

City of Tipton, Iowa

Meeting:	Tipton City Council Meeting
Place:	Tipton City Hall, 407 Lynn Street, Tipton, Iowa 52772
Date/Time:	January 5, 2015 – 5:30 PM
Web Page:	www.tiptoniowa.org
Posted:	January 2, 2015 (Front door of City Hall & City Website)

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

- A. Call to Order – 5:30 PM**
- B. Roll Call**
- C. Pledge of Allegiance**
- D. Agenda Additions/Agenda Approval**
- E. Communications:**
 - 1. Unscheduled

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. Approval of Liquor License – Casey's General Store #72
- 3. Approval of Liquor License – Tiger Mart
- 4. Approval of Liquor License – Tipton Country Club (Pending ABD Notification)
- 5. Appoint Dean Anderson, Mayor Pro-Tem

G. Public Hearing

- 1. None

H. Ordinance Approval/Amendment

- 1. Ordinance #546 – An Ordinance Amending Chapter 106.08 Collection Fees
 - i. Motion to approve first reading and proceed with second reading/or suspend rules and proceed to third and final reading. *Tabled on November 3, 2014*
- 2. Ordinance #548 – An Ordinance Amending Chapter 75.05 Operation of All-Terrain Vehicles.
 - i. Motion to approve third and final reading.

I. Resolutions for Approval

1. Resolution Appointing the City Attorney for the City of Tipton and Establishing the Just Compensation for the Position

J. Mayoral Proclamation

1. None

K. Old Business

1. None

L. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Making the Appointment to fill the Council Person Ward #1 Vacant Seat – Council Action as Needed
3. Discussion and Consideration of Approving a Formatting Change to the Mediacom Local Access Channel – Council Action as Needed
4. Discussion and Consideration of Approving the Revolving Loan Application for Gott Ice Cream? – Council Action as Needed
5. Discussion and Consideration of a One Time Water and Sewer Exemption for 1201 Cedar Street – Council Action as Needed
6. Discussion and Consideration of a One Time Water and Sewer Exemption for 104 East 11th Street – Council Action as Needed
7. Discussion and Consideration of an Request to Bidders for Garbage Services for the City of Tipton – Council Action as Needed *Tabled on November 3, 2014*

M. Reports to be Received/Filed

1. None

N. Discussion Items (No Action)

1. FY 2014-2015 Final Recommendations

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.

F. Consent Agenda

December 15, 2014
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, Holub, Kisling, Nash, Taber, Wild, DeWulf, other visitors and the press.

Mayor Kepford led the meeting in the Pledge of Allegiance.

Agenda:

Motion by Spear, second by Zearley to approve the agenda with the following corrections. Under Motions for Approval items No. 4 and 5, per instructions from the City Attorney, will be moved to Resolutions for Approval. Following the roll call vote the motion passed unanimously.

Communications:

Tim Mallot presented a letter of intent for the Ward 1 council seat. Mallot is not eligible for this council seat because he resides in Ward 2. Mallot proposed that Council Member Spear resign the At-Large council seat and submit a letter of intent to represent Ward 1 where she resides.

Consent Agenda:

Motion by Anderson, second by Siech to approve the consent agenda which includes the December 1, 2014, council meeting minutes, Clerk's/Investment report, Council Member Zearley's letter of resignation, Cedar Lanes liquor license renewal, November Water Report, December Economic Development Report, November Airport Committee minutes, October Library Board Minutes and Directors Report. Following the roll call vote the motion passed unanimously.

Ordinance Approval/Amendment:

Ordinance No. 546, Amending Chapter 106.08, Collection Fees
Tabled on November 3, 2014.

Ordinance No. 548, Ordinance Amending Chapter 75.05, Operations of All-Terrain Vehicles
Motion by Siech, second by Fry to move to the third reading of Ordinance No. 548, the ordinance amending Chapter 75.05, Operations of All-Terrain Vehicles. Following the roll call vote the motion passed unanimously.

Resolutions:

Resolution 121514A, Approving Final Plat, Mente's First Addition

Motion by Fry, second by Zearley to approve Resolution 121514A, the resolution approving the final plat for Mente's First Addition. Following the roll call vote the motion passed unanimously.

Resolution 121514B, Approving the Final Plat, Mente's Second Addition

Motion by Zearley, second by Siech to approve Resolution 121514B, the resolution approving the final plat for Mente's Second Addition. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Claims list -

ABC FIRE PROTECTION INC	SERVICE FIRE EXTINGUISHER	102.50
ALBAUGH PHC INC	WORK ON HEATER AT LOWER SHOP	432.65
ALLIANCE WATER RESOURCES I	DECEMBER SERVICES	24,547.17
ALTEC INDUSTRIES INC	HYDRAULIC TUBE ASSEMBLY #5	1,036.33
AUS WATERLOO MC LOCKBOX	MATS	55.60
BARRON MOTOR SUPPLY	SPARK PLUGS #11	87.50
BORDER STATES ELECTRIC SUP	POLYMERIC HOOKS	541.84
CEDAR COUNTY CO-OP	FUEL DISCOUNT	1,413.59
CEDAR COUNTY ENGINEER	147.1 GL DSL	3,076.92

CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2,435.00
CENTRAL PETROLEUM EQUIPMEN	HOSE BUMPER	61.62
CLARENCE LOWDEN SUN-NEWS &	FAC & YOUTH REC ADS	280.50
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	2,000.00
EASTERN IOWA LIGHT & PWR	CEMETERY UTILITIES	860.36
ECIA	MEMBERSHIP DUES 2ND INSTLMNT	1,832.59
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	540.23
EMSLRC	4 EMT TRAINING TUITION	1,400.00
FLETCHER-REINHARDT CO.	OVERHEAD SUPPLIES	214.27
G & K SERVICES	UNIFORMS PUBLIC WORKS	645.06
GENERAL PEST CONTROL INC	PEST CONTROL	161.03
GOODYEAR COMMERCIAL TIRE &	2 TIRES #18	654.69
GROEBNER & ASSOCIATES	GAS MAIN SUPPLIES	1,888.55
H.D. CLINE COMPANY	NUTS & BOLTS	9.00
INTEGRATED TECHNOLOGY PART	WORK ON TOUGHBOOKS AMB	1,538.19
IOWA ASSOCIATION OF	EIASSO DUES DEC-FEB	695.43
IOWA ONE CALL	LOCATES	27.00
KRIS ENGINEERING INC	SNOW BLADES #26 & #29	4,474.28
M & K ELECTRIC	WORK ON AIRPORT STROBE LIGHT	309.73
MAINSTAY SYSTEMS INC	5 WINDOWS LICENSES AMB	1,198.00
MAJOR GEOTHERMAL INC	GEO CONSULTING FAC	825.00
MANATTS INC	CONCRETE & REROD CITY HALL	885.70
MARTENS CONSTRUCTION	34 GRAVE OPENINGS	11,100.00
MISC. VENDOR	COAST TO COAST:HAND CLEANER	585.27
MUNICIPAL SUPPLY INC	REPAIR CLAMP	166.30
McCLURE ENGINEERING COMPAN	AP LAND USE P & Z ORDINANCE	1,500.00
PRAXAIR DISTRIBUTION INC	OXYGEN	25.23
PROFESSIONAL DEVELOPERS OF	ANNUAL DUES	315.00
RESCO	UNDERGROUND SUPPLIES	1,425.24
SIMPLEXGRINELL	ANNUAL FIRE ALARM TESTING	360.00
SKARSHAUG TESTING LAB	GLOVES & SLEEVES TESTING	313.37
SPAHN & ROSE LUMBER CO	CITY HALL PROJECT SUPPLIES	1,230.54
SPINUTECH INC	DEC EMAIL MARKETING	25.00
STATE HYGIENIC LABORATORY	POOL TESTING FEES	12.50
STEVE GRITTON	SERVICE CALL GARAGE DOOR	245.00
T & M CLOTHING CO.	50 JERSEYS, 10 T-SHIRTS BB	1,113.00
THOMPSON TRUCK & TRAILER	WASHER FLUID CAP	36.18
TIPTON COMMUNITY SCHOOL	34 HOURS USE OF SCHOOL GYM	680.00
TIPTON PHARMACY	PHARMACEUTICALS	278.26
TRITECH SOFTWARE SYSTEMS	AMB BILLING SERVICES	715.00
VERMEER SALES & SERVICE IN	BEARING ASSEMBLY #135	41.00
WEAVER'S INC.	RENTAL OF 4" PUMP	155.00
WENDLING QUARRIES INC	38.67TN MANSAND,55.39TN STONE	920.68
WESCO RECEIVABLES CORP	FREIGHT CREDIT	2,308.75
WHITFIELD & EDDY PLC	NOVEMBER SERVICES FAC	8,259.95
XEROX CORPORATION	COPY & BASE CHARGE	1,612.51
		87,654.11
	TOTALS	
		FUND TOTALS
001 GENERAL GOVERNMENT		14,144.76
600 WATER OPERATING		11,990.04
610 WASTEWATER/AKA SEWER REVE		12,121.30
630 ELECTRIC OPERATING		5,657.12
640 GAS OPERATING		2,128.41
660 AIRPORT OPERATING		1,891.35
670 GARBAGE COLLECTION		2,459.09
750 CEMETERY ENTERPRISE		11,130.76
810 CENTRAL GARAGE		11,081.48
835 ADMINISTRATIVE SERVICES		15,049.80
	GRAND TOTAL	87,654.11

City Credit Card Statement

City - One Card (employee check out card)		
Travel Training - Happy Joes	15.80	
Travel Training - Joes Crab Shack, Texas Roadhouse, Burger King, Stoney Creek	291.29	
Fuel - Kum & Go	26.15	
Total Charges		333.24
Ambulance - One Card		
Training & Training Supplies - IEMSA, Northeast Iowa Community College, Walmart, Amazon	2,874.95	
Travel Training - Tony Roma, Grand Harbor Resort	422.84	
Postage/Shipping - USPS	29.57	
Misc. Supplies - Theisen's, Family Foods, Walmart	146.34	
Operating Supplies - Walmart, EMP	150.12	
Total Charges		3,623.82
Police - One Card		
Supplies for Bullet - Dogtra Co, Optics Planet Inc., Elite K-9 Inc.	845.34	
Operating Supplies - Hayneedle Inc.	258.10	
Misc. Supplies - Walmart	12.18	
Total Charges		1,115.62
Fire - One Card		
Heavy Duty TV mount - Amazon	92.99	
Total Charges		92.99
Electric - One Card		
Training - IAEL, NFPA	202.95	
Travel Training - Holiday Inn	210.56	
Office Supplies - Walmart	29.79	
Underground Supplies - Amazon	56.86	
Operating Supplies - Sears	18.18	
Total Charges		518.34
Public Works - One Card		
Small Tools - PayPal Webstore11, Harbor Freight Tools	314.97	
Repair Parts - Volvo Rents Midwest	296.00	
Training - Kirkwood	450.00	
Total Charges		1,060.97
Library - One Card		
Postage/Shipping - USPS	113.72	
Office Supplies - Walmart, Demco, Carstickers.com	755.25	
Materials - Walmart, Amazon	581.52	
Program Supplies - Walmart, Pizza Hut, Upstart	151.91	
Bldg. Maint Supp - Walmart	17.56	
Misc. Supplies - Walmart	79.82	
Travel Training - Cedar Rapids Parking	11.25	
Fuel - Coop	39.23	
Total Charges		1,750.26
JKFAC/Recreation - One Card		
Concession Supplies - Walmart	41.56	
Total Charges		41.56
Community Development - One Card		
Misc. Supplies - Walmart, Greenhouse, Family Foods	327.14	
Travel Training - Honey Creek Resort	114.59	
Total Charges		441.73
City Manager - One Card		
Travel Training - Legends	33.56	
Misc. - Chris used city credit card by accident for personal use	343.48	
reservation...to reimburse.		

	Total Charges	377.04
City Clerk - One Card		
Travel Training - Springhill Suites, Chick-Fil-A	784.57	
Fuel – Casey’s, Hy-Vee	59.71	
	Total Charges	844.28
Deputy City Clerk - One Card		
Travel Training - Arby’s, Holiday Inn Cafe	16.03	
	Total Charges	16.03
	Statement Total	10,215.88

Motion by Anderson, second by Spear to approve the list of claims as presented. Following the roll call vote the motion passed unanimously.

2. Publishing, Notice of Intent to Fill Council Vacancy, Ward No. 1

Motion by Fry, second by Spear to approve publishing the Notice of Intent to fill the council vacancy by appointment for Ward No.1, because of the resignation of Council Member Leanne Zearley. Following the roll call vote the motion passed unanimously.

3. Economic Development Strategic Plan

Motion by Anderson, second by Zearley to approve the Economic Development Strategic Plan. Following the roll call vote the motion passed unanimously.

4. Fiber Project, Swick Cable

Motion by Spear, second by Zearley to approve utilizing Swick Cable to assist the Electric Department with pulling the fiber to the City facilities allowing access to the City Hall Ethernet connection. Following the roll call vote the motion passed unanimously.

5. Bid Request, Residential, Commercial Garbage Services, Tabled November 3, 2014.

Reports to be Received/Filed:

1. 2013-2014 Tipton Fire Department Annual Report

City Manager Nobsch briefly reviewed the Tipton Fire Departments Annual Report. Fire Chief Woode was unable to attend.

Discussion Items:

1. FY 2014-2015 Budget Parameters

Nobsch discussed the change in compensation when a new City Attorney is selected. The City will be billed an hourly rate. Nobsch discussed the commercial and residential rollback that will affect the property tax collected as well as considering an increase in the City’s tax levy.

Reports of Mayor/Council/Manager:

Mayor’s Report

In January, the Committee appointments will be made. Kepford will make changes to fill the appointments for the committee positions currently held by Council Member Zearley.

Manager’s Report:

Interviews for the City Attorney position will be done soon with hopes to have a recommendation for the City Council at the January 5, 2015, meeting.

City Hall will be closed December 24th, 25th and January 1, 2015, as City holidays. We will also close December 23, 2014, from 12:00 to 1:00 p.m. for the employee’s holiday potluck.

Meeting with Verasight next week regarding the wage and benefit study.

