City of Tipton, Iowa

Meeting:	**Tipton City Council Meeting**
Place:	**Tipton City Hall, 407 Lynn Street, Tipton, Iowa 52772**
Date/Time:	**September 23, 2013 – 5:30 PM**
Web Page:	**www.tiptoniowa.org**
Posted:	**September 20, 2013 (Front door of City Hall)**

Mayor:	Shirley Kepford	**City Manager:**	Chris Nosbisch
Council At Large:	David Fry	**City Attorney:**	Lowell Dendinger
Council At Large:	Pam Spear	**City Clerk:**	Lorna Fletcher
Council Ward #1:	Leanne Zearley	**Deputy City Clerk:**	Amy Lenz
Council Ward #2:	Dean Anderson	**D. of Public Works:**	Steve Nash
Council Ward #3:	Dawn Siech	**Chief of Police:**	Heath Holub

Prior to the start of the regularly scheduled City Council meeting, The Mayor and City Council will be touring the Tipton Library at 206 Cedar Street, Tipton, Iowa. The tour will begin at 4:45 p.m., September 23, 2013.

A. Call to Order – 5:30 PM
B. Roll Call
C. Pledge of Allegiance
D. Agenda Additions/Agenda Approval
E. Communications:
1. Unscheduled
2. Shelise Parsley – Annual CCEDCO Presentation

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the lectern and give your name and address for the public record before discussing your item.

F. Consent Agenda
Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.
1. Approval of City Council Minutes
2. Accept Clerk/Investment Reports
3. Accept September Community Development Report
4. Accept August Water Report

G. Public Hearing
1. None

H. Ordinance Approval/Amendment
1. None

I. **Resolutions for Approval**
   1. None

J. **Mayoral Proclamation**
   1. Proclamation to Commemorate September 17 to September 23 as Constitution Week

K. **Old Business**
   1. None

L. **Motions for Approval**
   1. Consideration of Claims List – Motion to Approve
   2. Motion to Set Public Hearing Date of October 7, 2013, for Amendment to Title II, Chapter 2, Section 33 Water Adjustment of the Tipton Municipal Code
   3. Discussion and Consideration of Storm Water Issues Near 1003 Plum Street – Council Action as Needed
   4. Discussion and Consideration of Five Year Gas Extension – Council Action as Needed

M. **Reports to be Received/Filed**
   1. City of Tipton 2013 Goals
   2. DRIP Review

N. **Discussion Items (No Action)**
   1. Discussion of ADA Compliant Council Chambers

O. **Reports of Mayor/Council/Manager**
   1. Mayor's Report
   2. Council Reports
   3. Committee Reports
   4. City Manager's Report

P. **Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 886-6187 to arrange for accommodations/transportation.

E. Communications

CCEDCO
Cedar County Economic Development Commission

Shelise Parsley, 563-886-3761 office, 319-383-4412 cell
sparsley@iastate.edu

Council Report (Abbreviated version)

Cedar County

- The unemployment rate was 4.1% in April 2013
- Percentage of Cedar County Workers by the County in Which They Work
  - Cedar- 27%, Johnson- 24%, and Linn- 14%
- Percentage of Cedar County Workers by the City in Which They Work
  - Tipton- 11% and West Branch- 4%
- Unemployed - Those Willing to Enter/Re-enter Employment
  - An estimated 824 people are willing to accept employment
  - Average age is 51 years old- 61.5% are female; 38.5% are male
  - Education level is:
    - 61.5% have an education on beyond high school, 7.7% have an associate degree, 23.1% have an undergraduate degree
  - Wage range to attract the upper 66-75% qualified hourly wage applicants is $10.52 to $12.75/hr. with a median of the lowest wage of $9.88
- Key Retail Indicators for Cedar County between 2011 and 2012 retail sales increased 4.1%

Tipton's Demographics

Percentage of Population by Age:

- 20.8% (670 people) - Seniors (65+)
- 25.5% (820 people) - Boomers (45-65)
- 18.2% (586 people) - Adults (30-44)
- 9.4% (304 people) - Young Adults (20-29)
- 26.1% (840 people) - Children (19 and under)

The median age by Gender: Male – 40.0 and Female - 44.3

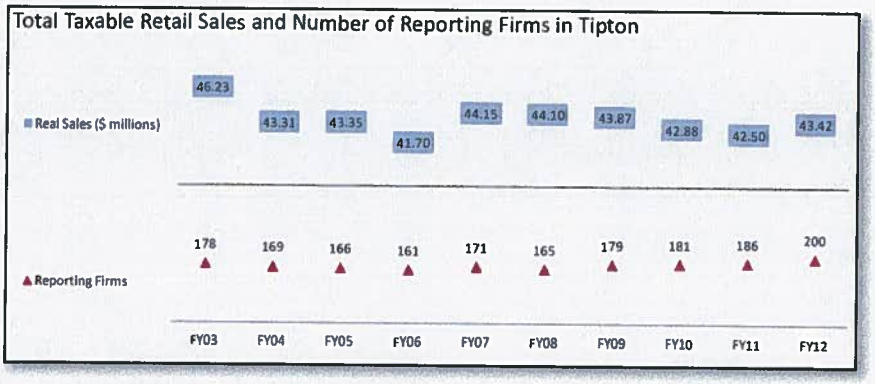
Median household income is $39,119. There are 1,394 households, 842 are family households (60.4%). The percent of population in owner occupied units is 74.4%; this is higher not only than the state of Iowa at 72.8% but also higher than the United States as a whole, at 65.2%.

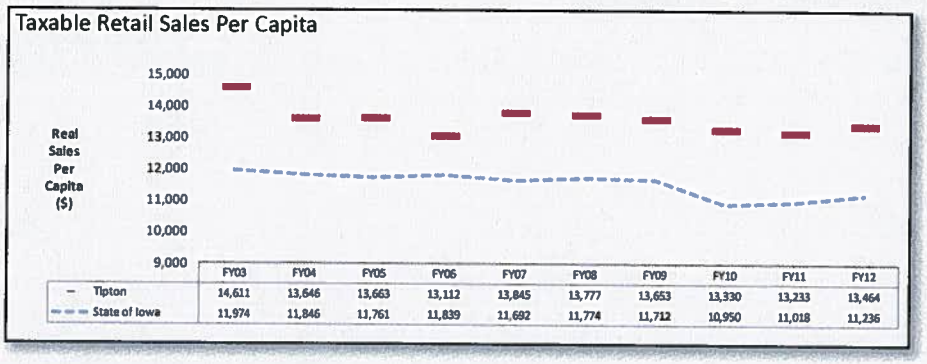
Education:

	Tipton, IA	%	Iowa	U.S.
Total 25 Years & Over Population	2,293	100%	1,985,012	199,726,659
Less Than High School	272	11.86%	10.05%	14.97%
High School Graduate	933	40.69%	34.40%	28.99%
Some College or Associate Degree	729	31.79%	31.03%	28.14%
Bachelor Degree	301	13.13%	16.99%	17.60%
Master, Doctorate or Professional Degree	58	2.53%	7.53%	10.30%

Key Retail Indicators for Tipton

Tipton	FY2011	FY2012	% Change	
Real total taxable sales ($)	42,503,902	43,422,022	2.2%	▲
Number of reporting firms	186	200	7.5%	▲
Population	3,212	3,225	0.4%	▲
Average sales per firm ($)	229,132	217,110	-5.2%	▼
Average sales per capita ($)	13,233	13,464	1.7%	▲





FY 2012 Reporting Jurisdictions	Population	Reporting Firms	Total Sales ($ millions)
Bennett	407	12	0.5
Clarence	971	50	5.0
Durant*	1,848	85	19.1
Lowden	788	47	7.6
Mechanicsville	1,141	39	4.0
Stanwood	684	23	2.0
Tipton	3,225	200	43.4
West Branch	2,335	105	13.6
Cedar Total	**18,518**	**574**	**94.9**

CCEDCO
Cedar County Economic Development Commission
http://www.growcedar.com

Website: http://www.icip.iastate.edu/sites/default/files/retail/retail_1978285.pdf

Business Meetings:

Vander Heiden Hauling, Inc. - 2224 Highway 130- Bennett

- Opened in 2004, relocated from Wheatland to Bennett April 2012 to have their shop and office under the same roof
- Mainly hauls grain and at times fertilizer
- 20 full time employees- 15 drivers, three mechanics and two office workers

Also met with Jeremy Rogers of Cedar Poly, Deb Simon (Office Admin of Bennett Grain and Trucking, Bennett Farm Equipment, Mary Rickson of Butch's Pub, Mel's Pit Stop who is working on putting their business on Google places

Lisa Miller- Victory Lane Bar and Grill- 528 Lombard Street- Clarence

- Provided Lisa information on pricing menu items for Victory Lanes and provided the information on programs at IEDA that are geared toward assisting women in business

Heath Robinson- www.vaway.com- 601 Lombard Street- Clarence

- New business start-up and future call center
- Business is based on the website Kayak (gathers information from travel sites such as Orbitz, Expedia, HotTix… and rolls search results for flights into one site) but will focus on hostels, hotels, short term and long term accommodations, and rooms in people's homes
- Marketing is based on word of mouth and guerilla marketing tactics

Marcia Syring- Mill Creek Café- 517 Lombard Street- Clarence

- Opened in February of 2010 and serves homemade unique dining creations
- Three full time employees, two are the owners of the business
- They do a large amount of catering (prom, businesses, wedding receptions, graduations, etc.)
- Marketing: blog, Facebook, and word of mouth
- Needs: financing to purchase their building

Also met with Steve Sparbel of Onion Grove, Brad Norton and Robert Niermeyer, Kathy Robinson, and Curt Eldred

Rhonda Kuehl- Sunshine Antiques & Uniques- 900 5th Street- Durant

- Opened November 2012 and sells antiques and highlights the family landscape business
- She wants to take the large slab next to her building and create an additional showroom space
- She has also purchased 508 7th Ave and will be creating Sunshine Bed and Breakfast & Tea Room and a wine courtyard

Jay Brammeier- Chiropractic- between the Idle Lanes at 207 5th St and Heinsite- 109 5th St Durant

- Moving his business from Wilton
- Does not expect to impact the other two chiropractic businesses in Durant
- Aiming to open Mid- September

Stopped by Idle Hour Lanes Inc. and Heinsite, 360 Spa and Images in Ink

Two Friends Gift & Flower Shop- 309 Washington Avenue- Lowden

- Is closing

Joe and Janice Wenndt- J & J Grocery - 510 Main St- Lowden

- The hours are Monday- Saturday 7 AM to 8 PM and Sunday 7 AM to Noon. The owners are the only employees
- They are installing a scanner system that reads bar codes

Donald and Donna Meier- Kemmann Chevrolet- 409 Main Street- Lowden

- They were established 1875 and the fourth oldest family owned Chevrolet

Tom Hall- Hall Wood Working- Hall Fine Woodworking- 121 E. First- Mechanicsville

- Assisted Tom with website layout and design and new markets to explore
- Gave Thom two more web development companies and told him Melon's Primitive Patch and Antiques uses one of the suggested companies

Dan Kurth- Dan's Tires & More Tire Center- 114 E First Street- Mechanicsville

- Dan is looking for a new location which is located away from Main Street, would like more open space

- Dan looked into purchasing the old Casey's building and the lot which is for sale in McVille, the asking price too high
- He wants to buy an acre and build his own building

Cole and Toby Billick- Bulk Food Store- 612 Front Street- Stanwood

- They have purchased a building and renovated the inside
- Shared information on business plans, marketing, financial assistance, etc.
- Ed Andrews (STEDCO) and I met with Toby and gave her contact information of two businesses in the area that sold bulk food items and may be willing to mentor the business

Rodney Laucamp- Harvey Pump Service- 707 7th Street, Tipton

- Office hours are 7 AM to 4 PM, there are 2 employees (office and a tech)
- He has a person to take over his mechanical waste train business although he does not have a new business owner of the pump portion of his business

David Brown- JAB Ink Grafix & Designs- 106 E. 5th St. - Tipton

- TEDCO has approved them for the USDA revolving loan

Met with CDS Global, Cummins, Xerxes, Community Bank, US Bank and A Place to Land

Brenda Welsch- Pink Pony- 104 ½ West Main- West Branch

- Opened June 2011 and is an ice cream parlor, sandwich shop and gift store
- The owner works all of the hours excluding Monday
- In the Winter she counts on her regulars to pay expenses
- Needs: Assistance in marketing to customers on I-80 East- IDOT charges $400 a piece per year for signs on the interstate and an additional $65 for the directional signs at the exits. After brainstorming, we came up with a unique marketing idea for the Pink Pony and Brenda is going to work on.

Ilene Lande- Brick Arch Winery- 116 Main Street, West Branch

- Open for 2 years, relocated from the country, the majority of the wine is produced 7 miles away
- They have two full time employees (includes the owner) and 10 part-time employees
- Marketing: Website, Facebook, word of mouth, promotional pieces at I-80 rest stops
  - Their market is Quad Cities, Iowa City, Cedar Rapids and local
- Peak season is wedding season
- Needs: They are working on their menu and implementing marketing suggestions given by a Media class from University of Iowa Business School. They also are working on promoting their conference room

Higher Level Business Retention & Expansion Visit – Interstate Companies, the information is used by the IEDA
(Synchronist- Business Retention Survey Evaluation)

- West Branch is still being scheduled with ICAD for Schenker Logistics, Plastic Products, INC., and Acciona

Flash Food Update (Businesses)

- Spent June 27th gathering economic information for EMS to assist with the presidential disaster declaration for the flash floods on June 24th with Union Pacific, FS, CCS, P&K Midwest (Lowden), Land O' Lakes, WinField, River Valley Coop, Clarence Telephone, and Gade Motor (Clarence)
- August 1, the Presidential Disaster Declaration for Cedar County, for business impacted by June severe weather, was approved.
- The declaration provides long-term federal recovery programs, some of which are matched by state programs, and designed to help public entities and select non-profits. I disrupted a flyer about the programs to the affected businesses.

