

PROJECT UPDATE

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

- Site walkthrough completed, punch list to be revised and distributed
- Punchlist to be completed by contractor
- Awaiting satisfaction response from Mr. Rodgers

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 – **Approved:** \$204,658.50
- PPA #3 – **Pending Approval:** \$31,321.22

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

- Phase 2 project design phase near full completion
 - Utility coordination ongoing
 - DNR review for water main underway
 - Environmental Review underway
- Phase 3 submitted for Intended Use Plan (IUP) – Application sent in March 1, 2024
 - Required for SRF construction funding
 - Allows for a potentially longer environmental review due to downtown site location
- Items approved:
 - Preliminary Engineering Report (PER) approved (Phases 2 & 3) (3/29/2024)
 - Viability Assessment approved (Phases 2 & 3) (3/29/2024)
 - Phase 2 officially on Intended Use Plan (IUP) (3/28/2024)
- Application for Community Development Block Grant (CDBG)
 - Quarterly applications based on acceptance
 - Aiming for July 1, 2024 application date
- Phase 3 project design underway

PROJECT UPDATE

NEXT STEPS

- Apply for construction permit
- Phase 3 environmental review
- Environmental clearance (both phases)
- Bid project – all timeframes are subject to CDBG application date and potential award
 - Phase 2 anticipated November 5, 2024 (plenty of time to shift, if needed)
 - 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 March 2025 through September 2025
 - Phase 3 anticipated March 2026 through winter 2026, seeding possibly in spring 2026, if funding dates allow

TASK ORDER #31 – JEFFERSON ST AND SHERMAN ST WATER MAIN IMPROVEMENTS CRS

This project is for the construction administration and observation of approximately 625-ft. of 8-in. water main running along the north side of 5th Street, down the east 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.

IN PROGRESS

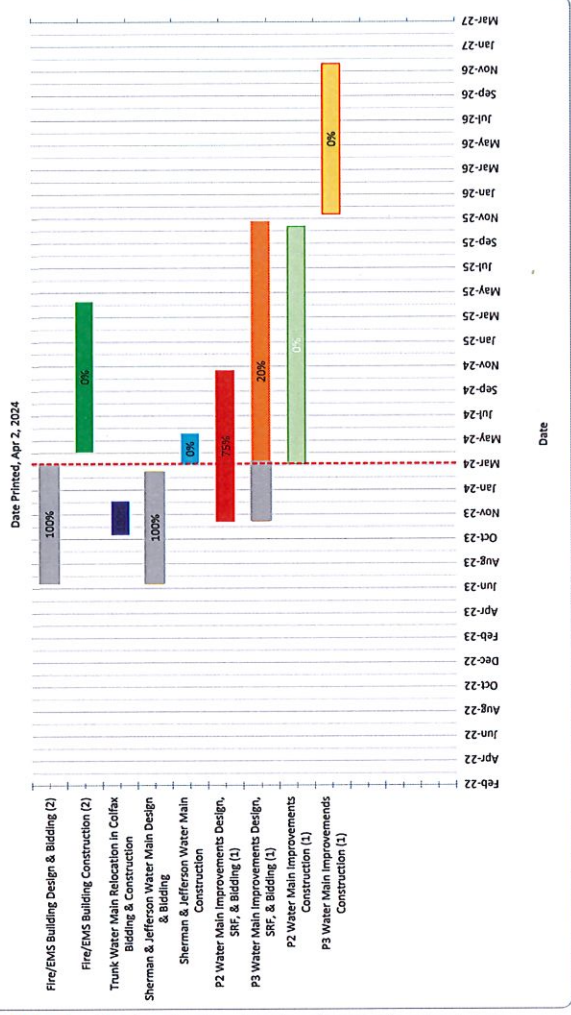
- Tree removals completed. Stumps yet to be removed.
- Materials stored.
- Contractor to begin work early April.

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

- PPA #1 – Pending Approval: \$39,445.43

Date Printed 4/22/2024

City of Prairie City Capital Improvements



PROJECT SCHEDULE
MSA anticipates the following estimated project schedules:

TASK NAME	START DATE	END DATE	DURATION (CAL DAYS)	PROGRESS
FY24 & FY25 Project Schedules				
Fire/EMS Building Design & Bidding (1)	6/15/23	4/1/24	292	100%
Fire/EMS Building Construction (2)	5/1/24	5/1/25	366	0%
Trunk Water Main Relocation in Colfax Bidding & Construction	10/12/23	12/31/23	81	100%
Sherman & Jefferson Water Main Design & Bidding	6/15/23	3/13/24	273	100%
Sherman & Jefferson Water Main Construction	4/1/24	6/14/24	75	0%
P2 Water Main Improvements Design, SRF, & Bidding (1)	11/14/23	11/13/24	366	75%
P3 Water Main Improvements Design, SRF, & Bidding (1)	11/14/23	11/12/25	730	20%
P2 Water Main Improvements Construction (1)	4/1/24	10/31/25	579	0%
P3 Water Main Improvements Construction (1)	12/1/25	12/1/26	366	0%

(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.



Memo

To: City Administration, City Council
From: Kevin Gott
CC:
Date: 4-1-24
Re: March Police Report

The department logged 181 calls for service for the month of March. This number includes all calls other than business security checks that are done regularly by patrol officers.

