City of Tipton, Iowa

Meeting:	**Tipton City Council Meeting**
Place:	**Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772**
Date/Time:	**July 6, 2015 – 5:00 PM**
Web Page:	**www.tiptoniowa.org**
Posted:	**July 2, 2015 (Front door of City Hall & City Website)**

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

Prior to the start of the regularly scheduled City Council meeting, the Mayor and City Council will hold a public discussion regarding the Mathews Memorial Airport. The discussion will take place from 5-6 p.m., and will be limited to the established 60 minute timeframe. There will be no voting by the City Council during this period. Please note the meeting location at the Tipton Fire Station.

A. **Call to Order – 6:00 PM**
B. **Roll Call**
C. **Pledge of Allegiance**
D. **Agenda Additions/Agenda Approval**
E. **Communications:**
   1. Unscheduled
   2. Accept Request for Record – Lemon Street No Parking

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

G. **Public Hearing**

1. Public Hearing for the Proposed Contract Documents and Estimated Cost of Improvements for the Water Main, Sanitary Sewer, and Street Improvements, Division 1: Street Improvements and Division 2: Water Main and Sanitary Sewer Improvements
   i. Close Public Hearing – Proceed to I-1 and I-2
2. Public Hearing for an Amendment to the Tipton Urban Renewal Plan
   i. Close Public Hearing – Proceed to I-3
3. Public Hearing on a Development Agreement Between the City and Bonnie and John Dornfeld
   i. Close Public Hearing – Proceed to I-4

H. Ordinance Approval/Amendment

1. None

I. Resolutions for Approval

1. Resolution Approving the Contract and Bond for Mobilization and Construction of Water Main, Sanitary Sewer, and Street Improvements, Division 1: Street Improvements
2. Resolution Approving the Contract and Bond for Mobilization and Construction of Water Main, Sanitary Sewer, and Street Improvements, Division 2: Water Main and Sanitary Sewer
3. Resolution Approving an Urban Renewal Plan Amendment for the Tipton Urban Renewal Area
4. Resolution Approving a Development Agreement with John and Bonnie Dornfeld, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement

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 Cost of Service Study – Gas and Electric – Council Action as Needed
3. Discussion and Consideration of Position Description Development - Verisight – Council Action as Needed
4. Discussion and Consideration of a Request to the Cedar County Board of Supervisors to Place the One Percent Local Sales and Service Tax on the November Ballot – Council Action as Needed
5. Discussion and Consideration of DRIP Reimbursement for Chris Cook – 111 E. 4th Street – Council Action as Needed
6. Discussion and Consideration of DRIP Reimbursement for Kevin Kofron –313 and 315 Cedar Street – Council Action as Needed
7. Discussion and Consideration of Pay Application #3 – S&S Plumbing, Heating and Air Conditioning, LLC – Council Action as Needed
8. Discussion and Consideration of Setting a Public Hearing Date for the Rezoning of the South ½ of Lot 8, Lot7, Lot 6, Lot 5 and the North 42 Feet of Lot 4, in Block 6, Northwestern Improvement Company's Addition, City of Tipton from R-1 Single Family Residential District to R-2 Two Family and Multiple Family Residential District – Council Action as Needed
9. Discussion and Consideration of Roof Replacement Over North Half of Power Plant Building – Council Action as Needed
10. Discussion and Consideration of Setting a Public Hearing Date Amending Chapter 55.02 Prohibited Animals – Council Action as Needed
11. Discussion and Consideration of Hiring Donna Oehm as a Consultant for the City of Tipton's RICE NESHAP Compliance Review – Council Action as Needed

12. Discussion and Consideration of Agreement for Transfer of Non-Primary Entitlements to the City of Waverly – Council Action as Needed
13. Discussion and Consideration of the Interconnection Agreement for Inverter Based Distributed Generation Between the Tipton Municipal Utilities and a Connecting Party – Council Action as Needed
14. Discussion and Consideration of Ambulance Volunteer Pay Scale – Council Action as Needed

M. Reports to be Received/Filed

1. None

N. Discussion Items (No Action)

1. None

O. Reports of Mayor/Council/Manager

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Manager's Report

P. Closed Session – Pursuant to Chapter 21.5 (1)J, the City Council may enter in closed session, "to discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property."

1. Exit Closed Session – Council Action as Needed

Q. Closed Session – Pursuant to Chapter 21.5 (1)C, the City Council may enter in closed session, "to discuss strategy with Counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation."

1. Exit Closed Session – Council Action as Needed

R. Adjournment

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

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

E. Communications

AGENDA ITEM # E - 1

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Lemon Street Request
ACTION:	None

SYNOPSIS: This is not an action item although I would like to know if the City Council would like to place this matter on a future agenda. Lemon Street currently has a small 150 foot section of no parking near South Street.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Letter

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

Lynda M. Hansen
622 W. 8th Street
Tipton, Iowa 52772

City Manager
Chris Nosbisch
407 Lynn Street
Tipton, Iowa 52772

June 23, 2015

Dear City Manager: Chris Nosbisch,

I am writing to make request and ask for your support in making Lemon Street a NO PARKING street – Both sides of the street.

As you are aware; Lemon Street is a truck route; it is a very busy street, with school traffic, truck traffic, heavy equipment, and farming equipment. It is a street with no stop signs from the north end to the south end, with the exception of school crossing times. Also; along Lemon Street is the school bus barn, baseball field, and the Sycamore Center, as well as the elementary and middle school. Lemon Street is heavily used during the fair, special events at the fairgrounds, and events at the school.

My personal reasons for making this request and ask for your support are as follows:

Problems near my home at 622 W. 8th Street include trash pick-up; a hindrance for the driver, the street sweeper can not get under cars and pick-ups parked in the street, so there is always trash along my home which causes water from getting to the gutters or plugs the street gutters up. Mailboxes have been broken off due to snow plows, heavy/wide equipment having to zig-zag around these parked vehicles. It just plain makes my property look unkept with the junky cars and pick-ups sitting beside my home.

The homes on the west side of Lemon Street near my home have double car garages and parking for additional autos on concrete driveways leading to their garages where these vehicles could be parked rather than in the street.

I would also like to add a gentleman who resides at 707 W. 9th Street in the mobile home court parks his truck in front of my home on the 8th Street side. His reason is because the mobile home court allows only two (2) vehicles to each mobile home, so he chooses to park his third (3rd) vehicle on the front side of my home.

I just don't feel I need to put up with the noise, the mess, and the look of these vehicles that are parked along Lemon Street near my home.

Thank you for taking this under consideration, I will be anticipating some resolve to this matter.

Sincerely,

Lynda M. Hansen

Lynda M. Hansen
563-886-6799 (Home) 563-357-8690 (Cell)

F. Consent Agenda

June 15, 2015
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 Holub. Also present: Nosbisch, Fletcher, Holub, Kisling, Nash, Taber, Wild, Smith, Brennan, other visitors and the press.

Mayor Kepford led the meeting in the Pledge of Allegiance.

Agenda:
Motion by Anderson, second by Holub to approve the agenda as presented. Following the roll call vote the motion passed unanimously.

Communications:
Goetz Donation
Mayor Kepford thanked Don Goetz for his donation to the City to construct the gateway entrance signs.

Senator Dvorsky, 175th Celebration Resolution
Senator Dvorsky presented the City with a Senate Resolution for the City's Quartoseptcentennial Celebration.

David Gott, Airport
Gott agrees the streets need repairs and after visiting with Director of Public Works Steve Nash he found out there is a street program plan. Gott has a plane parked at the airport that he uses for his business and he appreciates that it is only 10 minutes way, adding, that he knows a gentleman that may be interested in bringing an FBO business to Tipton that could bring jobs. Gott said that when businesses look for areas to locate a good quality airport in No. 6 on the list of things they want.

Airport
Larry Hodgden voiced his objections to the airport expansion. Hodgden has collected over 125 signatures on a petition.
Mary Swan stated she feels the City has three options. The first - no new airport, second – sell the airport to the airplane owners, third – close the airport.
Stephanie McNeil, discussed the use of eminent domain, the condition of the streets and sewers. McNeil believes the City need the County Board of Supervisors permission to use eminent domain.
Kevin Gleaves talked about the questions of funding the project and what could be captured from land rents. Gleaves estimated $47,000.00, annually, from increased revenue and rents. Adding that eminent domain is traumatic for those involved and that this happened to the property he now owns.
Scott Pearson said he owns a business close to the airport and the airport is used. Pearson said there are agencies that use the airport such as the Iowa Highway Patrol, the National Guard and UIHC Air Care Medical Helicopter.
Gordon Esbeck agreed with David Gott's comment regarding having the airport close to his business. Esbeck said he would not have moved to Tipton if there wasn't an airport here. Esbeck added that he thinks the runway is fine as it is.
Charlene Thumm talked about the use of the streets versus the use of the airport by the citizens of Tipton.
Max Coppess, Airport Manager, explained that the Airport is a business entity of the City. Coppess said every operation generates revenue for the Airport and the City of Tipton.
Amy Brennan, speaking on behalf of the Brennan family, asked the City Council to provide information to the citizens.
City Manager Nosbisch provided a memo to those at the meeting with the history of the airport project.

Consent Agenda:
Motion by Holub, second by Spear to approve the consent agenda which includes the June 1, 2015, Council Meeting Minutes, Clerk's/Investment Report, 2015 cigarette permit renewals, liquor license renewal for Tipton Family Foods, library appointments of Jen Johnson, Heather Sloma Weber and Buffy Johnson, May Water Report, May Airport

Committee minutes, April Library Board Minutes and Directors Report. Following the roll call vote the motion passed unanimously.

Resolutions:

Resolution 061515A, Approving Disposal of City Property

Motion by Spear, second by Anderson to approve Resolution 061515A, approving the disposal of City property to include a 2000 Chevy pickup, 2000 Chevy Blazer and a 1997 S-10 pickup, with a minimum bid of $500.00. Following the roll call vote the motion passed unanimously.

Old Business:

1. Pay Application No. 2, S & S Plumbing, Heating and Air Conditioning, Library HVAC, Tabled June 1, 2015. Motion by Siech, second by Fry to remove Pay Application No. 2, S & S Plumbing, Heating and Air Conditioning, from the table. Following the roll call vote the motion passed unanimously. Motion by Siech, second by Spear to approve pay application No. 2, to S & S Plumbing, Heating and Air Conditioning, in the amount of $34,675.00, for the Library HVAC project, subject to verification that the punch list items are satisfied. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Claims list -

ACTION SEWER & SEPTIC SERV	CAMERA WORK ON SEWER BY NILES	275.00
ADEL WHOLESALERS INC	REPAIR KITCART	493.38
ALBAUGH PHC INC	BALL VALVE	13.80
ALLIANCE WATER RESOURCES I	JUNE SERVICES	24,547.17
AUS WATERLOO MC LOCKBOX	MATS CITY HALL	155.88
BARCO MUNICIPAL PRODUCTS I	175TH-ORANGE SAFETY FENCE	789.93
CEDAR COUNTY CO-OP	FUEL DISCOUNT	1,943.50
CEDAR COUNTY ENGINEER	173.5 GL DSL	2,006.69
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2,965.00
CENTRAL IOWA DISTRIBUTING	ROLL TOWELS	77.00
CLARENCE LOWDEN SUN-NEWS &	SUMMER BALL	319.00
DIAMOND VOGEL PAINT CENTER	TRAFFIC PAINT	1,145.15
DORSEY & WHITNEY LLP	2015 GOCP BONDS	9,000.00
EASTERN IOWA LIGHT & PWR	CEMETERY	1,231.31
ECIA	MEMBERSHIP DUES	966.30
ELECTRICAL ENGINEERING & E	SUPPLIES	697.67
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	614.05
FAMILY FOODS	MISC SUPPLIES	46.95
FARNER-BOCKEN COMPANY	CONCESSIONS	738.62
FLETCHER-REINHARDT CO.	SUPPLIES FOR POLE RISERS	581.01
FRIENDS OF THE ANIMALS	2 DOGS	150.00
G & K SERVICES	UNIFORMS EL & GAS	499.13
GENERAL PEST CONTROL INC	PEST CONTROL	161.03
GRASSHOPPER LAWN CARE DBA	MOW TWO UNKEPT YARDS	115.00
H & H AUTO	TIRE REPAIR #51	125.50
H.D. CLINE COMPANY	PARTS #30	24.20
HASTY AWARDS	164 MEDALS SUMMER BALL	347.09
INTEGRATED TECHNOLOGY PART	BACKUP SERVICE	8,121.03
IOWA ASSOCIATION OF	EIASSO DUES JUNE-AUGUST	695.43
IOWA CITY LANDSCAPING & GA	CITY HALL PLANTS	768.87
IOWA DEPT OF AGRICULTURE	RENEW FUEL METER AT AIRPORT	4.50
KUNDE OUTDOOR EQUIPMENT	POST HOLE DIGGER	105.12
L L PELLING CO INC	7.95 TN COLD MIX ASPHALT	890.40
LANDS' END BUSINESS OUTFIT	1 SHIRT	149.95
LYNCH DALLAS PC	LEGAL SERVICES	4,605.45
MAJOR GEOTHERMAL INC	GEO CONSULTING FAC	2,362.50
MANATTS INC	CITY HALL PROJECT	3,842.53
MBR INC	MAINT ON FREEZER AT FAC	207.14
MISC. VENDOR	P & D ENTERPRISES:PLACEMAT AD	99.00

MITCHELL 1	WEB SUBSCRIPTIONS	228.48
MUNICIPAL SUPPLY INC	25 METER COUPLINGS	289.61
NMDG	CONSULTING DUES	1,935.98
O'ROURKE MOTORS INC	TOUCH UP PAINT	18.80
RDJ SPECIALTIES INC	MISC SUPPLIES POLICE	318.99
RESCO	AMPS TEST METER	1,996.82
SHIELD TECHNOLOGY CORPORAT	SHIELDWARE POLICE	1,440.00
SKARSHAUG TESTING LAB	SLEEVES/GLOVES CLEAN & TEST	133.38
SPAHN & ROSE LUMBER CO	CITY HALL PROJECT	1,057.48
SPINUTECH INC	JUNE EMAIL MARKETING	25.00
STAPLES ADVANTAGE	OFFICE SUPPLIES	61.41
STATE HYGIENIC LABORATORY	POOL TESTING	37.50
T & M CLOTHING CO.	78 SUITS/SHORTS/SHIRTS	1,643.18
THOMPSON TRUCK & TRAILER	COOLANT	204.24
TIFFINY'S TIPTON BAKERY	MEETING SUPPLIES	27.00
TIPTON CONSERVATIVE	MINUTES, BUDGET AMENDMENT	727.11
TIPTON ELECTRIC MOTORS	BULBS	11.00
TIPTON GREENHOUSE	FLOWERS FOR PARK ENTRANCE	30.25
TIPTON PHARMACY	PHARMACEUTICALS	342.00
TRITECH SOFTWARE SYSTEMS	AMB BILLING SERVICES	1,045.00
TYLER TECHNOLOGIES INC	ANNUAL SOFTWARE MAINTENANCE	16,369.61
USA BLUE BOOK	EQUIPMENT MAINT SUPPLIES	2,235.77
VERMEER SALES & SERVICE IN	ENGINE MODULE	194.14
WENDLING QUARRIES INC	3.12 TN EROSION STONE	40.87
XEROX CORPORATION	COPY & BASE CHARGE	1,669.16
TOTAL		103,989.14

FUND TOTALS

001	GENERAL GOVERNMENT	32,654.16
300	GO ST IMPROVEMENT PROJECT	1,527.28
315	JKFAC CP	3,438.91
600	WATER OPERATING	13,324.61
610	WASTEWATER/AKA SEWER REVE	13,357.51
630	ELECTRIC OPERATING	6,206.54
640	GAS OPERATING	3,089.17
660	AIRPORT OPERATING	363.86
670	GARBAGE COLLECTION	3,859.79
750	CEMETERY ENTERPRISE	591.04
810	CENTRAL GARAGE	4,568.63
835	ADMINISTRATIVE SERVICES	21,007.64
	GRAND TOTAL	103,989.14

City Credit Card Statement

Police - One Card		
Operating Supplies - Printing Services	36.03	
DARE Supplies-Positive Promotions, Walmart, Tiffiny's Bakery	237.66	
Travel Training-McDonalds, Harry Carey's Rest, One Parking	197.09	
Fuel - Exxon, Shell	51.30	
Blinds - Select Blinds	58.29	
Office Supplies - Amazon	145.48	
Misc Supplies – Casey's	131.75	
Office Supplies - Amazon	179.38	
Total Charges		1,036.98
Fire - One Card		
Corner protectors - Diamond Life Products	162.92	
Life Boat Repairs - Mills Marine	379.06	
Total Charges		541.98
Ambulance - One Card		
Training - Amazon	453.41	

Bldg. Maint Supplies - Menards	513.36	
Postage - USPS	6.49	
Total Charges		973.26
Gas - One Card		
Equipment Maint/Rpr Supplies (for FAC) - Desert Aire	865.75	
Hard Drive - Walmart	73.83	
Postage - USPS	6.49	
Total Charges		946.07
Public Works - One Card		
Office Supplies - AutoZone, Walmart	403.32	
Training - ACRT	303.00	
Repair Parts - GM Wholesale Direct, AutoZone	-3.95	
Total Charges		702.37
Library - One Card		
Postage/Shipping - USPS	126.42	
Office Supplies - Walmart, Demco	230.28	
Materials - Walmart, Amazon	264.85	
Program Supplies - Walmart, Book Depot, Everfan, T & M	1,046.69	
Bldg. Maint Supp - Walmart	12.52	
Misc Supplies - Family Foods	7.08	
Computer Supplies - Microsoft Store	99.99	
Total Charges		1,787.83
JKFAC/Recreation - One Card		
Concession Supplies - Walmart	107.08	
Operating Supplies - Walmart, Swim Outlet	134.72	
Operating Supplies - Walmart	51.78	
Training - Iowa Park & Recreation	-127.50	
Training - Iowa Park & Recreation	102.50	
Office Supplies - Walmart, Staples	296.02	
Phone Cover - Walmart	29.92	
Total Charges		594.52
City Clerk - One Card		
Keyboard - Walmart	49.88	
Digital Projector - Staples	499.99	
Fuel - Casey's	28.24	
Operating Supplies - Walmart	12.80	
Misc Supplies - Walmart	8.96	
Total Charges		599.87
City Manager - One Card		
Hairball Posters - Images Ink (reimbursed 4/23)	197.95	
Total Charges		197.95
Statement Total		7,380.83

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

2. Garbage Exemption, 209 East South Street
Motion by Anderson, second by Holub to approve the garbage exemption at 209 East South Street. Following the roll call vote the motion passed unanimously.