Requests for Information (RIF) from Iowa Economic Development Authority (IEDA)

- Responded to three RIFs since February for the industrial parks in the County
- Cedar County is focused on Advanced Manufacturing and Warehouse distribution
- CCEDCO is the point of contact for RIF from the IEDA

CCEDCO

- New logo has been created and website (www.growcedar.com) is and running
- We are working on the searchable database for businesses
- Is currently a 28E (commission), and is exploring creating a 501 c- 3 and 501 c-6 (not for profit) arm

Contact Log

The CCEDCO contact log has over 900 contacts including approximately 550 businesses in Cedar County.

- Bennett: 5, Clarence: 36, Durant: 63, Lowden: 25, McVille: 40, Stanwood: 17, Tipton: 274 and West Branch: 99

Other contacts include:

- City Councils, Local Economic Development Groups, ISU Outreach and Extension, Community Development, Media and Organizations

Website- growcedar.com

- Was launched in May 2013
- Has had over 600 visitors
- One half of the visitors used growcedar.com to enter the site
- The visitors looked at an average of 3 pages
- 1/6th of the visits used the Business Directory, 1/4th went to the City and County pages

We are creating a searchable database for the website that will allow consumers to searchable for businesses by categories. We are also working on the news and information on the main page with links to seminars and trainings along with economic development news.

General Information

Clerks' Lunch

- June, the lunch was well attended by the clerks of McVille, Stanwood, Lowden, Clarence, Durant, West Branch along with ECIA
- Each Clerk updated the group on happenings in their community and learned different approaches to similar challenges
- On Thursday August 29th at 12:30 p.m. at the Brick Arch Winery in West Branch will be the next meeting

Clarence

- Onion Grove Bar and Grill building is orange and approved for outdoor events
- Clarence Telephone has revamped their lobby and it is very impressive

Durant

- Durant Development Economic Corp is updating their Industrial Park brochure

McVille

- 106 East 1st Street (barbershop) property sold to a family member who will live in the top story and use the bottom for storage while they build a house

Tipton

- Provided the mayor with information on the Well rehab and invited her to the Mayor's meeting. She will invite the Mayor pro-tem in her place

West Branch

- The main entrance into West Branch is owned by the National Park Service and advertisement signage is not allowed
- The Main Street is a Historical District and there is restrictions on signage
- The gas station which has been up for sale for years has been sold
- The Hoover House has rented the apartments above the restaurant but does not have a tenant
- Casey's will be completed within 69 days of the approval of IDOT's endorsement of the changes of the interchange which needs major work to be efficient for truck usage
- A liquid natural gas station with above tanks will be installed at no cost to the City

Spotlight Business of the Month

- The article about Ditto's ran in the Tipton News and Sun News
- North Cedar Recycling and Cedar Poly LLC have the signs out and the article has been submitted

EITA (Eastern Iowa Tourism Association)

- Parsley is the representative of Cedar County Tourism
- Attended Eastern Iowa Tourism's Annual meeting in Fairfield, Iowa on Wednesday, June 26th

- The legislature funded IEDA with $185,000 for tourism grants this year, which increased $125,000 from last year. In the past, these funds have been equally distributed and administered by each of IEDA's three tourism regional organizations (Western, Central, and Eastern Iowa Tourism Regions).
- General Membership meeting – Wednesday, September 4 – Hopkinton
- Annual Iowa Tourism Conference - October 16-18 - Waterloo

Eastern Central Intergovernmental Association (ECIA)

- Parsley was appointed to the Executive Committee as the Cedar County repressive on ECIA. The Executive Committee meets in person in Dubuque 12 times a year and will give Cedar County a better understanding of monies spend with their COG
- They are looking into additional flood relief for businesses, condemned building assistance and assistance for women owned businesses

News

ISU: Federal sequester impacts Iowa State's external funding in fiscal year 2013

Total federal funding at Iowa State is down a little more than 17 percent over last year's total, ending at $172.7 million. University leaders say a portion of federal funding was simply delayed by the sequester, particularly funding from Agriculture, and they expect to see more transfers by the end of the federal fiscal year ending September 30. The external funding supports student financial aid, research, education, and extension programs. This has not influenced CCEDCO, but because of the relationship, it is important to know.

Work Force Development

The state of Iowa is laying off staffers at the Iowa Workforce Development agency will lay off 30 staffers, cuts led to a $7 million budget shortfall and that even after finding efficiencies; the layoffs were necessary which will limit aid for unemployed state residents seeking jobs.

There are still 15 federally required, regional unemployment offices in Iowa and four state-sponsored satellite offices in Iowa City, Webster City, Fort Madison, and Decorah.

Iowa Legislator 2013 Post-Session Report

IEDA Funding

IEDA will receive $15.5M for operations. This is $500K less than the $16 million they requested, but is $2.8 million more than the House originally passed. The IEDA's incentive fund was moved into a special allocation in the Education budget (called the Skilled Workforce and Job Creation Fund). They will receive $16.9 million for this purpose, which is $1.1 million short of the IEDA's $18 million request. Economic development funding for the Regents was also moved into this new Skilled Workforce fund.

Tax Increment Financing

Two TIF bills introduced in the 11th hour of session were left for dead for the year. The issues being discussed would have made three main changes to the TIF law in Iowa: The ban on the use of TIF on any public building that does not generate tax revenue, a TIF debt limitation based on population and greatly reducing the usefulness of TIF by pulling all school levies out of the TIF increment.

Tax Credit Cap Increase

Legislation (HF 620) to increase the aggregate cap on tax credits used for economic development from $120 million/year to $185 million/year was finally acted upon by the Iowa Senate and was passed in the late hours of the session with a new cap of $170 million/year.

Historic Preservation Tax Credits

Senate File 436 (SF 436), legislation to increase the historic preservation & cultural entertainment tax credit program and make program changes was altered to remove the cap increase and then passed by both chambers. The amended bill would retain the changes that users of the program have been requesting. In a twist, however, the Legislature decided they DID wish to raise the overall historic tax credit cap, and they inserted into the Standings Bill a provision to raise the $45 Million Historic Tax Credit cap to $55 Million for three years before letting it fall back down to $50 Million.

Iowa Reinvestment Act

Legislation (HF 641) to enable cities to establish Iowa Reinvestment districts (up to 50 acres in size), apply to the IEDA for approval of the proposed new projects, and be rebated a portion of the state sales taxes and state hotel excise tax, if applicable was passed by both chambers and has been signed into law.

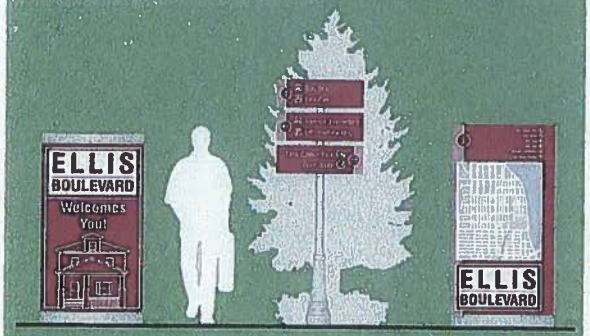
IOWA STATE UNIVERSITY community DESIGN LAB

OUR MISSION IS

To PARTNER with communities and organizations to address issues of public space, housing, neighborhood development, capacity building, and sustainable infrastructure.

To provide LEADERSHIP THROUGH DESIGN by addressing and integrating issues of affordability, equity, and resilience through beautiful, place-based, and inclusive tactics.

To demonstrate NEW MODELS for design practice, education, and research that build on existing assets while looking to the future.

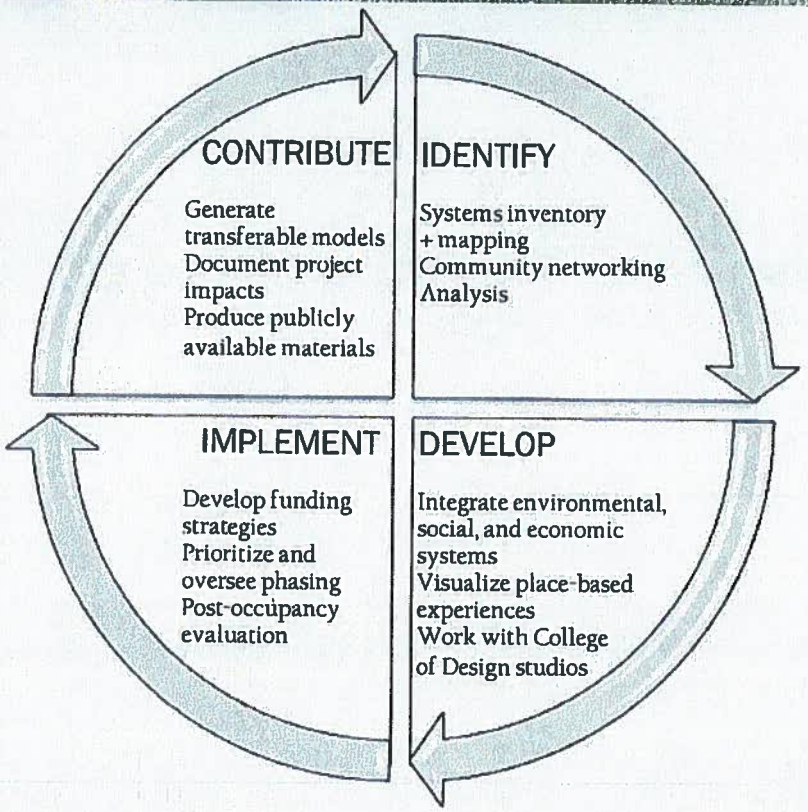


ABOUT US

The Community Design Lab (CDL) is a partnership between the Iowa State University College of Design and the Office of Extension and Outreach.

We work with community leaders, non-profit organizations, and government agencies throughout the State of Iowa, using design knowledge and research expertise to help shape vibrant and empowered communities.

Our studio is located in the ISU Research Park. We share space with Community and Economic Development Extension programs including Communities to Communities (C2C) and Community Visioning. We work across scales, connecting regional issues to local solutions and finding synergy between urban and rural issues.

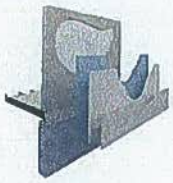


IOWA STATE UNIVERSITY
community DESIGN
LAB

2321 N Loop Drive
Suite 121
Ames, IA 50010
515.294.2213

MULTI-SCALE APPROACH

For all projects we look at a range of scales to anchor our solutions in broad systems and patterns related to place and identity.

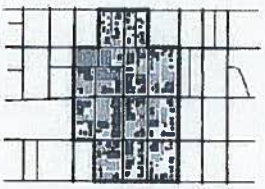


MATERIALS

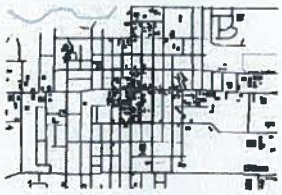
SITE

BLOCK

STREET



NEIGHBORHOOD

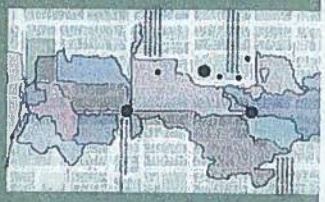


CITY

REGION

PROJECTS

SUSTAINABLE STREETSCAPING
Using sustainable streetscape design principles as re-development strategies



SUSTAINABLE HOUSING
Integrating quality design and sustainability with affordability

NEIGHBORHOOD REVITALIZATION
Transforming vacant spaces into usable places, integrating recreation, infrastructure, and identity

CAPACITY BUILDING
Assessing communities' assets and developing leaders to reach future goals

LOCAL FOOD ACCESS
Building local food capacity through urban agriculture and edible landscapes

MAIN STREET REVITALIZATION
Synthesizing new development and historical assets for creative design

STORMWATER MANAGEMENT
Planning appropriate and sustainable watershed management practices at multiple scales

ISU Community Design Lab Transforms Ideas into Reality

By Abbie Gaffey
Community Development Specialist

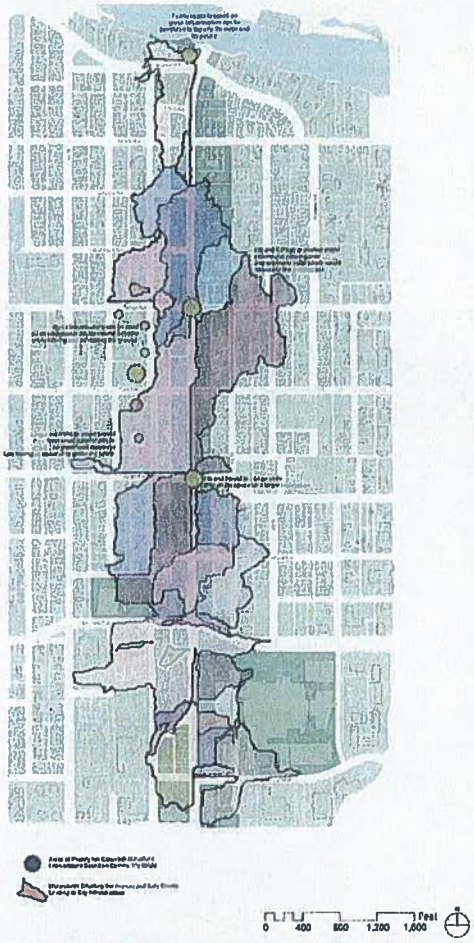
Not many design students have the opportunity to see their ideas become real buildings or landscapes in real communities, and not many communities realize the goals they set down on paper in documents such as comprehensive plans. Two professors from the Iowa State University College of Design have created a program that will focus on making more design ideas become realities for Iowa communities.

Nadia Anderson, assistant professor of architecture and ISU Extension architecture specialist, and Carl Rogers, associate professor of landscape architecture, are leading a new Community Design Lab program that will devote more time to helping communities think through design challenges at multiple scales. The Design Lab focuses on design as research. The lab will work on real projects with real communities to generate new models for sustainable urban design that will improve quality of life for the many sizes and types of communities in Iowa.