Officers issued a total of 30 traffic citations and 47 warnings (16 GTSB citations, 38 warnings) for March.

The speed cameras recorded 715 validations. These numbers are up from February's 604.

Fire and EMS assist numbers were steady compared to the previous month with 10 assists both in the city and with assisting other agencies. We also recorded 147 salvage vehicle inspections during the month resulting in \$5880.

4 Animal complaints were reported this month.

1 accident reports were made for the month which was vehicle vs. building.

The speed trailer will be placed in various locations beginning this month.

Prairie City Police Department
 Summary of Department Activity For the Month of March

Total Number of Calls For Service:	181
(Persons):	125
(Businesses):	11
(Government Agencies):	23
(Other):	0

Traffic Accidents Investigated:	1
Traffic Citations Issued:	14
GTSB Citations:	16
Criminal Investigations Initiated:	4
*Photo Camera Citations Verified:	715

Warnings Issued:	9
GTSB Warnings:	38

Last Month 604

Total Criminal Charges Filed:	4
Number of Adult Charges:	1
Number of Juvenile Charges:	0

Arrests Made:	1
Arrests for Other Agencies:	0
Arrest Warrants Issued:	0
Mental Health Calls/Transports:	2
Motorist Assist:	2
Vacation Checks:	3
Salvage Vehicle Insections:	147

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

Prairie City Police Department

Zone Activity Report for 01 NW Quad

Reporting Period: 3/1/2024 Through 3/31/2024

9 Activities broke down as follows

Citizen Contact

Animal Complaint	1
Harassment	1
Public Assist	1
Vacation Watch	3
Welfare Check	1
Total:	7

Government Contact

Animal Control	1
School Patrol	1
Total:	2

Prairie City Police Department

Zone Activity Report for 02 NE Quad

Reporting Period: 3/1/2024 Through 3/31/2024

10 Activities broke down as follows

Citizen Contact

Civil	1
Harassment	1
Public Assist	1
Total:	3

Government Contact

Colfax PD Assist	1
EMS Assist	5
Total:	6

Traffic Violation

Verbal Warning	1
Total:	1

Prairie City Police Department

Zone Activity Report for 03 SW Quad

Reporting Period: 3/1/2024 Through 3/31/2024

18 Activities broke down as follows

Business Contact

Suspicious Activity 1

Total: 1

Citizen Contact

Animal Complaint 2

Dispute/Disturbance 1

Harassment 1

Mental Health Issue 2

Other 2

Vacation Watch 7

Total: 15

Government Contact

Fire Department Assist 1

Total: 1

Traffic Accident

Reportable P.D. 1

Total: 1

Prairie City Police Department

Zone Activity Report for 04 SE Quad

Reporting Period: 3/1/2024 Through 3/31/2024

46 Activities broke down as follows

Citizen Contact

Civil	1
Harassment	1
Parking Violation	1
Public Assist	1
Total:	4

Government Contact

Other	1
School Assist	8
Total:	9

Salvage Inspection

Business	7
Individual	23
Total:	30

Traffic Violation

Citation	1
Written Warning	2
Total:	3

Prairie City Police Department

Zone Activity Report for 05 Hwy 163

Reporting Period: 3/1/2024 Through 3/31/2024

75 Activities broke down as follows

Arrest

Warrant Arrest PCPD	1
Total:	1

Government Contact

Ia. State Patrol Assist	1
Total:	1

Motorist Assist

Dangerous Driver	4
Disabled Vehicle	1
Object in Road	2
Total:	7

Traffic Violation

Citation	5
GTSB Citation	16
GTSB Warning	37
Verbal Warning	1
Written Warning	7
Total:	66

Prairie City Police Department

Zone Activity Report for 06 Other

Reporting Period: 3/1/2024 Through 3/31/2024

23 Activities broke down as follows

Arrest

Other	1
Warrant Arrest PCPD	1
Total:	2

Citizen Contact

Animal Complaint	1
Other	1
Public Assist	2
Warrant/Legal Documents	1
Total:	5

Disturbance

Domestic Disturbance	1
Total:	1

Government Contact

EMS Assist	1
Fire Department Assist	3
Security Check	3
Unwanted Person	1
Total:	8

Salvage Inspection

Business	5
Total:	5

Traffic Violation

Citation	1
Written Warning	1
Total:	2

RESOLUTION NO. 4-10-24-2

**RESOLUTION SETTING A PUBLIC HEARING FOR THE FY2024
BUDGET AMENDMENT & FY2025 BUDGET**

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 setting a public hearing for the FY2024 Budget Amendment and public hearing for the FY2025 Budget for the City Council meeting at City Hall, 203 E Jefferson Street on April 23, 2024, at 6:00 PM.

Approved and adopted this 10th day of April, 2024.