The RFP for the storm water services will be on the agenda next month to continue moving forward with the project. Iowa League of Cities Legislative Day will be February 24, 2015. Weather permitting, anyone interested in attending should contact City Hall. This is a daylong event.

The AICP data sheets have been filed with the State and FAA for the Mathews Memorial Airport.

Adjourn:

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

Meeting adjourned at 6:21 p.m.

Mayor

Attest: _____
City Clerk/Finance Officer

City of Tipton

From: Licensing@IowaABD.com
Sent: Friday, December 19, 2014 2:14 AM
To: cityoftipton@iowatelecom.net
Cc: Licensing@IowaABD.com
Subject: Liquor License Submitted to Local Authority

The following licenses are completed and awaiting local authority approval:

License #	License Status	Business Name
BC0008141	Submitted to Local Authority	Casey's General Store #72

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally at 515.281.7400 (select option 1). For assistance by email contact Licensing@IowaABD.com

Adding Native Wine to license.

City of Tipton

From: Licensing@IowaABD.com
Sent: Wednesday, November 26, 2014 2:13 AM
To: cityoftipton@iowatelecom.net
Cc: Licensing@IowaABD.com
Subject: Liquor License Submitted to Local Authority

Follow Up Flag: Follow up
Flag Status: Flagged

The following licenses are completed and awaiting local authority approval:

License #	License Status	Business Name
BC0028982	Submitted to Local Authority	Tiger Mart

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally at 515.281.7400 (select option 1).
For assistance by email contact Licensing@IowaABD.com

CITY OF TIPTON - NOTICE OF INSPECTION

Building Address 51 Cedar St Owner/Contractor Tiger Mart
On 11/28/14 the building inspector for Tipton made a Liquor
inspection of the Gas Station being constructed - remodeled - repaired - demolished
and found the work to have passed ~~failed~~ this inspections. Meter released

The following changes and/or corrections must be made prior to approval for this phase of construction:

Remove exterior roads!

- Please call for reinspection.
- Plans were not available for review.

L. J. Bourke
Inspector

H. Ordinance Approval/Amendment

AGENDA ITEM # H - 1

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: January 5, 2015

AGENDA ITEM: Ordinance #546

ACTION: Motion

SYNOPSIS: Staff is asking that this remain tabled. Waste Management is working on acquiring all of the necessary signatures for the proposal. I am hopeful that I will have the information at the time of the Council meeting but I cannot guarantee it.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance #546

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

AGENDA ITEM # H - 2

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: January 5, 2015

AGENDA ITEM: Ordinance #548

ACTION: Motion

SYNOPSIS: Staff has not received any further feedback regarding this item and would ask for approval of the third and final reading.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance #548

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

Prepared by:	City of Tipton, City Hall, Chris Nosbisch, City Manager	407 Lynn St., Tipton, IA 52772 (563) 886-6564
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ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 75.05 OPERATION OF ALL-TERRAIN VEHICLES OF THE CITY OF TIPTON MUNICIPAL CODE

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF TIPTON, IOWA:

SECTION 1. AMENDMENT. By amending Chapter 75.05 OPERATION OF ALL-TERRAIN VEHICLES by adding a new subsection as follows: 75.05 (6.) Unlawful Operation. A person shall not operate an All-terrain Vehicle or Off-road Utility Vehicle under any of the following conditions:

- (1) At a rate of speed not to exceed the posted speed limit.
- (2) In a careless, reckless, or negligent manner so as to endanger any person, cause injury or damage to person or property, or create any unnecessary skidding or sliding.
- (3) Without a lighted headlight or taillight.
- (4) With more persons on the vehicle than it was designed to carry.
- (5) Under the age of 16.
- (6) Without a valid driver's license.
- (7) Being less than 18 years of age without a valid safety certificate on board as proof of successful completion of an Iowa Department of Natural Resources approved ATV Education Course.
- (8) Without proper registration with the Iowa Department of Natural Resources.
- (9) Without proof of Liability Insurance."

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this ____ day of _____, 2014.

ATTEST:

Shirley Kepford - Mayor

Lorna Fletcher – City Clerk

I certify that the foregoing was published as
Ordinance No. ____ on the ____ day of _____, 2014.

Lorna Fletcher, City Clerk

I. Resolutions for Approval

AGENDA ITEM # I - 1

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: January 5, 2015

AGENDA ITEM: City Attorney

ACTION: Motion

SYNOPSIS: Attached is the resolution that is will identify the City Attorney and their compensation for the year. The interview group, made up of the Mayor and staff, is recommending the Lynch Dallas, P.C firm for a majority of the City Attorney duties. In an effort to keep some duties within the City of Tipton, Liz O'Donnell will work with the City on prosecuting simple misdemeanor. Also attached is the RFQ response from Lynch Dallas detailing the makeup of the firm and what they have to offer the City.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution and RFQ

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

RESOLUTION NO. _____

**RESOLUTION DESIGNATING CITY ATTORNEY AND RATES OF
COMPENSATION**

WHEREAS Chapter 20.01 establishes the City Council's responsibility to appoint the City Attorney and identify the rate of pay for City Attorney services; and

WHEREAS members of the City Council and staff have interviewed various firms and have recommended the hiring of Lynch Dallas, P.C.;

NOW, THEREFORE, BE IT RESOLVED THAT: Lynch Dallas, P.C. Law Firm is designated as City Attorney for the City of Tipton. Rates for services shall be as set forth in the proposal submitted by Lynch Dallas, P.C.

PASSED and ADOPTED this ____ day of January, 2015.

Shirley Kepford, Mayor

ATTEST:

Lorna Fletcher, City Clerk

ALEX J. ANDERSON
CORINNE R. BUTKOWSKI
HOLLY A. CORKERY
EMILY K. ELLINGSON
STEPHEN B. JACKSON, SR.
STEVEN C. LEIDINGER
JON M. McCRIGHT
SCOTT E. McLEOD
MATTHEW J. NAGLE
BRETT S. NITZSCHKE
PATRICK J. O'CONNELL



526 Second Avenue SE www.lynchdallas.com
Cedar Rapids, IA 52401 WRITER'S EMAIL
Office 319.365.9101 poconnell@lynchdallas.com
Toll Free 1.877.966.9101 VOICE MAIL EXT. 131
Fax 319.866.9721

CYNTHIA A. M. PARKER
AMY L. REASNER
WILFORD H. STONE
DAVID L. WENZEL

H. EDWARD BEATTY
1934 – 2014

MAILING ADDRESS:
P.O. Box 2457
Cedar Rapids, IA 52406-2457

November 18, 2014

Chris Nosbisch
City Manager, City of Tipton
City Hall
407 Lynn Street
Tipton, IA 52772

Re: Response to City of Tipton's Request for Proposals
 Regarding City Attorney/City Prosecutor Legal Services

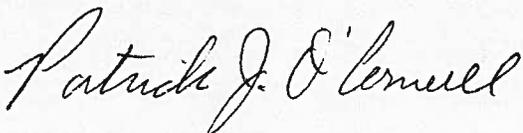
Dear Chris:

Provided herewith is a Proposal for Legal Services regarding the City Attorney position. My colleagues and I at Lynch Dallas, P.C. are looking forward to the opportunity to work for the City of Tipton.

Chris, please call me if you have any questions or concerns, or if you need anything else from us.

Very truly yours,

LYNCH DALLAS, P.C.

By: 
Patrick J. O'Connell

PJO/tst
Enclosure

**PROPOSAL FOR
CITY ATTORNEY LEGAL SERVICES
FOR THE CITY OF TIPTON**

Mailed for Submission November 18, 2014, to:

Chris Nosbisch, City Manager
City of Tipton
City Hall
407 Lynn Street
Tipton, Iowa 52772

Proposed By:



Patrick J. O'Connell
on behalf of
Lynch Dallas, P.C.
526 Second Avenue SE
Cedar Rapids, Iowa 52401
Telephone: 319.365.9101, Extension 131
Facsimile: 319.365.9512
Email: poconnell@lynchdallas.com
Website: www.lynchdallas.com

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Profile and Qualifications

a. **Lynch Dallas, P.C.:** Our firm is comprised of fifteen (15) attorneys, eleven (11) of whom are shareholders of the firm. Eleven (11) of the firm's attorneys, our Public Sector Group, will be available to work for the City of Tipton. For more details regarding our Public Sector Group, please see below – "Our People;" the enclosed brochure (Addendum B); and our website www.lynchdallas.com. The firm also has a very seasoned group of eighteen (18) support staff, including:

1. Rita Klostermann, Office Manager
2. Lisa Klees, Assistant Office Manager
3. Legal Assistants: David Nichols, Michelle Barnes, Karen Hammes, Tracy Servey, Roberta McCright and Tina Tonne.
4. Assistants to the Attorneys: Mary Ann Dvorak, Teri Tyler, Rozie Siems, Lyndsey Jackson, Kim Brown, Rebekah Isbell and Jennifer Rozinek.
5. Receptionist: Jacquelyn Burmeister.
6. Billing Specialists: Ashley Heim and Lori Oldorf.

We are proud of the fact that eight members of our staff have been with the firm at least fifteen (15) years.

b. **Licensure:** All of our attorneys are licensed to practice law in the state of Iowa. All of our key professional staff members are supervised by licensed attorneys at all times when working on client matters.

c. **Location of the Office/Travel Issues/Conflicts of Interest:** Our firm is located at 526 Second Avenue SE, Cedar Rapids, Iowa. It is approximately a forty-eight minute drive for our attorneys to reach City Hall in Tipton. All of our attorneys are accustomed to driving to service clients and do so regularly. In fact, we currently provide city attorney services for several cities that are actually further from our location in Cedar Rapids than is Tipton. **We will not charge the City for driving time;** rather, we charge only the federal mileage rate. Upon review of our existing corporate, business and individual clients, we think it is unlikely we would encounter a conflict of interest in our representation of the City of Tipton.

- d. **References:** The following public officials know me and/or my colleagues well and have had recent experience with my work product and practices:

City of Burlington

City Manager Jim Ferneau
Director of Administrative Services Stephanie Stuecker
City Hall
400 Washington Street
Burlington, Iowa 52601
ferneauj@burlingtoniowa.org
stueckers@burlingtoniowa.org
(319) 753-8120

City of Clinton

City Administrator Jessica Kinser
City Hall
611 South 3rd Street
P.O. Box 2958
Clinton, Iowa 52733-2958
jessicakinser@cityofclintoniowa.us
jessicakinser@ci.clinton.ia.us
(563) 242-2144, ext. 1321

City of Fort Madison

City Finance Director Peggy Steffensmeier
Mayor Brad Randolph
City Hall
811 Avenue E
Fort Madison, Iowa 52627
(319) 372-7700

City of Maquoketa

City Manager Brian Wagner
City Hall
201 E. Pleasant Street
Maquoketa, Iowa 52060
(563) 652-2484
maqcity@maquoketaia.com

City of West Burlington

City Administrator Dan Gifford
City Hall
122 Broadway
West Burlington, Iowa 52655
(319) 752-5451
giffordd@westburlington.org

Lee County Public Safety Answering Point

Director Diana Fincher-Smith
PSAP Board Chair, Lee County Sheriff James Sholl
2530 - 255th Street
Montrose, Iowa 52639
diana@leecom.org
(319) 376-1087
jsholl@leecounty.org
(319) 524-2741

City of Creston

City Administrator Mike Taylor
City Hall
116 West Adams Street
P.O. Box 449
Creston, Iowa 50801
mike@crestoniowa.org
(641) 782-2000

Lee County

Benefits Director Brandi Hull
Supervisor Ernie Schiller, Board of Supervisors
Assistant Board Secretary Denise Fraise
Lee County Board of Supervisors
933 Avenue H
Fort Madison, Iowa 52627
(319) 372-6557
bjhull@leecounty.org
ernestschiller@hotmail.com

City of North Liberty

City Administrator Ryan Heiar
3 Quail Creek Circle
North Liberty, Iowa 52317
(319) 626-5700

City of Coralville

City Administrator Kelly Hayworth
Chief of Police Barry Bedford
1512 7th Street
P.O. Box 5127
Coralville, Iowa 52241
Phone: (319) 248-1700
Fax: (319) 248-1894
khayworth@ci.coralville.ia.us
bbedford@ci.coralville.ia.us

Scope of Work

The firm can handle all matters listed in the City's Scope of Services for City Attorney/City Prosecutor paragraph of its RFP, as well as the items listed in the Optional Scope of Services. Please see our Public Sector Practice Areas Chart, Addendum C. My colleagues and I have had experience with a variety of municipal issues. We can provide at least the following assistance to the City of Tipton:

- 28E and Other Sharing Agreements
- Parliamentary Procedure and Robert's Rules of Order
- Alternative Dispute Resolution
- Building and Construction Contracts
- Building Codes
- Business and Commercial Litigation
- Civil Rights and Other Litigation Defense
- Compliance with State and Federal Laws and Regulations
- Condemnation
- Drug/Alcohol Testing Policies and Related Issues
- Drafting and Interpreting Ordinances, Resolutions and Various Contractual Agreements
- Eminent Domain
- Employee Benefits
- Employee Evaluation, Discipline and Termination
- Employee Leave Issues
- Employment Policies and Procedures
- Environmental Issues
- Insurance Litigation and Insurance Coverage Disputes
- Labor and Employment Litigation
- Labor Relations, Collective Bargaining and Arbitration
- Media Relations
- Municipal Code Enforcement
- Negotiation and Drafting of Easements
- Nuisance Abatement Procedures, including Prosecution of Municipal Infractions and Petitions under Iowa Code 657A.10A
- Open Meetings, Freedom of Information Act and Open Records Issues
- Planning and Zoning Issues and Hearings
- Policy Development and Review
- Premises Liability and Chapter 671 Immunity Issues
- Prosecution of Municipal Code Violations
- Real Estate Transactions
- Unemployment Fact-Finding and Appeals
- Utility Issues
- Workers' Compensation
- Zoning Ordinances and Variances

As an active City Attorney in other Iowa cities, Lynch Dallas regularly handles most of the matters on the City's Scope of Services list, especially the common daily issues which come before the City Council and/or the City staff, such as ordinance review and drafting, nuisance abatement, contract review, platting and easements, open records requests, employment issues and threats of litigation.