"It's really an opportunity to have outreach design projects that aren't just one-semester design studios. The reality is that to set up that studio requires an ongoing relationship. Studio projects will be part of this work but we are working at getting more of these projects implemented," Anderson said. "We want to work with organizations beyond the design phase and bring projects to reality."

Anderson and Rogers are looking for the types of projects that require broader thought and produce higher impacts on communities than redesigning one building at a time. Two of the first projects chosen are exemplars of the kind of work the lab was designed to do. Rogers is working with the 6th Avenue corridor in Des Moines. The redevelopment of the corridor includes working green storm-water infiltration systems into the design of bike trails projects. Anderson has been working with the Time Check neighborhood in Cedar Rapids. The neighborhood was impacted by severe flooding in 2008 and has been trying to both recover from the flood and move forward in a sustainable way.

This photo shows refurbished brick work on the Temple Block Building on 6th Avenue in Des Moines.



This map of the 6th Avenue corridor in Des Moines shows possible locations for green infrastructure installations.

"Right now we are doing things that are primarily infrastructural. The Time Check neighborhood in Cedar Rapids is looking at recreation, storm water, economic development and urban agriculture, and now has an urban farm up and running," Anderson said.

According to Anderson, the key is to involve architects and designers earlier in planning processes to look at overall community change. She said communities often struggle to build capacity to make changes happen.

"We're looking for projects that are not one-off things, like a single building, but rethinking and identifying the issues the community wants to change and how the physical infrastructure and socio-economic infrastructure work together," Anderson said. "One of the things I'm finding in Cedar Rapids is the need to build capacity, such as forming nonprofit organizations through the community."

The Community Design Lab program is part of a strategic initiative supported by the ISU Provost's Office as a joint venture between the ISU Colleges of Design and Engineering. Funding was provided to hire five graduate students and to establish offices at ISU Extension and Outreach Community and Economic Development program's Research Park facility in Ames. The team also plans to hire two full-time design fellows, partner with the GIS Lab and the Institute for Design Research and Outreach (IDRO), and eventually provide resources for other faculty members doing community-based design research.

Communities interested in working with the Community Design Lab program may contact Anderson at 515-294-0339 or nanderso@iastate.edu.

ISU students help volunteers with planting at a Habitat for Humanity home in the 6th Avenue neighborhood.

F. Consent Agenda

September 9, 2013
Council Chambers
City Hall
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Kepford called the meeting to order. Upon roll being called the following named council members were present: Fry, Siech, Anderson, Spear and Zearley. Also present: Nosbisch, Fletcher, Wild, Kisling, Johnson, Nash, Holub, Packwood, Woode, other visitors and the press.

Mayor Kepford led the meeting in the Pledge of Allegiance.

Agenda:

Motion by Siech, second by Fry to approve the agenda as presented. Following the roll call vote the motion passed unanimously.

Communications & Reports:

Jeri Connel, Rental Codes
Jeri Connel asked if the City did inspections on rental properties. Connel would like the City to require landlords to bring their properties up to code.

Mark Wild, Alliance Water Resources
Wild said that Bob Ross, Alliance Division Manager was unable to attend the meeting to present the refund check to the City. The check in the amount of $2,555.00 is the unused balance from the repair budget.

Consent Agenda:

Motion by Spear, second by Zearley to approve the consent agenda which include the minutes from August 19, 2013. Following the roll call vote the motion passed unanimously.

Public Hearing:

Public Hearing, Amending Title I Foundations, Chapter 17 Airport Committee
Mayor Kepford opened the public hearing at 5:40 p.m. With no written or oral objections Mayor Kepford closed the public hearing at 5:41 p.m.

Ordinance Approval/Amendment:

Ordinance No. 539, Amending Title I Foundations, Chapter 17, Airport Committee
Motion by Spear, second by Anderson to waive the second and third readings and approve Ordinance No. 539, amending Title I Foundations, Chapter 17, Airport Committee. Following the roll call vote the motion passed unanimously.

Resolutions for Approval:

Resolution 090913A, Approving Disposal of City Owned Property.
Motion by Anderson, second by Siech to approve Resolution 090913A, approving of the disposal of the 2005 Ford Quick Attack fire department vehicle. Following the roll call vote the motion passed unanimously.

Motion for Approval:

1. Claims List

AUS WATERLOO MC LOCKBOX	BLDG MAINT SUPPLIES CITY HALL	107.27
BARRON MOTOR SUPPLY	LUBE #25	41.79
CEDAR COUNTY ENVIRONMENTAL	POOL INSPECTION	964
CENTRAL PETROLEUM EQUIPMEN	PISTON HAND PUMP AIRPORT	211.72
CITY OF MECHANICSVILLE	MUTUAL AID	100
CJ COOPER & ASSOC INC	DRUG/ALCOHOL SCREENING	231
ELECTRICAL ENGINEERING & E	6 PHOTO EYES	77.58
FILTRATION CORP. OF AMERIC	STRAINER GASKETS AIRPORT	34.53
FINAL DRAFT	LAUNCH PARTY INVITES	55
FLETCHER-REINHARDT CO.	FLOODSEAL CONNECTORS	346.68
FRIENDS OF THE ANIMALS	3 DOGS	150
G & K SERVICES	UNIFORMS PUBLIC WORKS	364.92
GENERAL PEST CONTROL INC	PEST CONTROL	161.03
GRASSHOPPER LAWN CARE DBA	SPRAY SOCCER FIELDS & HILLS	1,074.60
GREAT WESTERN SUPPLY CO	FOAM GUN	105.11
H & H AUTO	TIRE PATCH #13	18
H.D. CLINE COMPANY	3 O-RINGS	7.89
INTEGRATED TECHNOLOGY PART	DEPOSIT ON QUOTE POLICE	542.5
IOWA DEPARTMENT OF TRANSPO	BLADES FOR PLOWS & GRADER	353.75
LYNCH'S EXCAVATING INC	MANHOLE RPLCMNT 8TH & SYCAMORE	19,459.11
MANATTS INC	PATCH FROM 7TH ST PROJECT	774
MIDWEST SAFETY COUNSELORS	GAS MONITOR MAINTENANCE	233
MISC. VENDOR	CYNTHIA WILKINSON:REPAIRS	512.9
MITCHELL 1	WEB SUBSCRIPTIONS	212.24
PERFORMANCE SYSTEMS LLC	REPAIRED FLOOR SCRUBBER	287.17
PIONEER	PAINT YOUTH REC	301
PITNEY BOWES INC	INK CARTRIDGES & MOIST SPONGE	371.05
POOL TECH MIDWEST INC	STRIP KWIK DEGREASER	175.35
PREMIER CONSTRUCTION LLC	FENCE REPAIR AT AQUATIC CENTER	105
SCHIMBERG CO	GAS SERVICE LINES SUPPLIES	206.22
SHOTTENKIRK	CAP ASSEMBLY #15	17.24
SPAHN & ROSE LUMBER CO	OPERATING SUPPLIES SEWER	807.59
TIPTON ELECTRIC MOTORS	REBUILT PRESSURE WASHER	1,211.14
TRANS-IOWA EQUIPMENT INC	ROLLER ASSEMBLY	67.13
TRITECH SOFTWARE SYSTEMS	AMBULANCE BILLING	1,237.50
TYLER TECHNOLOGIES INC	ANNUAL FORMS OVERLAY	503.22
VERMEER SALES & SERVICE IN	SPRING #135	40.07
WALMART COMMUNITY	OFFICE SUPPLIES FIRE	178.51
WTI	JKFAC FACILITY EVALUATION	1,350.00
TOTALS		43,313.75

		FUND TOTALS
001	GENERAL GOVERNMENT	27,217.31
002	COMMUNICATIONS - LOCAL AC	9.95
600	WATER OPERATING	375.02
630	ELECTRIC OPERATING	846.85

640	GAS OPERATING		253.31
660	AIRPORT OPERATING		10,419.91
670	GARBAGE COLLECTION		14.68
810	CENTRAL GARAGE		1,884.19
835	ADMINISTRATIVE SERVICES		2,292.53
		GRAND TOTAL	43,313.75

Motion by Zearley, second by Siech to approve the claims list as presented. Following the roll call vote the motion passed unanimously.

2. Discussion and Consideration of Air Conditioner Installation – Tipton Fire Department
Motion by Fry, second by Anderson to approve accepting the low bid from Albaugh PHC, to install a second floor air conditioning unit, in the amount of $2,553.00. Following the roll call vote the motion passed unanimously.

3. Aquatic Center Manager Position
Motion by Spear, second by Zearley to approve the staff finalizing the job description for the Aquatic Center Manager Position and bring it back for the September 23rd council meeting. Following the roll call vote the motion passed unanimously.

4. 2014 Wetland Mitigation Monitoring Services – Transition Ecology
Motion by Fry, second by Zearley to approve the 2014 Wetland Mitigation Monitoring Services from Transition Ecology with a cost not to exceed $3,300.00. Following the roll call vote the motion passed unanimously.

5. One Time Sewer and Water Exemption for Katie Rincon – 120 E 6th Street.
Motion by Siech, second by Anderson to approve the one time sewer and water exemption for Katie Rincon, 120 E 6th Street, reducing the water and sewer portion of the bill to $38.06 each, with a total bill reduction of $146.42. Following the roll call vote the motion passed unanimously.

6. Community Development Office
Mayor Kepford asked that this item be added to the council agenda for more discussion. Councilmembers Spear, Fry and Zearley said they hadn't changed their position on moving the Economic Development office to the 301 Cedar Street property owned by JL Miller LLC. After a brief discussion a motion was made by Siech, second by Anderson to approve moving the Economic Development office to the 301 Cedar Street property owned by JL Miller LLC. Motion failed by the following roll call vote;

Aye: Anderson, Siech,
Nay: Fry, Spear, Zearley

7. Invoice No.9035, Eastern Iowa Drainage Service, Inc.
Motion by Zearley, second by Siech to approve the payment of Invoice No.9035, to Eastern Iowa Drainage Service, Inc., in the amount of $12,002.90, of which $3,000.00 to $6,000.00, will be billed to the sewer contractor for the tiling. Following the roll call vote the motion passed unanimously.

Reports to be Received/Filed

1. Tipton Fire Department – 2012-2013 Year End Review
Fire Chief Woode briefly reviewed the 2012-2013 annual report.

Discussion Items (No Action)

1. ADA Compliant Council Chambers
City Manager Nosbisch opened the discussion of holding the City Council Meetings at other City facilities. Nosbisch has discussed with Library Director Denise Smith the possibility of using the Public Library basement for council meetings. The council will tour the Public Library prior to the September 23, 2013, council meeting to review the facilities.

Reports of Mayor/Council/Committee/Manager:

Manager's Report
Notice will be published to sell the City's mini van. Sealed bids due by September 23rd.
Patrol office moved into their newly remodeled office area. Next step is to install the two heating and A/C units that were purchased.
Council Member Spear, Nosbisch and Fletcher will be attending League of Cities Conference in Dubuque September 25th through the 27th.
City staff is working with FEMA for reimbursement of costs expended due to the April rain events. The City hopes to receive approximately $30,000.00.
There will be a launch party for the new website this week.

Adjourn:

With no further business to come before the council a motion to adjourn was made by Anderson, second by Zearley. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:42 p.m.