Chad D Alleger, Mayor

ATTEST:

Christie Busby, City Clerk/Finance Officer

Prairie Days 2024

Friday July 26th

5pm: Food Stands Open (Lions Club, Marcia's Sweet Treats, May's Snow & Glow, Church Pie Stand, The Eggroll Ladies)

5pm to 10pm Inflatables/Rides and Vendors Open

5pm to 6:30pm Patti Richards County Music Show (Bandstand)

6pm to 10pm Bingo

6:30 to 7pm

7pm to 8pm Water Fights (by post office)

8pm to 11pm Jordan Beem Performs (Bandstand)

Saturday July 27th

7am to 7:45 Registration for Run 4 Life 5K

7:30am to 10am Friends of the Library Breakfast (Lions Club Stand)

8am Run 4 Life 5K

9am Yoga in the Park

9am Antique Tractor Show (SW of bandstand)

9:30 Registration for Marilyn's Chocolate Chip Cookie Contest (2 Divisions 14 and under and 15+)

10am Grandma Marilyn's Chocolate Chip Cookie Contest (Garden Square)

10am to 11am

11am Food Stands Open (Boy Scouts, Marcia's Sweet Treats, May's Snow & Glow, Church Pie Stand, The Eggroll Ladies)

11am Kid Races, Egg Toss and Frog Jumping Contest (W Jefferson/Main)

11am to 12pm Bags Tournament Registration and Practice North Side of Square

12pm Flag Raising Ceremony, Singing of National Anthem, and Presentation of Award

12pm Rides/Inflatables and Bingo open

12pm Bags Tournament Begins

12:15 to 12:20 PCM Cheerleaders

12:30 to 12:45pm PCM Dance Team

12:45pm to 1:30pm Wilson Dance Studio

1pm 3X3 Basketball Registration (Tennis Courts)

1:30pm 3X3 Basketball Tournament (Tennis Courts)

1pm to 3pm Sidewalk Chalk Fun (Behind Bandstand—Bike Trail)

1:30pm to 2pm

2pm to 3pm Pie Eating Contest (3 age groups 6-11, 12-17 and 18+) (Registration will be 15 mins prior)

3pm to 3:30pm Steppin Out Dance Studio

3:30 to 4pm

3:30pm Registration Kids Tractor Pedal Pull

4pm Kids Tractor Pedal Pull (ages 3-11)

4pm to 5pm Quilt of Valor Ceremony

5pm-6pm

6pm-7pm

6pm-7pm Registration/line up for Parade

7pm-8pm Parade

8pm to 11pm Blake Jack + South 35 Performs (Bandstand)

Sunday July 28th

9am Donuts and Coffee

10am Community Church Service (Garden Square)

Prairie Days Vendor Application

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: May's Snow + Glow - Bill + Cheri's May

Address: 1305 Emma DSM, IA 50315

Phone Number: 515-205-4598 Email Address: 5469cmay@gmail.com

Product/Service: Shaved ice, water, frozen snickers

- An exhibit should provide a good example of commerce for the community with reputable products presented in a wholesome, businesslike manner. No drug related items or tobacco products/paraphernalia will be allowed to be displayed or sold at Prairie Days Event. The Prairie City Celebration Committee reserves the right to deny any display and/or sale of items which, in the committee's sole judgment, are inappropriate. The display, sale or distribution of knives and/or weapons of any type, drug paraphernalia or promotional items, counterfeit materials of any kind, are prohibited at event. The Celebration committee reserves the right to inspect (at any time) and approve all exhibit materials and remove those that may be considered objectionable. The committee will not condone the selling of products that may be construed as offensive or inappropriate. Examples of themes that will not be accepted or approved by the committee include, but are not limited to, Products that promote racism, Pornographic materials, Counterfeit materials of any kind, Smoking devices, Tobacco products (or products produced as look-a-likes), items that promote binge drinking (i.e. drinking game supplies or beer bongs), Drug paraphernalia, Items that encourage or promote illicit drug use/abuse (i.e. clothing, stickers, decals, or posters with pictures of marijuana or other illicit drugs on them) Each vendor spot will have an assigned spot day(s) of event. Please check in a Prairie City Celebration tent on the east side of the square. Each spot is 12x12. Please provide tables and chairs. Canopies are welcome. This is an outdoor only event. Vendors are welcome to set up at 4pm Friday evening, open at 5pm and Saturday set up at 9am and open at 10am. You may close your booth at any point during the event. We will have bands both on Friday and Saturday evening.

CIRCLE CHOICE:

Fri & Sat with Power- \$45

Fri & Sat w/o power- \$35

Fri night only with power- \$20

Fri night only w/o power- \$15

Saturday only with power- \$25. Saturday only w/o power- \$20

Vendor Truck- \$75

We will only have 1 vendor for specialty items (Tupperware, pampered chef, etc).

Return to: Prairie City- City Hall Vendor App, PO Box 607, Prairie City, IA 50228

Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: Cheri May Date: 2-5-24

Office Use: Recd date: FEB 12 2024 Payment type: #4277 Amount: 45.00

POST IN CONSPICUOUS PLACE

NONTRANSFERABLE

STATE OF IOWA

DEPARTMENT OF INSPECTIONS AND APPEALS

FOOD AND CONSUMER SAFETY BUREAU

FEE \$ 250.00 MOBILE FOOD UNIT LICENSE

no.7090

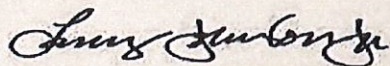
MAY'S SNOW & GLOW - AB 5185 IA
BILL & CHRIS MAY
1305 EMMA AVE
DES MOINES, IA 50315

THE AFORESAID, HAVING DEPOSITED THE REQUIRED FEE, IS HEREBY GRANTED THE ABOVE LICENSE PURSUANT TO CHAPTER 137F, CODE OF IOWA. THIS LICENSE SHALL REMAIN IN FULL FORCE FROM THE DATE OF ISSUE UNTIL ITS EXPIRATION DATE, UNLESS REVOKED OR SUSPENDED FOR CAUSE BY THE DIRECTOR OF INSPECTIONS AND APPEALS FOR NONCOMPLIANCE WITH CHAPTER 137F, CODE OF IOWA OR RULES PROMULGATED PURSUANT THERETO.