3. Purchase Garbage & Recycling Containers
Motion by Anderson, second by Siech to approve the purchase of 54 garbage and 54 recycling containers at a cost of $5,995.00, from Cascade Cart Solutions. Following the roll call vote the motion passed unanimously.

Discussion Items:
1. Urban Chickens
City Manager Nosbisch asked the City Council if they wanted to proceed with an urban chicken ordinance. Nosbisch said most city ordinances allow four to six hens, or do we want to have a more specific ordinance. Councilmember Fry is not in favor of an ordinance allowing chickens, asking who will monitor, who cleans up and where does the waste

go. Councilmember Anderson said he would want safeguards included and the neighbors would have to approve. Councilmember Siech and Councilmember Spear agrees that the ordinance should include language about needing the neighbor's permission and strict parameters on what is allowed.

Reports of Mayor/Council/Manager:

Mayor's Report

Mayor Kepford shared that she has raised the $1,000.00 for The Freedom Rock and the application has been sent. Kepford said it will take years before the rock is completed and there are donors and groups that will help raise the funds needed to complete the project.

Council Reports

Councilmember Spear attended a CCEDCO meeting where Windstream issues were discussed. Spear said that Mechanicsville has switched to Mediacom and has been very happy with the service, adding that the service has exceeded their expectations.

Manager's Report:

We will be concentrating on the 175th Celebration and the related projects over the next two weeks.
We have received the first complete rough draft from Verisight. The committee along with Verisight will be reviewing the information over the next couple of weeks.
The Economic Development Director application deadline has passed. We received approximately 20 applications and will be working with the Development Commission in the coming weeks to prepare a list of candidates for interviews.
The first two weeks of July I will be in and out of the office attending depositions in Cedar Rapids.
With the heavy rains the last week we have become saturated again. We have received one report of sewer backing up in a basement. We will be keeping a close eye on the forecast.
The City Hall renovation and landscaping is close to completion with the exception of the drive for the Utility Drop Box which is put on hold until after the 175th Celebration. I want to thank all the staff from the various departments for their work on the renovation project.
We would like to thank Brian Hudson for his service to the City of Tipton. Brian has received an offer to good to refuse and his last day will be July 1st, but has agreed to help through the 4th of July. We wish him the very best.

Adjourn:

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

Meeting adjourned at 6:40 p.m.

_____
Mayor

Attest: _____

City Clerk/Finance Officer

REVENUE RECEIVED

May, 2015

Property Taxes	74,781.35
Local Option Sales Service Tax	20,086.27
Licenses & Permits	1,000.00
Use of Money and Property	33,198.10
Intergovernmental	43,925.10
Charge for Services	661,636.09
Special Assessment	0.00

Miscellaneous	83,307.39
Sale of Fixed Assets	0.00
TOTAL	**$917,934.30**

G. Public Hearing

AGENDA ITEM # G – 1

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE: July 6, 2015

AGENDA ITEM: Public Hearing – Water, Sewer, and Streets

ACTION: None

SYNOPSIS: The projects have been listed in two divisions. Division 1 will contain the bids for the streets. The amount and winning bidder are listed within the resolution I-1. Division 2 is for the water main and sanitary sewer improvements and the winning amount and bidder are listed with the resolution I-2.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion to Close Hearing – Proceed to I-1 and I-2

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

AGENDA ITEM # G – 2

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE: July 6, 2015

AGENDA ITEM: Public Hearing – Tipton Urban Renewal Plan

ACTION: None

SYNOPSIS: Due to changes brought about by the legislature two years ago, the City is now required to amend its urban renewal plan each time a development request is made. This amendment will cover both the Dornfeld agreement and the possible Heartland Sports Complex should that application become necessary. The resolution identifying the amendments is found within I-3.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion to Close Hearing – Proceed to I-3

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

AGENDA ITEM # G – 3

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Public Hearing – Development Agreement
ACTION:	None

SYNOPSIS: This is the public hearing regarding the development agreement for John and Bonnie Dornfeld for their building on the south side of town. This is a five year agreement with a maximum reimbursement of $125,000. The resolution identifying the amendments is found within I-4.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion to Close Hearing – Proceed to I-4

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

I. Resolutions for Approval

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR MOBILIZATION AND CONSTRUCTION OF WATER MAIN, SANITARY SEWER, AND STREET IMPROVEMENTS DIVISION 1: STREET IMPROVEMENTS

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

Section 1. That the following bid for the construction of certain public improvements described in general as the Water Main, Sanitary Sewer, and Street Improvements, Division 1: Street Improvements, described in the plans and specifications heretofore adopted by this Council on June 1, 2015, be and are hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Mobilization and Construction

Contractor: Triple B.

Amount of Bid: $105,559.00

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements known as the WATER MAIN, SANITARY SEWER, AND STREET IMPROVEMENTS, DIVISION 1: STREET IMPROVEMENTS, said contract not to be binding on the City until approved by this Council.

Section 3. Bid alternates (if any) identified within this package may be accepted within this award or may be considered at a future date as a change order with prior approval by the Council.

PASSED and ADOPTED this 6th day of July, 2015.

_____
Shirley Kepford, Mayor

ATTEST:

_____
Lorna Fletcher, City Clerk

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF THE CONSTRUCTION CONTRACT FOR MOBILIZATION AND CONSTRUCTION OF WATER MAIN, SANITARY SEWER, AND STREET IMPROVEMENTS DIVISION 2: WATER MAIN AND SANITARY SEWER

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

Section 1. That the following bid for the construction of certain public improvements described in general as the Water Main, Sanitary Sewer, and Street Improvements, Division 2: Water Main and Sanitary Sewer, described in the plans and specifications heretofore adopted by this Council on June 1, 2015, be and are hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Mobilization and Construction

Contractor: Illowa.

Amount of Bid: $182,216.21

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements known as the WATER MAIN, SANITARY SEWER, AND STREET IMPROVEMENTS, DIVISION 2: WATER MAIN AND SANITARY SEWER, said contract not to be binding on the City until approved by this Council.

Section 3. Bid alternates (if any) identified within this package may be accepted within this award or may be considered at a future date as a change order with prior approval by the Council.

PASSED and ADOPTED this 6th day of July, 2015.

_____
Shirley Kepford, Mayor

ATTEST:

_____
Lorna Fletcher, City Clerk

RESOLUTION NO._____

Resolution to approve urban renewal plan amendment for the Tipton Urban Renewal Area

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa (the "Urban Renewal Law"), a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the rehabilitation, conservation, redevelopment, development or a combination thereof, of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, this City Council of the City of Tipton, Iowa (the "City"), by prior resolution established the Tipton Urban Renewal Area (the "Urban Renewal Area") and adopted an urban renewal plan (the "Plan") for the governance of projects and initiatives therein; and

WHEREAS, an amendment (the "Amendment") to the Plan has been prepared which would facilitate the undertaking of a new urban renewal project consisting of using tax increment financing in support of the development of a commercial/industrial spec building in the Urban Renewal Area; and

WHEREAS, notice of a public hearing by the City Council of the City of Tipton, Iowa, on the proposed Amendment was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing on July 6, 2015; and

WHEREAS, copies of the Amendment, notice of public hearing and notice of a consultation meeting with respect to the Amendment were mailed to Cedar County and the Tipton Community School District; the consultation meeting was held on the ____ day of _____, 2015; and responses to any comments or recommendations received following the consultation meeting were made as required by law;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Tipton, Iowa, as follows:

Section 1. The Amendment, attached hereto and made a part hereof, is hereby in all respects approved.

Section 2. It is hereby determined by this City Council as follows:

A. The activities proposed under the Amendment conform to the general plan for the development of the City;

B. The proposed economic development under the Amendment is necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 3. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved July 6, 2015.

_____
Mayor

Attest:

_____
City Clerk

(Attach copy of the urban renewal plan amendment to this resolution.)

• • • •

Upon motion and vote, the meeting adjourned.

_____
Mayor

Attest:

_____
City Clerk

STATE OF IOWA
COUNTY OF CEDAR SS:
CITY OF TIPTON

I, the undersigned, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Tipton, and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with approving the urban renewal plan amendment for the Tipton Urban Renewal Area in the City of Tipton, Iowa.

WITNESS MY HAND this ____ day of _____, 2015.

_____
City Clerk

HEARING AND APPROVAL OF 2015 AMENDMENT TO THE TIPTON URBAN RENEWAL AREA

419554-38

Tipton, Iowa

July 6, 2015

The City Council of the City of Tipton, Iowa, met on July 6, 2015, at 5:30 o'clock, p.m., at the Council Chamber, City Hall, in the City for the purpose of conducting a public hearing on a proposed urban renewal plan amendment. The Mayor presided and the roll being called the following members of the Council were present and absent:

Present: _____

Absent: _____ .

The City Council investigated and found that notice of the intention of the Council to conduct a public hearing on the urban renewal plan amendment had been published according to law and as directed by the Council and that this is the time and place at which the Council shall receive oral or written objections from any resident or property owner of the City. All written objections, statements, and evidence heretofore filed were reported to the Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence as summarized below; filed written objections or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

(Here list all persons presenting written or oral statements or evidence and summarize each presentation.)

There being no further objections, comments, or evidence offered, the Mayor announced the hearing closed.

Council Member _____ moved the adoption of a resolution entitled "Resolution to approve urban renewal plan amendment for the Tipton Urban Renewal Area", seconded by Council Member _____. After due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted and signed approval thereto.

CITY OF TIPTON, IOWA

URBAN RENEWAL PLAN AMENDMENT
TIPTON URBAN RENEWAL AREA

July, 2015

The Urban Renewal Plan (the "Plan") for the Tipton Urban Renewal Area (the "Area") is being amended for the purpose of identifying new urban renewal projects to be undertaken within the Area.

1) **Identification of Project.** By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following projects:

A.

Name of Project: Commercial/Industrial Spec Building Development Project

Name of Urban Renewal Area: Tipton Urban Renewal Area

Date of Council Approval of Project: July 6, 2015

Description of the Project: Bonnie and John Dornfeld (the "Developers") have undertaken the construction of a new commercial/industrial spec building (the "Spec Building Project") situated at 100 Alexander Drive (the "Spec Building Property") in the Area. It has been requested that the City provide tax increment financing assistance to the Developer in support of the Spec Building Project.

Description of Public Infrastructure: It is not anticipated that the City will install public infrastructure in connection with the Spec Building Project.

Description of Properties to be Acquired in Connection with the Project: It is not anticipated that the City will acquire real property in connection with the Spec Building Project.

Description of Use of TIF: The City intends to enter into a Development Agreement with the Developers with respect to the construction of the Spec Building Project and to provide annual appropriation economic development payments (the "Payments") to the Developers thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Spec Building Property. It is anticipated that the City's total commitment of incremental property tax revenues with respect to the Spec Building Project will not exceed $_____.

B.

Name of Project: Community Recreational Facility Development Project

Name of Urban Renewal Area: Tipton Urban Renewal Area

Date of Council Approval of Project: July 6, 2015

Description of the Project: Murry and Renee Muente and/or Heartland Recreation Group (the "Developers") have undertaken the acquisition of land (the "Rec Facility Property") situated in the Area off of South Street and adjacent to the Custom Builders parking lot and the construction, furnishing, maintenance and operation of a community recreational facility thereon, including any necessary demolition of existing structures (the "Rec Facility Project"). It has been requested that the City provide tax increment financing assistance to the Developers in support of the Rec Facility Project.

Description of Public Infrastructure: It is not anticipated that the City will install public infrastructure in connection with the Rec Facility Project.

Description of Properties to be Acquired in Connection with the Project: It is not anticipated that the City will acquire real property in connection with the Rec Facility Project

Description of Use of TIF: If the conditions are right, the City will consider entering into a Development Agreement with the Developers with respect to the construction of the Rec Facility Project and to provide annual appropriation economic development payments (the "Payments") to the Developers thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Rec Facility Property. It is anticipated that the City's total commitment of incremental property tax revenues with respect to the Rec Facility Project will not exceed $_____.

2) Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	$8,485,987
Outstanding general obligation debt of the City:	$_____
Proposed maximum indebtedness to be incurred in connection with this July, 2015 Amendment*:	$_____

*It is anticipated that some or all of the debt incurred hereunder will be subject to annual appropriation by the City Council.

DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Tipton, Iowa (the "City") and Bonnie and John Dornfeld (the "Developers") as of the ___ day of _____, 2015 (the "Commencement Date").

WHEREAS, the City has established the Tipton Urban Renewal Area (the "Urban Renewal Area"), and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Developers own certain real property which is situated in the City and lies within the Urban Renewal Area and is more specifically described on Exhibit A hereto (the "Property"); and

WHEREAS, the Developers have undertaken the construction of a commercial/industrial spec building (the "Project") on the Property; and

WHEREAS, the Developers have requested that the City provide financial assistance in the form of incremental property tax payments to be used by the Developers in paying the costs of constructing and maintaining the Project; and

WHEREAS, the base valuation of the Property for purposes of Section 403.19 of the Code of Iowa is $_____ (the "Base Valuation"); and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Developers' Covenants

1. Project Construction. The Developers agree to construct the Project on the Property and to promote the highest and best commercial and industrial uses of the Property with the completed Project thereon.

2. Property Taxes. The Developers agree to make timely payment of all property taxes as they come due with respect to the Property with the completed Project thereon throughout the Term, as hereinafter defined, and to submit a receipt or cancelled check in evidence of each such payment.

3. Developers' Certifications. The Developers agree to submit documentation to the satisfaction of the City by no later than each October 15 during the Term, as hereinafter defined, commencing October 15, 2015, demonstrating that the completed Project is being used in commercial and/or industrial business operations.

4. Property Tax Payment Certification. Furthermore, the Developers agree to certify to the City by no later than October 15 of each year, commencing October 15, 2015, an amount (the "Developers' Estimate") equal to the estimated Incremental Property Tax Revenues

anticipated to be paid in the fiscal year immediately following such certification with respect to the taxable valuation of the Property factored by the Annual Percentage (as hereinafter defined). In submitting each such Developers' estimate, the Developers will complete and submit the worksheet attached hereto as Exhibit B. The City reserves the right to review and request revisions to each such Developers' Estimate to ensure the accuracy of the figures submitted. For purposes of this Agreement, Incremental Property Tax Revenues are calculated by: (1) determining the consolidated property tax levy (city, county, school, etc.) then in effect with respect to taxation of the Property; (2) subtracting (a) the debt service levies of all taxing jurisdictions, (b) the school district instructional support and physical plant and equipment levies and (c) any other levies which may be exempted from such calculation by action of the Iowa General Assembly; (3) multiplying the resulting modified consolidated levy rate times any incremental growth in the taxable valuation of the Property, as shown on the property tax rolls of Cedar County, above and beyond the Base Valuation; and (4) deducting any property tax credits which shall be available with respect to the Property.

Upon request, the City staff shall provide reasonable assistance to the Developers in completing the worksheet required under this Section A.4.

5. **Legal and Administrative Costs.** The Developers hereby acknowledge that the City will cover the initial payment of legal fees and administrative costs (the "Actual Admin Costs") incurred by the City in connection with the drafting, negotiation and authorization of this Agreement, including the necessary amendment to the Urban Renewal Area. Furthermore, the Developers agree that the City shall withhold an amount (the "Admin Withholding Amount") equal to the lesser of (1) $3,500 or (2) the Actual Admin Costs from the initial Payments, as hereinafter set forth in order to recover some or all of the Actual Admin Costs.

6. **Remedy.** The Developers hereby acknowledge that failure to comply with the requirements of this Section A, will result in the City having the right to withhold Payments under Section B of this Agreement at its sole discretion, until such time as the Developers have demonstrated, to the satisfaction of the City, that it has cured such non-compliance.

B. City's Obligations

1. **Payments**. In recognition of the Developer's obligations set out above, the City agrees to make ten (10) semiannual economic development tax increment payments (the "Payments") to the Developers in each fiscal year during the term of this Agreement, pursuant to Chapters 15A and 403 of the Code of Iowa, provided however that the aggregate, total amount of the Payments shall not exceed $_____ (the "Maximum Payment Total"), and all Payments under this Agreement shall be subject to annual appropriation by the City Council, as provided hereunder.

The Payments shall not constitute general obligations of the City, but shall be made solely and only from Incremental Property Tax Revenues received by the City from the Cedar County Treasurer attributable to the taxable valuation of the Property.

Each Payment shall not exceed an amount which represents 80% (the "Annual Percentage") of the Incremental Property Tax Revenues available to the City with respect to the Property during the six (6) months immediately preceding each Payment date.

Prior to funding any Payments under this Agreement, the City will first withhold from the Incremental Property Tax Revenues an amount equal to the Admin Withholding Amount. Once an amount equal to the Admin Withholding Amount has been withheld by the City, the Payments shall be made as hereinafter set forth.

This Agreement assumes that the taxable value of the Project went on the property tax rolls as of January 1, 2015, and that the City Clerk will make the first certification contemplated by Section B.4 below, subject to Annual Appropriation by the City Council, by December 1, 2015. Accordingly, Payments will be made on June 1 and December 1 of each fiscal year, beginning December 1, 2016, and continuing through and including June 1, 2021, or until such earlier date upon which total Payments equal to the Maximum Payment Total have been made.

2. **Annual Appropriation.** Each Payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the Term of this Agreement, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payments due in the following fiscal year, an amount (the "Appropriated Amount") of Incremental Property Tax Revenues to be collected in the following fiscal year equal to or less than the most recently submitted Developers' Estimate.

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, then the City will be under no obligation to fund the Payments scheduled to become due in the following fiscal year, and the Developers will have no rights whatsoever to compel the City to make such Payments or to seek damages relative thereto or to compel the funding of such Payments in future fiscal years. A determination by the City Council to not obligate funds for any particular fiscal year's Payments shall not render this Agreement null and void, and the Developers shall make the next succeeding submission of the Developers' Estimate as called for in Section A.4 above, provided however that no Payment shall be made after June 1, 2021.

3. **Payment Amounts.** Each Payment shall be in an amount equal to the corresponding Appropriated Amount (for example, for the Payments due on December 1, 2017 and June 1, 2018, the amount of such Payments would be determined by the Appropriated Amount determined for certification by December 1, 2016), provided, however, that each Payment shall not exceed the amount of Incremental Property Tax Revenues received by the City from the Cedar County Treasurer attributable to the taxable valuation of the Property factored by the Annual Percentage.