I am qualified by both my experience as a Marine Judge Advocate (as prosecutor and also defense attorney) and my fifteen years' experience as a civilian practitioner to prosecute municipal infractions, traffic citations, and simple misdemeanors and other police matters. My colleagues and I currently handle these duties in the Cities of Clinton and Maquoketa. I would be assisted by at least two of my colleagues in providing these prosecution services, Holly Corkery and Alex Anderson.

Lynch Dallas is also uniquely qualified to defend the City in legal matters, and to proactively advise the City as to how to avoid litigation. As panel counsel for Iowa Communities Assurance Pool ("ICAP"), we have a great deal of experience with handling municipal liability issues across the state and have been enlisted by ICAP to handle matters for the Cities of Waterloo, Bettendorf, Clinton, Fort Madison, Washington, Independence, Fairbank, Marion, and other public entities, such as Clayton County and the Washington County Conservation Board.

In its RFP, the City specifically references planning and zoning as areas of law with respect to which it may call upon its City Attorney. I, along with other attorneys in our firm, especially Steve Leidinger, have experience addressing planning and zoning issues. A sample of zoning issues our attorneys have addressed in the recent past include: 1) the expiration of a lawful non-conforming use resulting in a significant reduction in the number of rental units permitted upon a particular parcel of land; 2) research and advice regarding requirements for granting variances; 3) the maintenance of lawful non-conforming signage and proposed amendments with respect to the same; 4) whether or not a conditional use permit for a home occupation was required under a particular set of facts and circumstances; (5) interpretation of existing zoning provisions (e.g., applicability of setbacks under particular facts); and (6) advice and recommendation with respect to rezonings.

In terms of optional services, most of our public sector attorneys regularly handle collective bargaining. My partners, Brett Nitzschke, Bill Stone and Amy Reasner, and I are also very active and experienced in collective bargaining, as are our associates, Emily Ellingson and Holly Corkery.

It is our understanding, based upon the City's Request for Proposals, that the City currently utilizes Dorsey and Whitney, LLP as bond counsel. We regularly coordinate with Dorsey and Whitney in general, and Bob Jostens, in particular, in servicing certain of our existing clients, and have a strong working relationship with this firm.

System of Proposed Compensation

Lynch Dallas, P.C. proposes the following system of compensation. We propose to perform all work for the City on an hourly basis under the fee schedule set forth below.

We are proposing a trial period of one year, at the end of which the City would have the option, in its sole discretion, to either terminate the contract with no further obligation, or to extend the contract for additional terms subject to annual review and satisfactory negotiations of terms.

We propose to bill for our time in increments of one-tenth of an hour. *We would not bill the City for our travel time.* We would, however, bill the City for our round-trip mileage at the standard federal rate as determined by the IRS. Consistent with our existing practice, we will bill the City monthly for all work performed in the previous month. We would consider billing quarterly, if the City prefers.

Proposed Rates

<u>Producer</u>	<u>Rate</u>
Shareholders/Senior Associate Attorneys	\$135/hour
Junior Associate Attorneys (less than five years of experience)	\$125/hour
Legal Assistants	\$85/hour

Reimbursement of Expenses

Filing Fees	Actual Cost
Postage	Actual Cost
Mileage	Federal Rate (IRS)
Online Legal Research (LexisNexis®)	\$40.00/search
Black & White Copies	\$0.15/page
Color Copies	\$0.60/page
Long Distance Faxes	\$1.00 first page + \$0.50/additional page

About Lynch Dallas, P.C.

Lynch Dallas, P.C. is an AV-rated general practice law firm located in Cedar Rapids, Iowa. The firm was founded in 1926. Our Public Sector Group works with cities, counties, school districts and other public entities of all sizes across the entire state of Iowa on a wide variety of legal issues. As detailed below, our Public Sector Group has experience with virtually every issue commonly faced by cities and counties.

It is my understanding, based upon the City's RFP, that the City of Tipton is in need of a City Attorney, or law firm of attorneys to act collectively as City Attorney, with broad-based knowledge of municipal law and the related skills required to provide the City with

comprehensive and timely representation on most of its municipal issues, except bonding and public finance issues.

Lynch Dallas, P.C. currently serves as City Attorney for the Cities of Burlington, Clinton, Maquoketa and West Burlington. Although I am the lead attorney, all of my colleagues assist regularly with work in those cities. I also work as general counsel for the Cities of Fort Madison and Creston, and (along with Amy Reasner) for Lee County. I do regular or periodic work (i.e., collective bargaining, HR counseling, litigation, appeals) for Lee County Public Safety Answering Point, Fort Madison Community School District, the City of Wellman and the City of Coralville. Since Lynch Dallas has a regional public sector practice, my colleagues and I are accustomed to being on the road many days each month for client meetings, collective bargaining sessions, council meetings and work sessions, court hearings and trials, and other scheduled events. We regularly advise city administrators/managers and public officials about a variety of policy matters, including, but not limited to: ordinance drafting, parliamentary procedure, open records and open meetings laws, zoning, land use, public contracts, public bidding, collective bargaining, interest and grievance arbitration, litigation defense (either directly or through the insurance carrier), lawsuits to recover damages, drafting of municipal and county policies, human resources counseling, employee discipline, civil service litigation, workers' compensation, ADA accommodations, FMLA matters, 28E sharing agreements, and prosecution of nuisance and criminal infractions.

Please see Addenda A, B and C for details regarding the credentials of our entire eleven (11) member Public Sector Group of lawyers. Addendum C shows a chart of the areas of expertise of each member of our group.

Lynch Dallas is based in Cedar Rapids, but our attorneys in the Public Sector Group are on the road every day of the week providing clients the personalized service for which we have become known. We have the resources to be available in person when you need us, where you need us. We typically **do not charge clients for travel time**, and propose to charge the City of Tipton **only for mileage at the standard federal rate**, as determined by the IRS. We also use technology to correspond remotely when the circumstances so require.

Lynch Dallas also represents private sector clients from small businesses to large publicly traded corporations like Rockwell Collins, Aegon/Transamerica Life and Toyota Motor Company. Many of the issues facing these companies mirror those we handle daily for our public sector clients.

Our Commitment

We require the highest quality work product from all of our attorneys and staff. We believe in building lasting relationships with clients, based on confidence in our abilities and in our responsiveness. We understand that time is often of the essence when representing cities and counties, particularly when a problem presents not only legal issues, but also political ramifications. Our business day is defined by client needs, not by the hour of the day. We believe in a collaborative approach and take pride in our responsiveness. We also value creative problem solving to achieve successful results. Finally, we always strive to deliver high quality at a reasonable cost.

Our Approach

Although I envision serving as lead attorney for the City of Tipton, with the primary assistance of Holly Corkery and Steve Leidinger, Lynch Dallas always uses a team approach when serving clients. The concept I propose would be to provide a legal department for the City on a contract basis. Lynch Dallas believes that competence and responsiveness are the primary goals when serving its clients and, because our firm's attorneys possess knowledge and experience in many different fields of law, it makes sense to involve them in specific matters uniquely applicable to their knowledge and abilities.

When given an assignment or a request for advice by the City, I would evaluate the issue and either address the City's concerns immediately or, depending upon the subject matter and timeframe, involve other attorneys with specialized knowledge or experience relevant to the particular area of concern. I anticipate Mr. Leidinger and Ms. Corkery in particular would be closely involved in this process. I believe this team approach most effectively provides clients with well-reasoned, experienced and up-to-date advice in the most timely and cost-effective manner possible. This also allows the City's business to move forward on many fronts simultaneously.

As part of this team approach, we would likely bring multiple attorneys to City events and meetings from time to time. Whether an additional attorney attends a meeting as part of our firm's own training efforts, or to ensure that the attorney who will be doing work behind-the-scenes is fully immersed in the project, ***the City will never pay for more than one attorney's attendance at a meeting.*** The only exception to this policy is when a City explicitly authorizes payment for the services of more than one attorney at a given meeting or event.

In order for this type of team approach to work, however, it is critical that both the City Manager and I maintain a firm grasp of who is working on what and the status of various projects. As part of the services Lynch Dallas provides to city clients, I make a practice of providing a detailed weekly status report. The City Manager would receive this report each weekend and could then share this report with the City Council and the Mayor, as necessary.

Our Timeliness

Because of the firm's size and breadth of skill sets, we are able to respond on short notice and within tight timelines that are customary for clients in the public sector. We are also able to provide greater specialization and expertise than many smaller law firms. When a client approaches our law firm seeking advice, it is likely our attorneys have previously handled a similar issue. Phone calls and emails are returned on a timely basis – usually within a few hours and always within 24 hours. Due to the fact we represent public entities all over the state of Iowa, we find that email and conference calls are efficient means of communicating with our clients and we find our clients are very comfortable with these arrangements for most daily issues. Our law firm has invested heavily in technology (i.e., video conferencing, Skype, smart phones, remote workstations, etc.), meaning that if an emergency arises, we are available at all hours of the day and night. Due to the nature of our work, many of our attorneys travel thousands of miles each year attending to the needs of our clients. We are willing to do whatever it takes on a moment's notice to ensure that our clients are satisfied and well represented.

Our People

The following are brief biographies/résumés for each of my colleagues who would serve the City of Tipton, as discussed above. Together, this group of attorneys has over one hundred years' collective experience working for public sector clients. For further information, please visit our website at www.lynchdallas.com, and see the attached brochure.

Many of our attorneys are currently members of the Iowa Municipal Attorneys' Association (as well as several other city-related organizations), as required by the City. Members of IMAA include Brett Nitzschke, Bill Stone, Amy Reasner, Holly Corkery, Steve Leidinger and me. We treat these memberships as a firm expense, considering that we do municipal work for many different cities and counties.

Attorneys:

Brett S. Nitzschke – Mr. Nitzschke is chair of Lynch Dallas, P.C.'s Public Sector Group. Over the last twenty years, Mr. Nitzschke has worked with a variety of public employers, including cities, counties and school districts, on a wide range of issues, including labor and employment matters, open records and open meetings issues, policy development and review, building and construction matters, and compliance issues with various state and federal laws. Mr. Nitzschke earned his B.A. degree from the University of Iowa and his J.D. degree from the University of Iowa College of Law.

Jon M. McCright – Mr. McCright has practiced law in Cedar Rapids for 38 years and is the City Attorney for the cities of Bertram and Shueyville, as well as Central City Rural Fire District. He has represented sanitary sewer districts as well. Mr. McCright is well versed in issues commonly faced by municipalities, including, but not limited to, zoning, city policies and procedures, open meetings laws, administrative review and appeals, 28E and other sharing agreements, real estate issues, easements, and employee discipline and discharge. Mr. McCright received his Bachelor of Arts degree from the University of Northern Iowa and his J.D. degree from Creighton Law School.

Wilford (Bill) H. Stone – Mr. Stone practices in the areas of municipal and school law, civil litigation, employment law and general liability matters. Mr. Stone also devotes a portion of his practice to serving as an arbitrator for the American Arbitration Association and is a former arbitrator for the Iowa Public Employment Relations Board. Mr. Stone has been practicing with Lynch Dallas since 1987. He previously served as staff counsel to the National Labor Relations Board in Washington, D.C. Mr. Stone earned his Master's degree in Industrial and Labor Relations from the New York State School of Industrial and Labor Relations at Cornell University, his J.D. degree from the University of Iowa College of Law, and his L.L.M degree in labor law from Georgetown University Law School.

Amy L. Reasner – Ms. Reasner practices in the areas of municipal and school law, public employment and labor law, and human resource/employment counseling, insurance defense and risk avoidance, and various contract matters. Ms. Reasner is in her second term as a gubernatorial appointee to the Iowa Department of Transportation. Ms. Reasner is also a former broadcast journalist and is highly skilled at providing media relations services for various clients. Ms. Reasner earned her B.A. degree from the University of Iowa and her J.D. degree, with distinction, from the University of Iowa College of Law. Ms. Reasner has been practicing with Lynch Dallas since 2001.

Cynthia A. M. Parker – Ms. Parker practices in the areas of real estate, land use and development, school and municipal finance, and complex commercial transactions. Ms. Parker earned her B.B.A. from the University of Wisconsin and her J.D. degree from Drake University Law School. Ms. Parker previously worked for the Federal Deposit Insurance Corporation (FDIC) and as a trust officer with several financial institutions. Ms. Parker has been affiliated with Lynch Dallas since 2006.

Scott E. McLeod – Mr. McLeod practices in the areas of municipal law, civil litigation, premises liability and workers' compensation matters. Mr. McLeod also serves as a private mediator and has a long track record of helping parties achieve mutually agreeable resolutions to disputes. As a practicing attorney for almost 45 years, Mr. McLeod brings a wealth of knowledge and experience to the table and is well versed on many issues commonly encountered by public sector clients. Mr. McLeod has been practicing with Lynch Dallas since 1969.

Emily K. Ellingson – Ms. Ellingson practices in the areas of municipal and school law, employment law, insurance defense and general civil litigation. Ms. Ellingson has assisted public sector clients on a variety of employment law issues, including employee discipline and discharge, employee leave, employee benefits and employee wage and hour matters. Ms. Ellingson has also collectively bargained numerous contracts, has handled grievances, and is highly skilled at drafting and interpreting policies and resolutions for public sector clients. Ms. Ellingson earned her B.S. degree, with highest distinction, from the University of Iowa and her J.D. degree from the University of Iowa College of Law. Ms. Ellingson has been practicing with Lynch Dallas since 2009.

Steven C. Leidinger – Mr. Leidinger practices in the areas of municipal and school law, real estate, land use and development, and transactional matters, such as contract review. Mr. Leidinger earned his B.A. degree from Denison University and his J.D. degree from the Ohio State University College of Law. Mr. Leidinger has been affiliated with Lynch Dallas since 2012, but has practiced law since 2006. Mr. Leidinger previously practiced in Columbus, Ohio, where he devoted a significant portion of his practice to assisting public entities, much in the same manner he does here at Lynch Dallas. Mr. Leidinger works closely with City Managers and staff on a daily basis and has experience advising cities and other public entities with respect to a variety of matters, including, without limitation: public records requests, zoning matters, annexation, platting, code enforcement, labor and employment matters, real estate transactions, intergovernmental agreements, public improvements, statutory interpretation, contract review, policy development, and general liability matters. Mr. Leidinger also does a significant amount of work for Iowa Community Assurance Pool (ICAP), providing legal defense services to public entities, and frequently draws upon that experience in advising our city clients how best to proactively avoid liability.