- LICENSE FOR FOLLOWING LOCATION -

1305 EMMA AVE
DES MOINES, IA 50315

DATE OF ISSUE Mar 25, 2024
EXPIRATION DATE Jun 12, 2025



DIRECTOR



This license is issued by:
IOWA DEPARTMENT OF INSPECTIONS,
APPEALS AND LICENSING
FOOD SAFETY BUREAU

6200 PARK AVE STE 100
DES MOINES, IA 50321
Phone: (515) 725-5342
Email: fcs-licensing@dia.iowa.gov
Web Site: dial.iowa.gov

THIS LICENSE MUST
BE POSTED AT
PHYSICAL LOCATION

Visit food.iowa.gov

Prairie Days Vendor Application

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: Trang Pham

Address: 4416 SW 5th Street, Ankeny, Iowa 50023

Phone Number: 5159755114 Email Address: the.eggroll.lady.dsm@gmail.com

Product/Service: Asian - Eggrolls, Rangoons, Potstickers

- An exhibit should provide a good example of commerce for the community with reputable products presented in a wholesome, businesslike manner. No drug related items or tobacco products/paraphernalia will be allowed to be displayed or sold at Prairie Days Event. The Prairie City Celebration Committee reserves the right to deny any display and/or sale of items which, in the committee's sole judgment, are inappropriate. The display, sale or distribution of knives and/or weapons of any type, drug paraphernalia or promotional items, counterfeit materials of any kind, are prohibited at event. The Celebration committee reserves the right to inspect (at any time) and approve all exhibit materials and remove those that may be considered objectionable. The committee will not condone the selling of products that may be construed as offensive or inappropriate. Examples of themes that will not be accepted or approved by the committee include, but are not limited to, Products that promote racism, Pornographic materials, Counterfeit materials of any kind, Smoking devices, Tobacco products (or products produced as look-a-likes), Items that promote binge drinking (i.e. drinking game supplies or beer bong), Drug paraphernalia, Items that encourage or promote illicit drug use/abuse (i.e. clothing, stickers, decals, or posters with pictures of marijuana or other illicit drugs on them) Each vendor spot will have an assigned spot day(s) of event. Please check in a Prairie City Celebration tent on the east side of the square. Each spot is 12x12. Please provide tables and chairs. Canopies are welcome. This is an outdoor only event. Vendors are welcome to set up at 4pm Friday evening, open at 5pm and Saturday set up at 9am and open at 10am. You may close your booth at any point during the event. We will have bands both on Friday and Saturday evening.

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- Saturday only with power- \$25.
- Saturday only w/o power- \$20

Vendor Truck- \$75

We will only have 1 vendor for specialty items (Tupperware, pampered chef, etc).

Return to: Prairie City- City Hall Vendor App, PO Box 607, Prairie City, IA 50228

Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: [Signature] Date: 2/9/2024

Office Use: Recd date: FEB 13 2024 Payment type: CASH Amount: 75.00

POST IN CONSPICUOUS PLACE

NONTRANSFERABLE

STATE OF IOWA
DEPARTMENT OF INSPECTIONS AND APPEALS
FOOD AND CONSUMER SAFETY BUREAU

FEE \$ 250.00 MOBILE FOOD UNIT LICENSE

NO.212575

THE EGGROLL LADIES - 3S9F1C2N2NM032235
THE EGGROLL LADIES
4416 SW 5TH ST
ANKENY, IA 50023

THE AFORESAID, HAVING DEPOSITED THE REQUIRED FEE, IS HEREBY GRANTED THE ABOVE LICENSE PURSUANT TO CHAPTER 137F, CODE OF IOWA. THIS LICENSE SHALL REMAIN IN FULL FORCE FROM THE DATE OF ISSUE UNTIL ITS EXPIRATION DATE, UNLESS REVOKED OR SUSPENDED FOR CAUSE BY THE DIRECTOR OF INSPECTIONS AND APPEALS FOR NONCOMPLIANCE WITH CHAPTER 137F, CODE OF IOWA OR RULES PROMULGATED PURSUANT THERETO.

- LICENSE FOR FOLLOWING LOCATION -

4416 SW 5TH ST
ANKENY, IA 50023

DATE OF ISSUE Apr 12, 2023
EXPIRATION DATE Apr 21, 2024



DIRECTOR



This license is issued by:
IOWA DEPARTMENT OF INSPECTIONS
AND APPEALS
FOOD AND CONSUMER SAFETY
BUREAU

321 E 12TH ST FL 3
DES MOINES, IA 50319-0083
Phone: (515) 281-6538
Email:
Web Site: <https://food.iowa.gov>

THIS LICENSE MUST
BE POSTED AT
PHYSICAL LOCATION



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/29/2024

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).