4. **Certification of Payment Obligation.** In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, as set forth in Section B.2 above, then the City Clerk will certify by December 1 of each such year to the Cedar County Auditor an amount equal to the most recently obligated Appropriated Amount.

C. **Administrative Provisions**

1. **Amendment and Assignment.** This Agreement may not be amended or assigned by either party without the written consent of the other party. However, the City hereby gives its permission that the Developers' rights to receive the Payments hereunder may be assigned by the Developers to a private lender, as security on a credit facility taken with respect to the Project, without further action on the part of the City.

2. **Successors.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. **Term.** The term (the "Term") of this Agreement shall commence on the Commencement Date and end on June 1, 2021 or on such earlier date upon which the aggregate sum of Payments made to the Developers equals the Maximum Payment Total.

4. **Choice of Law.** This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Developers have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF TIPTON, IOWA

By: _____
Mayor

Attest:

_____
City Clerk

JOHN DORNFELD

_____

BONNIE DORNFELD

_____

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

[Insert Legal Description]

EXHIBIT B

DEVELOPERS' ESTIMATE WORKSHEET

(1) Date of Preparation: October _____, 20____.

(2) Assessed Valuation of Property as of January 1, 20_____:

$_____.

(3) Base Valuation of Property:

$_____.

(4) Incremental Valuation of Property (1 minus 2):

$_____ (the "TIF Value").

(5) Current City fiscal year consolidated property tax levy rate for purposes of calculating Incremental Property Tax Revenues (the "Adjusted Levy Rate"):

$_____ per thousand of value.

(6) The TIF Value (4) factored by the Adjusted Levy Rate (5).

$_____ x $_____/1000

(7) Developers' Estimate = $_____ x .80 = _____

RESOLUTION_____

Resolution Approving Development Agreement with Bonnie and John Dornfeldt, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement

WHEREAS, the City of Tipton, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Tipton Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, a certain development agreement (the "Agreement") between the City and Bonnie and John Dornfeldt (the "Developers") has been prepared in connection with the development of a commercial/industrial spec building in the Urban Renewal Area (the "Dornfeldt Project"); and

WHEREAS, under the Agreement, the City would provide annual appropriation tax increment payments to the Developers in a total amount not exceeding $125,000; and

WHEREAS, this City Council, pursuant to Section 403.9 of the Code of Iowa, has published notice, has held a public hearing on the Agreement on July 6, 2015, and has otherwise complied with statutory requirements for the approval of the Agreement; and

WHEREAS, Chapter 15A of the Code of Iowa ("Chapter 15A") declares that economic development is a public purpose for which a City may provide grants, loans, tax incentives, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans, tax incentives or other financial assistance, a City Council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that in determining whether funds should be spent, a City Council must consider any or all of a series of factors;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Tipton, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the City Council hereby finds that:

(a) The Dornfeldt Project will add diversity and generate new opportunities for the Tipton and Iowa economies;

(b) The Dornfeldt Project will generate public gains and benefits, particularly in the creation of new jobs, which are warranted in comparison to the amount of the proposed financial incentives.

Section 2. The City Council further finds that a public purpose will reasonably be accomplished by entering into the Agreement and providing the incremental property tax payments to the Developers.

Section 3. The Agreement is hereby approved and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Agreement on behalf of the City, in substantially the form and content in which the Agreement has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of bond counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Agreement.

Section 4. All payments by the City under the Agreement shall be subject to annual appropriation by the City Council, in the manner set out in the Agreement. As provided and required by Chapter 403 of the Code of Iowa, the City's obligations under the Agreement shall be payable solely from a subfund (the "Dornfeldt Subfund") which is hereby established, into which shall be paid that portion of the income and proceeds of the Urban Renewal Tax Revenue Fund attributable to property taxes derived from the property described as follows:

Certain real property situated in the City of Tipton, County of Cedar, State of Iowa more particularly described as:

[INSERT LEGAL DESCRIPTION

Section 5. The City hereby pledges to the payment of the Agreement the Dornfeldt Subfund and the taxes referred to in Subsection 2 of Section 403.19 of the Code of Iowa to be paid into such Subfund, provided, however, that no payment will be made under the Agreement unless and until monies from the Dornfeldt Subfund are appropriated for such purpose by the City Council.

Section 6. After its adoption, a copy of this resolution shall be filed in the office of the County Auditor of Cedar County to evidence the continuing pledging of Dornfeldt Subfund and the portion of taxes to be paid into such Subfund and, pursuant to the direction of Section 403.19 of the Code of Iowa, the Auditor shall allocate the taxes in accordance therewith and in accordance with the tax allocation ordinance referred to in the preamble hereof.

Section 7. All resolutions or parts thereof in conflict herewith are hereby repealed.

Passed and approved on July 6, 2015.

_____
Mayor

Attest:

_____
City Clerk

• • • • •

On motion and vote the meeting adjourned.

_____
Mayor

Attest:

_____
City Clerk

STATE OF IOWA
COUNTY OF CEDAR SS:
CITY OF TIPTON

I, the undersigned, Clerk of the City of Tipton, hereby certify that the foregoing is a true and correct copy of the minutes of the Council of the City relating to holding a public hearing and adopting a resolution to approve a Development Agreement.

WITNESS MY HAND this _____ day of _____, 2015.

_____
City Clerk

STATE OF IOWA

SS:

COUNTY OF CEDAR

I, the undersigned, County Auditor of Cedar County, in the State of Iowa, do hereby certify that on the _____ day of _____, 2015, the City Clerk of the City of Tipton filed in my office a certified copy of a resolution of the City shown to have been adopted by the City Council and approved by the Mayor thereof on July 6, 2015, entitled: "Resolution Approving Development Agreement with Bonnie and John Dornfeldt, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement", and that I have duly placed the copy of the resolution on file in my records.

WITNESS MY HAND this _____ day of _____, 2015.

_____

County Auditor

HOLD HEARING ON AND APPROVE DEVELOPMENT AGREEMENT AND TAX INCREMENT PAYMENTS

(Bonnie and John Dornfeldt)

419554-38

Tipton, Iowa

July 6, 2015

A meeting of the City Council of the City of Tipton, Iowa, was held at 5:30 o'clock p.m., on July 6, 2015, at the Council Chamber, City Hall, Tipton, Iowa, pursuant to the rules of the Council.

The Mayor presided and the roll was called, showing members present and absent as follows:

Present: _____

Absent: _____.

The City Council investigated and found that notice of the intention of the Council to conduct a public hearing on a Development Agreement between the City and Bonnie and John Dornfeldt had been published according to law and as directed by the Council and that this is the time and place at which the Council shall receive oral or written objections from any resident or property owner of the City. All written objections, statements, and evidence heretofore filed were reported to the Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence as summarized below; filed written objections or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

(Here list all persons presenting written or oral statements or evidence and summarize each presentation.)

There being no further objections or comments, the Mayor announced that the hearing was closed.

Council Member _____ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the Council, the Mayor put the question upon the adoption of said resolution, and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared said resolution duly adopted, as follows:

L. Motions for Approval

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0076	ALLIED GLASS								
	I A50222	REPAIRED 7 PAIRS OF DOORS	AP		R	7/01/2015	1,827.00	1,827.00CR	
		G/L ACCOUNT					1,827.00		
		001 5-465-2-63100 BUILDING MAINTENANCE & REPAIR				1,827.00	REPAIRED 7 PAIRS OF DOORS		
		VENDOR TOTALS	REG. CHECK				1,827.00	1,827.00CR	0.00
							1,827.00	0.00	
01-0148	AR500 ARMOR								
	I 12	ARMOR, POUCHES, PATCHES	AP		R	7/01/2015	1,728.00	1,728.00CR	
		G/L ACCOUNT					1,728.00		
		001 5-110-2-64350 UNIFORMS/EQUIPMENT				1,728.00	ARMOR, POUCHES, PATCHES		
		VENDOR TOTALS	REG. CHECK				1,728.00	1,728.00CR	0.00
							1,728.00	0.00	
01-0154	ASCENT AVIATION GROUP INC								
	I 304197	2000 GL AVIATION FUEL	AP		R	7/01/2015	8,366.35	8,366.35CR	
		G/L ACCOUNT					8,366.35		
		660 5-835-2-64950 GAS PURCHASED				8,366.35	2000 GL AVIATION FUEL		
		VENDOR TOTALS	REG. CHECK				8,366.35	8,366.35CR	0.00
							8,366.35	0.00	
01-0143	AUS WATERLOO MC LOCKBOX								
	I 6442059	MATS CITY HALL	AP		R	7/31/2015	62.82	62.82CR	
		G/L ACCOUNT					62.82		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR				62.82	MATS CITY HALL		
	I 6442063	MATS AMB BLDG	AP		R	7/31/2015	93.06	93.06CR	
		G/L ACCOUNT					93.06		
		001 5-160-2-63100 BUILDING MAINTENANCE & REPAIR				93.06	MATS AMB BLDG		
		VENDOR TOTALS	REG. CHECK				155.88	155.88CR	0.00
							155.88	0.00	

PACKET: 02047 Council Mtg 070615 AL
VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0201	BARRON MOTOR SUPPLY								
	I 6570	BELT TENSIONER #53	AP		R	7/01/2015	39.40	39.40CR	
		G/L ACCOUNT					39.40		
		810 5-899-2-63321 REPAIR PARTS					39.40	BELT TENSIONER #53	
		VENDOR TOTALS		REG. CHECK			39.40	39.40CR	0.00
							39.40	0.00	
01-0231	BINNS & STEVENS								
	I 40325	DUST CONTROL APPS ON SPRUCE AP			R	7/31/2015	367.50	367.50CR	
		G/L ACCOUNT					367.50		
		001 5-210-2-63991 MAINTENANCE - STREET DEPT					367.50	DUST CONTROL APPS ON SPRUCE	
		VENDOR TOTALS		REG. CHECK			367.50	367.50CR	0.00
							367.50	0.00	
01-0317	BUSINESS RADIO SALES AND SE								
	I 62438	VEHICLE/RADIO OPERATION ON AP			R	7/31/2015	983.99	983.99CR	
		G/L ACCOUNT					983.99		
		001 5-160-2-63310 VEHICLE OPERATIONS					983.99	VEHICLE/RADIO OPERATION ON AMB	
		VENDOR TOTALS		REG. CHECK			983.99	983.99CR	0.00
							983.99	0.00	
01-0395	CEDAR COUNTY AUTO PARTS								
	I 201507024923	VARIOUS REPAIR PARTS	AP		R	7/31/2015	381.26	373.64CR	
		G/L ACCOUNT				7/31/2015	381.26	7.62CR	
		810 5-899-2-63321 REPAIR PARTS					381.26	VARIOUS REPAIR PARTS	
	I 791364	SEAL LD ACID BATTERY	AP		R	7/31/2015	24.72	24.23CR	
		G/L ACCOUNT				7/31/2015	24.72	0.49CR	
		810 5-899-2-65070 OPERATING SUPPLIES					24.72	SEAL LD ACID BATTERY	
		VENDOR TOTALS		REG. CHECK			405.98	397.87CR	0.00
							405.98	8.11CR	

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0415	CEDAR COUNTY ECONOMIC DEVEL								
	I 15-16CCEDCO	ANNUAL DUES	AP		R	7/31/2015	8,632.00	8,632.00CR	
		G/L ACCOUNT					8,632.00		
		835 5-899-1-62100 DUES/FEES				8,632.00	ANNUAL DUES		
		VENDOR TOTALS	REG. CHECK				8,632.00	8,632.00CR	0.00
							8,632.00	0.00	
01-0430	CEDAR COUNTY ENGINEER								
	I 0615AMB	128.1 GL DSL	AP		R	7/31/2015	279.26	279.26CR	
		G/L ACCOUNT					279.26		
		810 5-899-2-65075 FUEL				279.26	128.1 GL DSL		
	I 0615FIRE	13.1 GL DSL	AP		R	7/31/2015	28.56	28.56CR	
		G/L ACCOUNT					28.56		
		810 5-899-2-65075 FUEL				28.56	13.1 GL DSL		
	I 0615PW	482.9 GL DSL	AP		R	7/31/2015	1,052.72	1,052.72CR	
		G/L ACCOUNT					1,052.72		
		810 5-899-2-65075 FUEL				1,052.72	482.9 GL DSL		
		VENDOR TOTALS	REG. CHECK				1,360.54	1,360.54CR	0.00
							1,360.54	0.00	
01-0570	CHAPMAN METERING								
	I S101117283.001	TEST BENCH CERTIFICATION	AP		R	7/01/2015	481.50	481.50CR	
		G/L ACCOUNT					481.50		
		630 5-820-2-65300 METERS				481.50	TEST BENCH CERTIFICATION		
		VENDOR TOTALS	REG. CHECK				481.50	481.50CR	0.00
							481.50	0.00	
01-0697	CUSTOM BUILDERS INC								
	I 73811	UPS CHARGES	AP		R	7/31/2015	119.86	119.86CR	
		G/L ACCOUNT					119.86		
		001 5-465-2-65080 POSTAGE/SHIPPING				82.97	UPS CHARGES		
		630 5-820-2-65080 POSTAGE/SHIPPING				20.40	UPS CHARGES		
		640 5-825-2-65080 POSTAGE/SHIPPING				16.49	UPS CHARGES		
		VENDOR TOTALS	REG. CHECK				119.86	119.86CR	0.00
							119.86	0.00	

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-0905	ELECTRICAL ENGINEERING & EQ								
	I 4296537-01	HAIRBALL SUPPLIES	AP		R	7/01/2015	2,463.00	2,438.37CR	
		G/L ACCOUNT				7/01/2015	2,463.00	24.63CR	
		630 5-820-2-65980 MISCELLANEOUS				2,463.00	HAIRBALL SUPPLIES		
	I 4322678-00	AAA BATTERIES	AP		R	7/01/2015	12.48	12.23CR	
		G/L ACCOUNT				7/01/2015	12.48	0.25CR	
		630 5-820-2-65070 OPERATING SUPPLIES				12.48	AAA BATTERIES		
	I 4322681-00	CITY HALL PROJECT SUPPLIES	AP		R	7/01/2015	73.07	71.61CR	
		G/L ACCOUNT				7/01/2015	73.07	1.46CR	
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR				73.07	CITY HALL PROJECT SUPPLIES		
	I 4330067-00	175TH SUPPLIES	AP		R	7/01/2015	360.42	353.21CR	
		G/L ACCOUNT				7/01/2015	360.42	7.21CR	
		630 5-820-2-65980 MISCELLANEOUS				360.42	175TH SUPPLIES		
		VENDOR TOTALS	REG. CHECK				2,908.97	2,875.42CR	0.00
							2,908.97	33.55CR	
01-0930	EMERGENCY MEDICAL PRODUCTS								
	I 1745591	NEEDLELESS IV	AP		R	7/31/2015	189.15	189.15CR	
		G/L ACCOUNT					189.15		
		001 5-160-2-65070 OPERATING SUPPLIES				189.15	NEEDLELESS IV		
	I 1746034	NEEDLELESS IV SET	AP		R	7/31/2015	77.15	77.15CR	
		G/L ACCOUNT					77.15		
		001 5-160-2-65070 OPERATING SUPPLIES				77.15	NEEDLELESS IV SET		
	I 1746279	MEDICAL SUPPLIES	AP		R	7/31/2015	6.00	6.00CR	
		G/L ACCOUNT					6.00		
		001 5-160-2-65070 OPERATING SUPPLIES				6.00	MEDICAL SUPPLIES		
		VENDOR TOTALS	REG. CHECK				272.30	272.30CR	0.00
							272.30	0.00	
01-0970	FARNER-BOCKEN COMPANY								
	I 4023097	CONCESSIONS	AP		R	7/31/2015	541.62	541.62CR	
		G/L ACCOUNT					541.62		
		001 5-465-2-65031 CONCESSIONS				541.62	CONCESSIONS		
	I 4030205	CONCESSIONS	AP		R	7/31/2015	3,610.87	3,610.87CR	
		G/L ACCOUNT					3,610.87		
		001 5-465-2-65031 CONCESSIONS				3,610.87	CONCESSIONS		

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
	I 4047193	CONCESSIONS	AP		R	7/31/2015	356.20	356.20CR	
		G/L ACCOUNT					356.20		
		001 5-465-2-65031 CONCESSIONS				356.20	CONCESSIONS		
		VENDOR TOTALS	REG. CHECK				4,508.69	4,508.69CR	0.00
							4,508.69	0.00	
01-1020	FLETCHER-REINHARDT CO.								
	I S1116640.002	METERING SUPPLIES	AP		R	7/31/2015	14.98	14.98CR	
		G/L ACCOUNT					14.98		
		630 5-820-2-65300 METERS				14.98	METERING SUPPLIES		
	I S1119666.001	METERING SUPPLIES	AP		R	7/31/2015	629.02	629.02CR	
		G/L ACCOUNT					629.02		
		630 5-820-2-65300 METERS				629.02	METERING SUPPLIES		
	I S1120258.001	METERING SUPPLIES	AP		R	7/31/2015	1,550.43	1,550.43CR	
		G/L ACCOUNT					1,550.43		
		630 5-820-2-65300 METERS				1,550.43	METERING SUPPLIES		
	I S1120804.001	OVERHEAD SUPPLIES	AP		R	7/31/2015	956.05	956.05CR	
		G/L ACCOUNT					956.05		
		630 5-820-2-65302 OVERHEAD SUPPLIES				956.05	OVERHEAD SUPPLIES		
	I S1120809.001	8 METER BASES	AP		R	7/31/2015	279.48	279.48CR	
		G/L ACCOUNT					279.48		
		630 5-820-2-65300 METERS				279.48	8 METER BASES		
		VENDOR TOTALS	REG. CHECK				3,429.96	3,429.96CR	0.00
							3,429.96	0.00	
01-1039	FOR A CLEANER POOL								
	I 45783	BELTS, PULLEYS, BRUSHES	AP		R	7/01/2015	644.12	644.12CR	
		G/L ACCOUNT					644.12		
		001 5-465-2-63500 OPERATIONAL EQUIPT MAINT & REP				644.12	BELTS, PULLEYS, BRUSHES		
		VENDOR TOTALS	REG. CHECK				644.12	644.12CR	0.00
							644.12	0.00	