Holly A. Corkery – Ms. Corkery practices in the areas of municipal and school law, employment law, workers' compensation, civil litigation and general liability matters. More specifically, Ms. Corkery has assisted cities with issues regarding collective bargaining; policy creation and implementation, including social media and drug testing policies; personnel matters, including employee leave, discipline, workers' compensation issues and civil rights investigations; open records requests; and prosecutions, in addition to several other matters. Ms. Corkery also works with several school districts and private companies across Iowa on similar issues. Ms. Corkery earned her B.A. degree from Coe College and her J.D. degree from the University of Iowa College of Law. Ms. Corkery has been practicing with Lynch Dallas since 2012. Ms. Corkery is familiar with Tipton, as her husband was raised there and considers it his hometown.

Alex Anderson – Mr. Anderson is a 2011 graduate of Luther College and a 2014 graduate of the University of Iowa College of Law. He interned with Lynch Dallas, P.C. in the summer of 2013 and previously worked as an intern for another

law firm.¹ He is now handling a wide variety of legal duties for cities across Iowa and has a broad interest and skillset.

Legal Assistants:

David A. Nichols – Mr. Nichols works in the areas of civil litigation, open records and open meetings issues, building and construction matters, workers' compensation, and business and commercial contracts. Mr. Nichols participated in and was the primary drafter of the Urban Deer and Management Program which was implemented in 2006 in Cedar Rapids. Mr. Nichols attended the University of Iowa and has completed the Legal Assistant Program with Kirkwood Community College. He has been employed with Lynch Dallas since 1986.

Michelle D. Barnes – Ms. Barnes works in the areas of real estate, civil litigation, land use and development, policy development and review, and complex commercial transactions. Ms. Barnes achieved her B.A. degree from the University of Iowa and has completed the Legal Assistant Program with Kirkwood Community College. She has been employed with Lynch Dallas since 1998.

Our Representative Public Sector Clients

Sample representative public sector clients include, but are not limited to, the following:

City of Bloomfield, City of Coralville, City of Burlington*, City of Clinton*, City of Creston, City of Fort Madison, City of Keokuk, City of Maquoketa*, City of Marion, City of Mount Pleasant, City of North Liberty, City of Washington, City of West Burlington*, City of Woodbine, Fayette County, Lee County (and most of its affiliated boards and commissions), Lee County Public Safety Answering Point, Black Hawk County, Winneshiek County, Armstrong-Ringsted Community School District, Atlantic Community School District, Belle Plaine Community School District, Bellevue Community School District, Benton Community School District, Carroll Community School District, Cedar Rapids Community School District, Center Point-Urbana Community School District, Central Clinton Community School District, Estherville Lincoln Central Community School District, Fort Madison Community School District, Glenwood Community School District, H-L-V Community School District, Independence Community School District, Keokuk Community School District, Lewis Central Community School District, Maquoketa Valley Community School District, Marion Independent School District, Mediapolis Community School District, Midland Community School District, Monticello Community School District, Mount Vernon Community School District, North Scott Community School District, Pekin Community School District, Waterloo Community School District and Great River Regional Waste Authority.

*Designates cities for which Lynch Dallas provides comprehensive city attorney services.

¹Lynch Dallas, P.C. has a continuing commitment to growing its public sector practice. Ms. Ellingson, Mr. Leiding, Ms. Corkery and Mr. Anderson are part of our growth plan.

Our Availability

Lynch Dallas, P.C.'s office is located at 526 Second Avenue SE, Cedar Rapids, Iowa. Our office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, although we can readily be reached after hours in most cases. All of the attorneys in our Public Sector Group are willing to make their cell phone numbers available to select City staff.

If selected to provide legal services for the City of Tipton, we are available to commence work at any time and date selected by the Council.

L. Motions for Approval

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-0060	ALBAUGH PHC INC									
I 24575		REPAIR TOILET	AP		R	1/29/2015		83.31	83.31CR	
		G/L ACCOUNT						83.31		
	001 5-525-2-63100	BUILDING MAINTENANCE & REPAIR					83.31	REPAIR TOILET		
I 24632		2 CLOSET KITS	AP		R	1/29/2015		61.68	61.68CR	
		G/L ACCOUNT						61.68		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					61.68	2 CLOSET KITS		
I 24633		BLDG MAINT SUPPLIES	AP		R	1/29/2015		58.44	58.44CR	
		G/L ACCOUNT						58.44		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR					58.44	BLDG MAINT SUPPLIES		
		VENDOR TOTALS		REG. CHECK				203.43	203.43CR	0.00
								203.43	0.00	

01-0090 ALTEC INDUSTRIES INC

I 10323842		REPAIR PARTS #5	AP		R	12/30/2014		151.08	151.08CR	
		G/L ACCOUNT						151.08		
	810 5-899-2-63321	REPAIR PARTS					151.08	REPAIR PARTS #5		
I 10326133		HAZMAT REPAIR KIT #5	AP		R	12/30/2014		105.14	105.14CR	
		G/L ACCOUNT						105.14		
	810 5-899-2-63321	REPAIR PARTS					105.14	HAZMAT REPAIR KIT #5		
I 5161867		REPAIR PARTS #5	AP		R	12/30/2014		1,234.45	1,234.45CR	
		G/L ACCOUNT						1,234.45		
	810 5-899-2-63321	REPAIR PARTS					1,234.45	REPAIR PARTS #5		
		VENDOR TOTALS		REG. CHECK				1,490.67	1,490.67CR	0.00
								1,490.67	0.00	

01-0143 AUS WATERLOO MC LOCKBOX

I 6342880		MATS	AP		R	1/29/2015		55.60	55.60CR	
		G/L ACCOUNT						55.60		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					55.60	MATS		
		VENDOR TOTALS		REG. CHECK				55.60	55.60CR	0.00
								55.60	0.00	

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS	PAYMENT	OUTSTANDING
						DISC DT		BALANCE	DISCOUNT	

01-0201 BARRON MOTOR SUPPLY

I 002331		MANIFOLD SET #1	AP		R	12/30/2014		69.80	69.80CR	
		G/L ACCOUNT						69.80		
	810 5-899-2-63321	REPAIR PARTS					69.80	MANIFOLD SET #1		
		VENDOR TOTALS		REG. CHECK				69.80	69.80CR	0.00
								69.80	0.00	

01-0239 BENNETT AMBULANCE SERVICE

I 122614BAS		MUTUAL AID	AP		R	1/29/2015		175.00	175.00CR	
		G/L ACCOUNT						175.00		
	001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					175.00	MUTUAL AID		
		VENDOR TOTALS		REG. CHECK				175.00	175.00CR	0.00
								175.00	0.00	

01-0337 CJ COOPER & ASSOC INC

I 45022		RANDOM SELECT DRUG SCREENIN AP			R	1/29/2015		162.00	162.00CR	
		G/L ACCOUNT						162.00		
	640 5-825-2-65100	SAFETY					81.00	RANDOM SELECT DRUG SCREENING		
	600 5-810-2-65980	MISCELLANEOUS					81.00	RANDOM SELECT DRUG SCREENING		
I 46013		ANNUAL ADMIN FEE	AP		R	1/29/2015		70.00	70.00CR	
		G/L ACCOUNT						70.00		
	835 5-899-2-65980	MISCELLANEOUS					70.00	ANNUAL ADMIN FEE		
		VENDOR TOTALS		REG. CHECK				232.00	232.00CR	0.00
								232.00	0.00	

01-0643 COMMUNITY INSURANCE SERVICE

I 120114		FIREFIGHTER/AMB VLNTR RENEW AP			R	1/29/2015		970.00	970.00CR	
		G/L ACCOUNT						970.00		
	001 5-150-2-64080	INSURANCE					485.00	VOLUNTEER FIREFIGHTER RENEWAL		
	001 5-160-2-64080	INSURANCE					485.00	VOLUNTEER FIREFIGHTER RENEWAL		
		VENDOR TOTALS		REG. CHECK				970.00	970.00CR	0.00
								970.00	0.00	

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-0673 CORTEZ TRUCK EQUIPMENT

I 525A		SEAL KIT #15	AP		R	1/29/2015		67.34	67.34CR	
		G/L ACCOUNT						67.34		
	810 5-899-2-63321	REPAIR PARTS					67.34	SEAL KIT #15		
		VENDOR TOTALS		REG. CHECK				67.34	67.34CR	0.00
								67.34	0.00	

01-0854 EASTERN IOWA TIRE

I 333645		4 TIRES #138	AP		R	12/30/2014		1,207.00	1,207.00CR	
		G/L ACCOUNT						1,207.00		
	810 5-899-2-63322	TIRES					1,207.00	4 TIRES #138		
		VENDOR TOTALS		REG. CHECK				1,207.00	1,207.00CR	0.00
								1,207.00	0.00	

01-0859 EICCD

I 43756		EMT TRAINING	AP		R	12/30/2014		270.00	270.00CR	
		G/L ACCOUNT						270.00		
	001 5-160-1-62300	TRAINING					270.00	EMT TRAINING		
I 43808		EMT TRAINING	AP		R	12/30/2014		180.00	180.00CR	
		G/L ACCOUNT						180.00		
	001 5-160-1-62300	TRAINING					180.00	EMT TRAINING		
		VENDOR TOTALS		REG. CHECK				450.00	450.00CR	0.00
								450.00	0.00	

01-0905 ELECTRICAL ENGINEERING & EQ

I 4140231-00		UNDERGROUND SUPPLIES	AP		R	12/30/2014		373.71	368.95CR	
		G/L ACCOUNT				12/30/2014		373.71	4.76CR	
	630 5-820-2-65304	UNDERGROUND SUPPLIES					373.71	UNDERGROUND SUPPLIES		
I 4156094-00		CITY HALL PROJECT SUPPLIES	AP		R	12/30/2014		95.65	94.34CR	
		G/L ACCOUNT				12/30/2014		95.65	1.31CR	
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					95.65	CITY HALL PROJECT SUPPLIES		
		VENDOR TOTALS		REG. CHECK				469.36	463.29CR	0.00
								469.36	6.07CR	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-0930	EMERGENCY MEDICAL PRODUCTS									
I 1701485	2 IV KITS		AP		R	1/29/2015		64.10	64.10CR	
	G/L ACCOUNT							64.10		
	001 5-160-2-65070	OPERATING SUPPLIES						64.10		2 IV KITS
I 1701607	MEDICAL SUPPLIES		AP		R	1/29/2015		809.20	809.20CR	
	G/L ACCOUNT							809.20		
	001 5-160-2-65070	OPERATING SUPPLIES						809.20		MEDICAL SUPPLIES
	VENDOR TOTALS		REG. CHECK					873.30	873.30CR	0.00
								873.30	0.00	

01-0948 ENVIRONETICS INC

I 7356	BAFFLE SYSTEM		AP		R	12/30/2014		13,880.00	13,880.00CR	
	G/L ACCOUNT							13,880.00		
	610 5-815-2-63500	OPERATIONAL EQUIPT MAINT & REP						13,880.00		BAFFLE SYSTEM
I 7360	REMOVE & INSTALL BAFFLE SYS		AP		R	12/30/2014		4,150.00	4,150.00CR	
	G/L ACCOUNT							4,150.00		
	610 5-815-2-63500	OPERATIONAL EQUIPT MAINT & REP						4,150.00		REMOVE & INSTALL BAFFLE SYSTEM
	VENDOR TOTALS		REG. CHECK					18,030.00	18,030.00CR	0.00
								18,030.00	0.00	

01-0974 FASTENAL COMPANY

I IACED263083	UNDERGROUND SUPPLIES		AP		R	1/29/2015		190.11	190.11CR	
	G/L ACCOUNT							190.11		
	630 5-820-2-65304	UNDERGROUND SUPPLIES						190.11		UNDERGROUND SUPPLIES
I IAMUS121092	UNDERGROUND SUPPLIES		AP		R	1/29/2015		646.71	646.71CR	
	G/L ACCOUNT							646.71		
	630 5-820-2-65304	UNDERGROUND SUPPLIES						646.71		UNDERGROUND SUPPLIES
I IAMUS121234	UNDERGROUND SUPPLIES		AP		R	1/29/2015		273.04	273.04CR	
	G/L ACCOUNT							273.04		
	630 5-820-2-65304	UNDERGROUND SUPPLIES						273.04		UNDERGROUND SUPPLIES
I IAMUS121235	UNDERGROUND SUPPLIES		AP		R	1/29/2015		118.23	118.23CR	
	G/L ACCOUNT							118.23		
	630 5-820-2-65304	UNDERGROUND SUPPLIES						118.23		UNDERGROUND SUPPLIES
	VENDOR TOTALS		REG. CHECK					1,228.09	1,228.09CR	0.00
								1,228.09	0.00	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-0976 FEDEX

I 2-871-48178		COMM GUIDE FREIGHT TO TANGE AP			R	1/29/2015		16.56	16.56CR	
		G/L ACCOUNT						16.56		
	001 5-525-2-65080	POSTAGE/SHIPPING					16.56	COMM GUIDE FREIGHT TO TANGER		
		VENDOR TOTALS		REG. CHECK				16.56	16.56CR	0.00
								16.56	0.00	

01-0983 FELD FIRE

I 0271689-IN		EQUIPMENT REPAIR/MAINT SUPP AP			R	1/29/2015		939.98	939.98CR	
		G/L ACCOUNT						939.98		
	001 5-150-2-63500	OPERATIONAL EQUIPT MAINT & REP					939.98	EQUIPMENT REPAIR/MAINT SUPP		
		VENDOR TOTALS		REG. CHECK				939.98	939.98CR	0.00
								939.98	0.00	

01-1020 FLETCHER-REINHARDT CO.

