

 Provide volunteer on call service including days, nights, weekends, and holidays and agree to meet the minimum attendance requirements as established by the Prairie City Fire Department.

 Provide a minimum of (24) consecutive months of service.

 Attend required monthly business and training meetings.

 Maintain Fire & EMS certifications and complete all required skills drills.

 Comply with the standard operating guidelines, policies, and procedures of the department and the direction of the command staff at all times.

 Maintain patient confidentiality.

I understand membership is at-will, and may be terminated at any time with or without cause by Prairie City Fire Department, EMS Department, its Officers, and or the City of Prairie City.

  
Signature of Applicant

12/28/23  
Date

**RESOLUTION NO. 1-10-24-4**

**RESOLUTION APPROVING HIRING AN EMS VOLUNTEER**

**WHEREAS**, the City's Code of Ordinances Chapter 37 addresses the regulations for the Ambulance Service and Emergency Medical Services (EMS), and

**WHEREAS**, the ambulance service shall consist of a Chairperson as selected and appointed by the City Council and the ambulance service shall also consist of other officers and personnel as may be authorized by the City Council, and

**WHEREAS**, members of the ambulance service shall be certified emergency medical care providers in accordance with the rules established by the Iowa Department of Public Health, and

**WHEREAS**, no person having otherwise qualified shall be appointed to the ambulance service until such appointment is submitted to and approved by a majority of the City Council members, and

**WHEREAS**, Ambulance Director, Jody Van Der Kamp is requesting the City Council support hiring EMS Volunteer candidate Ryan Martin who shall meet all requirements of the EMS Bylaws, Employee Manual, and the City's Code of Ordinances.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Prairie City, IA approves Resolution 1-10-24-4 in support of EMS Director Jody Van Der Kamp's recommendation to hire Ryan Martin effective January 10, 2024.

Passed and approved January 10, 2024.

---

Chad D. Alleger, Mayor

Attest:

---

Christie Busby, City Clerk/Finance Officer



## **Prairie City Fire Department EMS Department**

203 E. Jefferson Street  
Prairie City, Iowa 50228

### **Member Application Package**

Thank you for your interest in becoming a member of the Prairie City Fire Department and/or EMS Department. Volunteering is very demanding. It takes a lot of time and can be emotionally stressful. Please be sure that you can meet the commitment before you apply.

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4. Attach a copy of your Driver's License
5. Attach a copy of all your certifications, CPR card, and any other relevant training records.
6. Direct any questions to Chief Van Der Kamp at (515) 249-7636 or EMS Director Jody Van Der Kamp (515) 205-5176 or via email at [prairiecityemsdirector@gmail.com](mailto:prairiecityemsdirector@gmail.com).
7. Return the completed application package to:

#### **Fire Department**

Fire Chief Ryan Van Der Kamp  
Prairie City Fire Department  
203 E. Jefferson Street  
P.O. Box 607  
Prairie City, IA 50228

#### **EMS Department**

Jody Van Der Kamp  
Prairie City EMS Department  
203 E. Jefferson Street  
P.O. Box 607  
Prairie City, IA 50228

The Prairie City Fire Department and EMS Department do not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, gender, marital status, national origin, disability or handicap, veteran status, or any other protected status.

# Member Application

I am applying for ☒ Fire Department ☐ EMS Department ☐ Both

Name: Burkman Mason Ray Date: 6-6-23  
Last First Middle

Address: (Number & Street) [REDACTED]  
(City, State, Zip Code) Prairie City IA 50228

Daytime Phone Number: [REDACTED] Evening Phone Number: [REDACTED]

Desired start date: 6-6-23 E-mail Address: [REDACTED]@gmail.com

Social Security Number: [REDACTED] Are you over 18 years old? ☒ Yes ☐ No

## Education:

| School                                 | Years Completed<br>(circle one) | Diploma/Degree<br>Earned   | List School(s), City/State   |
|--|---------------------------------|--|------------------------------|
| High School                            | 1 2 3 <u>4</u>                  | Diploma: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>G.E.D.: <input type="checkbox"/> Yes <input type="checkbox"/> No | PCM High School Monroe<br>IA |
| College and/or<br>Vocational<br>School | 1 2 3 4                         |  |                              |
| Other<br>Training or<br>Degrees        |                                 |  |                              |

## Fire Certification (If you are not certified, please leave blank):

Attach Copy of All Certification(s)

Type of Certification(s) Held: \_\_\_\_\_

Professional Membership(s): \_\_\_\_\_

## EMS Certification (If you are not certified, please leave blank):

Attach Copy of All Certification(s)

Type of Certification(s) Held: \_\_\_\_\_

Iowa Certification Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Professional Membership(s): \_\_\_\_\_

## Record of Conviction:

Have you ever been convicted of a crime other than minor traffic offense? Yes ☒ No

If yes, fully explain: \_\_\_\_\_

(A conviction will not necessarily automatically disqualify you for membership. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

By signing this application I authorize a complete background check including criminal records.

## Employment:

Please list employment history, with your current employer first (including U.S. Military Service), for the last 10 years. If any employment was under a different name, indicate name.