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1051	FRIENDS OF THE ANIMALS								
I 6815		1 DOG, 1 CAT	AP		R	7/31/2015	125.00	125.00CR	
		G/L ACCOUNT					125.00		
		001 5-190-2-64910 CONTRACT SERVICES					125.00 1 DOG, 1 CAT		
		VENDOR TOTALS	REG. CHECK				125.00	125.00CR	0.00
							125.00	0.00	
01-1055	G & K SERVICES								
I 374602		UNIFORMS PUBLIC WORKS	AP		R	7/31/2015	49.33	49.33CR	
		G/L ACCOUNT					49.33		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT					8.29 UNIFORMS PUBLIC WORKS		
		600 5-810-2-64350 UNIFORMS/EQUIPMENT					6.49 UNIFORMS PUBLIC WORKS		
		001 5-210-2-64350 UNIFORMS/EQUIPMENT					13.48 UNIFORMS PUBLIC WORKS		
		810 5-899-2-64350 UNIFORMS/EQUIPMENT					8.07 UNIFORMS PUBLIC WORKS		
		001 5-299-2-64350 UNIFORMS/EQUIPMENT					13.00 UNIFORMS PUBLIC WORKS		
I 377887		UNIFORMS PUBLIC WORKS	AP		R	7/31/2015	49.33	49.33CR	
		G/L ACCOUNT					49.33		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT					8.29 UNIFORMS PUBLIC WORKS		
		600 5-810-2-64350 UNIFORMS/EQUIPMENT					6.49 UNIFORMS PUBLIC WORKS		
		001 5-210-2-64350 UNIFORMS/EQUIPMENT					13.48 UNIFORMS PUBLIC WORKS		
		810 5-899-2-64350 UNIFORMS/EQUIPMENT					8.07 UNIFORMS PUBLIC WORKS		
		001 5-299-2-64350 UNIFORMS/EQUIPMENT					13.00 UNIFORMS PUBLIC WORKS		
I 381174		UNIFORMS PUBLIC WORKS	AP		R	7/31/2015	49.33	49.33CR	
		G/L ACCOUNT					49.33		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT					8.29 UNIFORMS PUBLIC WORKS		
		600 5-810-2-64350 UNIFORMS/EQUIPMENT					6.49 UNIFORMS PUBLIC WORKS		
		001 5-210-2-64350 UNIFORMS/EQUIPMENT					13.48 UNIFORMS PUBLIC WORKS		
		810 5-899-2-64350 UNIFORMS/EQUIPMENT					8.07 UNIFORMS PUBLIC WORKS		
		001 5-299-2-64350 UNIFORMS/EQUIPMENT					13.00 UNIFORMS PUBLIC WORKS		
I 381175		UNIFORMS EL & GAS	AP		R	7/31/2015	125.69	125.69CR	
		G/L ACCOUNT					125.69		
		630 5-820-2-64350 UNIFORMS/EQUIPMENT					98.81 UNIFORMS EL & GAS		
		640 5-825-2-64350 UNIFORMS/EQUIPMENT					26.88 UNIFORMS EL & GAS		
I 381176		SHOPTOWELS	AP		R	7/31/2015	99.38	99.38CR	
		G/L ACCOUNT					99.38		
		810 5-899-2-65070 OPERATING SUPPLIES					99.38 SHOPTOWELS		
I 384423		UNIFORMS PUBLIC WORKS	AP		R	7/31/2015	49.33	49.33CR	
		G/L ACCOUNT					49.33		
		670 5-840-2-64350 UNIFORMS/EQUIPMENT					8.29 UNIFORMS PUBLIC WORKS		

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
		600 5-810-2-64350 UNIFORMS/EQUIPMENT				6.49	UNIFORMS PUBLIC WORKS		
		001 5-210-2-64350 UNIFORMS/EQUIPMENT				13.48	UNIFORMS PUBLIC WORKS		
		810 5-899-2-64350 UNIFORMS/EQUIPMENT				8.07	UNIFORMS PUBLIC WORKS		
		001 5-299-2-64350 UNIFORMS/EQUIPMENT				13.00	UNIFORMS PUBLIC WORKS		
		VENDOR TOTALS	REG. CHECK				422.39	422.39CR	0.00
							422.39	0.00	
01-1066	GARDEN & ASSOCIATES INC								
I 33167		STREET IMPROVEMENTS 2015	AP		R	7/31/2015	3,587.50	3,587.50CR	
		G/L ACCOUNT					3,587.50		
		300 5-756-2-64070 ENGINEERING				3,587.50	STREET IMPROVEMENTS 2015		
		VENDOR TOTALS	REG. CHECK				3,587.50	3,587.50CR	0.00
							3,587.50	0.00	
01-1098	GRASSHOPPER LAWN CARE DBA A								
I 15-162		SPRAY ADULT DIAMOND	AP		R	7/31/2015	210.00	210.00CR	
		G/L ACCOUNT					210.00		
		001 5-430-2-63200 GROUNDS MAINTENANCE & REPAIR				210.00	SPRAY ADULT DIAMOND		
		VENDOR TOTALS	REG. CHECK				210.00	210.00CR	0.00
							210.00	0.00	
01-1087	GRAYBILL COMMUNICATIONS								
I 22185		4 VIDEO CAMERAS	AP		R	7/31/2015	618.00	618.00CR	
		G/L ACCOUNT					618.00		
		001 5-110-2-64350 UNIFORMS/EQUIPMENT				618.00	4 VIDEO CAMERAS		
		VENDOR TOTALS	REG. CHECK				618.00	618.00CR	0.00
							618.00	0.00	
01-1270	IOWA ASSOCIATION OF								
I 9395		OSHA MANUAL	AP		R	7/31/2015	60.00	60.00CR	
		G/L ACCOUNT					60.00		
		630 5-820-2-65980 MISCELLANEOUS				60.00	OSHA MANUAL		
I 9417		GIS WORKSHOP	AP		R	7/31/2015	150.00	150.00CR	
		G/L ACCOUNT					150.00		
		001 5-299-1-62300 TRAINING				150.00	GIS WORKSHOP		

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
I 9431		OSHA WORKSHOP	AP		R	7/31/2015	480.00	480.00CR	
		G/L ACCOUNT					480.00		
		630 5-820-1-62300 TRAINING				480.00	OSHA WORKSHOP		
		VENDOR TOTALS	REG. CHECK				690.00	690.00CR	0.00
							690.00	0.00	
01-1276 IOWA CITY LANDSCAPING & GAR									
I 33904		5 TREES	AP		R	7/01/2015	733.50	733.50CR	
		G/L ACCOUNT					733.50		
		001 5-150-2-63200 GROUNDS MAINTENANCE & REPAIR				179.10	5 TREES		
		835 5-899-2-63200 GROUNDS MAINT& REPAIR				268.20	5 TREES		
		001 5-650-2-63200 GROUNDS MAINTENANCE & REPAIR				286.20	5 TREES		
		VENDOR TOTALS	REG. CHECK				733.50	733.50CR	0.00
							733.50	0.00	
01-1272 IOWA CITY/COUNTY MANAGEMENT									
I 2015IACMA		ANNUAL MEMBERSHIP FEES	AP		R	7/31/2015	150.00	150.00CR	
		G/L ACCOUNT					150.00		
		835 5-899-1-62100 DUES/FEES				150.00	ANNUAL MEMBERSHIP FEES		
		VENDOR TOTALS	REG. CHECK				150.00	150.00CR	0.00
							150.00	0.00	
01-1309 IOWA LEAGUE OF CITIES									
I 068195		MEMBER DUES	AP		R	7/31/2015	1,599.00	1,599.00CR	
		G/L ACCOUNT					1,599.00		
		835 5-899-1-62100 DUES/FEES				1,599.00	MEMBER DUES		
		VENDOR TOTALS	REG. CHECK				1,599.00	1,599.00CR	0.00
							1,599.00	0.00	
01-1332 IOWA ONE CALL									
I 171139		LOCATES	AP		R	7/31/2015	88.20	88.20CR	
		G/L ACCOUNT					88.20		
		630 5-820-2-65304 UNDERGROUND SUPPLIES				29.40	LOCATES		
		600 5-810-2-65307 SERVICE LINES				29.40	LOCATES		
		640 5-825-2-65307 SERVICE LINES				29.40	LOCATES		

PACKET: 02047 Council Mtg 070615 AL
VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
		VENDOR TOTALS	REG. CHECK				88.20 88.20	88.20CR 0.00	0.00

01-1375 IOWA PRISON INDUSTRIES

I 936644	40 POSTS AND SLEEVES	AP		R	7/31/2015	609.25	609.25CR
	G/L ACCOUNT					609.25	
	001 5-240-2-65070	OPERATING SUPPLIES				609.25	40 POSTS AND SLEEVES
	VENDOR TOTALS		REG. CHECK			609.25 609.25	609.25CR 0.00	0.00

01-1407 JAB INK DESIGN

I 1234	SIGN FOR EVENT PARKING	AP		R	7/01/2015	45.00	45.00CR
	G/L ACCOUNT					45.00	
	001 5-430-2-65070	OPERATING SUPPLIES				45.00	SIGN FOR EVENT PARKING
	VENDOR TOTALS		REG. CHECK			45.00 45.00	45.00CR 0.00	0.00

01-1446 KIMBALL MIDWEST

I 4270393	CABLE TIES	AP		R	7/01/2015	63.68	63.68CR
	G/L ACCOUNT					63.68	
	810 5-899-2-65070	OPERATING SUPPLIES				63.68	CABLE TIES
	VENDOR TOTALS		REG. CHECK			63.68 63.68	63.68CR 0.00	0.00

01-1468 KINUM INC

I 0515AMB	COLLECTION EXPENSE	AP		R	7/01/2015	85.07	85.07CR
	G/L ACCOUNT					85.07	
	001 5-160-2-64040	COLLECTION EXPENSE				85.07	COLLECTION EXPENSE
I 0515UB	COLLECTION EXPENSE	AP		R	7/01/2015	22.64	22.64CR
	G/L ACCOUNT					22.64	
	630 5-822-2-64040	COLLECTION EXPENSE				8.38	COLLECTION EXPENSE
	670 5-840-2-64040	COLLECTION EXPENSE				14.26	COLLECTION EXPENSE
	VENDOR TOTALS		REG. CHECK			107.71 107.71	107.71CR 0.00	0.00

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1500	KUNDE OUTDOOR EQUIPMENT								
	I 8690	2 FILTERS	AP		R	7/31/2015	14.99	14.99CR	
		G/L ACCOUNT					14.99		
		810 5-899-2-63321 REPAIR PARTS				14.99	2 FILTERS		
		VENDOR TOTALS	REG. CHECK				14.99	14.99CR	0.00
							14.99	0.00	
01-1593	LYNCH DALLAS PC								
	I 126077	LEGAL SERVICES	AP		R	7/01/2015	912.60	912.60CR	
		G/L ACCOUNT					912.60		
		630 5-820-2-65980 MISCELLANEOUS				5.60	LEGAL SERVICES		
		630 5-820-2-64110 LEGAL EXPENSE				616.30	LEGAL SERVICES		
		001 5-160-2-64110 LEGAL EXPENSE				290.70	LEGAL SERVICES		
		VENDOR TOTALS	REG. CHECK				912.60	912.60CR	0.00
							912.60	0.00	
01-1660	MANATTS INC								
	I 773264	CURB RESTORATION 8TH & ORAN	AP		R	7/31/2015	275.40	267.40CR	
		G/L ACCOUNT				7/31/2015	275.40	8.00CR	
		001 5-290-2-63991 MAINTENANCE				275.40	CURB RESTORATION 8TH & ORANGE		
	I 774125	NEW RAIL INSTALL PARK	AP		R	7/31/2015	552.25	532.25CR	
		G/L ACCOUNT				7/31/2015	552.25	20.00CR	
		001 5-430-2-65070 OPERATING SUPPLIES				552.25	NEW RAIL INSTALL PARK		
		VENDOR TOTALS	REG. CHECK				827.65	799.65CR	0.00
							827.65	28.00CR	
01-1640	McCLURE ENGINEERING COMPANY								
	I 9884	AIRPORT LAND USE P & Z ORD	AP		R	7/01/2015	500.00	500.00CR	
		G/L ACCOUNT					500.00		
		660 5-835-2-64070 ENGINEERING				500.00	AIRPORT LAND USE P & Z ORD		
		VENDOR TOTALS	REG. CHECK				500.00	500.00CR	0.00
							500.00	0.00	