_____
Mayor

Attest: _____
City Clerk/Finance Officer

City of Tipton
MTD Treasurer's Report
As of August 31, 2013

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	A/R NET CHANGE	M-T-D EXPENSES	A/P CHANGE	ENDING CASH BALANCE	Y-T-D INVSTMNTS	BALANCE WITH INVSTMNTS
001-GENERAL GOVERNMENT	-232947.37	47622.60	399.05	216491.93	0.00	-402215.75	179992.57	-222223.18
002-COMMUNICATIONS - LOCAL AC	38817.15	5.60	0.00	9.95	0.00	38812.80	0.00	38812.80
110-ROAD USE TAX FUND	170449.05	31232.45	0.00	0.00	0.00	201681.50	130000.00	331681.50
112-TRUST AND AGENCY FUND	24308.52	3.51	0.00	0.00	0.00	24312.03	0.00	24312.03
121-LOCAL OPTION TAX	149019.43	18633.91	0.00	0.00	0.00	167653.34	0.00	167653.34
125-TIF SPECIAL REVENUE FUND	26253.01	14.87	0.00	0.00	0.00	26267.88	76818.83	103086.71
160-ECONOMIC/INDUSTRIAL DEVEL	343067.95	26008.66	0.00	26843.73	0.00	342232.88	12796.76	355029.64
168-AQUATIC CENTER CAMPAIGN F	-607329.12	0.00	0.00	0.00	0.00	-607329.12	0.00	-607329.12
189-LIBRARY TRUST FUND	2909.11	54.59	0.00	0.00	0.00	2963.70	0.00	2963.70
190-P S SHARE FUND	15452.47	264.27	0.00	0.00	0.00	15716.74	0.00	15716.74
192-FIRE ENTERPRISE TRUST	18182.64	7633.25	0.00	0.00	0.00	25815.89	0.00	25815.89
202-ELECTRIC REVENUE BONDS	212950.75	30.72	0.00	0.00	0.00	212981.47	0.00	212981.47
203-06 ELECTRIC SUBSTATION RE	480313.49	69.28	0.00	0.00	0.00	480382.77	0.00	480382.77
204-WATER REVENUE BOND RESERV	229691.58	33.13	0.00	0.00	0.00	229724.71	0.00	229724.71
205-GO FIRE TRUCK 2010	-34402.89	0.00	0.00	0.00	0.00	-34402.89	0.00	-34402.89
208-WW/SEWER REVENUE BOND SIN	146497.22	21.13	0.00	0.00	0.00	146518.35	0.00	146518.35
210-GO ST IMPROVEMENT NOTES	8405.73	1.21	0.00	0.00	0.00	8406.94	0.00	8406.94
212-03 GO ST IMPROVE NOTES	13963.47	2.01	0.00	0.00	0.00	13965.48	0.00	13965.48
214-GO CP BONDS SERIES 2011A	11156.05	1.61	0.00	0.00	0.00	11157.66	0.00	11157.66
216-GO CP BONDS SERIES 2001B	16.76	0.00	0.00	0.00	0.00	16.76	0.00	16.76
218-GO CP BONDS SERIES 2011C	20925.00	3.02	0.00	0.00	0.00	20928.02	0.00	20928.02
300-GO ST IMPROVEMENT PROJECT	1695.35	0.24	0.00	0.00	0.00	1695.59	0.00	1695.59
305-GO ST IMPROVEMENT 08	110905.65	15.66	0.00	2340.00	0.00	108581.31	0.00	108581.31
306-69 KV SUBSTATION PROJECT	-244879.26	0.00	0.00	33422.09	0.00	-278301.35	0.00	-278301.35
307-STREETSCAPE PROJECT	31774.77	4.58	0.00	0.00	0.00	31779.35	0.00	31779.35
308-SKATE PARK PROJECT	37662.10	5.43	0.00	0.00	0.00	37667.53	0.00	37667.53
310-NEW FIRE STATION	173979.22	52994.16	0.00	3970.00	0.00	223003.38	0.00	223003.38
311-ADDTNL GENERATION PRJCT	128515.34	18.54	0.00	0.00	0.00	128533.88	0.00	128533.88
312-PUBLIC WORKS BLDGS	613.85	0.09	0.00	0.00	0.00	613.94	0.00	613.94
314-WETLAND M ITIGATION PRJCT	19775.24	2.85	0.00	0.00	0.00	19778.09	0.00	19778.09
500-CEMETERY TRUST FUND	4354.25	0.00	0.00	0.00	0.00	4354.25	100000.00	104354.25
600-WATER OPERATING	-242993.91	66213.14	0.00	36978.44	0.00	-213759.21	0.00	-213759.21
610-WASTEWATER/AKA SEWER REVE	-20462.93	52212.52	0.00	26540.89	0.00	5208.70	209220.95	214429.65
630-ELECTRIC OPERATING	1270812.27	416687.47	-200.00	244038.84	0.00	1443660.90	316874.50	1760535.40
631-ELECTRIC DEVELOPMENT	8533.63	1.23	0.00	0.00	0.00	8534.86	0.00	8534.86
632-ELECTRIC RENEWAL/REPLACEM	371892.31	53.64	0.00	0.00	0.00	371945.95	0.00	371945.95
633-ELECTRIC RESERVE	269338.80	354.05	295.65	0.00	0.00	269397.20	135830.51	405227.71
634-ELECTRIC BOND/INT RESERVE	1260515.08	204.12	0.00	0.00	0.00	1260719.20	154581.84	1415301.04
640-GAS OPERATING	-6566.54	33173.25	0.00	48137.36	0.00	-21530.65	0.00	-21530.65
641-GAS D.E.I.	5239.12	2.24	0.00	0.00	0.00	5241.36	10313.94	15555.30
642-GAS RESERVE	32983.10	63.15	0.00	0.00	0.00	33046.25	404838.04	437884.29
660-AIRPORT OPERATING	-70246.45	79181.73	0.00	25245.13	0.00	-16309.85	0.00	-16309.85
670-GARBAGE COLLECTION	-67655.94	36889.59	0.00	34365.54	0.00	-65131.89	0.00	-65131.89
750-CEMETERY ENTERPRISE	-54993.79	1751.97	0.00	2323.05	0.00	-55564.87	0.00	-55564.87
810-CENTRAL GARAGE	200324.31	26838.60	0.00	18344.84	0.00	208818.07	0.00	208818.07
820-PSF HEALTH INSURANCE	24184.40	6549.46	0.00	6545.97	0.00	24187.89	0.00	24187.89
830-CITY RESERVE FUND	-7163.79	15.04	0.00	0.00	0.00	-7148.75	111403.39	104254.64
835-ADMINISTRATIVE SERVICES	-58729.85	36499.66	0.00	12288.09	0.00	-34518.28	0.00	-34518.28
860-PAYROLL ACCOUNT	1264.43	0.00	0.00	0.00	0.00	1264.43	0.00	1264.43
950-ELECTRIC METER DEPOSITS	4972.65	1287.15	0.00	1670.76	0.00	4589.04	10313.94	14902.98
951-WATER METER DEPOSITS	2002.13	150.21	0.00	670.54	0.00	1481.80	0.00	1481.80
952-GAS METER DEPOSITS	8981.75	46.14	0.00	1095.00	0.00	7932.89	0.00	7932.89
GRAND TOTAL	4234327.29	942851.73	494.70	741322.15	0.00	4435362.17	1852985.27	6288347.44

Ending Cash Bal	$4,447,156.17
O/S Deposits	-146,713.62
O/S Checks	170,077.39
Bank Balance	$4,470,519.94

Bank	Cert. Number	Fund Number and Name	Purchased	Time	Rate	Due	Amount	Fund Total	Cashed	Renewed	Interest Earned
Citizens Savings	27054	001-660 Ambulance Trust	08/27/12	12 mos.	0.75	08/27/13	$107,695.33				399.05
Citizens Savings	27283	001-687 Unemployment Trust	10/10/12	12 mos.	0.75	10/10/13	$72,297.24				
								$179,992.57			
*Citizens Savings	27052	110 Road Use Tax	08/27/12	12 mos.	0.75	08/27/13	$100,000.00				
Citizens Savings	27284	110 Road Use Tax	09/29/12	12 mos.	0.70	09/29/13	$30,000.00	$130,000.00		09/29/12	
Citizens Savings	27221	125 TIF	03/26/13	12 mos.	0.50	03/26/14	$76,818.83	$76,818.83			
Citizens Savings	27222	160 Economic Development	03/26/13	12 mos.	0.45	03/26/14	$12,796.76	$12,796.76			
*Citizens Savings	27053	500 Cemetery Trust	08/27/12	12 mos.	0.75	08/27/13	$100,000.00	$100,000.00			
Citizens Savings	26920	610 Wastewater/Sewer Operating	11/06/12	12 mos.	0.75	11/06/13	$209,220.95	$209,220.95		11/07/12	
Citizens Savings	26667	630 Electric Operating	06/08/11	12 mos.	1.75	06/09/12	$0.00		06/17/13		
Community State	522485	630 Electric Operating	06/19/13	12 mos.	0.45	06/19/14	$106,053.56			06/19/13	
Citizens Savings	26921	630 Electric Operating	11/06/12	12 mos.	0.75	11/06/13	$104,610.46			11/07/12	
Citizens Savings	27197	630 Electric Operating	12/16/12	12 mos.	0.75	12/16/13	$106,210.48				
								$316,874.50			
Citizens Savings	26786	633 Electric Reserve	08/01/12	12 mos.	0.75	08/01/13	$0.00		08/09/13		295.65
Community State	522519	633 Electric Reserve	08/12/13	12 mos.	0.45	08/12/14	$79,789.01				
Citizens Savings	27279	633 Electric Reserve	10/09/12	12 mos.	0.75	10/09/13	$56,041.50				
								$135,830.51			
Citizens Savings	27164	634 Electric Bond & Interest	09/02/12	12 mos.	0.75	09/02/13	$154,581.84	$154,581.84			
Citizens	27281	641 Gas D.E.I.	10/09/12	12 mos.	0.70	10/09/13	$10,313.94	$10,313.94			
Citizens Savings	26815	642 Gas Reserve	08/19/12	12 mos.	0.75	08/19/13	$0.00		08/21/13		
Community Savings	522522	642 Gas Reserve	10/24/24	12 mos.	0.45	08/21/14	$92,173.12				
Citizens Savings	27198	642 Gas Reserve	12/16/12	12 mos.	0.75	12/16/13	$312,664.92		12/14/11		
								$404,838.04			
Citizens Savings	27282	830 City Reserve Fund	10/10/12	12 mos.	0.75	10/10/13	$111,403.39	$111,403.39			
Citizens Savings	27280	950 Electric Meter Deposit	10/09/12	12 mos.	0.70	10/09/13	$10,313.94	$10,313.94			

Bank	Cert. Number	Fund Number and Name	Purchased	Time	Rate	Due	Amount	Fund Total	Cashed	Renewed	Interest Earned
*Citizen's											
#26815	$342.81	08/19/2013									
#27198	$1,162.79	06/16/2013									
#26815											
Gas Reserve											
Interest Receipted											
to Gas Operating											
* Citizens											
#27052	$378.08	02/27/2013									
#27174	$104.14	03/29/2013									
Road Use Tax											
Interest receipted											
to St. Dept.											
*Citizens											
#27053											
Cemetery Trust											
Receipted to											
Cemtery Operating	$371.92	08/29/2013									
		Investments Total					**$1,852,985.27**	**$1,852,985.27**			**$694.70**

TIPTON ECONOMIC DEVELOPMENT DIRECTOR REPORT – SEPTEMBER 2013
ABBY KISLING

REPORT

- The new Tipton Website is done! It launched at 5:00 on Monday, September 9 and there was a website launch party on Tuesday, September 10 at A Place to Land. The website has taken up much of my time that last month and we still have a few minor things being worked out by the developer. I had a conference call with Max Linds, Website Development Strategist for Spinutech, regarding different ideas for Tipton's web presence. They will be putting together a proposal regarding options and I will be applying for a grant for the amount.
- The Revolving Loan Funds for Tipton Adaptive Daycare and JAB Ink have been processed and both recipients have received their money. I will be periodically checking in with them regarding their projects. I completed the on-site annual visit for USDA regarding the program. The Tipton Revolving Loan Fund program will cease on September 30, 2013.
- Will do a mailing to Tipton businesses asking for them to review their website listings and submit any changes.
- I have begun receiving quotes for the next Tipton Community Guide. I would like the next one to have more text, advertisements and a business directory.
- Shelise Parsley (CCEDCO) and I will be setting up an Open Coffee the week of October 21st in Tipton for Creative Week in the Corridor. This will be an opportunity for citizens in Tipton to get together on and discuss topics that can help develop their respective entrepreneurial communities. It's an open forum and in the two existing Open Coffee Clubs in the Corridor anything from diversity, entrepreneurship, education, job markets (high demand/high skills), and innovative ways to engage citizens in the economic development of their towns have been discussed.
- I have drafted a report for the city council regarding the assistance and investment of the Downtown Revitalization Program (DRIP).
- Doing research on implementing a Shop Local campaign for Tipton.
- I sent out 100 Tipton Community Guides in August and 2,027 have been mailed out since June.
- Chamber: press release for Labor Day activities in Tipton, press release garage sale, updated membership information, chamber bucks process, garage sale registration form, corresponding with Al Huntzinger regarding IRRMA event, entered text for Chamber's portion of the website and sent out emails regarding chamber happenings.
- Maintain the Tipton Facebook page and local access station.

MEETINGS/EVENTS

Aug 2	Ridiculous Days/Hardacre Film Festival
Aug 5	Tipton City Council Meeting
Aug 6	Met with Shannon McDonald of Organized Solutions
Aug 6	Tipton Development Commission Meeting
Aug 7	ICAD Tipton Existing Industry Interviews with Xerxes, CDS and Cummins Mfg
Aug 8	Tipton Chamber of Commerce Meeting
Aug 13	Met with Steve Lacina regarding RLF
Aug 14	Governor Branstand and Lt. Governor Reynolds in Tipton
Aug 15	TEDCO Meeting

TIPTON ECONOMIC DEVELOPMENT DIRECTOR REPORT – SEPTEMBER 2013

ABBY KISLING

Aug 15	Met with prospective Tipton business
Aug 19	Tipton City Council Meeting
Aug 20	City Team Meeting
Aug 21	Met with Evan Jurkovich, Legislative Assistant for Dave Loebsack
Aug 22-23	Preserve Iowa Summit, Burlington
Aug 27	Iowa Tourism Office Grant Webinar
Aug 27	Chamber Meeting regarding Hardacre Film Festival Review
Aug 28	Met with Scott Rogers of Cedar Poly
Aug 29	Conference call with Jeremy Karns, Spinutech
Aug 29	Lunch with Chris and CarePro Representative
Aug 29	ICAD Annual Meeting, Riverside
Sep 4	EITA Meeting, Hopkinton
Sep 6	Met with Al Huntzinger, IRRMA
Sep 9	Tipton City Council Meeting
Sep 10	City Team Meeting
Sep 10	Website Launch Party
Sep 11	Conference call with Max Linds, Website Development Strategist for Spinutech
Sep 12	Tipton Chamber of Commerce Meeting
Sep 18	Department Head Meeting
Sep 18	Tipton Development Commission Meeting-Abby's Review
Sep 18	ECIA Board Training, Dubuque
Sep 19	Meeting with Mary Mason, Prairie Hills
Sep 19	TEDCO Meeting
Sep 20	Among Friends Ribbon Cutting
Sep 23	Tipton City Council Meeting
Sep 24	Iowa Economic Development Authority Presentation, Cedar County Courthouse
Oct 16-18	Iowa Tourism Conference, Waterloo

WATER RESOURCES ®
Alliance
Professional Water and Wastewater Operations

Tipton Division

September 19, 2013

City of Tipton
Mr. Chris Nosbisch, City Manager
401 Lynn Street
Tipton, IA 52772

Dear Mr. Nosbisch:

Attached is Alliance's August, 2013 monthly report for the City of Tipton. This report has been reviewed by Bob Ross, Division Manager. Please contact me if you have any questions.

Sincerely,

Alliance Water Resources
Mark Wild, Local Manager

Enclosure

cc: Bob Ross, Division Manager

Alliance WATER RESOURCES
Professional Water and Wastewater Operations

OPERATIONS REPORT – Tipton

August, 2013

OPERATING DIVISIONS

MISSOURI

Atchison Wholesale Water Commission
Bonne Terre
Boonville
Bowling Green
Buchanan County #1
Cameron
Cape Girardeau
East Central Missouri Water & Sewer Authority
Elsberry
Franklin County #1
Franklin County #3
Henry County Water Company
Henry County #3
Lake Ozark/ Osage Beach
Lincoln County #1
Nevada
Parkville
Phelps County #2
Platte County #C-1
Ralls County #1
St. Charles County #2
Ste. Genevieve
Sedalia
Versailles

IOWA

Maquoketa
Tipton

Administrative

- None

Treatment

- Operations at the Water Plant, East & West Lagoons and Aquatic Center performed 7 days per week.
- The East and West Lagoons had a cBOD removal rate of 96% and 97% respectively. A removal rate of 85 % is required.