Employer: Armor Electric Position: VDV Technician  
Address: 807 SW Des Moines St Suite 101 Ankeny IA 50023  
Telephone: 515-360-3140 Dates of Employment: From (Mo/Yr) 7/22 To (Mo/Yr) present  
Supervisor: Andy Birch Department: Armor Technologies  
(Circle one) ☒ PT No. of Hrs. per Week: 40  
Duties: \_\_\_\_\_  
Reason for Leaving: current job

Employer: J PetrieCord Inc Position: Heavy haul truck driver  
Address: 1200 Prairie Dr Bondurant IA 50035  
Telephone: 515-263-8900 Dates of Employment: From (Mo/Yr) 3/21 To (Mo/Yr) 7/22  
Supervisor: Ron Anderson Department: \_\_\_\_\_  
(Circle one) ☒ PT No. of Hrs. per Week: 45-75  
Duties: \_\_\_\_\_  
Reason for Leaving: [REDACTED]

Employer: Baker Group Position: VDV Apprentice  
Address: 1600 SE Corporate Woods Drive Ankeny IA 50021  
Telephone: 515-262-4000 Dates of Employment: From (Mo/Yr) 3/19 To (Mo/Yr) 4/21  
Supervisor: Don Ferneding Department: \_\_\_\_\_  
(Circle one) ☒ PT No. of Hrs. per Week: 40  
Duties: \_\_\_\_\_  
Reason for Leaving: [REDACTED]

Explain any gaps in work history: \_\_\_\_\_

Have you ever been discharged or asked to resign from a job, or resigned to avoid termination?

Yes ☒ No If yes, explain: \_\_\_\_\_

Have you ever been an applicant or member of any fire or rescue agency? ☒ Yes ☐ No

If so, please state agency name, location, contact information, and dates of membership Prairie

City Fire Department

Please describe any additional work experience, volunteering, community involvement, or training:

I am currently a member of Warren County Speedway  
fire and safety team.

I authorize the City of Prairie City to contact my previous employers.

#### References:

Name: Gregory Ingle Phone: [REDACTED]

Address: \_\_\_\_\_ Relation: Grandfather

Name: Andy Birch Phone: [REDACTED]

Address: \_\_\_\_\_ Relation: current Boss

Name: Bryan McGhee Phone: [REDACTED]

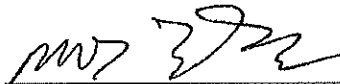
Address: \_\_\_\_\_ Relation: Friend

I authorize the City of Prairie City to contact my references.



## Applicant's Certification and Agreement

- ✓ I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I authorize the Prairie City Fire Department, EMS Department, its Officers, and/or the City of Prairie City to verify their accuracy and to obtain reference information by contacting educational institutions, references or employers, and to rely on and use such information as they see fit.
- ✓ I hereby release the Prairie City Fire Department, EMS Department, its Officers, members, and the City of Prairie City from any/all liability of whatever kind and nature that, at any time, could result from obtaining and having a membership decision based on such information. This application and all information obtained is the property of the Prairie City Fire Department and/or EMS Department.
- ✓ I understand that, if granted membership, falsified statements of any kind or omissions of facts called for on this application, regardless of the time of discovery, shall be considered sufficient basis for dismissal.
- ✓ I understand that should an offer of membership be extended to me and accepted that I will fully adhere to the policies, rules and regulations of the department. However, I further understand that neither the policies, rules, regulations of membership or anything said during the interview process shall be deemed to constitute the terms of an implied contract for continued membership. I understand that any membership is for an indefinite duration and at will and that either I or the department may terminate my membership at any time with or without notice or cause.
- ✓ I understand that if I am offered membership, membership is conditioned upon my providing such other and further information as may be required by the Prairie City Fire Department, EMS Department, its Officers, and/or the City of Prairie City.

  
Signature of Applicant

6-6-23  
Date

Mason Burkman  
Printed Name of Applicant

### Department Use Only: Do not write in this space.

|                            |                                |
|----------------------------|--------------------------------|
| Application received by:   |                                |
| Date application received: | Date of interview:             |
| Date voted to membership:  | Six-months probation end date: |



**Prairie City Fire Department  
EMS Department  
Service Commitment**

I hereby commit to:

- ☒ Provide volunteer on call service including days, nights, weekends, and holidays and agree to meet the minimum attendance requirements as established by the Prairie City Fire Department.
- ☒ Provide a minimum of (24) consecutive months of service.
- ☒ Attend required monthly business and training meetings.
- ☒ Maintain Fire & EMS certifications and complete all required skills drills.
- ☒ Comply with the standard operating guidelines, policies, and procedures of the department and the direction of the command staff at all times.
- ☒ Maintain patient confidentiality.

I understand membership is at-will, and may be terminated at any time with or without cause by Prairie City Fire Department, EMS Department, its Officers, and or the City of Prairie City.

Signature of Applicant

6-6-23

Date

## **RESOLUTION NO. 1-10-24-5**

### **RESOLUTION APPROVING HIRING AN EMS VOLUNTEER**

**WHEREAS**, the City's Code of Ordinances Chapter 37 addresses the regulations for the Ambulance Service and Emergency Medical Services (EMS), and

**WHEREAS**, the ambulance service shall consist of a Chairperson as selected and appointed by the City Council and the ambulance service shall also consist of other officers and personnel as may be authorized by the City Council, and

**WHEREAS**, members of the ambulance service shall be certified emergency medical care providers in accordance with the rules established by the Iowa Department of Public Health, and

**WHEREAS**, no person having otherwise qualified shall be appointed to the ambulance service until such appointment is submitted to and approved by a majority of the City Council members, and

**WHEREAS**, Ambulance Director, Jody Van Der Kamp is requesting the City Council support hiring EMS Volunteer candidate Mason Burkman who shall meet all requirements of the EMS Bylaws, Employee Manual, and the City's Code of Ordinances.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Prairie City, IA approves Resolution 1-10-24-5 in support of EMS Director Jody Van Der Kamp's recommendation to hire Mason Burkman effective January 10, 2024.

Passed and approved January 10, 2024.

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Chad D. Alleger, Mayor

Attest:

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Christie Busby, City Clerk/Finance Officer