PACKET: 02047 Council Mtg 070615 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1717	METERING & TECHNOLOGY SOLUT								
	I 3853	12 ELECTRIC METERS	AP		R	7/01/2015	630.55	630.55CR	
		G/L ACCOUNT					630.55		
		630 5-820-2-65300 METERS				630.55	12 ELECTRIC METERS		
		VENDOR TOTALS	REG. CHECK				630.55	630.55CR	0.00
							630.55	0.00	
01-1731	MIDWEST WHEEL COMPANINES								
	I 2256-00	BOLT KIT #4	AP		R	7/31/2015	97.40	97.40CR	
		G/L ACCOUNT					97.40		
		810 5-899-2-63321 REPAIR PARTS				97.40	BOLT KIT #4		
	I 2332-00	SAFETY RACK #4	AP		R	7/31/2015	201.67	201.67CR	
		G/L ACCOUNT					201.67		
		810 5-899-2-63321 REPAIR PARTS				201.67	SAFETY RACK #4		
		VENDOR TOTALS	REG. CHECK				299.07	299.07CR	0.00
							299.07	0.00	
01-1764	MOMAR INC								
	I A40350	20 GL ONE STEP	AP		R	7/01/2015	1,167.90	1,167.90CR	
		G/L ACCOUNT					1,167.90		
		630 5-821-2-63100 BUILDING MAINTENANCE & REPAIR				1,167.90	20 GL ONE STEP		
		VENDOR TOTALS	REG. CHECK				1,167.90	1,167.90CR	0.00
							1,167.90	0.00	
01-1876	NEWCOM TECHNOLOGIES INC								
	I 46086	LICENSE SOFTWARE AGREEMENTS	AP		R	7/01/2015	1,600.00	1,600.00CR	
		G/L ACCOUNT					1,600.00		
		750 5-280-2-64910 CONTRACT SERVICES				400.00	LICENSE SOFTWARE AGREEMENTS		
		001 5-620-2-64910 CONTRACT SERVICES				100.00	LICENSE SOFTWARE AGREEMENTS		
		001 5-210-2-65980 MISCELLANEOUS				200.00	LICENSE SOFTWARE AGREEMENTS		
		630 5-820-2-64910 CONTRACT SERVICES				200.00	LICENSE SOFTWARE AGREEMENTS		
		630 5-821-2-65980 MISCELLANEOUS				100.00	LICENSE SOFTWARE AGREEMENTS		
		610 5-815-2-64910 CONTRACT SERVICES				200.00	LICENSE SOFTWARE AGREEMENTS		
		640 5-825-2-64910 CONTRACT SERVICES				200.00	LICENSE SOFTWARE AGREEMENTS		
		600 5-810-2-64910 CONTRACT SERVICES				200.00	LICENSE SOFTWARE AGREEMENTS		
		VENDOR TOTALS	REG. CHECK				1,600.00	1,600.00CR	0.00
							1,600.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-1914	OFFICE EXPRESS								
	C 0491126-001	CREDIT	AP		R	7/01/2015	50.00CR	50.00	
		G/L ACCOUNT					50.00CR		
		835 5-899-2-65980 MISCELLANEOUS					50.00CR CREDIT		
	I 0500139-001	NOTARY STAMP	AP		R	7/01/2015	23.89	23.89CR	
		G/L ACCOUNT					23.89		
		835 5-899-2-65980 MISCELLANEOUS					23.89 NOTARY STAMP		
	I 0500436-001	2 CASES HAND TOWELS	AP		R	7/01/2015	89.98	89.98CR	
		G/L ACCOUNT					89.98		
		835 5-899-2-65980 MISCELLANEOUS					30.00 2 CASES HAND TOWELS		
		630 5-820-2-65980 MISCELLANEOUS					29.99 2 CASES HAND TOWELS		
		640 5-825-2-65980 MISCELLANEOUS					29.99 2 CASES HAND TOWELS		
	I 0500456-001	COPY STAMP	AP		R	7/01/2015	6.49	6.49CR	
		G/L ACCOUNT					6.49		
		835 5-899-2-65060 OFFICE SUPPLIES					6.49 COPY STAMP		
	I 0502041-001	BILLED STAMP	AP		R	7/01/2015	17.10	17.10CR	
		G/L ACCOUNT					17.10		
		001 5-160-2-65060 OFFICE SUPPLIES					17.10 BILLED STAMP		
		VENDOR TOTALS	REG. CHECK				87.46	87.46CR	0.00
							87.46	0.00	
01-2019	PEPSI-COLA								
	I 31890710	DRINK ORDER	AP		R	7/01/2015	701.55	701.55CR	
		G/L ACCOUNT					701.55		
		001 5-465-2-65031 CONCESSIONS					701.55 DRINK ORDER		
	I 83863157	DRINK ORDER	AP		R	7/01/2015	295.21	295.21CR	
		G/L ACCOUNT					295.21		
		001 5-465-2-65031 CONCESSIONS					295.21 DRINK ORDER		
	I 84555405	DRINK ORDER	AP		R	7/01/2015	791.55	791.55CR	
		G/L ACCOUNT					791.55		
		001 5-465-2-65031 CONCESSIONS					791.55 DRINK ORDER		
		VENDOR TOTALS	REG. CHECK				1,788.31	1,788.31CR	0.00
							1,788.31	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2044	PITNEY BOWES INC								
	I 2312082-JN15	TERM RENTAL CHARGES	AP		R	7/31/2015	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	
01-2048	POOL TECH MIDWEST INC								
	I 0215102-IN	SKIMMER BASKETS, CARTRIDGE	AP		R	7/31/2015	2,443.91	2,443.91CR	
		G/L ACCOUNT					2,443.91		
		001 5-465-2-63500 OPERATIONAL EQUIPT MAINT & REP				2,443.91	SKIMMER BASKETS, CARTRIDGE		
		VENDOR TOTALS	REG. CHECK				2,443.91	2,443.91CR	0.00
							2,443.91	0.00	
01-2057	PRAXAIR DISTRIBUTION INC								
	I 52925198	OXYGEN	AP		R	7/31/2015	157.59	157.59CR	
		G/L ACCOUNT					157.59		
		001 5-160-2-65070 OPERATING SUPPLIES				157.59	OXYGEN		
	I 52980879	OXYGEN	AP		R	7/31/2015	25.92	25.92CR	
		G/L ACCOUNT					25.92		
		001 5-160-2-65070 OPERATING SUPPLIES				25.92	OXYGEN		
		VENDOR TOTALS	REG. CHECK				183.51	183.51CR	0.00
							183.51	0.00	
01-2074	RK DIXON CO								
	I 1313874	CONTRACT BASE RATE CHARGE	AP		R	7/31/2015	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	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2165	SANDRY FIRE SUPPLY LLC								
	I 48139	12 PAIRS OF GLOVES, 10 HOOD	AP		R	7/01/2015	1,202.00	1,202.00CR	
		G/L ACCOUNT					1,202.00		
		001 5-150-2-64350 UNIFORMS/EQUIPMENT				1,202.00	12 PAIRS OF GLOVES, 10 HOODS		
	I 48140	2 PAIRS OF BOOTS	AP		R	7/01/2015	644.00	644.00CR	
		G/L ACCOUNT					644.00		
		001 5-150-2-64350 UNIFORMS/EQUIPMENT				644.00	2 PAIRS OF BOOTS		
		VENDOR TOTALS	REG. CHECK				1,846.00	1,846.00CR	0.00
							1,846.00	0.00	
01-2195	SHIVE-HATTERY								
	I 3142270-7	LIBRARY HVAC REVIEW	AP		R	7/31/2015	1,250.00	1,250.00CR	
		G/L ACCOUNT					1,250.00		
		001 5-410-2-63100 BUILDING MAINTENANCE & REPAIR				1,250.00	LIBRARY HVAC REVIEW		
		VENDOR TOTALS	REG. CHECK				1,250.00	1,250.00CR	0.00
							1,250.00	0.00	
01-2232	SPAHN & ROSE LUMBER CO								
	I 201507014920	FIREWORKS SUPPLIES	AP		R	7/31/2015	488.45	488.45CR	
		G/L ACCOUNT					488.45		
		001 5-620-2-65315 JULY 4TH CELEBRATION				488.45	FIREWORKS SUPPLIES		
	I 201507014921	CITY HALL PROJECT SUPPLIES	AP		R	7/31/2015	776.19	776.19CR	
		G/L ACCOUNT					776.19		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR				776.19	CITY HALL PROJECT SUPPLIES		
	I 48077110	PADLOCK FOR DISC GOLF BASKE	AP		R	7/31/2015	44.68	44.68CR	
		G/L ACCOUNT					44.68		
		001 5-430-2-65070 OPERATING SUPPLIES				44.68	PADLOCK FOR DISC GOLF BASKET		
	I 48077140	INSTALLER BIT	AP		R	7/31/2015	12.49	12.49CR	
		G/L ACCOUNT					12.49		
		630 5-820-2-65070 OPERATING SUPPLIES				12.49	INSTALLER BIT		
	I 48077407	CIRCULAR SAW	AP		R	7/31/2015	124.99	124.99CR	
		G/L ACCOUNT					124.99		
		001 5-210-2-65053 SMALL TOOLS - STREET DEPT				124.99	CIRCULAR SAW		
	I 48077708	175TH SUPPLIES	AP		R	7/31/2015	95.97	95.97CR	
		G/L ACCOUNT					95.97		
		630 5-820-2-65980 MISCELLANEOUS				95.97	175TH SUPPLIES		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
I S169146		MISC SUPPLIES	AP		R	7/31/2015	15.86	15.86CR	
		G/L ACCOUNT					15.86		
		835 5-899-2-65980 MISCELLANEOUS				15.86	MISC SUPPLIES		
		VENDOR TOTALS		REG. CHECK			1,558.63	1,558.63CR	0.00
							1,558.63	0.00	
01-2235	SPINUTECH INC								
I 21277		LICENSE, SUPPORT, HOSTING	AP		R	7/01/2015	540.00	540.00CR	
		G/L ACCOUNT					540.00		
		835 5-899-2-64190 TECHNOLOGY				540.00	LICENSE, SUPPORT, HOSTING		
		VENDOR TOTALS		REG. CHECK			540.00	540.00CR	0.00
							540.00	0.00	
01-2267	STEFFEN CONSTRUCTION								
I 061915SC		CITY HALL PROJECT-TEXTURIZI	AP		R	7/01/2015	516.03	516.03CR	
		G/L ACCOUNT					516.03		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR				516.03	CITY HALL PROJECT-TEXTURIZING		
		VENDOR TOTALS		REG. CHECK			516.03	516.03CR	0.00
							516.03	0.00	
01-1105	STEVE GRITTON								
I 062515CCGD		GARAGE DOOR REPAIR PARK	AP		R	7/31/2015	295.00	295.00CR	
		G/L ACCOUNT					295.00		
		001 5-430-2-63100 BUILDING MAINTENANCE & REPAIR				295.00	GARAGE DOOR REPAIR PARK		
		VENDOR TOTALS		REG. CHECK			295.00	295.00CR	0.00
							295.00	0.00	
01-2260	STUART C IRBY CO								
I S008940620.001		METER PEDESTALS & MOUNTING	AP		R	7/01/2015	536.88	536.88CR	
		G/L ACCOUNT					536.88		
		630 5-820-2-65300 METERS				536.88	METER PEDESTALS & MOUNTING		
		VENDOR TOTALS		REG. CHECK			536.88	536.88CR	0.00
							536.88	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2318	SUMMIT COMPANIES								
	I 063015SC	RECHARGE FIRE EXTINGUISHER	AP		R	7/01/2015	47.25	47.25CR	
		G/L ACCOUNT					47.25		
		001 5-110-2-63500 OPERATIONAL EQUIPT MAINT & REP				47.25	RECHARGE FIRE EXTINGUISHER		
		VENDOR TOTALS		REG. CHECK			47.25	47.25CR	0.00
							47.25	0.00	
01-1	SUNBURY SOD INC								
	I 5740	1800 SQ FT SOD	AP		R	7/01/2015	360.00	360.00CR	
		G/L ACCOUNT					360.00		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR				360.00	SUNBURY SOD INC:1800 SQ FT SOD		
		VENDOR TOTALS		REG. CHECK			360.00	360.00CR	0.00
							360.00	0.00	
01-2319	SUPPLYWORKS								
	I 339022196	3 CASES TP, 1 CASE SOAP	AP		R	7/01/2015	249.99	249.99CR	
		G/L ACCOUNT					249.99		
		001 5-430-2-65070 OPERATING SUPPLIES				249.99	3 CASES TP, 1 CASE SOAP		
		VENDOR TOTALS		REG. CHECK			249.99	249.99CR	0.00
							249.99	0.00	
01-2310	SWICK CABLE								
	I 15869	DIRECTIONAL BORE FRY	AP		R	7/31/2015	885.00	885.00CR	
		G/L ACCOUNT					885.00		
		630 5-820-2-64910 CONTRACT SERVICES				885.00	DIRECTIONAL BORE FRY		
		VENDOR TOTALS		REG. CHECK			885.00	885.00CR	0.00
							885.00	0.00	
01-2317	T & M CLOTHING CO.								
	I 1196	23 T-SHIRTS SWIM CLUB	AP		R	7/31/2015	156.63	156.63CR	
		G/L ACCOUNT					156.63		
		001 5-442-2-65980 MISCELLANEOUS				156.63	23 T-SHIRTS SWIM CLUB		
	I 1202	10 T-SHIRTS SKATE PARK CAMP	AP		R	7/31/2015	68.10	68.10CR	
		G/L ACCOUNT					68.10		
		001 5-446-2-64350 UNIFORMS/EQUIPMENT				68.10	10 T-SHIRTS SKATE PARK CAMP		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
		VENDOR TOTALS	REG. CHECK				224.73	224.73CR	0.00
							224.73	0.00	
01-1964	THE PARADIGM ALLIANCE INC								
I 14279		COLLABORATIVE PROGRAM	AP		R	7/01/2015	1,484.19	1,484.19CR	
		G/L ACCOUNT					1,484.19		
		640 5-825-2-64904 REGULATORY CMMSSN/FRANSHISE FE					1,484.19 COLLABORATIVE PROGRAM		
		VENDOR TOTALS	REG. CHECK				1,484.19	1,484.19CR	0.00
							1,484.19	0.00	
01-2348	THOMAS HEATING & AIR								
I 1483		SERVICE POWER PLANT CONDENS	AP		R	7/02/2015	133.50	133.50CR	
		G/L ACCOUNT					133.50		
		630 5-821-2-63500 OPERATIONAL EQUIPT MAINT & REP					133.50 SERVICE POWER PLANT CONDENSERS		
		VENDOR TOTALS	REG. CHECK				133.50	133.50CR	0.00
							133.50	0.00	
01-2352	THOMPSON TRUCK & TRAILER								
I X101039283:01		2 CHAMBER PIGGY BACKS	AP		R	7/02/2015	142.00	142.00CR	
		G/L ACCOUNT					142.00		
		810 5-899-2-63321 REPAIR PARTS					142.00 2 CHAMBER PIGGY BACKS		
		VENDOR TOTALS	REG. CHECK				142.00	142.00CR	0.00
							142.00	0.00	
01-2523	UNITED LABORATORIES								
I 123099		BIO BASED HERBICIDE	AP		R	7/02/2015	332.50	332.50CR	
		G/L ACCOUNT					332.50		
		001 5-210-2-65070 OPERATING SUPPLIES					332.50 BIO BASED HERBICIDE		
		VENDOR TOTALS	REG. CHECK				332.50	332.50CR	0.00
							332.50	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2553	UTILITY SALES & SERVICE INC								
	I 14175	SUPPLIES FOR GAS SERVICE LI AP			R	7/02/2015	223.00	223.00CR	
		G/L ACCOUNT					223.00		
		640 5-825-2-65307 SERVICE LINES				223.00	SUPPLIES FOR GAS SERVICE LINES		
	I 14180	SUPPLIES FOR GAS SERVICE LI AP			R	7/02/2015	587.17	587.17CR	
		G/L ACCOUNT					587.17		
		640 5-825-2-65307 SERVICE LINES				587.17	SUPPLIES FOR GAS SERVICE LINES		
		VENDOR TOTALS	REG. CHECK				810.17	810.17CR	0.00
							810.17	0.00	
01-2568	VERISIGHT INC								
	I N38823197	CONSULTING SERVICES PAY STU AP			R	7/02/2015	4,800.00	4,800.00CR	
		G/L ACCOUNT					4,800.00		
		835 5-899-2-65980 MISCELLANEOUS				4,800.00	CONSULTING SERVICES PAY STUDY		
		VENDOR TOTALS	REG. CHECK				4,800.00	4,800.00CR	0.00
							4,800.00	0.00	
01-2569	VOGEL TRAFFIC SERVICES								
	I 058394	5 GL YELLOW PAINT AP			R	8/01/2015	73.75	73.75CR	
		G/L ACCOUNT					73.75		
		001 5-240-2-65070 OPERATING SUPPLIES				73.75	5 GL YELLOW PAINT		
		VENDOR TOTALS	REG. CHECK				73.75	73.75CR	0.00
							73.75	0.00	
01-2574	WALMART COMMUNITY								
	I 1927	HELMETS FOR BIKE SAFETY AP			R	8/01/2015	418.96	418.96CR	
		G/L ACCOUNT					418.96		
		001 5-110-2-65980 MISCELLANEOUS				418.96	HELMETS FOR BIKE SAFETY		
	I 4592	HELMETS FOR BIKE SAFETY AP			R	8/01/2015	211.53	211.53CR	
		G/L ACCOUNT					211.53		
		001 5-110-2-65980 MISCELLANEOUS				211.53	HELMETS FOR BIKE SAFETY		
	I 5912	HELMETS FOR BIKE SAFETY AP			R	8/01/2015	675.90	675.90CR	
		G/L ACCOUNT					675.90		
		001 5-110-2-65980 MISCELLANEOUS				675.90	HELMETS FOR BIKE SAFETY		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
	I 9321	OFFICE SUPPLIES FOR POLICE AP			R	8/01/2015	60.12	60.12CR	
		G/L ACCOUNT					60.12		
		001 5-110-2-65060 OFFICE SUPPLIES					60.12 OFFICE SUPPLIES FOR POLICE		
	I 9458	MISC SUPPLIES FOR CITY HALL AP			R	8/01/2015	56.96	56.96CR	
		G/L ACCOUNT					56.96		
		001 5-650-2-63100 BUILDING MAINTENANCE & REPAIR					56.96 MISC SUPPLIES FOR CITY HALL		
		VENDOR TOTALS	REG. CHECK				1,423.47	1,423.47CR	0.00
							1,423.47	0.00	
01-2639	WELTER STORAGE EQUIPMENT CO								
	I M116808	2 STOOLS, 4 CHAIRS, 1 TABLE AP			R	7/02/2015	611.00	611.00CR	
		G/L ACCOUNT					611.00		
		835 5-899-2-65060 OFFICE SUPPLIES					273.00 2 STOOLS, 4 CHAIRS, 1 TABLE		
		630 5-822-2-65060 OFFICE SUPPLIES					67.60 2 STOOLS, 4 CHAIRS, 1 TABLE		
		640 5-826-2-65060 OFFICE SUPPLIES					67.60 2 STOOLS, 4 CHAIRS, 1 TABLE		
		600 5-811-2-65060 OFFICE SUPPLIES					67.60 2 STOOLS, 4 CHAIRS, 1 TABLE		
		610 5-815-2-65060 OFFICE SUPPLIES					67.60 2 STOOLS, 4 CHAIRS, 1 TABLE		
		670 5-840-2-65060 OFFICE SUPPLIES					67.60 2 STOOLS, 4 CHAIRS, 1 TABLE		
		VENDOR TOTALS	REG. CHECK				611.00	611.00CR	0.00
							611.00	0.00	
01-2640	WENDLING QUARRIES INC								
	I 594567	8.60 TN CLASS A AP			R	8/01/2015	86.43	86.43CR	
		G/L ACCOUNT					86.43		
		001 5-210-2-63992 MAINTENANCE SUPPLIES					86.43 8.60 TN CLASS A		
	I 595642	58.94 TN RD STONE,9.92 TN S AP			R	8/01/2015	691.04	691.04CR	
		G/L ACCOUNT					691.04		
		001 5-210-2-63992 MAINTENANCE SUPPLIES					691.04 58.94 TN RD STONE,9.92 TN SAND		
		VENDOR TOTALS	REG. CHECK				777.47	777.47CR	0.00
							777.47	0.00	
01-2642	WEST LIBERTY FIRE DEPARTMEN								
	I 052915WLFD	EMT CLASS - KERRI FITCH AP			R	7/02/2015	953.00	953.00CR	
		G/L ACCOUNT					953.00		
		001 5-160-1-62300 TRAINING					953.00 EMT CLASS - KERRI FITCH		
		VENDOR TOTALS	REG. CHECK				953.00	953.00CR	0.00
							953.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT / DISC DT	GROSS / BALANCE	PAYMENT / DISCOUNT	OUTSTANDING
01-2668	WHITFIELD & EDDY PLC								
	I 209808	FAC CONSTRUCTION CLAIM	AP		R	7/02/2015	29,879.44	29,879.44CR	
		G/L ACCOUNT					29,879.44		
		315 5-776-2-64110 LEGAL EXPENSE				29,879.44	FAC CONSTRUCTION CLAIM		
		VENDOR TOTALS	REG. CHECK				29,879.44	29,879.44CR	0.00
							29,879.44	0.00	
01-2683	WJE ASSOCIATES INC								
	I 306058	PROFESSIONAL SERVICES FAC	AP		R	7/02/2015	7,468.00	7,468.00CR	
		G/L ACCOUNT					7,468.00		
		315 5-776-2-64070 ENGINEERING				7,468.00	PROFESSIONAL SERVICES FAC		
		VENDOR TOTALS	REG. CHECK				7,468.00	7,468.00CR	0.00
							7,468.00	0.00	

REPORT TOTALS

FUND DISTRIBUTION

FUND NO#	FUND NAME	AMOUNT
001	GENERAL GOVERNMENT	28,715.03CR
300	GO ST IMPROVEMENT PROJECT	3,587.50CR
315	JKFAC CP	37,347.44CR
600	WATER OPERATING	322.96CR
610	WASTEWATER/AKA SEWER REVE	267.60CR
630	ELECTRIC OPERATING	11,926.13CR
640	GAS OPERATING	2,664.72CR
660	AIRPORT OPERATING	8,866.35CR
670	GARBAGE COLLECTION	115.02CR
750	CEMETERY ENTERPRISE	400.00CR
810	CENTRAL GARAGE	2,457.32CR
835	ADMINISTRATIVE SERVICES	16,706.22CR
	** TOTALS **	113,376.29CR

---- 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		113,376.29	113,306.63CR	0.00
		113,376.29	69.66CR	
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		113,376.29	113,306.63CR	0.00
		113,376.29	69.66CR	

TOTAL CHECKS TO PRINT: 70

ERRORS: 0 WARNINGS: 0

City One Card Purchases | **Statement Date 05/25/2015** | **06/25/2015 12:04 PM**

City Credit Card Statement	Card Ttl	10,307.27
City - One Card (employee check out card)		
Travel Training - Perkins, McDonalds, Wendys, Hardees,		
Sidecar Coffee	54.11	
Fuel - Hy Vee	27.19	
Total Charges		**81.30**
Police - One Card		
Operating Supplies - Galls, Elite K-9	551.87	
Misc Supplies - Walmart	17.12	
Travel Training - Ramada	123.20	
Total Charges		**692.19**
Ambulance - One Card		
Misc Supplies - Zio Johnos	33.41	
Total Charges		**33.41**
Gas - One Card		
Fuel - Caseys, Cenex, Brooklyn Travel Center	82.72	
Equipment Maint/Rpr Supplies (for FAC) - Ebay, Menards	460.21	
Operating Supplies (for East Lagoon) - Ebay	42.98	
Travel Training - Holiday Inn	135.87	
Total Charges		**721.78**
Electric - One Card		
Misc Supplies - Walmart	30.81	
Computer Supplies - Batteries Plus	49.90	
Office Supplies - Walmart	52.63	
Grounds Maint Supplies - Byron Lakeview Nursery	33.82	
Dues - IAEI	102.00	
Total Charges		**269.16**
Library - One Card		
Postage/Shipping - USPS	94.85	
Office Supplies - Walmart	93.45	
Materials - Walmart, Amazon	466.10	
Program Supplies - Oriental Trading, Stop Falling, Staples,	325.12	
Walmart, Family Foods		
Bldg Maint Supp - Walmart, Family Foods	30.27	
Total Charges		**1,009.79**
JKFAC/Recreation - One Card		
Concession Supplies - Walmart	67.64	
Operating Supplies - Walmart, Swim Outlet, Kiefer, Staples	462.30	
Training - UNI	170.00	
Bldg Maint Supplies - Menards	54.55	
T-Ball Hats - Epic Sports	880.15	
Total Charges		**1,634.64**
City Clerk - One Card		
Microsoft - Tech Services	1,224.00	
	204.00	
	102.00	
	306.00	
	204.00	
	204.00	

	816.00	
	408.00	
	204.00	
	1,020.00	
	408.00	
Total Charges		**5,100.00**
City Manager - One Card		
Ads for Comm Dev Director - PDI, Quad City Times	765.00	
Total Charges		**765.00**
Statement Total		**10,307.27**

AGENDA ITEM # L - 2

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Cost of Service Study
ACTION:	Motion

SYNOPSIS: The cost of both providing the gas and electric service and the rates in which we charge have not been reviewed comprehensively in over five years. Enclosed you will find two submittals on the completion of the study with staff recommending Latham and Associates for an amount not to exceed $25,000.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Proposals

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

Chris Nosbisch

From: Floyd Taber
Sent: Wednesday, July 01, 2015 11:32 AM
To: Chris Nosbisch
Subject: FW: Latham & Associates class cost of service proposals for Tipton utilities

Chris

This clears it up better

From: LathamRJ@aol.com [mailto:LathamRJ@aol.com]
Sent: Friday, June 05, 2015 3:00 PM
To: Floyd Taber
Subject: Re: Latham & Associates class cost of service proposals for Tipton utilities

Floyd,

We thought that this following paragraph provided an actual quote for the analyses. It would be $20,000 plus mileage and incidental expenses for a firm price or it would be a total of up to $25,000 on an hourly basis plus mileage and incidental expenses. At Story City, they chose the firm hourly basis and we came in at least 10% below the comparable firm price quote.