PRODUCER Kari D. Taylor 554 28th St Des Moines, IA 50312	CONTACT NAME: Kari Taylor PHONE (A/C, No, Ext): 515-278-8882 E-MAIL ADDRESS: kari@karitaylorinsurance.com	FAX (A/C, No): 515-414-2362	
	INSURER(S) AFFORDING COVERAGE		
INSURED The Eggroll Ladies LLC 5548 NW 2ND STE 118 DES MOINES IA 50313	INSURER A: State Farm Fire and Casualty Company		NAIC # 25143
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****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
X	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		95-CE-S790-0	02/19/2024	02/19/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER**CANCELLATION**

[Empty space for Certificate Holder Name]	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 Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.

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Prairie Days Vendor Application

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: Marcia DeVries (Marcia's Sweet Treats)

Address: 10768 W. 86th St. S, Monroe, IA 50170

Phone Number: 515-971-0590 Email Address: mdvrvn@iowatelecom.net

Product/Service: Funnel Cakes, Corndogs, Sandwiches, Drinks, Fried Candy & Oreos

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Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: Marcia DeVries Date: 2/11/24 pd

Office Use: Recd date: FEB 12 2024 Payment type: #3406 Amount: 75.00

50 gift cards

Invoice



Prairie Day
Prairie City, Iowa

Invoice date
3/24/2024

Due date
7/27/2024

Invoice number
2425

Ohana Pedal Pullers
PO Box 95
Ollie, Iowa 52576

Home - 641-667-2021
Cell - 641-799-3900

Email: webmaster@ohanapedalpullers.com

2024 Prairie Days Kids Pedal Pull

Item	Description	Qty	Unit price	Total
State Sanctioned Kids Pedal Tractor Pull	Iowa State Sanctioned Kids Pedal Tractor Pull	1	300.00	300.00
State Sanction Fee (Required)	Iowa State Sanction Fee (Required)	1	25.00	25.00
Mileage	Mileage @ \$1.34 Per Mile One Way Rounded to Nearest \$5 Miles - 76	1	100.00	100.00
1st & 2nd Trophies with Ribbons	1st & 2nd Place Trophies with 3rd Place Ribbons for ages 4 - 11	1	170.00	170.00
Participation Ribbons	Participation Ribbons	1	20.00	20.00
			Total	\$ 615.00

Please Make Check Payable to: Ohana Pedal Pullers
Thank You

Bob's Premium Privies
 2785 NE 46th Avenue
 Des Moines, IA 50317
 (515) 262-9174
 office@bobsseptic.com



Invoice

PRAIRIE CITY CELEBRATION
 PO box 607 Prairie City, IA
 Prairie City, IA 50228

Invoice Number I9225
 Invoice Date Feb 22, 2024
Please Pay \$950.00

Customer ID	P.O. Number	Clerk	Terms	Due By
C3019	---	BS	Net 30	Mar 23, 2024

Site: N/A

#	Service	Qty	Description	Rate	Amount	Tax	Amount w/ Tax
1	REGULAR PORTABLE TOILET RENTAL	4		\$105.00	\$420.00	\$0.00	\$420.00
2	HANDICAP PORTABLE TOILET RENTAL	2		\$165.00	\$330.00	\$0.00	\$330.00
3	SANITIZER STATION	2		\$99.00	\$198.00	\$0.00	\$198.00
4	SPECIAL CLEANING FEE	1	07/27 AM CLEANING	\$150.00	\$150.00	\$0.00	\$150.00
5	TRIP CHARGE	1		\$50.00	\$50.00	\$0.00	\$50.00
						Subtotal	\$1,148.00
						Discount	(\$198.00)
						Tax	\$0.00
						Total	\$950.00

Thank you!

We appreciate allowing us to serve you!

Please return bottom portion with your payment.

From

PRAIRIE CITY CELEBRATION
 PO box 607 Prairie City, IA
 Prairie City, IA 50228

Customer ID C3019
Invoice Number I9225
Invoice Date Feb 22, 2024

Subtotal \$1,148.00
 Discount (\$198.00)
 IOWA SALES TAX (7%) \$0.00
 Payments (\$0.00)

To

Bob's Premium Privies
 2785 NE 46th Avenue
 Des Moines, IA 50317

Amount Due \$950.00
Due By Mar 23, 2024



WASTE SOLUTIONS OF IOWA

PO Box 938
Des Moines, IA 50317
Ph. 515-288-0924

Amy Witte
Prairie Days

pc.celebrationcommittee@gmail.com
515-975-0563

WSI Special Event Contact:
Tim Snow
tsnow@wastesolutionsofiowa.com
515-288-0924

Quote For: **Prairie Days**

EVENT LOCATION:

Garden Square
105 S Marshall St
Prairie City, IA 50228

EVENT BILLING:

Prairie City
PO Box 607
Prairie City, IA 50228
pc.celebrationcommittee@gmail.c
515-975-0563

February 22, 2024
Expires 60 days from this date

Dear Amy,

This is a price quote for four special event portable restrooms and two handicap units. Waste Solutions of Iowa will deliver all units Friday July 26, 2024 and pick them up on Monday July 29, 2024. Additionally, we will pump out and clean all units prior to 8am the morning of Saturday July 27, 2024.

If additional services or rentals are added, these would incur additional costs at full retail

Note: We **must** have access to drive a pumper truck into all areas for service.