Collection/Distribution

- None

Customer Service

- Installed a new meter and remote at 206 Sandtrap Circle.
- Repaired a leaking meter at 412 E 3rd St.
- Replaced meters at 911 Lynn St. and 206 Sycamore St. #2.

Project Updates

- Northway Well and Pump installed a new airline in well#6.
- Midco performed the diving inspection of the water tower. We are expecting the written report soon.
- Electric Pump reinstalled #2 pump at the East Lagoon.

Safety

- The Safety Topic for the month was on Work Area Protection.

Regulatory

- July Operation reports submitted to IDNR.
- Sent DMR-QA 33 results to Region 7 EPA office and IDNR.

Concerns for the Month

- Still waiting for the new water use permit.

Positives for the Month

- All plants stayed in compliance.
- Northway fixed the problem at well #6

Alliance WATER RESOURCES®
Professional Water and Wastewater Operations

OPERATIONS REPORT – Tipton

WATER SUPPLY SYSTEM

	Well # 5	Well # 6	Plant / System
Total Gals. Pumped(MG)	7.672 MG	4.345 MG	10.607 MG
Ave run time/day	6.2 hrs.	3.19 hrs.	7.87 hrs.
Chlorine Used (gallons)			232
Fluoride Used (lbs.)			194
Polyphosphate Used (lbs.)			140
Min. Free Cl2 Residual (mg/l)			.70
Coliform Absent/Present			Absent

Testing
Total water test performed this month – 171 Three Total Coliform required per month.

Aquatic Center Information

Water used gal.	Filter wash water gal.	Chlorine added gal.	pH adjust - Acid added gal.
231,750	25,500	440	165

Testing
Total tests performed this month - 213

Wastewater Treatment

West Wastewater Treatment Plant Loading

Parameter	Unit
Hydraulic Loading	0.184 MG/Day
Organic Loading	104.6 lbs. cBOD/Day

NPDES Permit Compliance 1689001-001

Parameter	Monthly Average	Permit Limit
pH	7.8 min 8.13 max	6.0 (min) – 9.0 (max)
CBOD5	2.8 mg/l- 4.2 lbs.	25 mg/l – 238.0 lbs.
TSS	5.2 mg/l – 7.95 lbs.	80 mg/l – 761.0 lbs.
NH3-N	.495 mg/l – .766 lbs.	11.0 mg/l –105.0 lbs.

Effluent from the West Lagoon met the compliance requirements of the NPDES permit.

East Wastewater Treatment Plant Loading

Parameter	Unit
Hydraulic Loading	0.064 MG/day
Organic Loading	84.0 lbs. cBOD/Day

East Wastewater Treatment NPDES Permit Compliance 1689002-001

Parameter	Monthly Average	Permit Limit
pH	7.66 min 7.87 Max	6.0(min) - 9.0(max)
CBOD5	2.5 mg/l – 1.413 lbs.	25 mg/l – 125 lbs.
TSS	4.0 mg/l – 2.0 lbs.	80 mg/l – 400 lbs.
NH3-N	0.3 mg/l – 0.2 lbs.	11.0 mg/l – 156.0 lbs.
Chloride	160 mg/l – 93 lbs.	n/a

Effluent from the East Lagoon met the compliance requirements of the NPDES permit.

Testing
Total Wastewater tests performed this month – 242

J. Mayoral Proclamation

WHEREAS: The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS: September 17, 2013, marks the two hundred twenty-sixth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, _____ by virtue of the authority vested in me as (Governor or Mayor) of the State or City) of _____ (in the City of) _____ do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the (State or City) to be affixed this _____ day of _____ of the year of our Lord two thousand _____.

Signed _____ SEAL Attest _____

L. Motions for Approval

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0040	ACTION SERVICES INC								
	I 64592	PORT A POTTIE SERVICE REC AP			R	9/19/2013	240.00	240.00CR	
		G/L ACCOUNT					240.00		
		001 5-446-2-65070 OPERATING SUPPLIES					240.00	PORT A POTTIE SERVICE REC	
		VENDOR TOTALS	REG. CHECK				240.00	240.00CR	0.00
							240.00	0.00	
01-0060	ALBAUGH PHC INC								
	I 21098	REPLACE WA LINE TO TOILET AP			R	10/19/2013	156.20	156.20CR	
		G/L ACCOUNT					156.20		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR					156.20	REPLACE WA LINE TO TOILET	
	I 21162	ADA TOILET POLICE AP			R	10/19/2013	288.94	288.94CR	
		G/L ACCOUNT					288.94		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR					288.94	ADA TOILET POLICE	
	I 21163	TOILET PARK AP			R	10/19/2013	457.52	457.52CR	
		G/L ACCOUNT					457.52		
		001 5-430-2-63100 BUILDING MAINTENANCE & REPAIR					457.52	TOILET PARK	
		VENDOR TOTALS	REG. CHECK				902.66	902.66CR	0.00
							902.66	0.00	
01-0068	ALEX AIR APPARATUS INC								
	I 24330	SERVICE OF JAWS UNITS FIRE AP			R	9/19/2013	730.00	730.00CR	
		G/L ACCOUNT					730.00		
		001 5-150-2-63500 OPERATIONAL EQUIPT MAINT & REP					730.00	SERVICE OF JAWS UNITS FIRE	
		VENDOR TOTALS	REG. CHECK				730.00	730.00CR	0.00
							730.00	0.00	
01-0071	ALLIANCE WATER RESOURCES IN								
	I 5752	SEPTEMBER SERVICES AP			R	10/19/2013	24,266.50	24,266.50CR	
		G/L ACCOUNT					24,266.50		
		001 5-465-2-64910 CONTRACT SERVICES					1,455.99	SEPTEMBER SERVICES	
		600 5-810-2-64910 CONTRACT SERVICES					11,647.92	SEPTEMBER SERVICES	
		610 5-815-2-64910 CONTRACT SERVICES					11,162.59	SEPTEMBER SERVICES	
		VENDOR TOTALS	REG. CHECK				24,266.50	24,266.50CR	0.00
							24,266.50	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0143	AUS WATERLOO MC LOCKBOX								
	I 6075913	BLDG MAINT SUPPLIES	AP		R	10/19/2013	107.27	107.27CR	
		G/L ACCOUNT					107.27		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR 107.27 BLDG MAINT SUPPLIES							
		VENDOR TOTALS	REG. CHECK				107.27	107.27CR	0.00
							107.27	0.00	
01-0317	BUSINESS RADIO SALES AND SE								
	I 58555	RADIO MAINT/REPAIRS	AP		R	10/19/2013	228.51	228.51CR	
		G/L ACCOUNT					228.51		
		001 5-150-2-63500 OPERATIONAL EQUIPT MAINT & REP 228.51 RADIO MAINT/REPAIRS							
	I 58575	RADIO MAINT/REPAIRS	AP		R	10/19/2013	204.54	204.54CR	
		G/L ACCOUNT					204.54		
		001 5-150-2-63500 OPERATIONAL EQUIPT MAINT & REP 204.54 RADIO MAINT/REPAIRS							
	I 58700	RADIO MAINT/REPAIRS	AP		R	10/19/2013	104.50	104.50CR	
		G/L ACCOUNT					104.50		
		001 5-150-2-63500 OPERATIONAL EQUIPT MAINT & REP 104.50 RADIO MAINT/REPAIRS							
		VENDOR TOTALS	REG. CHECK				537.55	537.55CR	0.00
							537.55	0.00	
01-0410	CEDAR COUNTY CO-OP								
	C 11673	FUEL DISCOUNT	AP		R	9/19/2013	17.76CR	17.76	
		G/L ACCOUNT					17.76CR		
		810 5-899-2-65075 FUEL 17.76CR FUEL DISCOUNT							
	I 0188727	30.68 GL UL #42	AP		R	10/19/2013	103.07	103.07CR	
		G/L ACCOUNT					103.07		
		810 5-899-2-65075 FUEL 103.07 30.68 GL UL #42							
	I 0188929	3.02 GL UL #182	AP		R	10/19/2013	11.32	11.32CR	
		G/L ACCOUNT					11.32		
		810 5-899-2-65075 FUEL 11.32 3.02 GL UL #182							
	I 0813CCC	580.206 GL FUEL-CNTRL GRG/P	AP		R	10/19/2013	2,015.94	2,015.94CR	
		G/L ACCOUNT					2,015.94		
		810 5-899-2-65075 FUEL 1,936.55 580.206 GL FUEL-CNTRL GRG/PARK							
		001 5-430-2-65075 FUEL 79.39 580.206 GL FUEL-CNTRL GRG/PARK							
		VENDOR TOTALS	REG. CHECK				2,112.57	2,112.57CR	0.00
							2,112.57	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0430	CEDAR COUNTY ENGINEER								
	I 0813AMB	199.6 GL DSL AMBULANCE	AP		R	10/19/2013	640.72	640.72CR	
		G/L ACCOUNT					640.72		
		810 5-899-2-65075 FUEL				640.72	199.6 GL DSL AMBULANCE		
	I 0813FIRE	80.7 GL DSL FIRE	AP		R	10/19/2013	259.05	259.05CR	
		G/L ACCOUNT					259.05		
		810 5-899-2-65075 FUEL				259.05	80.7 GL DSL FIRE		
	I 0813PW	571.1 GL DSL PUBLIC WORKS	AP		R	10/19/2013	1,833.23	1,833.23CR	
		G/L ACCOUNT					1,833.23		
		810 5-899-2-65075 FUEL				1,833.23	571.1 GL DSL PUBLIC WORKS		
		VENDOR TOTALS	REG. CHECK				2,733.00	2,733.00CR	0.00
							2,733.00	0.00	
01-0470	CEDAR COUNTY RECORDER								
	I 090313CCR	RECORD DOC FOR WETLAND PROJ	AP		R	10/19/2013	272.00	272.00CR	
		G/L ACCOUNT					272.00		
		314 5-763-3-67652 WESTSIDE DRAINAGE DITCH				272.00	RECORD DOC FOR WETLAND PROJ		
		VENDOR TOTALS	REG. CHECK				272.00	272.00CR	0.00
							272.00	0.00	
01-0461	CEDAR COUNTY SOLID WASTE								
	I 0813CCSW	TRANSFER FEES	AP		R	10/19/2013	2,750.50	2,750.50CR	
		G/L ACCOUNT					2,750.50		
		670 5-840-2-64850 TRANSFER FEES				2,750.50	TRANSFER FEES		
		VENDOR TOTALS	REG. CHECK				2,750.50	2,750.50CR	0.00
							2,750.50	0.00	
01-0530	CENTRAL IOWA DISTRIBUTING I								
	I 11373	SHOP OPERATING SUPPLIES	AP		R	9/19/2013	167.10	167.10CR	
		G/L ACCOUNT					167.10		
		810 5-899-2-65070 OPERATING SUPPLIES				167.10	SHOP OPERATING SUPPLIES		
		VENDOR TOTALS	REG. CHECK				167.10	167.10CR	0.00
							167.10	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0587	CLARENCE LOWDEN SUN-NEWS &								
	I 0813CLSNA	REC & FAC ADS	AP		R	10/19/2013	402.50	402.50CR	
		G/L ACCOUNT					402.50		
		001 5-465-2-64020 ADVERTISING					342.50 REC & FAC ADS		
		001 5-446-2-64020 ADVERTISING					60.00 REC & FAC ADS		
		VENDOR TOTALS	REG. CHECK				402.50	402.50CR	0.00
							402.50	0.00	
01-0662	CONTROL INSTALLATIONS OF IO								
	I 43402	ETHERNET ROUTER FAC	AP		R	10/19/2013	5,883.69	5,883.69CR	
		G/L ACCOUNT					5,883.69		
		001 5-465-2-63500 OPERATIONAL EQUIPT MAINT & REP					5,883.69 ETHERNET ROUTER FAC		
		VENDOR TOTALS	REG. CHECK				5,883.69	5,883.69CR	0.00
							5,883.69	0.00	
01-0702	DAN'S OVERHEAD DOORS 1								
	I 393006	SERVICE GARAGE DOOR	AP		R	9/19/2013	774.49	774.49CR	
		G/L ACCOUNT					774.49		
		810 5-899-2-63100 BUILDING MAINTENANCE & REPAIR					774.49 SERVICE GARAGE DOOR		
		VENDOR TOTALS	REG. CHECK				774.49	774.49CR	0.00
							774.49	0.00	
01-0860	EASTERN IOWA LIGHT & PWR								
	I 0813CEM	CEMETERY UTILITIES	AP		R	10/19/2013	22.45	22.45CR	
		G/L ACCOUNT					22.45		
		750 5-280-2-63710 UTILITIES					22.45 CEMETERY UTILITIES		
	I 0813LAG	LAGOON UTILITIES	AP		R	10/19/2013	284.14	284.14CR	
		G/L ACCOUNT					284.14		
		610 5-816-2-63710 UTILITIES					284.14 LAGOON UTILITIES		
		VENDOR TOTALS	REG. CHECK				306.59	306.59CR	0.00
							306.59	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0019	ELECTRIC PUMP								
I 0852185-IN		REPAIR EAST LAGOON PUMP	AP		R	9/19/2013	6,191.65	6,191.65CR	
		G/L ACCOUNT					6,191.65		
		610 5-815-2-63500 OPERATIONAL EQUIPT MAINT & REP 6,191.65 REPAIR EAST LAGOON PUMP							
		VENDOR TOTALS		REG. CHECK			6,191.65	6,191.65CR	0.00
							6,191.65	0.00	
01-0905	ELECTRICAL ENGINEERING & EQ								
I 3648804-00		UNDERGROUND SUPPLIES	AP		R	9/19/2013	134.67	132.80CR	
		G/L ACCOUNT				9/19/2013	134.67	1.87CR	
		630 5-820-2-65304 UNDERGROUND SUPPLIES 134.67 UNDERGROUND SUPPLIES							
I 3648804-01		CONDUIT	AP		R	9/19/2013	60.29	59.16CR	
		G/L ACCOUNT				9/19/2013	60.29	1.13CR	
		630 5-820-2-65304 UNDERGROUND SUPPLIES 60.29 CONDUIT							
I 3652589-00		BLDG MAINT SUPP CITY HALL	AP		R	9/19/2013	37.57	36.81CR	
		G/L ACCOUNT				9/19/2013	37.57	0.76CR	
		810 5-899-2-63100 BUILDING MAINTENANCE & REPAIR 37.57 BLDG MAINT SUPP CITY HALL							
I 3655121-00		LED WALL PACK	AP		R	9/19/2013	183.43	180.00CR	
		G/L ACCOUNT				9/19/2013	183.43	3.43CR	
		630 5-821-2-63100 BUILDING MAINTENANCE & REPAIR 183.43 LED WALL PACK							
		VENDOR TOTALS		REG. CHECK			415.96	408.77CR	0.00
							415.96	7.19CR	
01-0934	EMS DETERGENT SERVICES								
I 47714		OPERATING SUPPLIES FIRE	AP		R	9/19/2013	39.90	39.90CR	
		G/L ACCOUNT					39.90		
		001 5-150-2-65070 OPERATING SUPPLIES 39.90 OPERATING SUPPLIES FIRE							
		VENDOR TOTALS		REG. CHECK			39.90	39.90CR	0.00
							39.90	0.00	
01-0965	FAMILY FOODS								
I 0813FF		OPERATING SUPPLIES FAC	AP		R	10/19/2013	18.11	18.11CR	
		G/L ACCOUNT					18.11		
		001 5-465-2-65070 OPERATING SUPPLIES 15.12 OPERATING SUPPLIES FAC							