Bob Latham

We have reviewed the preliminary information that you have made available to us. With this in mind, we provide a firm quote price of $13,000 for the electric study and $7,000 for the natural gas study, plus mileage and any incidental expenses. Alternatively we will provide these service for a fee not to exceed $15,500 for the electric study and $9,500 for the natural gas study performed by the hour under our current billing rates, plus mileage any incidental expenses.

In a message dated 6/5/2015 2:14:32 P.M. Central Daylight Time, ftaber@tiptoniowa.org writes:

We have reviewed the preliminary information that you have made available to us. With this in mind, we provide a firm quote price of $13,000 for the electric study and $7,000 for the natural gas study, plus mileage and any incidental expenses. Alternatively we will provide these service for a fee not to exceed $15,500 for the electric study and $9,500 for the natural gas study performed by the hour under our current billing rates, plus mileage any incidental expenses.

Latham & Associates

Latham & Associates, Inc. (L&A) is an advisor and advocate for electricity, natural gas and steam purchasers, providing engineering/economic strategy, aggregation, contract negotiation and regulatory representation services for industrials, cities, schools and small utilities.

L&A was formed in 1995 to provide an array of energy-related advisory services, strategic planning, opportunity assessment and engineering economic/financial analysis to large commercial and industrial energy users, educational institutions and associations, and electric and gas utilities. Robert Latham and Louie Ervin own L&A. Both have extensive executive experience in the energy industry. Headquarters are in Cedar Rapids, Iowa.

The restructuring of the electric and natural gas industries and the price volatility of energy markets continue to create significant opportunities for realizing competitive energy prices and utilization solutions with substantial current and longer-term client benefits. L&A delivers the expertise to understand these energy market opportunities, identify creative solutions for clients, and assist in the implementation of strategic choices.

L&A currently provides energy market advisory, technical and advocacy services to a group of over thirty industrial clients in Iowa and Arkansas, four midwest state school board associations, major public and private educational institutions and state associations, associations of smaller commercial and industrial businesses, colleges, hospitals, cities, counties and over fifty municipal and rural electric cooperative utilities across Iowa and the upper Midwest. L&A is recognized as an aggregator of and an advocate for electric and natural gas energy purchasers and groups of individual purchasers.

SERVICES PROVIDED BY LATHAM & ASSOCIATES

- Energy strategy, procurement and aggregation consultation and implementation
- Oversight of energy procurement for industrial, commercial, municipal and institutional groups and utilities
- Identification of power supply alternatives
- Negotiation of power and other energy supply agreements
- Pricing strategy and design for electric, natural gas and steam
- Identification of strategic partners and opportunities
- Evaluation of feasibility of purchase or sale of utilities and facilities
- Regulatory analysis, position development and expert testimony
- Aggregation of energy customers, agreement negotiations, and continuing oversight
- Market presence development through industrial, commercial and small utility associations
- Regulatory and legislative process participation
- Transmission alternative development
- Participation in FERC/state regulatory processes
- Strategic assessment of power/transmission markets on energy purchasers and groups

Latham & Associates

RESUME OF PARTNER

Robert J. Latham

Office - Latham & Associates, Inc.
150 First Avenue NE, Suite 300
Cedar Rapids, Iowa 52401-1110
Phone: 319-365-6488 Fax: 319-365-7086

Home - 356 Park Terrace, SE
Cedar Rapids, Iowa 52403
Phone: 319-362-6096
Internet: Lathamrj@aol.com

FOCUS:

Strategy, planning and economic/financial analyses and initiatives in energy-related markets.

ECONOMIC/STRATEGIC ANALYSIS/ENERGY MARKET EXPERIENCE:

- Chairman and President - Latham & Associates, Inc.
  October 1995 - Present
  Energy strategic planning, strategic initiative implementation, regulatory and market negotiations, purchasing group aggregation and supply solicitation, engineering-economic/financial analyses in energy markets.

UTILITY AND HOLDING COMPANY EXPERIENCE:

- Senior Vice President - Finance, IES Industries Inc./IES Utilities Inc.
  February 1995 - October 1995
  Strategic planning, mergers and acquisitions, integrated resource planning, economic forecasting, international investments, finance and treasury activities.
- Senior Vice Pres. - Finance, Corp. Affairs &Treasurer, IES Industries Inc./IES Utilities
  February 1994 - February 1995
  Regulatory and governmental affairs, communications, strategic planning, economic forecasting, pricing, finance and treasury activities.
- Vice President - Corporate Affairs and Planning, IES Industries Inc.,
  May 1992 - February 1994
- Vice President - Corporate Affairs and Planning, Iowa Electric Light & Power Co.,
  May 1985 - May 1992
- Director of Rates and Utilization Research, Iowa Electric Light & Power Company,
  April 1983 - May 1985

REGULATORY EXPERIENCE:

- Director, Rates Research and Policy Division, Iowa Utilities Board,
  July 1980 - March 1983
  Rates research, PURPA, generation planning, cost-of-service, policy analysis.
- Director of Utility Finance, Utilities Division, Iowa Utilities Board,
  June 1976 - June 1980
  Cost-of-service, financial analysis, generation planning, rates, auditing, accounting.

TEACHING AND RESEARCH EXPERIENCE:

- Assistant Professor Economics, member of the Graduate Faculty and Pre-Professional Advisory Committee; The Pennsylvania State University, University Park, 1970 - 1976
  Industrial organization, energy economics, business-government relations, microeconomics, health economics and interdisciplinary engineering economics energy research.
- Research Associate, Center for the Study of Environmental Policy
  The Pennsylvania State University, 1973 - 1976
- Research Associate, Institute for Research on Human Resources
  The Pennsylvania State University, 1970 - 1972

BUSINESS ACTIVITIES:

- Member, Iowa Business Council Deputy Comm.
  Deputy and former chair 1987 - 1995
  Member Research & Policy Committee 1992 - 1995
- Board Member, Iowa Assoc. Business & Industry 1995
- Member, Electric Power Research Institute
  Utility Resource Planning & Management 1995
- Member, Edison Electric Institute -
  Strategic Planning Services Committee 1985 - 1995
  Power Supply Legislation Committee 1994 - 1995

COMMUNITY ACTIVITIES:

- Trustee and former Chair, Trees Forever Foundation 2003 - 2015
- Board Member, former Chair, Trees Forever 1994 - 2003
- Board Member, Iowa Environmental Council 1995 - 2003
- Trustee and Secretary, Greater Cedar Rapids Foundation 1993 - 1998
- Board Member, St. Luke's Hospital, Cedar Rapids 1993 - 2003
  Chair, Quality and Cost of Care Committee 2000 - 2003
- Former Chair, Wellington Heights Park Fund Board 1994 - 1998
- Chair, Pastor Nominating Committees, Member, Major Gifts and Design Review Committees, and Elder and former Chair, Endowment, Finance, Trustees, Admin. & Personnel Committees, First Presbyterian Church, Cedar Rapids 1984 - present
- Trustee and former President, Brucemore, Inc., Cedar Rapids 1987 - 1994
  National Trust for Historic Preservation Property

PERSONAL BUSINESS:

- Chairman, President and CEO, Green Circle Investments, Inc., Clive, Iowa — 1991 - present
- Chairman, Peoples Trust and Savings Bank, Clive, Iowa, with branches in Adel, Clive, Grand Junction, Guthrie Center, Jefferson, Ogden, Rippey, Scranton and Waukee, Iowa — 1991 - present
- Board Member, MidWest*One* Financial Group (MOFG), Iowa City, Iowa — 2011 - present
- Board Member, MidWest*One* Bank, Iowa City, Iowa — 2011 - present
- President and Member/Owner, Grand River Cattle Company, Grand River, Iowa — 2006 - present
- Latham Farms, Alexander, Iowa — 1972 - present
- President and Member of Board, Vail Spa Condominium Association, Vail, Colorado — 2004 - present

ACADEMIC BACKGROUND:

B.S. General Science, The University of Iowa - 1964
M.A. Economics, The University of Iowa - 1968
Ph.D. Economics, The University of Iowa - 1971
Executive Program: Organizational Change, Stanford University - 1987
Executive Program: Strategic Business Planning, Columbia University - 1992

Latham & Associates

RESUME OF PRINCIPAL

Louie R. Ervin, P.E.

Office - Latham & Associates, Inc.
150 First Avenue NE, Suite 300
Cedar Rapids, Iowa 52401-1110

Phone: 319-365-6488
Fax: 319-365-7086
E-mail: ErvinLR@qwestoffice.net

INDUSTRY EXPERIENCE:

- Executive Vice President of Latham & Associates, Inc.
- Licensed Professional Engineer
- Expert witness in federal anti-trust case involving wholesale electric wheeling. Expert witness in Louisiana district court involving wholesale/retail wheeling and potential power sales. In-house expert witness in electric, gas and water rate cases before Federal Energy Regulatory Commission, Missouri Public Service Commission and Iowa Utilities Board.
- Responsible for clients representing over 500 mW of electrical load
- Advisor for implementation and operation of multiple aggregate energy purchasing consortiums in Illinois, Iowa, Nebraska, Missouri and Wisconsin.
- Perform engineering and economic generation analysis for industrial and municipal clients.
- Analysis and development of retail electric revenue requirements and rate design for municipal utilities. Develop real time wholesale tariffs for municipal cooperatives.
- Develop energy strategy for industrial and municipal clients.
- Directed a study of the economic impact of Divestiture of IES Utilities Gas Business as part of the Securities and Exchange Commission's merger requirements.
- Past Board Director, Iowan's for Choice in Electricity
- Responsible for construction of transmission and substation facilities.
- Responsible for management of Environmental, Substation Maintenance, Relaying, Metering, Communications and Electric Equipment Repair for large Investor Owned Utility.
- Directed electric operations for Lafayette Utilities System, including 360 mW of natural gas fired steam turbine generation and over sight of 50% ownership in a 560 mW coal plant.
- Performed consultant/agent functions for 40 municipal and REC utilities in Louisiana and Iowa in the area of energy supply.
- Responsible for power supply, marketing, cogeneration, transmission, distribution, field and commercial operations, stores, transportation, system protection, rates and environmental.
- Primary responsibility for integrating the system and personnel following a $63 million acquisition of an electric utility service territory.
- Negotiated power, steam and natural gas contracts for sales of over $250 million.

- Received *Gas Industries* magazine **1993 Outstanding Manager of the Year Award** for directing a $25,000,000 three-year project, installing over 500 miles of pipe for 52 towns.
- Served on Oversight Teams for Information Systems, Integrated Resource Planning, Economic Development and Environmental.

EDUCATION AND PROFESSIONAL:

- BS & MS Electrical Engineering - University of Missouri (with honors)
- MBA - University of Iowa (with highest honors)
- Public Utility Executive Program - University of Michigan
- Edison Electric Institute Rate Program – Indiana University
- Licensed Professional Engineer
- Academic Honor Societies: Beta Gamma Sigma, Tau Beta Pi, and Eta Kappa Nu
- Past Chair of Missouri Valley Electric Association's Rates and Marketing Committee
- Past member of Southwest Power Pool's Operations Committee
- Member of Mid-continent Area Power Pool's Environmental Committee
- Representative to Midwest Ozone Transport Group
- Past member of Edison Electric Institutes' Metering Committee
- Member of Edison Electric's Environmental Committee

EMPLOYMENT:

- Executive Vice President, Latham & Associates, Inc. - July, 1996 - present
- Adjunct Professor, Business Policy/Strategic Management - University of Iowa - 1993-1999
- IES Utilities Company - 1985 -1996:
  Director- Environmental, Industrial Applications & Maintenance Engineering - 8/95
  Director- Industrial Applications and Maintenance Engineering - 1/95
  Director - Operations Planning & Development -1994
  Director - Operations Services and District Manager - 1993
  Manager - Gas Operations & District Manager - 1991
  Manager - Eastern District - 1989
  Manager - Rates & Contracts - 1987
  Manager - Rates - 1985
- Lafayette Utilities System - Lafayette, Louisiana:
  Associate Director - Generation, Engineering & Operations - 1984
  Associate Director - Power Development & Sales - 1983
- Missouri Utilities Company 1971

ACTIVITIES:

- Board Chair of Aging Services, Inc.
- Member Robins, IA Planning and Zoning Commission
- Board member of Chamber and Economic Development Corporation
- Board member of Cedar River Shelters
- Trustee of St. Paul's United Methodist Church
- Family activities, including golf, canoeing and grandchildren

REFERENCES

Mr. Terry Hershberger, President, RPGI
Amana Society Services Co., REC
P. O. Box 186
Amana, Iowa 52203
Phone: 319-622-7600
thersh@amanas.net

Mr. Pat Stief
Traer Municipal Utilities
Resale Power Group of Iowa
649 Second Street
Traer, Iowa 50675-1230
Phone: 319-478-8760
pstief@traer.net

Dr. Michael Jacoby
Executive Director
Illinois Assn. of School Business Officials
Illinois Energy Consortium
108 Carroll Avenue
DeKalb, Illinois 60115
Phone: 815-753-9366
mjacoby@iasbo.org

Mr. Jeff Adkisson
Executive Vice President
Grain & Feed Assoc. of Illinois
3521 Hollis Drive
Springfield, IL 62711
Phone: 217-787-2417
jeffa@gfai.org

Erwin Froehlich, Vice President
Director of Operations
Penford Products
Large Energy Group
1001 First Street SW
Cedar Rapids, Iowa 52404
Phone: 319 298 3085
efroehlich@penx.com

Ms. Kris Stubbs, Administrative Officer
Resale Power Group of Iowa
Phone: 563-652-6893
kstubbs@rpgi.org

Latham & Associates

2015 FEE SCHEDULE

Personnel Fees Per Hour	One-Time Project	Long-Term Relationship Retainer
Partner - Latham	$275	$250
Principal - Ervin	$250	$225
Senior Professional	$160	$150
Professional	$135	$130
Assistant	$110	$100

Out-of-pocket expenses, including air travel and lodging at actual cost

Automobile travel expenses at 57.5 cents per mile, IRS for 2015

Travel time at schedule

Subcontracts at cost plus 10 percent

Project expenses at cost plus 10 percent

Expert testimony and participation in process at negotiated fees

Proposal for:

Electric Cost of Service Analysis and Rate Design Study

CITY OF TIPTON

Tipton, IA
June 5, 2015

Stanley Consultants INC.
A Stanley Group Company
Engineering, Environmental and Construction Services · Worldwide

Stanley Consultants INC.

100 Years ENGINEERING A BETTER WORLD

June 5, 2015

Mr. Floyd Faber
Electric Superintendent
Tipton Municipal Utilities
407 Lynn Street
Tipton, IA 52772

Dear Mr. Faber:

Subject: Electric Cost of Service Analysis and Rate Design Study

Thank you for the opportunity for Stanley Consultants to submit a proposal to conduct an electric cost of service analysis and rate design study. Frequent examination of retail rate structures and their impacts is a prudent step for well-managed utilities. The financial stability of any utility is largely determined by having the appropriate rates in place in a timely manner.

Stanley Consultants has been providing consulting services to Iowa utilities since 1936. As a 100 percent employee-owned Iowa-based firm, we are committed to providing quality service to our clients. Approximately 90 percent of our business is from repeat clients, which demonstrates our ability to provide a quality product on time and within budget.

If you have any questions regarding the proposal, please contact Mary Garrison at 563.264.6359. Ms. Garrison will serve as the Project Manager.

If we are selected for this project, a professional services agreement will be executed between Tipton Municipal Utilities and Stanley Consultants.

We look forward to working with you and your staff in preparing the electric cost of service analysis and rate design study.

Sincerely,

Stanley Consultants, Inc.

Eric Kamm
Project Principal

Enclosures

edk:kj:6EBMD-27672 prop ltr.docx

Stanley Building • 225 Iowa Avenue • Muscatine, IA 52761 • phone 563.264.6600 • fax 563.264.6658
www.stanleyconsultants.com

CITY OF TIPTON

Executive Summary

Tipton Municipal Utilities (TMU) desires to have an electric cost of service analysis and rate design study completed for their municipal system. The primary objectives of the cost of service study are as follows:

- To analyze revenue requirements to determine income adequacy for operations, debt service, capital improvements, reserves/margin, etc.
- To appropriately allocate revenue requirements to each of the customer rate classes with no undue discrimination or subsidies
- To update retail rates to reflect a change in RPGI's wholesale rates and/or changes in TMU's own internal electric distribution costs
- To design rates that fairly and equitably reflect TMU's cost of providing service to its customer classes

The proposed work tasks for this study are summarized below and discussed in the following pages.

Task 1 – Review Historical Data
Task 2 – Determine "Test Year" Rate Class Data
Task 3 – Develop "Test Year" Revenue Requirements
Task 4 – Conduct Cost of Service Analysis
Task 5 – Design Electric Rates
Task 6 – Prepare Draft Report
Task 7 – Prepare Final Report
Task 8 – Presentation of Study Results

Stanley Consultants has been providing consulting services in Iowa since 1936. As a 100 percent employee-owned Iowa-based firm, we are committed to providing quality service to our clients. Approximately 90 percent of our business is from repeat clients, which demonstrates our ability to provide a quality product on time and within budget.