The cost to provide the services as described above is: \$1,100.00

Fifty percent is due upon agreement. The remaining balance will be due by July 12, 2024.

If additional cleaning, moves or damage to the unit from graffiti or tip overs occur, additional charges will incur.

A final quote will be sent upon agreement for your signature via DocuSign.

Janet Lewis

From: Prairie City Celebration <pc.celebrationcommittee@gmail.com>
Sent: Friday, March 22, 2024 3:18 PM
To: Jerry Moore
Subject: Re: Quote

Want to try different company we used bobs and felt it was not as clean as it could have been and didn't bring us extra tp so wanted to try the other company since it was close prices

Thanks
Amy

On Fri, Mar 22, 2024 at 3:16 PM Jerry Moore <jerry.moore@prairiecityiowa.us> wrote:

Amy,

In preparation to City Council questions; what are the reasons for requesting the WSI quote over the Bob's Septic's quote?

They both are offering the same number of regular and accessible toilets, both will clean the toilets on Saturday, however, Bob's offers 2 sanitizer stations and is \$150 less.

Thank you,

Jerry



Jerry Moore

City Administrator

City of Prairie City, IA

Phone: 515-994-2649

Mobile: 515-669-1662

Email: jerry.moore@prairiecityiowa.us

203 E Jefferson Street

From: Prairie City Celebration <pc.celebrationcommittee@gmail.com>
Sent: Friday, March 22, 2024 1:32 PM
To: Janet Lewis <janet.lewis@prairiecitiowa.us>; Jerry Moore <jerry.moore@prairiecitiowa.us>
Subject: Quote

Please put in packet you have the other bid from Bob septic but this is the one we would like to go with

Janet please also make me a copy for our records

Thanks

Amy

Janet Lewis

From: Prairie City Celebration <pc.celebrationcommittee@gmail.com>
Sent: Thursday, April 4, 2024 8:11 AM
To: Jerry Moore
Subject: City council packet

We would like Bart Teed to pick up trash for Prairie Days

Hours would be Friday July 26th 7pm to 11:30pm
Saturday July 27th 10am to 11:30pm

Bart Teed
602 East 7 1/2 st N
Newton Ia 50208
641-521-2555

Please give celebration the check and we will give to him Saturday night

Pay \$200 for both days

Thank you
Amy

Prairie Days Vendor Application

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: Charity Klein (Delicate Designs by Charity)

Address: 506 E. Marion St., Monroe IA 50170

Phone Number: 515-238-1090 Email Address: hopeklein08@gmail.com

Product/Service: hand-painted earrings + fake nails, baked goods

- An exhibit should provide a good example of commerce for the community with reputable products presented in a wholesome, businesslike manner. No drug related items or tobacco products/paraphernalia will be allowed to be displayed or sold at Prairie Days Event. The Prairie City Celebration Committee reserves the right to deny any display and/or sale of items which, in the committee's sole judgment, are inappropriate. The display, sale or distribution of knives and/or weapons of any type, drug paraphernalia or promotional items, counterfeit materials of any kind, are prohibited at event. The Celebration committee reserves the right to inspect (at any time) and approve all exhibit materials and remove those that may be considered objectionable. The committee will not condone the selling of products that may be construed as offensive or inappropriate. Examples of themes that will not be accepted or approved by the committee include, but are not limited to, Products that promote racism, Pornographic materials, Counterfeit materials of any kind, Smoking devices, Tobacco products (or products produced as look-a-likes), Items that promote binge drinking (i.e. drinking game supplies or beer bong), Drug paraphernalia, Items that encourage or promote illicit drug use/abuse (i.e. clothing, stickers, decals, or posters with pictures of marijuana or other illicit drugs on them) Each vendor spot will have an assigned spot day(s) of event. Please check in a Prairie City Celebration tent on the east side of the square. Each spot is 12x12. Please provide tables and chairs. Canopies are welcome. This is an outdoor only event. Vendors are welcome to set up at 4pm Friday evening, open at 5pm and Saturday set up at 9am and open at 10am. You may close your booth at any point during the event. We will have bands both on Friday and Saturday evening.

CIRCLE CHOICE:

Fri & Sat with Power- \$45

Fri & Sat w/o power- \$35

Fri night only with power- \$20

Fri night only w/o power- \$15

Saturday only with power- \$25.

Saturday only w/o power- \$20

Vendor Truck- \$75

We will only have 1 vendor for specialty items (Tupperware, pampered chef, etc).

Return to: Prairie City- City Hall Vendor App, PO Box 607, Prairie City, IA 50228

Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: Charity Klein Date: 3/25/24