I 81108776.002		SUPPORT BRACKETS	AP		R	1/29/2015		278.20	278.20CR	
		G/L ACCOUNT						278.20		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					278.20	SUPPORT BRACKETS		
		VENDOR TOTALS		REG. CHECK				278.20	278.20CR	0.00
								278.20	0.00	

01-1039 FOR A CLEANER POOL

I 45021		REPAIR JET MAX	AP		R	12/30/2014		637.63	637.63CR	
		G/L ACCOUNT						637.63		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					637.63	REPAIR JET MAX		
		VENDOR TOTALS		REG. CHECK				637.63	637.63CR	0.00
								637.63	0.00	

01-1048 FOSTER COACH SALES INC.

I 5396		PARTS #67	AP		R	1/29/2015		48.32	48.32CR	
		G/L ACCOUNT						48.32		
	810 5-899-2-63321	REPAIR PARTS					48.32	PARTS #67		
		VENDOR TOTALS		REG. CHECK				48.32	48.32CR	0.00
								48.32	0.00	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1055 G & K SERVICES

I 89360		UNIFORMS EL & GAS	AP		R	1/29/2015		127.84	127.84CR	
		G/L ACCOUNT						127.84		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					100.93	UNIFORMS EL & GAS		
	640 5-825-2-64350	UNIFORMS/EQUIPMENT					26.91	UNIFORMS EL & GAS		

I 92591		UNIFORMS PUBLIC WORKS	AP		R	1/29/2015		67.19	67.19CR	
		G/L ACCOUNT						67.19		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					8.03	UNIFORMS PUBLIC WORKS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					10.70	UNIFORMS PUBLIC WORKS		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					28.30	UNIFORMS PUBLIC WORKS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					7.83	UNIFORMS PUBLIC WORKS		
	001 5-299-2-64350	UNIFORMS/EQUIPMENT					12.33	UNIFORMS PUBLIC WORKS		

I 95886		UNIFORMS PUBLIC WORKS	AP		R	1/29/2015		67.19	67.19CR	
		G/L ACCOUNT						67.19		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					8.03	UNIFORMS PUBLIC WORKS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					10.70	UNIFORMS PUBLIC WORKS		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					28.30	UNIFORMS PUBLIC WORKS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					7.83	UNIFORMS PUBLIC WORKS		
	001 5-299-2-64350	UNIFORMS/EQUIPMENT					12.33	UNIFORMS PUBLIC WORKS		

I 95888		UNIFORMS EL & GAS	AP		R	1/29/2015		127.13	127.13CR	
		G/L ACCOUNT						127.13		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					100.22	UNIFORMS EL & GAS		
	640 5-825-2-64350	UNIFORMS/EQUIPMENT					26.91	UNIFORMS EL & GAS		

I 95889		SHOPOWELS, DUSTMOPS	AP		R	1/29/2015		72.73	72.73CR	
		G/L ACCOUNT						72.73		
	630 5-820-2-65070	OPERATING SUPPLIES					72.73	SHOPOWELS, DUSTMOPS		

I 99167		UNIFORMS PUBLIC WORKS	AP		R	1/29/2015		67.19	67.19CR	
		G/L ACCOUNT						67.19		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					8.03	UNIFORMS PUBLIC WORKS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					10.70	UNIFORMS PUBLIC WORKS		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					28.30	UNIFORMS PUBLIC WORKS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					7.83	UNIFORMS PUBLIC WORKS		
	001 5-299-2-64350	UNIFORMS/EQUIPMENT					12.33	UNIFORMS PUBLIC WORKS		

VENDOR TOTALS		REG. CHECK						529.27	529.27CR	0.00
								529.27	0.00	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1070 GEMPLERS

I 1020406174		SHOVELS, SPADE, DRILL BITS	AP		R	12/30/2014		216.75	216.75CR	
		G/L ACCOUNT						216.75		
	640 5-825-2-65053	SMALL TOOLS					216.75	SHOVELS, SPADE, DRILL BITS		
		VENDOR TOTALS		REG. CHECK				216.75	216.75CR	0.00
								216.75	0.00	

01-1106 GROEBNER & ASSOCIATES

I 294672		2 TRANSMITTERS	AP		R	1/29/2015		515.70	515.70CR	
		G/L ACCOUNT						515.70		
	640 5-825-2-65300	METERS					515.70	2 TRANSMITTERS		
		VENDOR TOTALS		REG. CHECK				515.70	515.70CR	0.00
								515.70	0.00	

01-1 HERITAGE

I 82257		BUSINESS CARDS	AP		R	12/30/2014		103.50	103.50CR	
		G/L ACCOUNT						103.50		
	630 5-820-2-65980	MISCELLANEOUS					53.50	HERITAGE:BUSINESS CARDS		
	001 5-160-2-65980	MISCELLANEOUS					50.00	HERITAGE:BUSINESS CARDS		
		VENDOR TOTALS		REG. CHECK				103.50	103.50CR	0.00
								103.50	0.00	

01-1289 INTEGRATED TECHNOLOGY PARTN

I 98978		MOVE INCODE TO SEGREGATEDDR	AP		R	12/30/2014		1,322.50	1,322.50CR	
		G/L ACCOUNT						1,322.50		
	835 5-899-2-64190	TECHNOLOGY					1,322.50	MOVE INCODE TO SEGREGATEDDRIVE		
I 98996		AV SYSTEM FIRE	AP		R	12/30/2014		550.00	550.00CR	
		G/L ACCOUNT						550.00		
	310 5-750-3-67500	NEW FIRE STATION					550.00	AV SYSTEM FIRE		
		VENDOR TOTALS		REG. CHECK				1,872.50	1,872.50CR	0.00
								1,872.50	0.00	

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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1270 IOWA ASSOCIATION OF

I 6483		SUPT & FOREMANS MTG	ELECTR AP		R	1/29/2015		345.00	345.00CR	
		G/L ACCOUNT						345.00		
	630 5-820-1-62300	TRAINING						345.00	SUPT & FOREMANS MTG ELECTRIC	
		VENDOR TOTALS	REG. CHECK					345.00	345.00CR	0.00
								345.00	0.00	

01-1313 IOWA DEPT OF NATURAL RESOUR

I 2015IDNR		TANK MANAGEMENT FEE	AP		R	12/30/2014		130.00	130.00CR	
		G/L ACCOUNT						130.00		
	630 5-821-2-65075	FUEL						130.00	TANK MANAGEMENT FEE	
		VENDOR TOTALS	REG. CHECK					130.00	130.00CR	0.00
								130.00	0.00	

01-1316 IOWA NATURAL GAS ASSOCIATIO

I 2015INGA		ANNUAL DUES	AP		R	1/29/2015		90.00	90.00CR	
		G/L ACCOUNT						90.00		
	640 5-825-1-62100	DUES/FEES						90.00	ANNUAL DUES	
		VENDOR TOTALS	REG. CHECK					90.00	90.00CR	0.00
								90.00	0.00	

01-1468 KINUM INC

I 001769		COLLECTION EXPENSE	AP		R	12/30/2014		44.27	44.27CR	
		G/L ACCOUNT						44.27		
	001 5-160-2-64040	COLLECTION EXPENSE						44.27	COLLECTION EXPENSE	
		VENDOR TOTALS	REG. CHECK					44.27	44.27CR	0.00
								44.27	0.00	

01-1500 KUNDE OUTDOOR EQUIPMENT

I 5637		REPAIR DRIVE SHAFT ON PRUNE	AP		R	1/29/2015		193.26	193.26CR	
		G/L ACCOUNT						193.26		
	001 5-221-2-65070	OPERATING SUPPLIES						193.26	REPAIR DRIVE SHAFT ON PRUNER	
		VENDOR TOTALS	REG. CHECK					193.26	193.26CR	0.00
								193.26	0.00	

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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS	PAYMENT	OUTSTANDING
						DISC DT		BALANCE	DISCOUNT	

01-1514 LANDS' END BUSINESS OUTFITT

I 201412304683	4 SHIRTS & EMB	FLOYD	AP		R	12/30/2014		123.75	123.75CR	
	G/L ACCOUNT							123.75		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					123.75	4 SHIRTS & EMB	FLOYD	
	VENDOR TOTALS		REG. CHECK					123.75	123.75CR	0.00
								123.75	0.00	

01-1547 LIFE REFLECTIONS LLC

I 64	ARTWORK DESIGN NEW LOGO	AM	AP		R	12/30/2014		20.00	20.00CR	
	G/L ACCOUNT							20.00		
	001 5-160-2-65980	MISCELLANEOUS					20.00	ARTWORK DESIGN NEW LOGO	AMB	
	VENDOR TOTALS		REG. CHECK					20.00	20.00CR	0.00
								20.00	0.00	

01-1748 MITCHELL 1

I IB17227283	WEB SUBSCRIPTIONS		AP		R	12/30/2014		228.48	228.48CR	
	G/L ACCOUNT							228.48		
	810 5-899-2-65065	COMPUTER SUPPLIES					228.48	WEB SUBSCRIPTIONS		
	VENDOR TOTALS		REG. CHECK					228.48	228.48CR	0.00
								228.48	0.00	

01-1832 MUNICIPAL SUPPLY INC

I 0580026-IN	6 METER RESETTERS		AP		R	12/30/2014		332.30	332.30CR	
	G/L ACCOUNT							332.30		
	600 5-810-2-65300	METERS					332.30	6 METER RESETTERS		
I 0580027-IN	BLADE		AP		R	12/30/2014		170.00	170.00CR	
	G/L ACCOUNT							170.00		
	001 5-210-2-65053	SMALL TOOLS - STREET DEPT					170.00	BLADE		
I 0580252-IN	LOGIC HOSTING MONTHLY FEE		AP		R	12/30/2014		2,400.00	2,400.00CR	
	G/L ACCOUNT							2,400.00		
	630 5-822-2-65070	OPERATING SUPPLIES					1,200.00	LOGIC HOSTING MONTHLY FEE		
	640 5-826-2-65070	OPERATING SUPPLIES					1,200.00	LOGIC HOSTING MONTHLY FEE		
	VENDOR TOTALS		REG. CHECK					2,902.30	2,902.30CR	0.00
								2,902.30	0.00	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1703 PHYSIO-CONTROL INC

I 415026041		ANNUAL MAINTENANCE AGREEMEN AP			R	1/29/2015		4,968.72	4,968.72CR	
		G/L ACCOUNT						4,968.72		
	001 5-160-2-64910	CONTRACT SERVICES					4,968.72	ANNUAL MAINTENANCE AGREEMENT		
		VENDOR TOTALS		REG. CHECK				4,968.72	4,968.72CR	0.00
								4,968.72	0.00	

01-2044 PITNEY BOWES INC

I 2312082-DC14		TERM RENTAL CHARGES	AP		R	1/29/2015		417.78	417.78CR	
		G/L ACCOUNT						417.78		
	835 5-899-2-65080	POSTAGE/SHIPPING					417.78	TERM RENTAL CHARGES		
		VENDOR TOTALS		REG. CHECK				417.78	417.78CR	0.00
								417.78	0.00	

01-2057 PRAXAIR DISTRIBUTION INC

I 51342332		OXYGEN	AP		R	1/29/2015		25.08	25.08CR	
		G/L ACCOUNT						25.08		
	001 5-160-2-65070	OPERATING SUPPLIES					25.08	OXYGEN		
		VENDOR TOTALS		REG. CHECK				25.08	25.08CR	0.00
								25.08	0.00	

01-2074 RK DIXON CO

I 1209038		CONTRACT BASE RATE CHARGE	AP		R	1/29/2015		23.29	23.29CR	
		G/L ACCOUNT						23.29		
	001 5-160-2-64910	CONTRACT SERVICES					23.29	CONTRACT BASE RATE CHARGE		
		VENDOR TOTALS		REG. CHECK				23.29	23.29CR	0.00
								23.29	0.00	

01-1 S DEVORE ENTERPRISES LLC

I 1437		TRNG	AP		R	12/30/2014		1,500.00	1,500.00CR	
		G/L ACCOUNT						1,500.00		
	001 5-160-1-62300	TRAINING					1,500.00	S DEVORE ENTERPRISES LLC:TRNG		
		VENDOR TOTALS		REG. CHECK				1,500.00	1,500.00CR	0.00
								1,500.00	0.00	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2165 SANDRY FIRE SUPPLY LLC

I 46640		FACESHIELD FOR HELMET	AP		R	12/30/2014		43.00	43.00CR	
		G/L ACCOUNT						43.00		
	001 5-150-2-64350	UNIFORMS/EQUIPMENT					43.00	FACESHIELD FOR HELMET		
I 46641		LED WORK LIGHT	AP		R	12/30/2014		790.00	790.00CR	
		G/L ACCOUNT						790.00		
	001 5-150-2-63310	VEHICLE OPERATIONS					790.00	LED WORK LIGHT		
I 46700		8 FIRE HOSES	AP		R	12/30/2014		856.00	856.00CR	
		G/L ACCOUNT						856.00		
	001 5-150-2-65070	OPERATING SUPPLIES					856.00	8 FIRE HOSES		
		VENDOR TOTALS		REG. CHECK				1,689.00	1,689.00CR	0.00
								1,689.00	0.00	

01-2197 SHOTTENKIRK

I 550428		HOSE & PIPE #1	AP		R	12/30/2014		97.78	97.78CR	
		G/L ACCOUNT						97.78		
	810 5-899-2-63321	REPAIR PARTS					97.78	HOSE & PIPE #1		
		VENDOR TOTALS		REG. CHECK				97.78	97.78CR	0.00
								97.78	0.00	

01-2232 SPAHN & ROSE LUMBER CO

I 48068104		STOVE BOLTS	AP		R	1/29/2015		4.60	4.60CR	
		G/L ACCOUNT						4.60		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					4.60	STOVE BOLTS		
I 48068162		GREAT STUFF FOAM	AP		R	1/29/2015		17.97	17.97CR	
		G/L ACCOUNT						17.97		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					17.97	GREAT STUFF FOAM		
I 48068463		KEY BLANKS CITY HALL PROJEC	AP		R	1/29/2015		5.97	5.97CR	
		G/L ACCOUNT						5.97		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					5.97	KEY BLANKS CITY HALL PROJECT		
I 48068531		KEY BLANKS	AP		R	1/29/2015		3.98	3.98CR	
		G/L ACCOUNT						3.98		
	630 5-820-2-65070	OPERATING SUPPLIES					3.98	KEY BLANKS		
I 48069212		DRYWALL & SCREWS	AP		R	1/29/2015		93.24	93.24CR	
		G/L ACCOUNT						93.24		
	001 5-150-2-63100	BUILDING MAINTENANCE & REPAIR					93.24	DRYWALL & SCREWS		