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
		001 5-465-2-65031 CONCESSIONS				2.99	OPERATING SUPPLIES FAC		
		VENDOR TOTALS	REG. CHECK				18.11	18.11CR	0.00
							18.11	0.00	
01-0994	FILTRATION CORP. OF AMERICA								
I 00069656		DUST CAP AIRPORT	AP		R	10/19/2013	74.47	74.47CR	
		G/L ACCOUNT					74.47		
		660 5-835-2-65070 OPERATING SUPPLIES				74.47	DUST CAP AIRPORT		
		VENDOR TOTALS	REG. CHECK				74.47	74.47CR	0.00
							74.47	0.00	
01-1020	FLETCHER-REINHARDT CO.								
I S1085977.001		GUY WIRE PREFORMS	AP		R	10/19/2013	139.10	139.10CR	
		G/L ACCOUNT					139.10		
		630 5-820-2-65302 OVERHEAD SUPPLIES				139.10	GUY WIRE PREFORMS		
		VENDOR TOTALS	REG. CHECK				139.10	139.10CR	0.00
							139.10	0.00	
01-1055	G & K SERVICES								
I 1184880906		PUBLIC WORKS UNIFORMS	AP		R	10/19/2013	46.97	46.97CR	
		G/L ACCOUNT					46.97		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT				7.34	PUBLIC WORKS UNIFORMS		
		600 5-810-2-64350 UNIFORMS/EQUIPMENT				6.91	PUBLIC WORKS UNIFORMS		
		001 5-210-2-64350 UNIFORMS/EQUIPMENT				17.46	PUBLIC WORKS UNIFORMS		
		001 5-299-2-64350 UNIFORMS/EQUIPMENT				8.34	PUBLIC WORKS UNIFORMS		
		810 5-899-2-64350 UNIFORMS/EQUIPMENT				6.92	PUBLIC WORKS UNIFORMS		
I 1184883997		PUBLIC WORKS UNIFORMS	AP		R	10/19/2013	46.97	46.97CR	
		G/L ACCOUNT					46.97		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT				7.34	PUBLIC WORKS UNIFORMS		
		600 5-810-2-64350 UNIFORMS/EQUIPMENT				6.91	PUBLIC WORKS UNIFORMS		
		001 5-210-2-64350 UNIFORMS/EQUIPMENT				17.46	PUBLIC WORKS UNIFORMS		
		001 5-299-2-64350 UNIFORMS/EQUIPMENT				8.34	PUBLIC WORKS UNIFORMS		
		810 5-899-2-64350 UNIFORMS/EQUIPMENT				6.92	PUBLIC WORKS UNIFORMS		
I 1184883998		EL & GAS UNIFORMS	AP		R	10/19/2013	71.90	71.90CR	
		G/L ACCOUNT					71.90		
		630 5-820-2-64350 UNIFORMS/EQUIPMENT				56.87	EL & GAS UNIFORMS		
		640 5-825-2-64350 UNIFORMS/EQUIPMENT				15.03	EL & GAS UNIFORMS		

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
I	1184887019	PUBLIC WORKS UNIFORMS	AP		R	10/19/2013	46.97	46.97CR	
		G/L ACCOUNT					46.97		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT					7.34	PUBLIC WORKS UNIFORMS	
		600 5-810-2-64350 UNIFORMS/EQUIPMENT					6.91	PUBLIC WORKS UNIFORMS	
		001 5-210-2-64350 UNIFORMS/EQUIPMENT					17.46	PUBLIC WORKS UNIFORMS	
		001 5-299-2-64350 UNIFORMS/EQUIPMENT					8.34	PUBLIC WORKS UNIFORMS	
		810 5-899-2-64350 UNIFORMS/EQUIPMENT					6.92	PUBLIC WORKS UNIFORMS	
I	1184887020	EL & GAS UNIFORMS	AP		R	10/19/2013	71.90	71.90CR	
		G/L ACCOUNT					71.90		
		630 5-820-2-64350 UNIFORMS/EQUIPMENT					56.87	EL & GAS UNIFORMS	
		640 5-825-2-64350 UNIFORMS/EQUIPMENT					15.03	EL & GAS UNIFORMS	
		VENDOR TOTALS	REG. CHECK				284.71	284.71CR	0.00
							284.71	0.00	
01-1066	GARDEN & ASSOCIATES INC								
I	31187	UPDATE PAVEMENT MGMNT REPOR	AP		R	10/19/2013	3,162.70	3,162.70CR	
		G/L ACCOUNT					3,162.70		
		305 5-762-2-64070 ENGINEERING					3,162.70	UPDATE PAVEMENT MGMNT REPORT	
		VENDOR TOTALS	REG. CHECK				3,162.70	3,162.70CR	0.00
							3,162.70	0.00	
01-1094	GRAINGER								
C	9231638421	WATER FOUNTAIN CITY HALL	AP		R	9/19/2013	100.00CR	100.00	
		G/L ACCOUNT					100.00CR		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR					100.00CR	WATER FOUNTAIN CITY HALL	
I	9227104495	WATER FOUNTAIN CITY HALL	AP		R	10/19/2013	840.00	840.00CR	
		G/L ACCOUNT					840.00		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR					840.00	WATER FOUNTAIN CITY HALL	
I	9228956695	3 LAMPHOLDERS	AP		R	10/19/2013	36.93	36.93CR	
		G/L ACCOUNT					36.93		
		001 5-465-2-63500 OPERATIONAL EQUIPT MAINT & REP					36.93	3 LAMPHOLDERS	
I	9229438701	WATER FOUNTAIN EL/GAS	AP		R	10/19/2013	785.99	785.99CR	
		G/L ACCOUNT					785.99		
		630 5-820-2-63100 BUILDING MAINTENANCE & REPAIR					393.00	WATER FOUNTAIN EL/GAS	
		640 5-825-2-63100 BUILDING MAINTENANCE & REPAIR					392.99	WATER FOUNTAIN EL/GAS	
		VENDOR TOTALS	REG. CHECK				1,562.92	1,562.92CR	0.00
							1,562.92	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1098	GRASSHOPPER LAWN CARE DBA A								
	I 13-713	MOW 611 CEDAR ST	AP		R	10/19/2013	30.00	30.00CR	
		G/L ACCOUNT					30.00		
		835 5-899-2-65980 MISCELLANEOUS				30.00	MOW 611 CEDAR ST		
		VENDOR TOTALS	REG. CHECK				30.00	30.00CR	0.00
							30.00	0.00	
01-1115	H & H AUTO								
	I 26219	TIRE PATCH	AP		R	10/19/2013	13.00	13.00CR	
		G/L ACCOUNT					13.00		
		810 5-899-2-63323 TIRE REPAIR				13.00	TIRE PATCH		
	I 26224	TIRE #1	AP		R	10/19/2013	17.00	17.00CR	
		G/L ACCOUNT					17.00		
		810 5-899-2-63322 TIRES				17.00	TIRE #1		
		VENDOR TOTALS	REG. CHECK				30.00	30.00CR	0.00
							30.00	0.00	
01-1141	HAPPY JOE'S								
	I 072513HJ	6 LARGE PIZZAS FAC	AP		R	10/19/2013	103.20	103.20CR	
		G/L ACCOUNT					103.20		
		001 5-465-2-65031 CONCESSIONS				103.20	6 LARGE PIZZAS FAC		
		VENDOR TOTALS	REG. CHECK				103.20	103.20CR	0.00
							103.20	0.00	
01-1289	INTEGRATED TECHNOLOGY PARTN								
	I 95150	MONTHLY NETWORK SERVICES-FA	AP		R	9/19/2013	9.00	9.00CR	
		G/L ACCOUNT					9.00		
		001 5-465-2-64190 TECHNOLOGY				9.00	MONTHLY NETWORK SERVICES-FAC		
	I 95151	MONTHLY NETWORK SERVICES-PO	AP		R	9/19/2013	39.00	39.00CR	
		G/L ACCOUNT					39.00		
		001 5-110-2-64190 TECHNOLOGY				39.00	MONTHLY NETWORK SERVICES-POL		
	I 95153	PROACTIVE MONTHLY NETWORK S	AP		R	9/19/2013	1,575.00	1,575.00CR	
		G/L ACCOUNT					1,575.00		
		835 5-899-2-64190 TECHNOLOGY				1,575.00	PROACTIVE MONTHLY NETWORK SRVC		