Stanley Consultants has a long record of performing rate and cost of service projects of similar scope and magnitude; thereby gaining a wealth of experience applicable to this project. One important measurement of excellence is the perception of our clients. On client surveys, Stanley Consultants has scored highly in Management, Scheduling, and Quality of Work. Stanley Consultants' Client Surveys are sent at random to accurately gauge project performance for management review.

Stanley Consultants will conduct the cost of service/rate design study for a fee of $9,500. Work will commence once we receive the notice-to-proceed. The study will be completed within 60-90 days after receipt of all data.

Stanley Consultants' team of knowledgeable professionals will be instrumental in achieving your project goals and objectives through direct past experience in rate analyses and the technical bases for cost of service analyses.

CITY OF TIPTON

ELECTRIC COST OF SERVICE ANALYSIS & RATE DESIGN STUDY

TABLE OF CONTENTS

Qualifications

As a worldwide provider of engineering, environmental, and construction services, Stanley Consultants is extremely interested in working with Tipton Municipal Utilities in conducting an Electric Cost of Service Analysis and Rate Design Study. Stanley Consultants has provided professional planning, design and financial services to electric utilities for over 70 years. The services provided have ranged from simple consultation to planning and design of major coal-fired generation projects. At the present time, over 75 electric utilities are served on an ongoing basis with a variety of professional services. Approximately 160 members of our organization are assigned to operations units with primary responsibility to serve utility clients.

Electric utilities around the country have received quality services from Stanley Consultants for more than 85 years. Approximately 90 percent of our annual new business is from repeat clients, which demonstrates our ability to provide a quality product on schedule and within budget.

As a professional consulting services firm, Stanley Consultants is dedicated to the management of technical efforts which best represent the interests of our clients. Our professional and technical staff members participate in management and communication courses, seminars, and other educational activities to improve communication, interpersonal relationships, and the overall management of professional and technical efforts for clients. Close attention is paid to thorough and effective communication between our project managers and the project managers of our clients and/or their representatives. The emphasis that we place on these matters has repeatedly demonstrated its effectiveness in successful relationships with our clients. We believe such relationships are essential to providing quality consulting services.

Stanley Consultants has a long record of performing rate and cost of service projects of similar scope and magnitude. One important measurement of excellence is the perception of our clients. On recent projects Stanley Consultants has scored highly in Management, Scheduling and Quality of Work. This data, collected via Stanley Client Surveys, is sent at random to accurately gauge project status.

Throughout the years, Stanley Consultants has provided valuable assistance in the areas of:

- Long-Term Financial Forecasting
- Financial Feasibility Study
- Economic Analysis
- Cost of Service Studies
- Retail Rate Design

Experience

The goal of each utility is shaped by their current responsibilities, the demands of their customers, and their strategic view of the future. Most utilities are concerned, as a "service provider," with the cost of operating their system and the competitive position of their utility. Stanley Consultants is focused on providing the needed interface between the changing electric industry and the utility.

Some of our representative rate study clients are listed below:

- City of Pella Electric Department; Pella, IA
- City of Fredericksburg; Fredericksburg, Iowa

- City of Glidden; Glidden, Iowa
- City of Aplington; Aplington, Iowa
- City of Readlyn; Readlyn, Iowa
- City of Dike; Dike, Iowa
- City of Fairbank; Fairbank, Iowa
- City of Rochelle; Rochelle, IL
- Rochester Public Utilities; Rochester, MN
- City of Grand Island; Grand Island, NE
- City of Fremont; Fremont, NE
- Strawberry Electric Service District, Payson, UT
- Franklin Rural Electric Cooperative; Hampton, IA
- Calhoun County Electric Cooperative Association; Rockwell City, IA
- Humboldt County Rural Electric Cooperative; Humboldt, IA
- Raccoon Valley Electric Cooperative; Glidden, IA
- Prairie Energy Cooperative; Clarion, IA
- Butler County Rural Electric Cooperative; Allison, IA
- Southern Iowa Electric Cooperative; Bloomfield, IA
- Grundy County Rural Electric Cooperative; Grundy Center, IA

CITY OF TIPTON

Project Team/Resumes

The services will be accomplished through a Project Team that includes the key positions of Project Principal and Project Manager. The Project Principal is the liaison between the CLIENT and CONSULTANT and is responsible for all contractual matters between the two entities. The Project Manager is responsible for managing the day-to-day activities of the project and conducting/directing the technical activities using the resources available.

The following key people will be assigned to the Project Team:

PROJECT ROLE	MEMBER NAME
Project Principal	Eric Kamm
Project Manager	Mary Garrison

Eric Kamm

Project Principal

Education

M.B.A., Iowa State University, Business, 2008
B.S., Iowa State University, Industrial & Manufacturing Engineering, 2008

Experience Summary

Professional experience since 2008. Responsibilities include developing Construction Work Plans for rural distribution cooperatives needed to secure Rural Utilities Service loans for system upgrades. Construction Work Plans involve analyzing current distribution system performance against project load growth to determine necessary upgrades required to meet demand. Professional experience also includes review and development of cost-of-service studies for rural and municipal electric utilities to provide recommended rate structures to meet projected costs associated with supplying electrical power.

Most recent experience involves preparing detailed proposals for 18 rural and municipal electric cooperatives to receive FEMA mitigation grant funds totaling approximately $112 million to strengthen approximately 1,300 miles of overhead electric distribution system. Responsibilities included initiating contact with potential grant applicants, determining and justifying candidate line sections using FEMA benefit-cost ratio methodology, compiling and submitting final applications, and maintaining follow-up communication through the application review process.
International project experience includes support and review positions for economic justification studies on major capital improvement projects. Projects include a feasibility study for Liberia Electricity Company on rebuilding the Mt. Coffee hydroelectric plant and a budget analysis and feasibility study in coordination with a master capital improvement plan for the Abu Dhabi International Airport.

Representative Projects

Mt. Coffee Feasibility Study; Liberia Electricity Corporation; Monrovia, LR--Planning Engineer responsible for reviewing and assisting in economic justification study. The Mt. Coffee Hydroelectric Project was constructed in the 1960s on the St. Paul River, approximately 15 miles northwest of Monrovia, Liberia. The project operated successfully until 1990 when the National Patriotic Front of Liberia took control of the project site and did not permit Liberia Electricity Corporation (LEC) to bring a portable generator to the site to open the tainter gates. Eventually, the earth-filled dam was overtopped and breached. Since then, the powerhouse has been vandalized and looted and presently, all the mechanical and electrical systems have been destroyed or looted. The concrete substructure and superstructure and steel penstocks are in good to excellent condition.

Stanley Consultants was retained by LEC (via funding from the U.S. Trade and Development Agency) to determine the feasibility of redeveloping hydropower at the site. Our scope also included determination of the project's potential environmental and socioeconomic benefits and development of a blue-print for financing the project per international funding (e.g. World Bank) requirements.

Substation and Transmission Design; Northeast Missouri Electric Power Coop; Wever, IA, US--Planning Engineer responsible for developing overall project cash flow estimates and coordinating Iowa Utilities Board Franchising process for 6.12 mile 69 kV transmission line. Stanley Consultants will provide professional services to Northeast Missouri Electric Power Cooperative (NEP) for design of two substations to serve the new $1.8 billion Iowa Fertilizer Company plant, built on over eight acres. The design and construction of two 161 kV line taps and three associated 161 kV circuit breakers are the responsibility of ITC Midwest (ITCM). This design will accommodate a future breaker-and-a-half scheme. The two new 161 kV line taps will be connected to the new 161/69 kV Lee Substation through a 161/69 kV, 84 MVA autotransformer. ITCM will own and operate the two 161 kV line taps along with the three 161 kV breakers. The ITC 161 kV dead-end structures and the three 161 kV circuit breakers will reside within the fence of NEP's Lee Substation. NEP will own and operate the 161/69 kV Lee Substation, including the 161 kV circuit breaker and 84 MVA autotransformer.

The Lee Substation includes one 161/69 kV, 50.4/67.2/84 MVA autotransformer; one 161 kV circuit breaker; four 69 kV circuit breakers; provisions for two future 69 kV breaker positions; associated disconnect switches, protective relaying; controls; buswork and supports; foundations; fencing; grounding; lightning protection; environmental work including preparing Spill Prevention, Control and Countermeasure Plan; communication tower; and civil and structural work. The substation is laid out for a future breaker-and-a-half scheme, but will be initially operated as a six position ring bus. Two of the initial 69 kV positions will accommodate incoming 69 kV lines with two others serving the two 50 MVA 69/12.47 kV transformers.

The Wever Substation, located adjacent to the Lee Substation includes two 69/12.47 kV, 30/40/50 MVA transformers and all associated disconnect switches, protective relaying, controls, buswork and supports, foundations, fencing, grounding, lightning protection, environmental work including preparing Spill Prevention, Control and Countermeasure Plan, and civil and structural work. Lee and Wever Substations will reside within the same fence. The design scope of work service boundary will be at the source side connection point to a disconnect switch located on the source side of the 161 kV circuit breaker. ITC and NEP will have separate, but adjacent control buildings. Stanley Consultants is responsible for all design

for the Lee and Wever Substations owned by NEP and will provide design of site civil construction, grounding, and fencing for the ITC portion of Lee Substation.

FEMA 404 Engineering Services; Eastern Iowa Light & Power Cooperative, IA, US--Providing Project Manager responsible for developing and submitting approximately $21 million FEMA grant application for rebuild of single-, two-, and three phase distribution lines. Grant application development included benefit-cost analysis to consider current useful life vs. cost of replacement and value of outage and damage reductions. Stanley Consultants also providing design development, field design and staking, permit application, bidding and contracting services for approximately 236 miles of single-, two-, and three-phase distribution lines. Project is currently in the field design and staking phase.

CITY OF TIPTON

Mary L. Garrison
Project Manager

Education
Iowa Wesleyan College - B.A., Accounting, 1995.
Iowa Wesleyan College - B.A., Economics/Finance, 1995.
American Public Power Association (APPA) – Utility Education Course in Retail Rate Design, 1996

Experience Summary
Professional experience since 1973. Responsible for performing planning analysis in a variety of electric utility planning, financial, and forecasting studies. Responsibilities include performing technical analyses, constructing computer models, designing utility rates, performing transmission and distribution system analysis and other utility studies, writing reports, and client presentations. Project Manager responsibilities include budget and schedule control, client liaison, preparing reports, and quality control/assurance.

Professional experience encompasses project manager on electric cost of service and rate design studies, electric unbundling studies, distribution long-range planning studies, construction work plans, cogeneration feasibility studies, and power supply studies. Other areas of experience include financial forecasts, load forecasts, load management studies, and chiller and boiler economic feasibility studies. Experience in cogeneration feasibility studies for industrial clients consists of developing computer models to investigate different types of cogeneration options such as gas turbines/combustion turbines with heat recovery steam generators, reciprocating engines, and diesel engines. Chiller feasibility studies involved economic comparison of different chiller types (centrifugal vs. absorption) and modes of operation.

Major projects include many electric utility's cost of service, and rate design studies including development of computerized cost of service programs for operation on a personal computer utilizing Excel software. Involvement in rate studies includes developing test year revenue requirements, forecasting revenue from present rates, developing allocation factors for cost of service allocation to rate classes, designing cost-based rates, forecasting revenue from proposed rates, preparing bill comparisons between present and proposed rates, preparing reports, and presenting study results to clients. Also responsible for constructing the majority of computer models utilized in both industrial and utility energy planning projects and detailed financial forecast models.

Representative Projects
Cost of service and Rate Design Study; City of Aplington, IA - Project Manager in conducting an electric cost of service and rate design study for the City of Aplington, Iowa. The system consists of approximately 520 consumers and purchases all their power requirements from Butler County REC. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Cost of Service and Rate Design Study; City of Fredericksburg, IA - Project Manager in conducting an electric cost of service and rate design study for the City of Fredericksburg, Iowa. The system consists of approximately 510 consumers and purchases all their power requirements from Butler County REC. Study

involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Electric Rate Study; City of Fairbank; Fairbank, IA - Project Principal Stanley Consultants was responsible for preparing an electric cost of service and rate design study. The City's electric system consists of approximately 770 consumers. The City purchases all their power requirements from Butler County REC. Test year revenue requirements were developed and then allocated to eight rate classes. New rate structures were designed and bill comparisons between the present versus proposed rates were provided.

Electric COS and Rate Unbundling; City of Pella Electric Department; Pella, IA – Project Manager for conducting an electric cost of service and unbundled rate design study for the City of Pella. The City serves approximately 4,500 consumers with a total electric load of about 45 MW. The City operates two turbine generators with approximately 37 MW of capacity. A new 28 MW diesel plant is scheduled for operation in the summer of 2003. A computer model was used to allocate test year expenses to appropriate cost functions and rate classes. Both bundled and unbundled rates were designed for each of the rate classes.

Cost of Service and Rate Design Study; City of Glidden, IA – Project Manager in conducting an electric cost of service and rate design study for the City of Glidden, Iowa. The system consists of approximately 630 consumers and purchases all their power requirements from Raccoon Valley Electric Cooperative (RVEC) and Western Area Power Administration (Western). Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate structures, and preparing bill comparisons.

Cost of Service and Rate Design Study; City of Readlyn, IA – Project Manager in conducting an electric cost of service and rate design study for the City of Readlyn, Iowa. The system consists of approximately 400 consumers and purchases all their power requirements from Butler County REC. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate structures, and preparing bill comparisons.

Economic Evaluation and Rate Design; City of Grand Island, NE – Project Manager for preparing a five year financial forecast and designing new rate structures for Grand Island Electric Department. Study involved projecting number of customers, annual usage, and sales revenue by rate class. Detailed operating expenses were also projected. Future power supply expenses were projected using monthly load duration curves and scheduling capacity sources against those curves to obtain monthly energy provided by each source. Capital improvements and debt service payments were also projected using various debt equity ratios. Targeted net income requirements resulted in annual system rate adjustments. Rates were phased-in over a two-year period. Debt service coverage ratios were also determined for the projected five-year period.

Cost-of-service, Unbundling, and Rate Design Study; Fremont Department of Utilities; Fremont, NE--Project Manager for study for 13,000 electric-customer system with approximately 85 MW peak demand and 130 MW of installed generating capacity. In addition to conducting the cost-of-service analysis and providing both "bundled" and "unbundled" rates, the study also investigated the impact on revenue requirements of the incremental cost for a block of future power supply capacity.

Cost-of-service and Rate Design Study; Rochelle Municipal Utilities; Rochelle, IL--Project Manager for cost-of-service/rate design study for municipal utilities. Study involved both steam and electric rates. System operates coal-fired plant, peaking plant, and purchases from investor-owned utility.

Cost-of-service and Rate Design Study; City of Dike, IA - Project Manager in conducting an electric cost-of-service and rate design study for the City of Dike, Iowa. The system consists of approximately 440 consumers and purchases all their power requirements from Grundy County Rural Electric Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate structures, and preparing bill comparisons.

Cost of Service & Rate Design Study; Strawberry Electric Service District; Payson, UT - Project Manager responsible for conducting an electric cost of service and rate design study for Strawberry Electric Service District (SESD). The district serves approximately 3,200 consumers with a total peak electric load of about 10.5 MW. Utah Associated Municipal Power Systems (UAMPS) and Strawberry Water Users Association (SWUS) supply electric power and energy to SESD. Responsibilities included projecting revenue requirements for a future test year period, allocating those costs to various rate classes, comparing allocated costs for each rate class to revenue from present rates to determine the overall rate adjustment for each class, designing rates based on cost of service results, and preparing bill comparisons of present rates versus proposed rates.

Cost of Service and Rate Design Study; Butler County Rural Electric Cooperative, Allison, IA – Project Manager in conducting an electric cost of service and rate design study for Butler County REC. Butler County REC serves approximately 6,000 consumers and purchases all their power requirements from Corn Belt Power Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Cost of Service and Rate Design Study; Franklin Rural Electric Cooperative, Hampton, IA – Project Manager in conducting an electric cost of service and rate design study for Franklin REC. Franklin REC serves approximately 2,900 consumers and purchases all their power requirements from Corn Belt Power Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Cost of Service and Rate Design Study; Raccoon Valley Electric Cooperative, Glidden, IA – Project Manager in conducting an electric cost of service and rate design study for Glidden REC. Glidden REC serves approximately 2,654 consumers and purchases all their power requirements from Corn Belt Power Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Cost of Service and Rate Design Study; Prairie Energy Cooperative, Clarion, IA – Project Manager in conducting an electric cost of service and rate design study for Prairie Energy Cooperative. Prairie Energy serves approximately 4,760 consumers and purchases all their power requirements from Corn Belt Power Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Cost of Service and Rate Design Study; Calhoun County Electric Cooperative Association, Rockwell City, IA – Project Manager in conducting an electric cost of service and rate design study for Calhoun County ECA. Calhoun County ECA serves approximately 1,650 consumers and purchases all their power requirements from Corn Belt Power Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Cost of Service and Rate Design Study; Southern Iowa Electric Cooperative, Bloomfield, IA – Project Manager in conducting an electric cost of service and rate design study for Southern Iowa Electric Cooperative (SIEC). SIEC serves approximately 4,750 consumers and purchases all their power requirements from Northeast Missouri Electric Power Cooperative (Northeast Power). The study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate structures, and preparing bill comparisons. An in-house cost of service computer model was used to separate costs into major components such as power supply, transmission, distribution, and customer-related costs. The allocated cost for each rate class was compared to revenue provided by existing rates to determine the overall rate adjustment for each class. Rates were designed based on the cost of service results. Project also involved consultation on strategy for developing a new power supply agreement with a major wholesale customer.

Cost of Service and Rate Design Study; Grundy County Rural Electric Cooperative; Grundy Center, IA – Project Manager in conducting an electric cost of service and rate design study for Grundy County REC. Grundy County REC serves approximately 2,400 consumers and purchases all their power requirements from Corn Belt Power Cooperative. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

Electric Cost of Service Study; Humboldt County Rural Electric Cooperative; Humboldt, IA - Project Manager responsible for conducting an electric cost of service and rate design study for the client. Responsibilities included projecting revenue requirements for a future test year period, allocating those costs to various rate classes, comparing allocated costs for each rate class to revenue from present rates to determine the overall rate adjustment for each class, designing rates based on cost of service results, and preparing bill comparisons of present rates versus proposed rates.