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 5162828		SUPPLIES CHARGE	AP		R	1/29/2015		18.46	18.46CR	
		G/L ACCOUNT						18.46		
	835 5-899-2-65980	MISCELLANEOUS					18.46	SUPPLIES CHARGE		
		VENDOR TOTALS		REG. CHECK				144.22	144.22CR	0.00
								144.22	0.00	

01-2247 STAPLES ADVANTAGE

I 3251414070		OFFICE SUPPLIES	AP		R	1/29/2015		111.10	111.10CR	
		G/L ACCOUNT						111.10		
	001 5-160-2-65060	OFFICE SUPPLIES					80.58	OFFICE SUPPLIES		
	835 5-899-2-65060	OFFICE SUPPLIES					30.52	OFFICE SUPPLIES		
		VENDOR TOTALS		REG. CHECK				111.10	111.10CR	0.00
								111.10	0.00	

01-2310 SWICK CABLE

I 15068		GAS PIPE BORE FOR DORNFELD	AP		R	1/29/2015		2,175.00	2,175.00CR	
		G/L ACCOUNT						2,175.00		
	640 5-825-2-65308	MAINS					2,175.00	GAS PIPE BORE FOR DORNFELD		
I 15069		BORE-3RD ST ALLEY, LOCKER, BO	AP		R	1/29/2015		15,455.00	15,455.00CR	
		G/L ACCOUNT						15,455.00		
	630 5-820-2-64910	CONTRACT SERVICES					15,455.00	BORE-3RD ST ALLEY, LOCKER, BOWIE		
I 15070		BORE FOR MERCY CLINIC	AP		R	1/29/2015		1,130.00	1,130.00CR	
		G/L ACCOUNT						1,130.00		
	630 5-820-2-64910	CONTRACT SERVICES					1,130.00	BORE FOR MERCY CLINIC		
		VENDOR TOTALS		REG. CHECK				18,760.00	18,760.00CR	0.00
								18,760.00	0.00	

01-2340 TERRY DURIN COMPANY

I 308919		4000' 2" RED INNERDUCT	AP		R	1/29/2015		3,320.00	3,320.00CR	
		G/L ACCOUNT						3,320.00		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					3,320.00			
		VENDOR TOTALS		REG. CHECK				3,320.00	3,320.00CR	0.00
								3,320.00	0.00	

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1923 THE UNIVERSITY OF OKLAHOMA

I 80789		IEDC MEMBER REGISTRATION	AP		R	12/30/2014		595.00	595.00CR	
		G/L ACCOUNT						595.00		
	001 5-525-1-62300	TRAINING						595.00	IEDC MEMBER REGISTRATION	
		VENDOR TOTALS		REG. CHECK				595.00	595.00CR	0.00
								595.00	0.00	

01-2400 TIPTON CONSERVATIVE

I 201412304684		FINAL HEARING ORD 7505	AP		R	1/29/2015		8.04	8.04CR	
		G/L ACCOUNT						8.04		
	835 5-899-2-64020	ADVERTISING						8.04	FINAL HEARING ORD 7505	
I 201412304685		ORD 544 & 545, MINUTES, FY14R	AP		R	1/29/2015		629.31	629.31CR	
		G/L ACCOUNT						629.31		
	835 5-899-2-64140	PRINTING & PUBLISHING						629.31	ORD 544 & 545, MINUTES, FY14RPRT	
I 201412304686		VARIOUS FAC ADS	AP		R	1/29/2015		489.75	489.75CR	
		G/L ACCOUNT						489.75		
	001 5-465-2-64020	ADVERTISING						489.75	VARIOUS FAC ADS	
I 201412304687		ADULT REC	AP		R	1/29/2015		28.40	28.40CR	
		G/L ACCOUNT						28.40		
	001 5-444-2-64020	ADVERTISING						28.40	ADULT REC	
I 201412304688		YOUTH REC	AP		R	1/29/2015		56.80	56.80CR	
		G/L ACCOUNT						56.80		
	001 5-446-2-64020	ADVERTISING						56.80	YOUTH REC	
I 201412304689		VARIANCE REQUESTS	AP		R	1/29/2015		37.31	37.31CR	
		G/L ACCOUNT						37.31		
	001 5-620-2-64840	ZONING EXPENSE						37.31	VARIANCE REQUESTS	
I 201412304690		PUBLIC HEARING GAS PROJECT	AP		R	1/29/2015		8.61	8.61CR	
		G/L ACCOUNT						8.61		
	640 5-825-2-64020	ADVERTISING						8.61	PUBLIC HEARING GAS PROJECT	
		VENDOR TOTALS		REG. CHECK				1,258.22	1,258.22CR	0.00
								1,258.22	0.00	

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2410 TIPTON ELECTRIC MOTORS

I 268805		OIL PUMP CART	AP		R	1/29/2015		7.92	7.92CR	
		G/L ACCOUNT						7.92		
	630 5-821-2-63500	OPERATIONAL EQUIPT MAINT & REP					7.92	OIL PUMP CART		
		VENDOR TOTALS		REG. CHECK				7.92	7.92CR	0.00
								7.92	0.00	

01-2461 TIPTON STRUCTURAL FABRICATI

I 10351		4 STEEL FOR CRANE/HOIST	AP		R	1/29/2015		2,139.00	2,139.00CR	
		G/L ACCOUNT						2,139.00		
	810 5-899-2-65040	SMALL EQUIPMENT					2,139.00	4 STEEL FOR CRANE/HOIST		
		VENDOR TOTALS		REG. CHECK				2,139.00	2,139.00CR	0.00
								2,139.00	0.00	

01-2473 TITAN MACHINERY INC

I 5182496		BUCKET TEETH #18	AP		R	12/30/2014		78.76	78.76CR	
		G/L ACCOUNT						78.76		
	810 5-899-2-63321	REPAIR PARTS					78.76	BUCKET TEETH #18		
		VENDOR TOTALS		REG. CHECK				78.76	78.76CR	0.00
								78.76	0.00	

01-2489 TRANSWORLD SYSTEMS INC

I 1028529		COLLECTION EXPENSE	AP		R	12/30/2014		53.64	53.64CR	
		G/L ACCOUNT						53.64		
	630 5-822-2-64040	COLLECTION EXPENSE					13.15	COLLECTION EXPENSE		
	600 5-811-2-64040	COLLECTION EXPENSE					24.60	COLLECTION EXPENSE		
	640 5-826-2-64040	COLLECTION EXPENSE					15.89	COLLECTION EXPENSE		
		VENDOR TOTALS		REG. CHECK				53.64	53.64CR	0.00
								53.64	0.00	

01-2562 VERMEER SALES & SERVICE INC

I 00510530		STUMP CUTTER RENTAL	AP		R	1/29/2015		580.90	580.90CR	
		G/L ACCOUNT						580.90		
	001 5-221-2-64151	COMMERCIAL EQPT RENTAL & LEASE					580.90	STUMP CUTTER RENTAL		

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 01131362		POLESAW	AP		R	1/29/2015		280.95	280.95CR	
		G/L ACCOUNT						280.95		
	001 5-221-2-65053	SMALL TOOLS					280.95	POLESAW		
		VENDOR TOTALS		REG. CHECK				861.85	861.85CR	0.00
								861.85	0.00	

01-2577 VM HOIST & CRANE SERVICE &

I D39569		END TRUCKS-OVERHEAD HOIST	AP		R	12/30/2014		1,933.83	1,933.83CR	
		G/L ACCOUNT						1,933.83		
	810 5-899-2-65040	SMALL EQUIPMENT					1,933.83	END TRUCKS-OVERHEAD HOIST		
		VENDOR TOTALS		REG. CHECK				1,933.83	1,933.83CR	0.00
								1,933.83	0.00	

01-2574 WALMART COMMUNITY

I 1396		MISC SUPPLIES	AP		R	1/29/2015		22.75	22.75CR	
		G/L ACCOUNT						22.75		
	001 5-650-2-65980	MISCELLANEOUS					22.75	MISC SUPPLIES		
I 2566		OFFICE SUPPLIES	AP		R	1/29/2015		160.86	160.86CR	
		G/L ACCOUNT						160.86		
	001 5-160-2-65060	OFFICE SUPPLIES					160.86	OFFICE SUPPLIES		
I 3568		MISC SUPPLIES	AP		R	1/29/2015		27.82	27.82CR	
		G/L ACCOUNT						27.82		
	001 5-150-2-65980	MISCELLANEOUS					27.82	MISC SUPPLIES		
I 3582		MISC SUPPLIES	AP		R	1/29/2015		42.40	42.40CR	
		G/L ACCOUNT						42.40		
	001 5-150-2-65980	MISCELLANEOUS					42.40	MISC SUPPLIES		
I 4357		CANDY FOR XMAS FIRE DEPT	AP		R	1/29/2015		191.64	191.64CR	
		G/L ACCOUNT						191.64		
	001 5-150-2-65980	MISCELLANEOUS					191.64	CANDY FOR XMAS FIRE DEPT		
I 6596		MISC SUPPLIES	AP		R	1/29/2015		24.99	24.99CR	
		G/L ACCOUNT						24.99		
	835 5-899-2-65980	MISCELLANEOUS					24.99	MISC SUPPLIES		
I 6813		WIRE HOOKS	AP		R	1/29/2015		8.88	8.88CR	
		G/L ACCOUNT						8.88		
	640 5-825-2-65070	OPERATING SUPPLIES					8.88	WIRE HOOKS		

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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		VENDOR TOTALS	REG. CHECK					479.34	479.34CR	0.00
								479.34	0.00	

01-2671 WISKUS CONSTRUCTION INC

I 359		FLOOR HEATING SYSTEM ADDITI AP			R	12/30/2014		1,501.31	1,501.31CR	
		G/L ACCOUNT						1,501.31		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					1,501.31	FLOOR HEATING SYSTEM ADDITION		
		VENDOR TOTALS	REG. CHECK					1,501.31	1,501.31CR	0.00
								1,501.31	0.00	

01-2735 ZEE MEDICAL INC

I 0158671513		1ST AID SUPPLIES	AP		R	1/29/2015		110.30	110.30CR	
		G/L ACCOUNT						110.30		
	810 5-899-2-65100	SAFETY					110.30	1ST AID SUPPLIES		
		VENDOR TOTALS	REG. CHECK					110.30	110.30CR	0.00
								110.30	0.00	

PACKET: 01907 Council Mtg 010515 AL

VENDOR SET: 01

===== R E P O R T T O T A L S =====

FUND DISTRIBUTION

FUND NO#	FUND NAME	AMOUNT
001	GENERAL GOVERNMENT	17,382.47CR
310	NEW FIRE STATION	550.00CR
600	WATER OPERATING	470.00CR
610	WASTEWATER/AKA SEWER REVE	18,030.00CR
630	ELECTRIC OPERATING	23,994.62CR
640	GAS OPERATING	4,365.65CR
670	GARBAGE COLLECTION	24.09CR
810	CENTRAL GARAGE	7,494.77CR
835	ADMINISTRATIVE SERVICES	2,521.60CR
** TOTALS **		74,833.20CR

=====

---- 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		74,833.20	74,827.13CR	0.00
		74,833.20	6.07CR	
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		74,833.20	74,827.13CR	0.00
		74,833.20	6.07CR	

TOTAL CHECKS TO PRINT: 55

ERRORS: 0 WARNINGS: 0

AGENDA ITEM # L - 2

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 5, 2015
AGENDA ITEM:	City Council Appointment
ACTION:	Motion

SYNOPSIS: At this point, the only letter of interest received by an individual residing in Ward #1 has come from Beau Holub. The City did receive a letter of interest from Tim Mallot, however, his request cannot be considered unless Council Person Spear decides to resign her at-large position and take the Ward #1 seat. Councilperson Spear has not indicated that she would like to relinquish her at large seat. At this point, the Council can appoint Beau, table the item for two weeks, or decide to fill the seat by special election.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Letter of Interest – Beau Holub

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

AGENDA ITEM # L - 3

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 5, 2015
AGENDA ITEM:	Local Access Formatting Changes
ACTION:	Motion

SYNOPSIS: Please see the attached report from Abby Kisling explaining the formatting change to the local access change.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Economic Development Commission

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Memo

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

TIPTON ECONOMIC DEVELOPMENT OFFICE

TO: TIPTON CITY COUNCIL MEMBERS
FROM: ABBY KISLING
SUBJECT: LOCAL ACCESS TELEVISION CHANNEL FORMAT CHANGE
DATE: DECEMBER 30, 2014
CC:

The Tipton Development Commission met on December 18 and voted in favor to request the Tipton City Council approve a change in the local access channel format and equipment.

Unfortunately, the current equipment has become obsolete and unreliable. The station becomes fuzzy and has to be rebooted on a daily basis and sometimes multiple times a day. If I am out of the office, the station remains fuzzy and the programming does not get updated (senior dining menus, church service tapes, etc.) until I return to the office. Also, there are times I come into my office and the screen is blue and has to be reset or the system has shut down and has to be restarted. One solution to the problem is to move the system back to City Hall so a designated employee at city hall could be a 'back-up' when I am unavailable to reset the system and update the programming.

I have spoken in length to Mediacom representatives and the approximate cost to return the local access equipment back to City Hall would be \$6,000. Mediacom did not charge for the initial move to 520 Cedar Street a few years ago but would understandably charge the City to make a move back to City Hall. The reason for the move back would be so there is someone available to reboot the system and update the programming when I am out of the office and also, the equipment should probably be located in a building the City owns which is not the case with my office at 520 Cedar Street. This came to light when there was consideration of moving my office and it was discovered that it could take months to get the equipment relocated due to Mediacom's schedule. Additionally, I would recommend replacing the actual equipment (computer, monitors, televisions, software, etc.).

The other option is to purchase a specially built computer from Mediacom and remote software for my computer which would cost approximately \$1,000. The Mediacom computer would be put in their hub and all the updates would be done remotely from my computer. The remote access format would allow me to update the channel from anywhere as long as I had access to my computer. A change would allow for more format options including different fonts and colors and the ability to upload pictures and PDF flyers.