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
		VENDOR TOTALS	REG. CHECK				1,623.00	1,623.00CR	0.00
							1,623.00	0.00	
01-1297	INTERSTATE POWER SYSTEMS IN								
	I C014035747:01	OIL SEAL ASSEMBLY #186	AP		R	9/19/2013	4.40	4.40CR	
		G/L ACCOUNT					4.40		
		810 5-899-2-63321 REPAIR PARTS					4.40	OIL SEAL ASSEMBLY #186	
		VENDOR TOTALS	REG. CHECK				4.40	4.40CR	0.00
							4.40	0.00	
01-1270	IOWA ASSOCIATION OF								
	I 1386	EIASSO DUES SEPT-NOV	AP		R	10/19/2013	693.80	693.80CR	
		G/L ACCOUNT					693.80		
		001 5-299-2-65100 SAFETY					326.09	EIASSO DUES SEPT-NOV	
		630 5-820-2-65100 SAFETY					277.52	EIASSO DUES SEPT-NOV	
		640 5-825-2-65100 SAFETY					90.19	EIASSO DUES SEPT-NOV	
	I 1474	REGULATOR MAINT & TESTING	AP		R	10/19/2013	743.65	743.65CR	
		G/L ACCOUNT					743.65		
		640 5-825-2-65306 REGULATORS					743.65	REGULATOR MAINT & TESTING GAS	
	I 1480	CONFINED SPACE CLASS GAS	AP		R	10/19/2013	30.00	30.00CR	
		G/L ACCOUNT					30.00		
		640 5-825-1-62300 TRAINING					30.00	CONFINED SPACE CLASS GAS	
		VENDOR TOTALS	REG. CHECK				1,467.45	1,467.45CR	0.00
							1,467.45	0.00	
01-1332	IOWA ONE CALL								
	I 154546	LOCATES	AP		R	10/19/2013	32.40	32.40CR	
		G/L ACCOUNT					32.40		
		630 5-820-2-65304 UNDERGROUND SUPPLIES					10.80	LOCATES	
		600 5-810-2-65307 SERVICE LINES					10.80	LOCATES	
		640 5-825-2-65307 SERVICE LINES					10.80	LOCATES	
		VENDOR TOTALS	REG. CHECK				32.40	32.40CR	0.00
							32.40	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1375	IOWA PRISON INDUSTRIES								
	I 929587	2 SCHOOL SPEED LIMIT SIGNS	AP		R	10/19/2013	146.08	146.08CR	
		G/L ACCOUNT					146.08		
		001 5-240-2-65070 OPERATING SUPPLIES					146.08	2 SCHOOL SPEED LIMIT SIGNS	
		VENDOR TOTALS		REG. CHECK			146.08	146.08CR	0.00
							146.08	0.00	
01-1301	IOWA UTILITIES BOARD								
	I 38019	FY14 REMAINDER ASSESSMENT-E	AP		R	10/19/2013	3,256.00	3,256.00CR	
		G/L ACCOUNT					3,256.00		
		630 5-820-2-64904 REGULATORY CMMSSN/FRANSHISE FE					3,256.00	FY14 REMAINDER ASSESSMENT-EL	
	I 38123	FY14 REMAINDER ASSESSMENT-G	AP		R	10/19/2013	1,009.00	1,009.00CR	
		G/L ACCOUNT					1,009.00		
		640 5-825-2-64904 REGULATORY CMMSSN/FRANSHISE FE					1,009.00	FY14 REMAINDER ASSESSMENT-GAS	
		VENDOR TOTALS		REG. CHECK			4,265.00	4,265.00CR	0.00
							4,265.00	0.00	
01-1	JOE RISIUS								
	I 828703	3.3HRS STUMPGRINDER	AP		R	9/19/2013	132.00	132.00CR	
		G/L ACCOUNT					132.00		
		001 5-221-2-65070 OPERATING SUPPLIES					132.00	JOE RISIUS:3.3HRS STUMPGRINDER	
		VENDOR TOTALS		REG. CHECK			132.00	132.00CR	0.00
							132.00	0.00	
01-1514	LANDS' END BUSINESS OUTFITT								
	I 1039765	1 B/O SHIRT - KERRI	AP		R	9/19/2013	45.95	45.95CR	
		G/L ACCOUNT					45.95		
		630 5-822-2-64350 UNIFORMS/EQUIPMENT					9.19	1 B/O SHIRT - KERRI	
		640 5-826-2-64350 UNIFORMS/EQUIPMENT					9.19	1 B/O SHIRT - KERRI	
		600 5-811-2-64350 UNIFORMS/EQUIPMENT					9.19	1 B/O SHIRT - KERRI	
		610 5-815-2-64350 UNIFORMS/EQUIPMENT					9.19	1 B/O SHIRT - KERRI	
		670 5-840-2-64350 UNIFORMS/EQUIPMENT					9.19	1 B/O SHIRT - KERRI	
		VENDOR TOTALS		REG. CHECK			45.95	45.95CR	0.00
							45.95	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1623	M & K ELECTRIC								
	I 18831	5 RUNWAY LIGHTS	AP		R	10/19/2013	153.00	153.00CR	
		G/L ACCOUNT					153.00		
		660 5-835-2-63500 OPERATIONAL EQUIPT MAINT & REP				153.00	5 RUNWAY LIGHTS		
		VENDOR TOTALS	REG. CHECK				153.00	153.00CR	0.00
							153.00	0.00	
01-1660	MANATTS INC								
	I 707458	3.5CY CURB&GUTTER 7TH & LOC	AP		R	10/19/2013	283.00	273.00CR	
		G/L ACCOUNT				10/19/2013	283.00	10.00CR	
		001 5-290-2-65070 OPERATING SUPPLIES				283.00	3.5CY CURB&GUTTER 7TH & LOCUST		
	I 707459	4 CY CURB & GUTTER 13TH & L	AP		R	10/19/2013	412.80	396.80CR	
		G/L ACCOUNT				10/19/2013	412.80	16.00CR	
		001 5-210-2-65070 OPERATING SUPPLIES				412.80	4 CY CURB & GUTTER 13TH & LYNN		
	I 708970	4CY METHODIST CHURCH ALLEY	AP		R	10/19/2013	412.80	396.80CR	
		G/L ACCOUNT				10/19/2013	412.80	16.00CR	
		001 5-210-2-65070 OPERATING SUPPLIES				412.80	4CY METHODIST CHURCH ALLEY		
		VENDOR TOTALS	REG. CHECK				1,108.60	1,066.60CR	0.00
							1,108.60	42.00CR	
01-1886	NILES CHIROPRACTIC								
	I 091013NILES	RANDOM DRUG SCREEN	AP		R	10/19/2013	25.00	25.00CR	
		G/L ACCOUNT					25.00		
		835 5-899-2-65980 MISCELLANEOUS				25.00	RANDOM DRUG SCREEN		
		VENDOR TOTALS	REG. CHECK				25.00	25.00CR	0.00
							25.00	0.00	
01-2044	PITNEY BOWES INC								
	I 2312082-SP13	TERM RENTAL INVOICE	AP		R	10/19/2013	417.78	417.78CR	
		G/L ACCOUNT					417.78		
		835 5-899-2-65080 POSTAGE/SHIPPING				417.78	TERM RENTAL INVOICE		
		VENDOR TOTALS	REG. CHECK				417.78	417.78CR	0.00
							417.78	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2103	RC TECHNOLOGY								
	I 297	TECH SERVICE AMBULANCE	AP		R	9/19/2013	50.00	50.00CR	
		G/L ACCOUNT					50.00		
		001 5-160-2-64190 TECHNOLOGY					50.00	TECH SERVICE AMBULANCE	
		VENDOR TOTALS	REG. CHECK				50.00	50.00CR	0.00
							50.00	0.00	
01-2074	RK DIXON CO								
	I 927683	COPIER CONTRACT CHARGE	AP		R	10/19/2013	16.51	16.51CR	
		G/L ACCOUNT					16.51		
		001 5-160-2-64910 CONTRACT SERVICES					16.51	COPIER CONTRACT CHARGE	
		VENDOR TOTALS	REG. CHECK				16.51	16.51CR	0.00
							16.51	0.00	
01-2261	STORM STEEL								
	I 334077	OPERATING SUPPLIES	AP		R	10/19/2013	12.61	12.61CR	
		G/L ACCOUNT					12.61		
		810 5-899-2-65070 OPERATING SUPPLIES					12.61	OPERATING SUPPLIES	
		VENDOR TOTALS	REG. CHECK				12.61	12.61CR	0.00
							12.61	0.00	
01-2317	T & M CLOTHING CO.								
	I 707	DUTY BELT & INNER LINER BEL	AP		R	10/19/2013	38.90	38.90CR	
		G/L ACCOUNT					38.90		
		001 5-110-2-64350 UNIFORMS/EQUIPMENT					38.90	DUTY BELT & INNER LINER BELT	
	I 710	FTBLLS, VLLYBLLS, FLAGS, BE	AP		R	10/19/2013	1,400.97	1,400.97CR	
		G/L ACCOUNT					1,400.97		
		001 5-446-2-65070 OPERATING SUPPLIES					1,400.97	FTBLLS, VLLYBLLS, FLAGS, BELTS	
	I 718	410 SHIRTS YOUTH REC	AP		R	10/19/2013	2,566.20	2,566.20CR	
		G/L ACCOUNT					2,566.20		
		001 5-446-2-64350 UNIFORMS/EQUIPMENT					2,566.20	410 SHIRTS YOUTH REC	
	I 723	4 SHIRTS YOUTH REC	AP		R	10/19/2013	24.30	24.30CR	
		G/L ACCOUNT					24.30		
		001 5-446-2-64350 UNIFORMS/EQUIPMENT					24.30	4 SHIRTS YOUTH REC	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
		VENDOR TOTALS	REG. CHECK				4,030.37	4,030.37CR	0.00
							4,030.37	0.00	
01-2341	TERRY AND SONS INC								
I 16952		PAINT FOR OUTDOOR POOLS	AP		R	9/19/2013	7,785.00	7,785.00CR	
		G/L ACCOUNT					7,785.00		
		001 5-465-2-65070 OPERATING SUPPLIES				7,785.00	PAINT FOR OUTDOOR POOLS		
		VENDOR TOTALS	REG. CHECK				7,785.00	7,785.00CR	0.00
							7,785.00	0.00	
01-2400	TIPTON CONSERVATIVE								
I 201309194168		YOUTH REC ADS	AP		R	10/19/2013	79.20	79.20CR	
		G/L ACCOUNT					79.20		
		001 5-446-2-64020 ADVERTISING				79.20	YOUTH REC ADS		
I 201309194169		FAC ADS	AP		R	10/19/2013	293.45	293.45CR	
		G/L ACCOUNT					293.45		
		001 5-465-2-64020 ADVERTISING				293.45	FAC ADS		
I 201309194170		MINUTES, ORDINANCE 538	AP		R	10/19/2013	491.96	491.96CR	
		G/L ACCOUNT					491.96		
		835 5-899-2-64140 PRINTING & PUBLISHING				491.96	MINUTES, ORDINANCE 538		
I 201309194171		PUBLIC HEARING AIRPORT	AP		R	10/19/2013	7.91	7.91CR	
		G/L ACCOUNT					7.91		
		660 5-835-2-64140 PRINTING & PUBLISHING				7.91	PUBLIC HEARING AIRPORT		
		VENDOR TOTALS	REG. CHECK				872.52	872.52CR	0.00
							872.52	0.00	
01-2450	TIPTON PHARMACY								
I 082013TP		4 EPIPENS AMBULANCE	AP		R	10/19/2013	612.19	612.19CR	
		G/L ACCOUNT					612.19		
		001 5-160-2-65070 OPERATING SUPPLIES				612.19	4 EPIPENS AMBULANCE		
		VENDOR TOTALS	REG. CHECK				612.19	612.19CR	0.00
							612.19	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2489	TRANSWORLD SYSTEMS INC								
	I 758011	COLLECTION EXPENSE	AP		R	9/19/2013	139.61	139.61CR	
		G/L ACCOUNT					139.61		
		001 5-290-2-65980 MISCELLANEOUS				132.98	COLLECTION EXPENSE		
		001 5-620-2-65980 MISCELLANEOUS				6.63	COLLECTION EXPENSE		
		VENDOR TOTALS	REG. CHECK				139.61	139.61CR	0.00
							139.61	0.00	
01-1239	UNIVERSITY OF IOWA: STATE								
	I 26108	POOL TESTING FEES	AP		R	10/19/2013	36.00	36.00CR	
		G/L ACCOUNT					36.00		
		001 5-465-2-64121 HEALTH SERVICES				36.00	POOL TESTING FEES		
		VENDOR TOTALS	REG. CHECK				36.00	36.00CR	0.00
							36.00	0.00	
01-2553	UTILITY SALES & SERVICE INC								
	I 10351	SUPPLIES FOR GAS SERVICE LI	AP		R	9/19/2013	621.41	621.41CR	
		G/L ACCOUNT					621.41		
		640 5-825-2-65307 SERVICE LINES				621.41	SUPPLIES FOR GAS SERVICE LINES		
		VENDOR TOTALS	REG. CHECK				621.41	621.41CR	0.00
							621.41	0.00	
01-2700	XEROX CORPORATION								
	I 069801875	BASE & METER CHARGES	AP		R	10/19/2013	1,571.89	1,571.89CR	
		G/L ACCOUNT					1,571.89		
		835 5-899-2-65070 OPERATING SUPPLIES				569.16	BASE & METER CHARGES		
		835 5-899-2-64151 COMMERCIAL EQPT RENTAL & LEASE				1,002.73	BASE & METER CHARGES		
		VENDOR TOTALS	REG. CHECK				1,571.89	1,571.89CR	0.00
							1,571.89	0.00	

PACKET: 01612 Council Mtg 092313 AL

VENDOR SET: 01

REPORT TOTALS

FUND DISTRIBUTION

FUND NO#	FUND NAME	AMOUNT
001	GENERAL GOVERNMENT	26,157.69CR
305	GO ST IMPROVEMENT 08	3,162.70CR
314	WETLAND M ITIGATION PRJCT	272.00CR
600	WATER OPERATING	11,688.64CR
610	WASTEWATER/AKA SEWER REVE	17,647.57CR
630	ELECTRIC OPERATING	4,577.74CR
640	GAS OPERATING	2,937.29CR
660	AIRPORT OPERATING	235.38CR
670	GARBAGE COLLECTION	2,781.71CR
750	CEMETERY ENTERPRISE	22.45CR
810	CENTRAL GARAGE	5,813.11CR
835	ADMINISTRATIVE SERVICES	4,111.63CR
	** TOTALS **	79,407.91CR

---- TYPE OF CHECK TOTALS ----

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
		0.00	0.00	
DRAFTS		0.00	0.00	0.00
		0.00	0.00	
REG-CHECKS		79,407.91	79,358.72CR	0.00
		79,407.91	49.19CR	
EFT		0.00	0.00	0.00
		0.00	0.00	
NON-CHECKS		0.00	0.00	0.00
		0.00	0.00	
ALL CHECKS		79,407.91	79,358.72CR	0.00
		79,407.91	49.19CR	

TOTAL CHECKS TO PRINT: 50

ERRORS: 0 WARNINGS: 0

AGENDA ITEM # L - 2

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	September 23, 2013
AGENDA ITEM:	Public Hearing – Water Adjustment
ACTION:	Motion

SYNOPSIS: This ordinance was discussed at the last meeting and staff would like the Council to revisit the issue. Based upon our discussion, the language in the current ordinance needs to be modified. The Public Hearing would be held on Monday, October 7. 2013.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None – Move to H-1

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 9/16/13

AGENDA ITEM # L-3

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	September 23, 2013
AGENDA ITEM:	Storm Water Issues
ACTION:	None

SYNOPSIS: Enclosed you will find a map that overlooks 1003 Plum Street (highlighted in red) and a picture of the storm sewer on the same lot. On the northeast corner of this lot, the City has a storm water intake that has been an issue for a number of years. It came to light once again when the flooding occurred this spring. If you look at the picture, you will see that the pipe heading to the park has been sealed up and a smaller pipe placed inside. I am assuming this was done to control the amount of storm water that converges into the park near the main drive. Unfortunately it also creates a pond near 1003 Plum that can be up to four feet deep. The reason for this is the new construction that has taken place at the care facility and the two residential homes. The pipe was walled off before this construction occurred and is ineffective today. Why this is a concern is twofold, 1. Kids have been caught playing in this water unaware of the strength of the suction that is occurring at the intake (a smaller child could have issues if they get too close to the grate), and 2. The additional storm water created by the construction is causing the home at 1003 to flood.

Staff believes that we can complete the work in house for less than $2,000 to $3,000 but there are some unknowns. We do not know the condition of the pipe on the other side of the wall and although we don't believe it will be necessary, we may have to get into the street.

This is a project that came to light in the flooding and one that need to be addressed. Our other option would be to wait and try to budget for a contractor to complete the project after next fiscal year (the gamble would be if we had another wet spring).