Office Use: Recd date: MAR 27 2024 Payment type: CASH Amount: 35.00 ^{pd}

Prairie Days Vendor Application

MAR 18 2024

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: Brandi Livingston

Address: 401 S. Columbus St

Phone Number: 515-971-4798 Email Address: brandi.livingston1@gmail.com

Product/Service: Clay jewelry + Sun Catchers

- An exhibit should provide a good example of commerce for the community with reputable products presented in a wholesome, businesslike manner. No drug related items or tobacco products/paraphernalia will be allowed to be displayed or sold at Prairie Days Event. The Prairie City Celebration Committee reserves the right to deny any display and/or sale of items which, in the committee's sole judgment, are inappropriate. The display, sale or distribution of knives and/or weapons of any type, drug paraphernalia or promotional items, counterfeit materials of any kind, are prohibited at event. The Celebration committee reserves the right to inspect (at any time) and approve all exhibit materials and remove those that may be considered objectionable. The committee will not condone the selling of products that may be construed as offensive or inappropriate. Examples of themes that will not be accepted or approved by the committee include, but are not limited to, Products that promote racism, Pornographic materials, Counterfeit materials of any kind, Smoking devices, Tobacco products (or products produced as look-a-likes), Items that promote binge drinking (i.e. drinking game supplies or beer bong), Drug paraphernalia, Items that encourage or promote illicit drug use/abuse (i.e. clothing, stickers, decals, or posters with pictures of marijuana or other illicit drugs on them) Each vendor spot will have an assigned spot day(s) of event. Please check in a Prairie City Celebration tent on the east side of the square. Each spot is 12x12. Please provide tables and chairs. Canopies are welcome. This is an outdoor only event. Vendors are welcome to set up at 4pm Friday evening, open at 5pm and Saturday set up at 9am and open at 10am. You may close your booth at any point during the event. We will have bands both on Friday and Saturday evening.

CIRCLE CHOICE:

- Fri & Sat with Power- \$45
- Fri & Sat w/o power- \$35
- Fri night only with power- \$20
- Fri night only w/o power- \$15
- Saturday only with power- \$25.
- Saturday only w/o power- \$20

Vendor Truck- \$75

We will only have 1 vendor for specialty items (Tupperware, pampered chef, etc).

Return to: Prairie City- City Hall Vendor App, PO Box 607, Prairie City, IA 50228

Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: Brandi Livingston Date: 3-15-24

Office Use: Recd date: _____	Payment type: <u># 1809</u>	Amount: <u>20.00</u>
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Prairie Days Vendor Application

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: Kathy Anthony
Address: 4339 E 48th DSM 50317
Phone Number: 515-556-1953 Email Address: Kathy loves 2 stamp@msn.com
Product/Service: Norwey

- An exhibit should provide a good example of commerce for the community with reputable products presented in a wholesome, businesslike manner. No drug related items or tobacco products/paraphernalia will be allowed to be displayed or sold at Prairie Days Event. The Prairie City Celebration Committee reserves the right to deny any display and/or sale of items which, in the committee's sole judgment, are inappropriate. The display, sale or distribution of knives and/or weapons of any type, drug paraphernalia or promotional items, counterfeit materials of any kind, are prohibited at event. The Celebration committee reserves the right to inspect (at any time) and approve all exhibit materials and remove those that may be considered objectionable. The committee will not condone the selling of products that may be construed as offensive or inappropriate. Examples of themes that will not be accepted or approved by the committee include, but are not limited to, Products that promote racism, Pornographic materials, Counterfeit materials of any kind, Smoking devices, Tobacco products (or products produced as look-a-likes), Items that promote binge drinking (i.e. drinking game supplies or beer bong), Drug paraphernalia, Items that encourage or promote illicit drug use/abuse (i.e. clothing, stickers, decals, or posters with pictures of marijuana or other illicit drugs on them) Each vendor spot will have an assigned spot day(s) of event. Please check in a Prairie City Celebration tent on the east side of the square. Each spot is 12x12. Please provide tables and chairs. Canopies are welcome. This is an outdoor only event. Vendors are welcome to set up at 4pm Friday evening, open at 5pm and Saturday set up at 9am and open at 10am. You may close your booth at any point during the event. We will have bands both on Friday and Saturday evening.

CIRCLE CHOICE:

Fri & Sat with Power- \$45 Fri & Sat w/o power- \$35
Fri night only with power- \$20 Fri night only w/o power- \$15
Saturday only with power- \$25. Saturday only w/o power- \$20
Vendor Truck- \$75

We will only have 1 vendor for specialty items (Tupperware, pampered chef, etc).

Return to: Prairie City- City Hall Vendor App, PO Box 607, Prairie City, IA 50228

Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: Kathy Anthony Date: 3/23/24

Office Use: Recd date: MAR 25 2024 Payment type: Cash Amount: paid 20.00

Prairie Days Vendor Application

July 26th and/or 27th.

Location: Prairie City Town Square
Prairie City, IA 50228

Name: Deborah Dewein
Address: 501 Filmore Ave SE / Bondurant, IA 50835
Phone Number: (515) 994-5234 Email Address: debsdesigns4591@gmail.com
Product/Service: handmade crocheted items (baby, kitchen, etc.)