The only drawback to the remote format is that weekly church services would no longer be broadcast on the local access channel. Currently, there are two churches that provide their Sunday service tapes. Calvary Foursquare Church provides DVDs every week and the First United Methodist Church provides VHS tapes on a regular basis, but not every week.

I met with representatives from both churches on December 5 and Calvary Foursquare Church said they were fine with the services not being shown on the local access channel and didn't want the city to incur the expense of moving the equipment. They felt they could work around it with either a link on their website or perhaps a DVD library that parishioners could check-out. The representative from First United Methodist indicated it would be their preference that services still remain to be shown on the local access channel. I asked both representatives if they knew approximately how many people viewed their services each week on the channel and they did not have an estimate. It would take approximately three months to change out the equipment and I told both representatives that I would be happy to run their tapes during that time while they transition to another system.

In conclusion, the local access channel is a good tool for the getting information out to the community but the current system has become inefficient. A new format for the Tipton local access channel would be less expensive, easier to maintain and more streamlined and it would eliminate the need for all the bulky equipment and wiring back to city hall.

Please find enclosed photos of the proposed new format and the current equipment and format.

Thank you for your time and please feel free to contact me with any questions.

Tipton Community Channel

**Any person or non-profit
organization wishing to put
information on the local channel,
please contact the Tipton Economic
Development & Chamber of
Commerce Office at 563-886-6350.**

Tipton Community Channel

Tipton Public Library Hours



Monday-Thursday 10:00 AM-8:00 PM

Friday 10:00 AM-5:00 PM

Saturday 10:00 AM-1:00 PM

Sunday CLOSED

Tipton Community Channel

The City of Tipton, Tipton Chamber of
Commerce and Tipton Economic
Development Corporation website is
www.tiptoniowa.org.

Suggestions on content or information
please call the Tipton Economic
Development & Chamber of Commerce
Office at 563-886-4597.

Tipton Community Channel

Wednesday, October 22

Potato Crusted Fish, Oven Roasted Baby
Potatoes, Peas, Fruited Yogurt, Milk/Bread

Thursday, October 23

Cream Chicken Biscuit, Mixed Vegetables,
Mixed Fruit, Brownie, Milk

Tipton Community Channel

Friday, October 24

**Herb Baked Chicken Breast, Baked Potato
Half, Sour Cream, Orange Cherry & Banana,
Sherbet Cup, Milk/Bread**

Tipton Community Channel



The City of Tipton's 1st Annual

TRICK OR TREAT NIGHT

The community is invited to join in this spectacular event offering **FREE** family friendly fun and a safe Halloween alternative this year at the Tipton Fire Station!

How it works...Think of it as tailgating for Trick or Treaters as children fetch candy from decorated trunks in a line of gathered parked vehicles in the fire station parking lot. There will also be additional games and goodies inside the station.

Wear your costume and come enjoy the **FUN!**

 **Face Painting**

 **Games**

 **Goodies**

 **Bouncy House**



**Sunday, October 26, 2014
3:00-5:00 PM**

**Tipton Fire Station
301 Lynn Street
Tipton, IA 52772**

This family friendly event is sponsored by the City of Tipton, the Tipton Fire Department, and the Tipton Police Department. The traditional "trick or treat" night will be held on the evening of Friday, October 23 in Tipton. For further information visit www.tipton-ia.org/events or call 563-886-4397.

71 CITY OF TIPTON

AGENDA ITEM # L - 4

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 5, 2015
AGENDA ITEM:	David Gott Revolving Loan Application
ACTION:	Motion

SYNOPSIS: David Gott with Gott Ice Cream has applied for the remaining revolving loan funds in the amount of \$46,156. Please see Abby's report attached that outlines the details of the loan.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Economic Development Commission

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

December 29, 2014

Tipton City Council
407 Lynn Street
Tipton, IA 52772

Dear Tipton City Council:

The Tipton Development Commission met on December 18, 2014 to review a Tipton Revolving Loan Fund application for Gott Ice Cream?. The application materials are included in your packet.

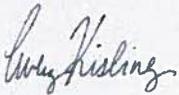
The Loan Committee recommends approving the enclosed application for Gott Ice Cream? in the amount of \$42,156. The loan will be amortized over seven years at a 4% fixed interest rate. According to the criteria set forth by the City of Tipton Revolving Loan Fund Plan, "revolving loan funds typically will not be less than \$2,500 and not more than \$10,000 but smaller or larger loans may be authorized by the Loan Committee on a case-by-case basis if unusual circumstances are present". Please note the Loan Committee has approved funding for Gott Ice Cream? to exceed the \$10,000 amount. The committee agrees that the applicant has met the requirements of the revolving loan program as set forth in the USDA grant agreement and should be approved.

Additionally, this loan will deplete the funds for the Tipton USDA Revolving Loan Fund program. The program has ceased and any remaining funds would have been de-obligated on December 31, 2014. The approval of this loan would mean the City was able to loan out the entire awarded amount of \$94,000 and will now be able to establish their own revolving loan fund.

Please feel free to contact me with any questions. I may be reached at 563-886-4597 or at akisling@tiptoniowa.org.

I will be available at Monday evening's council meeting to answer any questions.

Sincerely,



Abby Kisling
Tipton Economic Development Director

**CITY OF TIPTON
REVOLVING LOAN FUND APPLICATION**

Date of application 12-1-14

Applicant's name Gott Ice Cream

Mailing address 217 West Santa St. Tipton IA 52772

Telephone 3194302042 5638863777
(Home) (Work) (e-mail)

Project address Same

Does the applicant own the building? Yes No

If no, who does own the building? Schmitt Implement

Owner's address 23044 Route 52 North Holy Cross IA 52053

→ Owner's telephone 563-870-2665

Describe proposed project specifically: (attach additional sheets if necessary)

CONSTRUCTION OF FROZEN CUSTARD PRODUCTION FACILITY.

Proposed starting date: 8-1-14

Proposed completion date: 12-20-14

Amount of funds requested: 42156

Estimated cost of project: 600,000

Provide a brief outline of project costs

EQUIPMENT - 300,000

CONTRACTORS - 400,000

→ List current assessed valuation of project property: 199,900

Please list the source and amount of all other funds to be supplied by the applicant or other public or private sources (use additional sheets if necessary):

<u>Source</u>	<u>Amount</u>
<u>Gardner Bank</u>	<u>350000</u>
<u>Cipco</u>	<u>250000</u>
<u>IBEN</u>	

If the project property has been vacant, state how long 1 year?

Is the project property properly zoned for the business? yes

If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application.

Number of years the applicant has been in business 3

Names and addresses of contractors and/or architect used for the proposed project.

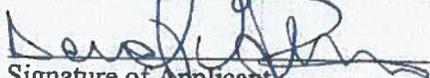
CUSTOM BUILDERS

Number of new jobs (if any) the proposed project will create: 35

Number of existing jobs proposed project will preserve: 0

Applicant should be aware that additional financial data may be required if requested by the Loan Review Committee. Applicant should also be aware that no application will be considered if expenditures are incurred prior to approval of the application.

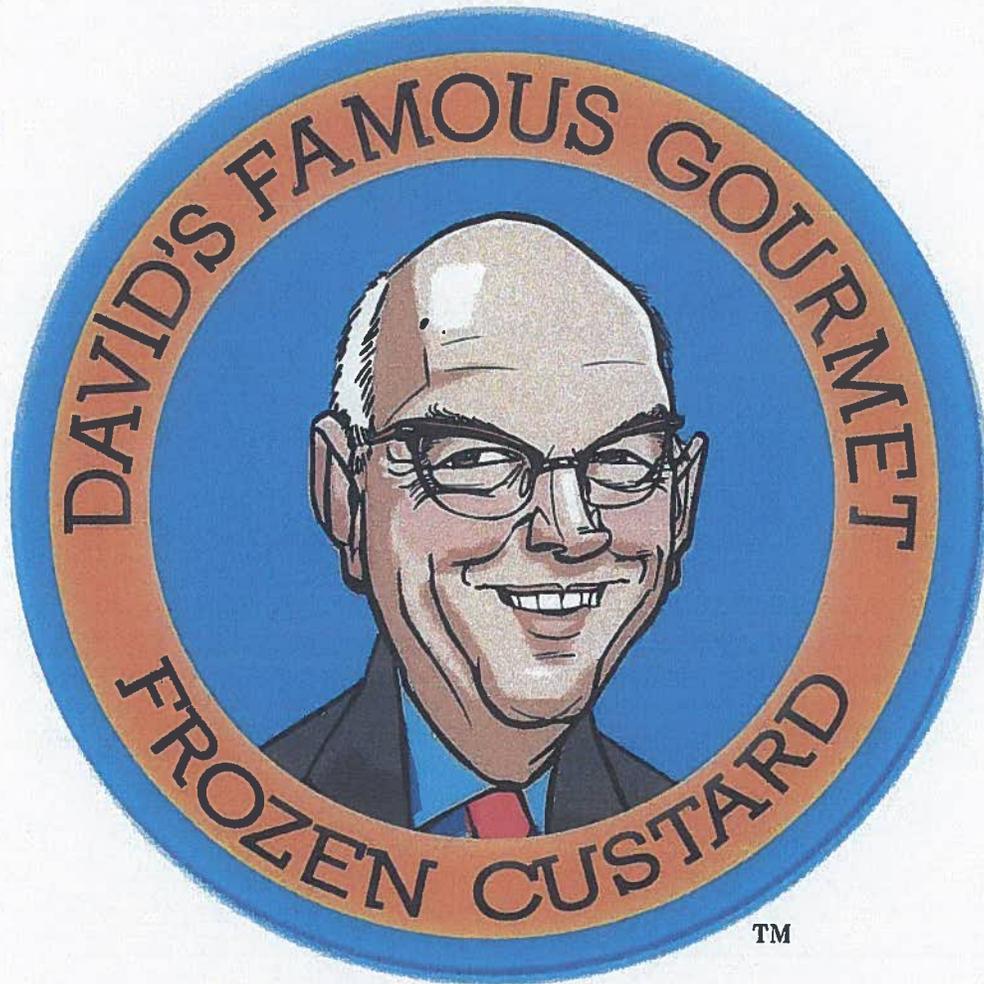
The undersigned applicant affirms that the information submitted herein is true and accurate to the best to my (our) knowledge. I (we) have read and understand the conditions of the City of Tipton Revolving Loan Fund and agree to abide by its conditions and guidelines.


Signature of Applicant

12-4-14
Date

Signature of Applicant

Date



Gott Ice Cream?, LLC dba
David's Famous Gourmet Frozen Custard

Business Plan

General Company Description

David's Famous Gourmet produces and markets gourmet frozen custard (ice cream). Our marketing focuses primarily on grocery chains but may also include the hospitality industry, including executive quality hotels and fine dining restaurants. Additional distribution may come through selling mix to food service providers, ice cream boutiques, and scoop shops. We will sell to grocery stores in one pint sizes and to hotels in one pint sizes for distribution through in-room food bars. Sales to fine dining restaurants will be in 48 ounce sizes initially, with potential expansion into one or two gallon containers.

Our Products

We produce several flavors of gourmet frozen custard. Initially, our flavors are vanilla, Dutch chocolate, coffee, sea salt caramel, and lemon. Other flavors we have developed include strawberry, pistachio, mint, red raspberry, peach, pumpkin pie, ginger, blueberry, and malted milk ball. Our five current flavors will be joined by not less than two additional flavors. Because we believe in producing the best single flavor ice cream, we will not produce custards with inclusions, such as candy.

Target Market

Per Capita production of ice cream was 10.62 quarts in 2010, according to the International Dairy Foods Association. Mintel reports that 89% of adults have eaten ice cream within the last year and that 85% eat ice cream year-round. Because it is consumed so ubiquitously, we do not have a demographic target but rather target that small percentage which is willing to pay more for higher quality.

Our Niche

Our niche is quality. We believe that a "problem" in all industries is that once professional management steps in, ingredient substitutions are sought to save a penny here, a nickel there. That rush to substitutions leads to ingredients such as skim milk instead of cream, corn syrup instead of sugar, and artificial flavors- all contributing to higher profits in the short-term, but commoditizing the recipe in the long-term. We will not compromise our recipe if it means a reduction in quality and taste.

Our Growth Prospects

The IDFA reports supermarket sales of ice cream in 2010 of \$3.7BN. There are reportedly around 13,000 supermarkets in America, so each would average around

\$284,000 per year in sales. The average American consumes 10.2 quarts of ice cream per year. One per cent of that volume would be 63,000,000 pints. Assuming we capture 1% of sales with 2.5% of that 1% penetration in year one, 7.5% in year two, and 30% in year three, we expect to see the following revenues- year one \$3,628,372; year two \$10,885,117; and year three \$43,540,469. We believe these projections to be achievable.

Our Management

David Gott will manage day-to-day operations as managing member and will rely heavily on outside advisors with industry knowledge. One of our biggest criticisms of business management is that once "professional" management is brought in to manage a company, they begin a long spiral to commoditization. That is to say they begin a series of substitutions to increase profits- substitutions which ultimately make their goods commodities. Our management will maintain our line's integrity. Key advisors to date include Larry Pacha, former owner of J.M. Swank; Jim Babb, partner and early member of Starwood Capital Group LLC; Steve Meiners, VP corporate sales at Crest Foods; the University of Nebraska Food Science Program; Reynault Miller, manager of the University of Minnesota pilot plant; Jim Barkulis, owner Barkulis Group (a distributor in Chicago); David R. Barker, our sole investor; and various frozen managers, including David Houselog of Coralville Hy-Vee.

Our Strengths

Our greatest strength is our products. Food service and food supply professionals, as well as consumers have confirmed the taste and quality of our custards. Additionally, our acquaintance with large numbers of high net worth individuals and people with diverse and significant business backgrounds and contacts is a substantial advantage. Many start-ups do not know how to raise money and grow their business. We do. Our recipe is unique and is not conceived and built from a commercial ice cream producer's perspective. Our unorthodox perspective is a strength that will keep our frozen custard the highest quality and resist the industry practice of driving profits at the expense of flavor.

Form of Legal Entity

Gott Ice Cream?, LLC is a limited liability company doing business as David's Famous Gourmet.