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Public Works

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 9/19/13

Cedar County, IA

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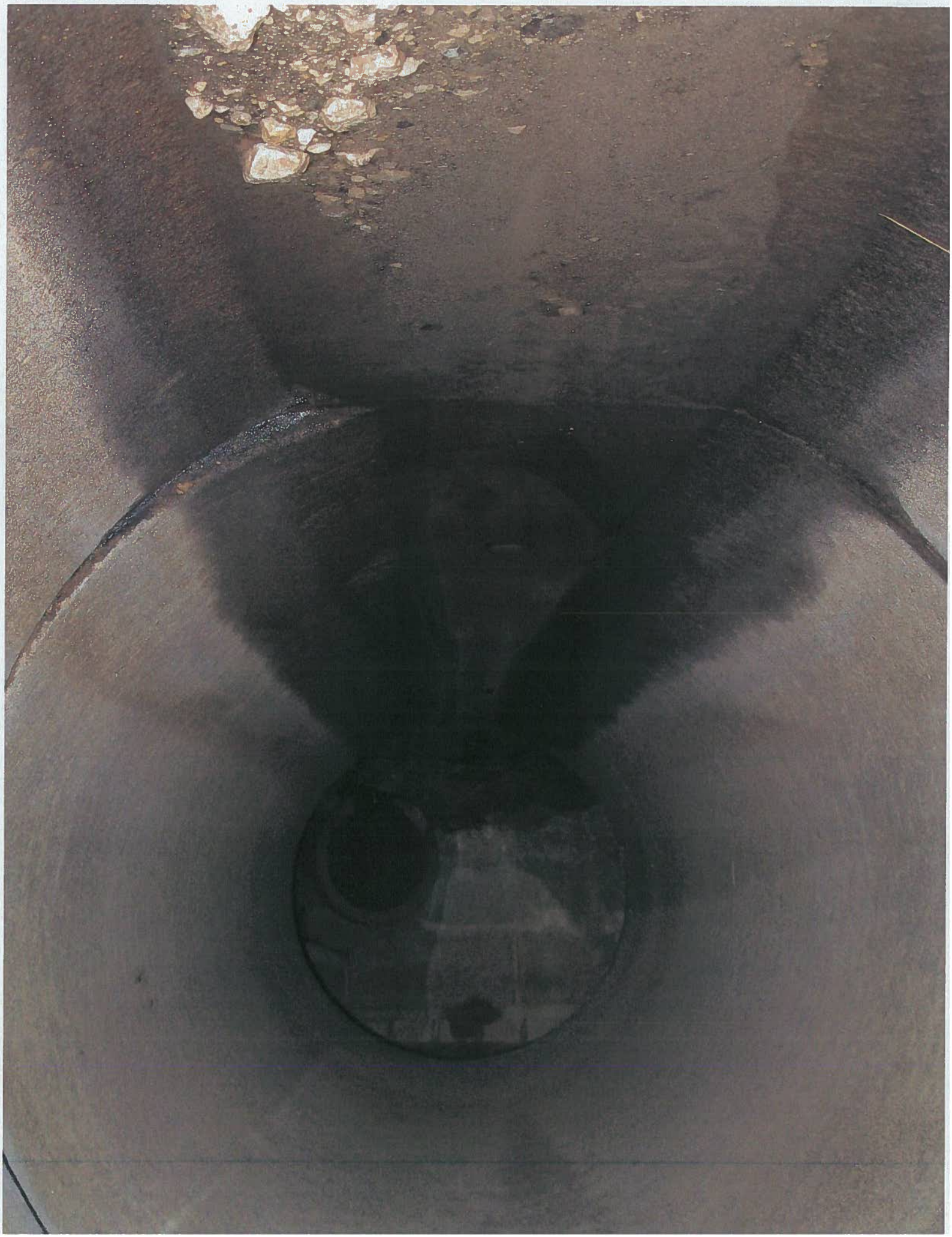

AGENDA ITEM # L – 4

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	September 23, 2013
AGENDA ITEM:	Five Year Gas Extension
ACTION:	Motion

SYNOPSIS: Virgil will be present at the meeting to discuss a possible extension of the gas prices. Prices were locked in at $4.81 per dekatherm for years one through five. At that time, the City could have locked in at $5.45 per dekatherm for ten years. Both Virgil and I believe it was a good idea to lock in for the five years and save the $.65 per dekatherm. We also both know that a number of power plants are moving to natural gas and there will likely be a higher demand put on gas in the coming future. Our question to Council is whether we should look into locking in prices or continue to monitor the market?

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager and Gas

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 9/19/13

M. Reports-Received/File

City of Tipton, Iowa
Strategic Planning & Goal Setting 2013

Mayor:
Shirley Kepford

City Council:
Dean Anderson
David Fry
Dawn Siech
Pam Spear
Leanne Zearley

Facilitated by:
Chris Nosbisch

September 23, 2013

CITY OF TIPTON, IOWA
STRATEGIC PLANNING AND GOAL SETTING SESSION
2013

Introduction

The City Council of the City of Tipton decided to conduct a strategic planning and goal setting session that involved the following steps:

1. Prepare a questionnaire to identify departmental needs, capital projects, accomplishments, programs, issues, trends and team building suggestions.
2. Prepare a list of the suggested initiatives, programs and policies based upon the comments of the elected officials and city department heads.
3. Conduct a strategic planning and goal setting session with the elected officials.
4. Preparation of a final report.

Goal Setting Work Session

City Council Members and the Mayor held a work session on June 17, 2013. In attendance and participating at this meeting were Mayor Shirley Kepford and Council Members Dean Anderson, David Fry, Dawn Siech, Pam Spear and Leanne Zearley. Also in attendance and participating in this meeting were City Manager Chris Nosbisch, City Clerk/Finance Officer Lorna Fletcher, Deputy City Clerk Amy Lenz, Police Chief Heath Holub, Electric Superintendent John Packwood, Gas Superintendent Virgil Penrod, Director of Public Works Steve Nash, Recreation Director Adam Spangler, Community Development Director Abby Kissling and Water and Wastewater Superintendent Mark Wild. One City employee was in attendance Brian Hudson. One member of the Press was also in attendance, Stuart Clark.

The City's elected officials and Department Heads were asked to do the following:

1. Identify the major accomplishments of the City in 2012.
2. Review the list of most important issues and concerns facing the City in 2013. Review and revise the list of significant initiatives or programs.
3. Review and revise the list of long-term significant initiatives or programs.
4. Indicate those initiatives or programs that are the most urgent or important at this time.
5. Review the list of suggestions regarding teamwork.

Significant Initiatives or Programs 2013

The Mayor and City Council identified the following initiatives and programs as the most urgent or important.

Top Priority Items 2013

1. Street Improvements
2. Airport Future
3. Regular Equipment Funding
4. Community/Recreation Center
5. Aquatic Center Upgrades and Maintenance
6. Sewer Maintenance

Top Priority Items 2012

1. Upgrade Police Station
2. City Hall Addition – More Office Space, Ground Level Council Chambers and Break room
3. Bike/Pedestrian Trail System
4. Community Center – Properly Defined
5. Automated Meter Reading System for all Utilities

It is important to compare the priority items from the previous year in an effort to identify possible change agents from year to year. For 2013, the major issues have been maintenance issues at the aquatic center, spring flooding, and completion of the airport study.

The top priority items will then be incorporated into the department wide goals. A number of objectives can be created to accomplish one priority with the final goal of

Action Items for 2013

The Mayor and City Council identified the following action items for incorporation into staff goals for the year.

Top Long-term Priority Items

1. Five Year Capital Plan (Including 5 Year Street Plan)
2. Equipment Purchasing Plan
3. City Hall Addition
4. Identification of Aquatic Center Issues, Establish Plan for Renovations
5. Identify Community/Recreation Facility Needs
6. Work Towards Solutions to Sewer Issues

Note: It is important to point out that bike/walking trails remain a priority of the City Council, but it was listed below the above items.

Team Building Agreements

The Mayor and City Council reviewed a list of ideas and suggestions relating to TEAM Building and building a better working relationship. The following lists identifies the top five items the City Council would like staff to focus on over the next year relating to teamwork and teambuilding.

Top Long-term Priority Items

1. Use Closed Sessions When Necessary
2. Department Cooperation
3. Team Training
4. Goal Setting Sessions
5. Weekly Updates to Council

Department Head Objectives

As part of their review, each Department Head was given 2 to 3 larger goals to work on through the fiscal year. The goals are designed to fulfill the Council goals or address key concerns that were outlined through this process. Each of the listed goals contains a number of objectives or key components that staff will use to measure our success. The goals are in addition to the day to day activities of the Department.

Public Works

1. Capital Equipment and Utilities Spending Plan (this gets incorporated into the overall CIP)
2. Identify Beautification Needs (Ways to contend with unsightly grass in streets, downtown curb appeal, placement and replacement of street trees, etc.)
3. Street Projects

Electric

1. Transition of Leadership – Possible Restructuring
2. Project Completion – Substation, Underground vs. Pole Replacement, etc.
3. Budget Forecasting – Rate Study

Gas

1. Creation of CIP for $25,000 Capital Account
2. Market Review – Gas Prices (Do we lock in later years?)

Parks and Recreation

1. Work With Council and Recreation Committee to further Rec, Aquatic Center and Space Needs – Recommendations for Council Review
2. Possible Restructuring of Department Personnel
3. Aquatic Center Issues/Possible Renovations

Administration (Includes Manager)

1. Increase Budget Discussion Capabilities – Earlier Start to Discussions, Personnel Review, CIP etc.
2. Codification
3. City Hall Renovations

Other Goals That Cross Departments

1. Radio Read Conversion
2. 175th Anniversary Celebration
3. Increase Interdepartmental Cooperation

Major Accomplishments 2011-2012

As we work through the list of items for next year, it is important to revisit the major accomplishments that occurred over the past fiscal year.

9th and 10th Street Projects
Vitense Project, West Side Mitigation Area
New Fire Station
Substation IT, Phone,
New City Manager Cemetery,
Public Works Addition Line clearing savings -$15,000
DRIP Continuation
Cemetery Brine Building/System
Habitat for Humanity, old trailer park
AMR System
Unprecedented Bond Rates
Street Light Updating
New Business Assistance
North Lynn Water Main
Gas Department Cost Savings, Five Year Purchase
Move Gas & Electric Dept. to old fire station
New Logos
iPads
Fleet Updates
Website updates
GIS Program
Tree Removal/Replacement
New Hires – CCEDCO, TEDCO,
Street Sweeping Program

Final Comments

This was yet another very good goal setting session. There was a lot of positive discussion and direction on the various issues/projects that were identified as priorities. As mentioned at the September 9th Council meeting, staff will be requesting that we utilize the resources at the University of Iowa once again for goal setting. The relationship between the five communities (Monticello, Maquoketa, DeWitt, Tipton and Anamosa) remains strong although recent elections have reduced the number of goal setting sessions that are performed. The cost to perform this service will be under $2,000 and will bring a fresh perspective to the community.

TIPTON DOWNTOWN REVITALIZATION INCENTIVE PROGRAM (DRIP) REPORT

PURPOSE

The City of Tipton Downtown Revitalization Incentive Program (DRIP) was implemented in 2007. The purpose of the program is to encourage downtown businesses and property owners to enhance their building's appearance with the goal of attracting customers, tenants and investors to the downtown district and create a positive image for the community.

The Downtown Revitalization Incentive Program is designed to assist with the following:

- Eliminate deterioration of buildings in the downtown business district.
- Restore and preserve properties for historical, architectural or aesthetic reasons.
- Be a catalyst for larger scale building improvements and developments.
- Develop and enhance the natural assets of the downtown business district by restoring the uniqueness, character and integrity of the buildings.

PROJECT GUIDELINES

- All projects funded by incentives must comply with the City of Tipton's Comprehensive Plan.
- The program is based on a reimbursement system that requires a 50% cash match by the recipient.
- Eligible project locations are the area immediately along Cedar Street between 2nd and 7th Streets as well as one block East or West of the same section of Cedar Street.
- Labor costs will only be reimbursed if performed by a qualified third party contractor. Labor hours by the property owner are not eligible for reimbursement .Tipton's Downtown Revitalization Incentive Program will be administered by the Economic Development Director for the City of Tipton. All applications will be initially reviewed by the Tipton Development Commission and then forwarded to the Tipton City Council for final approval. The name of the applicant, assistance value and proposed project will be placed on the city council agenda and discussed at the meeting.
- Rebates and incentives will be approved based on the following criteria:
  - Complies with program objectives.
  - Need and urgency of the project.
  - Financial participation by the applicant (participation may be in the form of loans or available cash).
  - Whether or not the project will be completed with the use of incentives or rebates.
- A project will not be approved for funding if the applicant has already started the project.
- No incentives or rebates will be made for working capital or inventory.
- Funds will be paid upon completion of the approved project and after third party claims are verified and submitted to the City of Tipton. All payments will be made at the time the City of Tipton makes regular claim payments.
- The City of Tipton retains the exclusive right to revise or eliminate the requirements and the incentive program at any time, with or without prior notice.

YTD AWARDS SUMMARY

2008

- 18 applications with 15 awarded, 2 denied 1 withdrawn. The total reimbursement amount paid was $80,315.53. The total project cost from the awarded applications was $242,331.56.

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N. Discussion Items (No Action)

AGENDA ITEM # N - 1

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	September 9, 2013
AGENDA ITEM:	ADA Compliant Council Chambers
ACTION:	Motion

SYNOPSIS: We will be meeting at the Library prior to the meeting to review the space. Another suggestion has been brought forward this week and that was in reference to the ambulance building.

BUDGET ITEM: N/A

MAYOR/COUNCIL ACTION: Motion

RESPONSIBLE DEPARTMENT: City Manager

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 9/16/13

O. Reports Mayor/Council/Manager

CITY OF TIPTON
CITY MANAGER
REPORT TO THE CITY COUNCIL
September 23, 2013

- Just a reminder that Lorna, Pam and I will be at the annual Iowa League of Cities meeting next week from Wednesday to Thursday.
- The first meeting of the newly created Parks and Recreation committee was a success. We will be holding the second meeting within the next three weeks.
- Staff is currently working with the substation contractors as one more changeover is necessary. Once again this is supposed to be a seamless operation but there is always a chance for outage. The exact dates will be submitted for inclusion into the paper.
- The Auditors have been here this past week completing their fact finding work. I am pleased to say that we have reduced a number of our deficits in the City as staff completed year end reports.
- I have instructed Department Heads that budget increases for the year shall be limited to 2%. There will be instances where this cannot occur, but that will be the goal upon submitting all of the budgets for review.
- Capital project sheets will be disbursed to the Department heads next week as we begin to think about budget process. The CIP includes all of the projects slated for consideration over the next five years as well as a five year vehicle replacement plan.
- We will return to our normal meeting schedule in October, so our next meeting date will be October 7, 2013.
- The fiber should be here no later than the middle of next week. It was delayed due to a coil test that was conducted before it shipped. The Office 365 conversion will be initiated around the same time as we transition to the Ethernet connection.