- An exhibit should provide a good example of commerce for the community with reputable products presented in a wholesome, businesslike manner. No drug related items or tobacco products/paraphernalia will be allowed to be displayed or sold at Prairie Days Event. The Prairie City Celebration Committee reserves the right to deny any display and/or sale of items which, in the committee's sole judgment, are inappropriate. The display, sale or distribution of knives and/or weapons of any type, drug paraphernalia or promotional items, counterfeit materials of any kind, are prohibited at event. The Celebration committee reserves the right to inspect (at any time) and approve all exhibit materials and remove those that may be considered objectionable. The committee will not condone the selling of products that may be construed as offensive or inappropriate. Examples of themes that will not be accepted or approved by the committee include, but are not limited to, Products that promote racism, Pornographic materials, Counterfeit materials of any kind, Smoking devices, Tobacco products (or products produced as look-a-likes), Items that promote binge drinking (i.e. drinking game supplies or beer bongs), Drug paraphernalia, Items that encourage or promote illicit drug use/abuse (i.e. clothing, stickers, decals, or posters with pictures of marijuana or other illicit drugs on them) Each vendor spot will have an assigned spot day(s) of event. Please check in a Prairie City Celebration tent on the east side of the square. Each spot is 12x12. Please provide tables and chairs. Canopies are welcome. This is an outdoor only event. Vendors are welcome to set up at 4pm Friday evening, open at 5pm and Saturday set up at 9am and open at 10am. You may close your booth at any point during the event. We will have bands both on Friday and Saturday evening.

CIRCLE CHOICE:

- Fri & Sat **with** Power- \$45 Fri & Sat **w/o** power- \$35
- Fri night **only with** power- \$20 Fri night **only w/o** power- \$15
- Saturday **only with** power- \$25 Saturday **only w/o** power- \$20
- Vendor Truck- \$75

We will only have 1 vendor for specialty items (Tupperware, pampered chef, etc).

Return to: Prairie City- City Hall Vendor App, PO Box 607, Prairie City, IA 50228

Questions: Please contact Amy Witte 515-975-0563.

No refunds once the payment is received. Checks payable to City of Prairie City.

I have read the above rules and will comply by them.

Signature: Deborah Dewein Date: 3-27-23

Office Use: Recd date: APR 01 2024 Payment type: # 4971 Amount: 20.00



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: March 28, 2024
SUBJ: Site Plan – EMS/Fire Building

Background

The Board of Adjustment approved an Exception to the City's Zoning Standards on 3-5-24 to the required front yard setback for uses located in the C-2 District from the required 25 feet to 21 feet for the EMS/Fire Building. The request was to place the proposed EMS/Fire Building 21 feet from the front property line along E Jefferson St on the lot located at the SE corner of S State Street and E Jefferson St. All other setbacks will be met and the front yard setback of the building from the west front property line is 40' 1".

The Planning and Zoning Commission reviewed and recommended approval of the site plan at their meeting on 3-26-24. I went through a PowerPoint Presentation addressing in part the location, surrounding uses, zoning of the site and surrounding area, City staff review comments, City ordinance requirements, actions by the Board of Adjustment and City Council, site photos, site plan, grading plan, utility plan, interior layout, and building elevation drawings. I recommended the Planning and Zoning Commission approve the site plan drawing based on the information provided in the presentation. A copy of the memo to the Planning and Zoning Commission is attached.

Comments from the Planning and Zoning Commission meeting were as follows.

Steven Williams asked if it would be difficult to move snow since the driveway access is adjacent to S State St. Moore said that it should not be difficult as the City owns the tennis court property to the south and the snow could be pushed from the north edge of the drive to the south edge toward the City property. He added the snow should melt and also flow into the stormwater drain at the end of the driveway.

Steven Williams asked about the purpose of the east overhead door. Moore said it was primarily for the ambulance to use but could accommodate other Fire or EMS vehicles.

Disney added that initially it was planned to have the ambulance park on the west side of the bay however it was changed to the east side. He said it will likely be used by the ambulance to unload items and clean up the ambulance after calls.

Williams asked if the Fire Department staff were happy with the building design. Moore responded that he thought they were and that they provided input throughout the project and their input is ongoing as they are working out details of door security, communications, and camera equipment.

Williams asked what the expansion area would be for. Moore responded that it would likely be for office or related space. Moore also reminded the Planning and Zoning Commission that if the tennis courts were to be relocated, there would potentially be space available for a building addition, parking, or other related use.



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

Ponder asked if a grease trap would be required for the kitchen. Moore said this will be addressed in the building permit stage and it's a building code issue that depends on the determination of the type of use. *(After the meeting I reached out to the architect for clarification. He responded that since a two sink compartment is planned for the kitchen the plumbing code does not require a grease trap to be installed. He added that if a three (3) sink compartment were planned, the code would require a grease interceptor to be constructed.)*

Disney added that he thought this issue was considered in the planning of the project.

Rosonke asked about the source of the additional appropriation from City Council. Moore said the Fire Department staff plan to raise money to pay for the brick wall, equipping the kitchen, office furniture and tables etc... He also said the City Council appropriated additional Speed Camera revenue to cover the added costs.

Disney added that the Fire Department plans to pay the City money received from the fund raising efforts to address the added construction costs including, kitchen appliances, and interior furnishings etc...

Motion by Steven Willaims, seconded by Rosonke to recommend approval of the site plan for the EMS/Fire Building project.

At the 3-13-24 City Council meeting the City Council approved the Fire Department's plan to raise money by selling bricks that would be engraved with the donor's names and installed on the west wall of the building. The Fire Department agreed to submit the money raised to the City to assist in paying for the brick wall construction and interior furnishings such as kitchen appliances and office furniture.

The City Council also increased the appropriation for the estimated \$2.6 million dollar project approving use of four (4) additional months (July through the end of October 2024) of speed camera revenue for the project.

Construction Bids for the project will be opened 4-18-24 at 2 PM at City Hall. The City Council will review the bids and award the contract at their special City Council meeting on 4-23-24.