Business Description

Our product

We produce gourmet frozen custard in a variety of flavors. We have found no one who produces commercial ice cream with the fat content or flavor of ours. Ice cream contains 10-12% butterfat, premium ice cream 12-14%, and super-premium contains 14-16%. Some small shops work with 18%. Our minimum fat content is well over 23%, which is

a completely new market segment. Additionally, we produce custard, which is ice cream with a minimum of 1.4% egg yolk solids. Our custard contains about 4% egg yolk solids. We believe that you not only cannot find another ice cream that is as rich and creamy as David's Famous; we also believe we have added value in that our process and formulas may be patentable.

Company Mission

Our mission is to build, over the next three to five years, a successful gourmet ice cream manufacturing and distribution operation with three legs of distribution; grocery stores, hospitality, and scoop shops. Our primary distribution will be grocery. Our objective is to grow from a local to regional to national producer through a combination of strategies. Our philosophy is to create the highest quality, best tasting frozen custard we are capable of and to sell it at a fair profit.

Company Overview

We strive to create a unique, one-of-a-kind frozen custard. There are many premium ice creams available today, and several super-premium ice creams. We believe there are no truly "gourmet" ice creams available nationally. We intend to grow our grocery business by starting with local chains Hy-Vee and Fareway, then leapfrogging to other local chains in Midwest metropolitan areas (such as Mari, then to local chains in other regions of the country. Our hospitality business will grow through co-branding with national higher quality hotels. Finally, we intend to package for sale to scoop shops and fine-dining restaurants.

Industry background

According to the International Dairy Foods Assn¹ (IDFA), about 1.48 billion gallons of ice cream was produced in 2010. The largest category was regular ice cream, which accounted for 61.58% of production. Of that amount, 912.4MM gallons were regular ice cream. Per capita production of hard ice cream was 10.62 quarts in 2010, with soft ice cream production of 1.19 quarts per capita. Also, Mintel reports² that 89% of adult Americans have eaten ice cream within the past year, while other reports indicate that 98% of children have eaten ice cream in that same period. Further, Mintel reports that approximately 93.6% of ice cream sales were made in supermarkets³, followed by convenience stores and drug stores. In terms of dollar sales and volume, grocery store sales of ice cream totaled approximately 450,750,000 gallons at a total cost of \$3,703BN.

The ice cream market is a mature and shrinking market. Ice cream consumption peaked following World War Two when rationing was eliminated and is currently shrinking by about 1% per year. H&M Company reports that ice cream sales are in excess of \$20bn, with over \$8bn of that being household consumption and the remainder being largely impulse spending⁴. According to the IDFA, the top three flavors are vanilla (27.8%), chocolate (14.3%), and strawberry (3.3%), but the IDFA report includes not only the

consumer market, but the foodservice market as well, where vanilla's versatility for use in shakes, malts, sundaes, and other desert items make it a popular choice. Mintel reports⁵ that the favorite flavors are: chocolate (51%), vanilla (43%), strawberry (22%), other fruit flavors (19%), nut (18%), rocky road, fudge, and cookie all came in at 14% and coffee, mint, and caramel tied at 11%. Mintel seems to support H&M's reporting as they indicate Food/Drug/Mass (ex Wal-Mart) (FDMx) sales as totaling over \$7.1BN for all frozen deserts and \$3.9BN for ice cream alone. 85% of people eat ice cream year around, while only 9% eat it only when it is hot out.

Consumers view ice cream as an indulgence and as a luxury they can afford. Americans love their ice cream and seem to place a premium on quality. While sales are trending downward at a 1% per year rate, in the 52 week period ending April 17, 2011, sales of premium ice creams was up, while sales of "better-for-you" ice creams were down.

Nestle' (Dreyer's, Edy's, Haagen-Dazs) was the largest selling brand in 2010 with \$953MM in sales, followed by Unilever (Breyer's, Ben and Jerry's, and Starbucks) with \$846MM in sales. Nestle' enjoys a 23.6% market share while Unilever commands 20.9% of the market. Blue Bunny of LeMars, IA is one of the largest producers of ice cream and frozen deserts, having produced 120mm gallons of ice cream last year, according to their website⁶

According to Mintel, "New product launches are an essential element of the marketing mix in ice cream and frozen novelties, a category that thrives on fresh ideas and new temptations. The pace of product launches, however, has trailed off since the mid-2000s, a period when major manufacturers were busy expanding their ice cream lines with low-fat and no-sugar-added varieties. The decline in new product activity coincides, roughly, with the softening of sales in the category as a whole and in the ice cream segment in particular."⁷

1. IDFA Dairy Facts 2011 edition
2. Ice cream and frozen novelties-us- july 2011 incidence and usage report. Mintel
3. Ice cream and frozen novelties-us-july 2011 retail channel report Mintel
4. <http://hmcompanyusa.com/blog/2010/01/27/in-recent-years-the-u-s-ice-cream-sales-and-channels/>
5. ice cream and frozen novelties-us-july 2011 flavor report. Mintel
6. <http://www.wellsenterprisesinc.com/About/CompanyFacts.aspx>
7. ice cream and frozen novelties-us-july 2011 executive summary. Mintel

Our Background

David Gott began experimenting with a variation on his grandmother's homemade ice cream recipe in 1998. Family and friends enjoyed ice cream occasionally until 2008 when David began experimenting with and creating different flavors, beginning with coffee ice cream. In 2009, he created pumpkin pie ice cream and candy cane ice cream. Other creations since then include peach, strawberry, blueberry, red raspberry, malted milk ball, eggnog, pistachio, sea salt caramel, lemon, and Dutch chocolate.

Goals

It is our goal to achieve sales of 1% of the hard packed ice cream market (in dollar volume) within five years. This plan assumes we will achieve 2.5% of that 1% in the first year, 7.5% in the second year, and 30% in the third. Achieving those goals will provide year one sales of \$3,665,023; second year sales of \$10,885,117; and third year sales of \$43,540,469. 1% of the market is about 63,000,000 pints. At that sales volume, we would realize about \$144,000,000 in revenue.

Marketing Plan and Strategy

Target market and customers

It would be tempting to declare higher income individuals as our target market. However, people overwhelmingly view ice cream as an indulgence and an affordable luxury, and therefore are likely to consume our ice cream no matter what their economic status. We believe the issue is not income, but *taste* and that economic status does not measure how sensitive to various tastes an individual may be. Our target market therefore, is rather undefined- being those who are willing to pay more for higher quality.

Competition and market share

Nestle' and Unilever, as the two largest producers will be our biggest competition, specifically because of their premium brands such as Bryer's, Edy's, Haagen Dasz, Ben and Jerry's, and Dreyers'. Blue Bunny will be another major competitor with over \$1BN in sales in the frozen deserts category. We believe that with superior taste and gourmet status, along with "outside the box promotion", we can successfully engineer a 1% market share within 5 years.

Pricing strategy

Historically, ice cream manufacturers carry about a 40% gross margin with a 4.8% net margin. We believe that due to the perceived quality of our ice cream, and a lower overhead structure, that we can enjoy a 45% gross margin and upwards of a 5.5% net margin. Our assumptions under this plan are for a 37.6% gross margin and a 4.2-4.8% net margin.

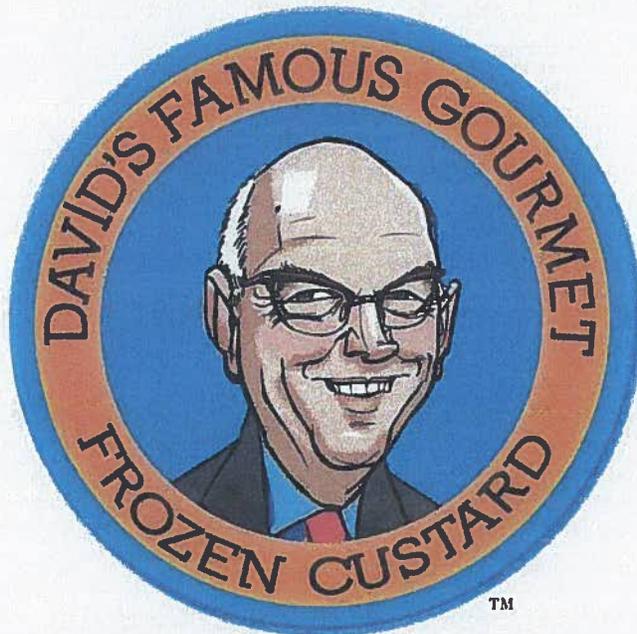
Promotion and distribution

Our basic promotion is in-store displays and sampling. Once a store agrees to carry our ice cream, we schedule a series of samplings at that store. Our "sampler" will wear a French blue shirt and orange tie, similar to the dress in our logo, and a white or light blue apron bearing our logo.

Additional promotion may feature a celebrity who is willing to work for equity, and advertising on national radio. The examples we look at for our radio campaign are Snapple, Zicam, Breathe-Rite nasal strips, Sherry's Berries, ProFlowers.com, and Pajamagram. In the cases of Snapple and Zicam especially, both were products that Rush Limbaugh talked about prior to their becoming his advertising clients. As far as Sherry's Berries, ProFlowers, and Pajamagram go, their business happens almost exclusively at Christmas, birthdays, and Valentine's Day. Yet the market attention they receive by simply advertising on Limbaugh's show, along with Bob and Tom, Hannity, Dan Patrick, and others during their peak seasons seems to be effective. It is expected that the advertising campaign, along with a celebrity using social media to promote our ice cream could create a national demand very quickly. Imagine a celebrity Tweeting that he "likes" David's Famous Gourmet Ice Cream every couple of days to 50,000 people, or linking his facebook page to the David's Famous Gourmet and you get some idea of the power of social media. However, our pro forma financials do not factor in such growth.

Our website is <http://www.davidsfamous.com> and we have created a facebook page- www.facebook.com/davidsfamous . Any time someone eats David's Famous and "likes" us on Facebook, it shows on their homepage, where all their friends will see it, further spreading name recognition.

One key to promotion is our logo and our container design.



Most manufacturers ice cream containers are very "busy" with artwork and pictures splattered all over them, making them look more like billboards than pints (or other sizes) of ice cream. Our container is white, with this logo. The nutritional information and a

paragraph about our company is be on the back of the container, with our story printed in orange.

We believe this logo, along with a very simple container design will give us similar recognition to that of an Orville Redenbacher, Colonel Sanders, Dave Thomas, or Bob Parsons.

Distribution

Our initial distribution is direct, delivering David's Famous in our own truck. Larger grocery chains have their own warehousing and distribution. Once we have grown a significant base within a particular chain, deliveries will be to their central warehouse rather than to individual stores, or else to a distributor who services each account. We have contacts at both Hy-Vee and Fareway and have been successful with placing our ice cream in those stores initially.

We completed our first limited run of each of our five flavors- Vanilla, Dutch Chocolate, Sea Salt Caramel, Coffee, and Lemon on February 7th, 2014 and made our initial deliveries on February 13. As of today, we are in sixteen Hy-Vee food stores, one Fareway, and a small neighborhood market in St. Paul. We have an additional twelve Hy-Vee stores and 4 Fareways awaiting their initial deliveries. Assuming all existing stores were opened February 13, we have averaged about 6.8 pints per store per day (our attached three-year pro-forma assumes starting with seven per day per Hy-Vee. In reality, six were opened in February, three were opened in March, and the others were opened in April.

A significant challenge to distribution is storage. In storage, we generally want a provider who can maintain a temperature of -10F or lower. Our freeze/thaw study was conducted over a five-week period, with a daily cycle of -14F to +8F. Due to our unique recipe, we produce a product which is freeze/thaw stable without the use of stabilizers such as guar gum, locust gum, or cellulose gum. We currently use Des Moines Cold Storage (which keeps our custards at a minimum of -30F). We have assumed \$.15 per pint for shipping and storage in our financial projections. Storage for up to three months has an actual cost of between 2 and 3 cents per pint. As sales grow to a national level, additional regional distribution facilities will be added.

AGENDA ITEM # L - 5

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 5, 2015
AGENDA ITEM:	One Time Sewer and Water Exemption
ACTION:	Motion

SYNOPSIS: At the time the packet was being prepared, I did not have all of the supporting documentation. You will receive this in an email Friday or Monday.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

AGENDA ITEM # L - 6

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 5, 2015
AGENDA ITEM:	One Time Sewer and Water Exemption
ACTION:	Motion

SYNOPSIS: At the time the packet was being prepared, I did not have all of the supporting documentation. You will receive this in an email Friday or Monday.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

N. Discussion Items (No Action)

AGENDA ITEM # N - 1

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 5, 2015
AGENDA ITEM:	FY 2014-2015 Final CIP
ACTION:	Motion

SYNOPSIS: This is the final list that will be used to initiate the borrowing for this spring.

\$ 20,000	-	Park Improvements
\$160,000	-	Ambulance
\$ 25,000	-	Police Radio Upgrades
\$ 60,000	-	Library
\$ 50,000	-	Aquatic Center Flooring
\$200,000	-	Aquatic Center Roof
\$ 54,000	-	East Relief Sewer
\$ 25,000	-	4 th St.- Lynn to Cedar
\$ 50,000	-	3 rd St – Sycamore to Cedar
\$ 50,000	-	North, Claire, Parkview Ct and Parkview Drive
\$ 20,000	-	5 th St – Plum to East
\$ 60,000	-	Cemetery Interior Roads
\$ 40,000	-	Water Main 3 rd Street
\$ 15,000	-	Air Packs for Fire
\$ 40,000	-	Airport Ground Purchase
Total		\$869,000

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/30/14

O. Reports Mayor/Council/Manager

**CITY OF TIPTON
CITY MANAGER
REPORT TO THE CITY COUNCIL
January 5, 2014**

- The wage and benefit committee has had their kick-off meeting with Verisght. From now until January 22, staff will be filling out and submitting questionnaires regarding their individual positions.
- Christmas decorations will be coming down starting on the 2nd of January.
- The Aquatic Center Supervisor will be re-advertised as the number of applications has been limited thus far.
- Initial work on the fiber project has begun at the aquatic center and we look forward to that project moving forward over the next couple of months.
- Staff has just returned the MD & A report to the Auditors, so that report should be forthcoming.