Economic Evaluation and Rate Design; City of Grand Island; Grand Island, NE - Project Manager for preparing a five year financial forecast and designing new rate structures for Grand Island Electric Department. Study involved projecting number of customers, annual usage, and sales revenue by rate class. Detailed operating expenses were also projected. Future power supply expenses were projected using monthly load duration curves and scheduling capacity sources against those curves to obtain monthly energy provided by each source. Capital improvements and debt service payments were also projected using various debt equity ratios. Targeted net income requirements resulted in annual system rate adjustments. Rates were phased-in over a two year period.

CITY OF TIPTON

Scope of Services

Introduction

Tipton Municipal Utilities (TMU) desires to have a retail electric cost of service analysis and rate design study completed for their electric system. TMU has approximately 1800 electric customers. They have a .547% interest in the Louisa Generating Station (LGS). The remainder of their power requirements are provided through the Resale Power Group of Iowa (RPGI). RPGI's wholesale energy supplier is Ameren Energy Marketing. TMU's old power plant consists of 5 MW. Their new power plant consists of a 4 MW peak shaving diesel plant. TMU's peak electric load in 2014 was 7.2 MW on August 25th.

The primary objectives of the cost of service analysis and rate design study are as follows:

- To analyze revenue requirements to determine income adequacy for operations, debt service, capital improvements, reserves/margin, etc.
- To appropriately allocate revenue requirements to each of the customer rate classes with no undue discrimination or subsidies
- To update retail rates to reflect a change in wholesale rates and/or changes in TMU's own internal electric distribution costs
- To design rates that fairly and equitably reflect TMU's cost of providing service to its customer classes

Summary of Work Tasks

The suggested work tasks for this study are outlined below:

Task 1 – Review Historical Data
Task 2 – Determine "Test Year" Rate Class Data
Task 3 – Develop "Test Year" Revenue Requirements
Task 4 – Conduct Cost of Service Analysis
Task 5 – Design Electric Rates
Task 6 – Prepare Draft Report
Task 7 – Prepare Final Report
Task 8 – Presentation of Study Results

A general discussion of each of the above tasks follows:

Task 1 – Review Historical Data

A detailed data request will be submitted to TMU's Electric Department. Two years of historical data will be requested. Typical data may consist of annual financial statements, power contracts, power bills, existing rate schedules, and customer class information. This data will be reviewed to allow Stanley Consultants to become familiar with the electric system operation. Other information required includes plant and expense account information (general ledger data), and budget information. Additionally, TMU would be requested to provide the desired level of margin and funds required for capital improvements funded by rates. If possible, Stanley Consultants requests that any data files be provided in Microsoft **Excel** format. Stanley Consultants will review the data and discuss any questions with the electric department.

Task 2 – Determine "Test Year" Rate Class Data

Stanley Consultants will determine current usage and billing characteristics for each current rate class using two years of historical data provided by TMU. The monthly provided historical data will include number of customers, kWh usage, billing kW/maximum kW, and sales revenue for each current rate class.

Additional historical data will also be provided by TMU for each customer with a demand meter. Generally, the test year load data is based on the last calendar year or last fiscal year. The test year load data for this study may be calendar year 2014 unless TMU wishes to use a different load data period. Revenue from current retail rates for historical years as well as revenue for the forecasted "test year" will be determined.

Task 3 – Develop "Test Year" Revenue Requirements

The revenue requirements represent the amount of revenue that must be provided by rates to cover the total "test year" costs and desired reserves/margins. Revenue requirements consist of operating costs (such as generation costs, wholesale purchase costs, transmission and distribution operating and maintenance costs and administrative and general costs), debt service, capital expenditures funded by rates, and reserves/margin. TMU and Stanley Consultants will discuss appropriate reserve fund amounts and mutually-agree on the amount to use in the cost of service analysis.

The "test year" for the revenue requirements is usually a future year rather than an historical year. The majority of the time a future electric system budget is used as a guide for the revenue requirements except for the purchase power costs. Purchase power costs must coincide with the load level used; therefore, purchase power costs are calculated using the test year load data (identified in Task 2 above), the costs associated with TMU's share of LGS, and the applicable RPGI Wholesale Power Costs.

Test year revenue requirements will be compared to revenue with current rates to determine the overall system rate increase or decrease. The cost of service analysis involves allocating the total revenue requirements in a "test year" to the individual rate classes using a series of steps.

Task 4 – Conduct Cost of Service Analysis

Stanley Consultants will conduct a cost of service analysis using an in-house EXCEL spreadsheet model to allocate revenue requirements to the various rate classes.

The cost of service analysis allocates the total revenue requirements (expenses) in a "test year" to the individual customer rate classes using a series of steps. Specific steps in the cost of service process include:

1. Entering rate class data including number of customers, MWh sales, and sales revenue based on present rates into the cost of service model.

2. Entering test year expense data, capital improvements funded by rates, desired margin, etc. into the cost of service of model.

3. Allocating the test year expenses (Item 2) to customer, demand, and energy components. Using customer, demand, and energy allocation factors developed from information specific to TMU, the expenses (revenue requirements) are allocated to the individual rate classes.

Customer-related costs reflect costs due to the existence or location of a customer on the system. Primary line, secondary line, transformers, service, and meters are provided to a customer no matter what demand they impose on the system. Therefore, portions of the distribution operating costs associated with these facilities are customer-related and portions are demand-related. Other costs which are customer – related are customer accounting (billing, meter reading) and A&G. The customer-related costs are allocated to the various rate classes using weighted number of customers for each rate class. Three-phase classes and classes with demand and energy meters are weighted more than single-phase classes as the costs are higher for these customers.

Purchase power demand-related costs are allocated to the various rate classes based on their estimated contribution to the twelve monthly system billing demands. Estimated summer and non-summer seasonal load factors and summer and non-summer class sales plus losses are used to determine the kW contributions for each of the rate classes.

Other demand-related costs refer to the demand-related operating costs associated with primary line, secondary line, transformers, and services. These costs are allocated to the various rate classes based on their estimated maximum annual peak demand. Estimated annual load factors and annual kWh sales plus losses for each of the rate class are used to determine the maximum annual peak demand for each of the rate classes.

Purchase power energy-related costs are allocated to each of the rate classes based on class energy sales plus losses.

4. Comparing the total allocated costs for each rate class to revenue provided by existing rates for each class to determine the overall percentage guideline adjustment required for each rate class.

The end result of the cost of service analysis will be identification of any rate inequities or subsidies with present rates.

Stanley Consultants will provide TMU the results of the cost of service analyses for their review and comparison. A telephone conversation will be held to discuss the results of the cost of service analysis. Any mutually-agreed-to changes will be made to the cost of service analysis before beginning the process of designing the rate structures.

Task 5 – Design Electric Rates

Based on the results of the cost of service analysis and discussion of those results with TMU, Stanley Consultants will develop cost-based rates for each applicable rate class. Rates will be designed to fairly reflect TMU's cost of providing service to each customer class. Typically, rates are designed to generate "test year" revenue requirements from each rate class consistent with the cost of service results. If the cost of service guideline rate adjustment is too large to adopt in one year, then the rate adjustment may be phased-in over two or more years to make the transition more acceptable to customers.

If requested, a power cost adjustment (PCA) clause will also be developed to allow for changes in TMU's wholesale power costs from RPGI.

Stanley Consultants will provide the estimated revenue from the proposed rate structures compared to the estimated revenue from the current rate structures to show the overall impact on the electric revenues for the municipal system. Stanley Consultants will also provide bill comparisons of the proposed rates versus the existing rates for a typical range of usage in each rate class.

The proposed rates will be provided to TMU for their review and a telephone conversation will be held to discuss the proposed rates. Any mutually-agreed-to changes will be made to the rate structures.

Task 6 – Prepare Draft Report

Stanley Consultants will prepare a draft report summarizing the results of the cost of service analysis and rate design study. The report will also include the cost of service spreadsheet, a summary of the existing and proposed rates, and bill comparisons. A copy of the draft report will be provided to TMU for their review.

Task 7 – Prepare Final Report

TMU will provide comments regarding the draft report and any mutually-agreed-to changes will be made. A final report will be provided to TMU.

Task 8 – Presentation of Study Results

If requested, Stanley Consultants will present the results of the cost of service analysis and rate design study to the City Council.

Project Schedule

The Cost of Service Analysis and Rate Design Study will be completed within **60-90 days after receipt of all data.**

An **example** schedule is shown below:

Tipton Municipal Utility's Notice-to-Proceed	June 22, 2015
Signed Professional Services Agreement by:	June 26, 2015
Task 1: Submit Detailed Data Request to TMU by:	June 26, 2015
Receive Detailed Data and Review Data by:	July 10 2015
Task 2: Determine Test-Year Rate Class Data by:	July 17, 2015
Task 3: Determine Test-Year Revenue Requirements by:	July 24, 2015
Task 4: Conduct Cost of Service Analysis by:	July 31, 2015
Task 5: Design Electric Rates by:	Aug 7, 2015
Task 6: Prepare Draft Report by:	Aug 14, 2015
Task 7: Prepare Final Report by:	Aug 21, 2015
Task 8: Presentation of Study Results to City Council (if requested) by:	Aug 31, 2015

Project Cost

Stanley Consultants will provide the services described in the Scope of Services section for a "not-to-exceed" fee of $9,500 (nine thousand five hundred dollars).

The above fee includes one trip to Tipton to present the results of the cost of service analysis and rate design study to the City Council. If additional meetings/trips are requested, these can be provided for an additional fee of $525 per trip.

Invoices will be submitted monthly based on a percentage of total project completion.

References

Ms. Suzy Danner
City Administrator
City of Glidden, IA
Email: glidden3@mchsi.com
Phone: 712.659.3010

Mr. Mike Nardini
City Administrator
City of Pella, IA
Email: mnardini@cityofpella.com
Phone: 641.628.4173

Ms. Lois Buhr
City Clerk
City of Readlyn, IA
Email: cityhallreadlyn@netins.net
Phone: 319.279.3411

Ms. Cindy Lantow
City Administrator
City of Fredericksburg, IA
Email: fburgch@gmail.com
Phone: 563.237.5725

Ms. Patti Freese
City Clerk
City of Dike, IA
Email: freeze@dikeia.com
Phone: 319.989.2291

Mr. Gary Mader
Utilities Director
Grand Island, NE
Email: gmader@grand-island.com
Phone: 303.385.5444

Ms. Roxanne Carisch
CEO
Calhoun County Electric Coop
Rockwell City, IA 50579
Email: rcarisch@calhounrec.coop
Phone: 712.297.7112

Mr. Craig Codner
General Manager
Butler County REC
Allison, IA 50602
Email: ccodner@butlerrec.coop
Phone: 319.267.2726

CITY OF TIPTON

Data Request

Please provide the following items:

1. A copy of the latest applicable RPGI contract and wholesale rate schedule.

2. Copies of **monthly** RPGI wholesale power bills for the months of January 2013 through June 2015 (30 months). Please provide all pages of the power bills showing the demand (kW) and energy (kWh) quantities and charges.

3. Copies of your **monthly** charges for your interest in the Louisa Generating Station.

4. Copies of **all** your retail electric rate schedules/ordinances, special contracts, and also any power adjustment clauses or riders.

5. Rate class information for **each** month beginning January 2013 through June 2015 (30 months) for **each** rate class. (See following) **Please provide in an Excel Spreadsheet.**

Rate Class Name _____	Jan.	Feb.	Mar.	Apr. --->
a. # of Customers in Class	___	___	___	___
b. Monthly kWh Usage	___	___	___	___
c. Monthly billed kW demand (if any)	___	___	___	___
d. Monthly schedule revenue	___	___	___	___
e. Monthly power cost adj. Revenue	___	___	___	___
f. Total Monthly Revenue	___	___	___	___

NOTE: Please exclude any sales tax from revenue.

6. For **each** consumer billed a demand charge, please provide the following information for January 2013 through June 2015 (30 months). If any are metered at primary voltage, please identify which ones. **Please provide in an Excel Spreadsheet.**

Customer Name _____ **Type of Operation** _____
Rate Schedule _____

	Jan.	Feb.	Mar.	Apr >>
a. Monthly Maximum Peak kW Demand	___	___	___	___
b. Monthly Billed kW Demand	___	___	___	___
c. Monthly kWh Usage	___	___	___	___
d. Monthly schedule Revenue	___	___	___	___
e. Monthly power cost adj. Revenue	___	___	___	___
f. Total Monthly Revenue	___	___	___	___

NOTE: Please exclude any sales tax from revenue.

7. If applicable, please provide the **monthly** power cost adjustment factors billed to your retail customers for each month of January 2013 through June 2015. (30 months).

8. A summary of your **monthly** peak kW demands, the kW amount provided by LGS at that same time, and the remaining amount provided by RPGI for **each month** beginning January 2013 through June 2015.

9. Copies of your annual **electric** financial statements/audits for the last two years.

10. Copy of your projected **electric** budget for fiscal year 2015-2016.

11. A **detailed** breakdown of all your electric expenses by account number for the 12 months ending December 31, 2014 and the 12 months ending June 30, 2015 when available.

12. Information regarding existing debt (principal & interest payments).

13. Most recent installed costs for the following:

	Installed Cost
Single-Phase, kWh meter	$_____
Three-Phase, kWh meter	$_____
Three-Phase, kW and kWh meter	$_____
Three-Phase Recording Demand Meter	$_____
Etc. (any others you may have on your system)	$_____

14. If you have any lighting classes, please provide the rates and also the number of lights by watt size as of December 31, 2014.

15. A breakdown of your plant accounts at December 31, 2014. (This includes all plant, generation, transmission, distribution, and general plant accounts).

16. A copy of your most recent capital improvement budget.

Proposal for:

Gas Cost of Service Analysis and Rate Design Study

CITY OF TIPTON

Tipton, IA
June 5, 2015

Stanley Consultants INC.

A Stanley Group Company
Engineering, Environmental and Construction Services · Worldwide

Stanley Consultants INC.

100 Years ENGINEERING A BETTER WORLD

June 5, 2015

Mr. Virgil Penrod
Gas Superintendent
Tipton Municipal Utilities
407 Lynn Street
Tipton, IA 52772

Dear Mr. Penrod:

Subject: Gas Cost of Service Analysis and Rate Design Study

Thank you for the opportunity for Stanley Consultants to submit a proposal to conduct a gas cost of service analysis and rate design study. Frequent examination of retail rate structures and their impacts is a prudent step for well-managed utilities. The financial stability of any utility is largely determined by having the appropriate rates in place in a timely manner.

Stanley Consultants has been providing consulting services to Iowa utilities since 1936. As a 100 percent employee-owned Iowa-based firm, we are committed to providing quality service to our clients. Approximately 90 percent of our business is from repeat clients, which demonstrates our ability to provide a quality product on time and within budget.

If you have any questions regarding the proposal, please contact Mary Garrison at 563.264.6359. Ms. Garrison will serve as the Project Manager.

If we are selected for this project, a professional services agreement will be executed between Tipton Municipal Utilities and Stanley Consultants.

We look forward to working with you and your staff in preparing the gas cost of service analysis and rate design study.

Sincerely,

Stanley Consultants, Inc.

Eric Kamm
Project Principal
563.264.6739

Enclosures

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CITY OF TIPTON

Executive Summary

Tipton Municipal Utilities (TMU) desires to have a gas cost of service analysis and rate design study completed for their municipal system. The primary objectives of the cost of service study are as follows:

- To analyze revenue requirements to determine income adequacy for operations, debt service, capital improvements, reserves/margin, etc.
- To appropriately allocate revenue requirements to each of the customer rate classes with no undue discrimination or subsidies
- To update retail rates to reflect a change in wholesale rates and/or changes in TMU's own internal gas distribution costs
- To design rates that fairly and equitably reflect TMU's cost of providing service to its customer classes

The proposed work tasks for this study are summarized below and discussed in the following pages.

Task 1 – Review Historical Data
Task 2 – Determine "Test Year" Rate Class Data
Task 3 – Develop "Test Year" Revenue Requirements
Task 4 – Conduct Cost of Service Analysis
Task 5 – Design Gas Rates
Task 6 – Prepare Draft Report
Task 7 – Prepare Final Report
Task 8 – Presentation of Study Results

Stanley Consultants has been providing consulting services in Iowa since 1936. As a 100 percent employee-owned Iowa-based firm, we are committed to providing quality service to our clients. Approximately 90 percent of our business is from repeat clients, which demonstrates our ability to provide a quality product on time and within budget.

Stanley Consultants has a long record of performing rate and cost of service projects of similar scope and magnitude. One important measurement of excellence is the perception of our clients. On client surveys, Stanley Consultants has scored highly in Management, Scheduling, and Quality of Work. Stanley Consultants' Client Surveys are sent at random to accurately gauge project performance for management review.

Stanley Consultants will conduct the cost of service/rate design study for a fee of $10,900. Work will commence once we receive the notice-to-proceed. The study will be completed within 60-90 days after receipt of all data.

Stanley Consultants' team of knowledgeable professionals will be instrumental in achieving your project goals and objectives through direct past experience in rate analyses and the technical bases for cost of service analyses.

CITY OF TIPTON

GAS COST OF SERVICE ANALYSIS & RATE DESIGN STUDY

TABLE OF CONTENTS

CITY OF TIPTON

Qualifications

As a worldwide provider of engineering, environmental, and construction services, Stanley Consultants is extremely interested in working with Tipton Municipal Utilities in conducting a Gas Cost of Service Analysis and Rate Design Study. Stanley Consultants has provided professional planning, design and financial services to utilities for over 70 years. The services provided have ranged from simple consultation to planning and design of major coal-fired generation projects. At the present time, over 75 utilities are served on an ongoing basis with a variety of professional services. Approximately 160 members of our organization are assigned to operations units with primary responsibility to serve utility clients.

Utilities around the country have received quality services from Stanley Consultants for more than 85 years. Approximately 90 percent of our annual new business is from repeat clients, which demonstrates our ability to provide a quality product on schedule and within budget.

As a professional consulting services firm, Stanley Consultants is dedicated to the management of technical efforts which best represent the interests of our clients. Our professional and technical staff members participate in management and communication courses, seminars, and other educational activities to improve communication, interpersonal relationships, and the overall management of professional and technical efforts for clients. Close attention is paid to thorough and effective communication between our project managers and the project managers of our clients and/or their representatives. The emphasis that we place on these matters has repeatedly demonstrated its effectiveness in successful relationships with our clients. We believe such relationships are essential to providing quality consulting services.

Stanley Consultants has a long record of performing rate and cost of service projects of similar scope and magnitude. One important measurement of excellence is the perception of our clients. On recent projects Stanley Consultants has scored highly in Management, Scheduling and Quality of Work. This data, collected via Stanley Client Surveys, is sent at random to accurately gauge project status.

Throughout the years, Stanley Consultants has provided valuable assistance in the areas of:

- Long-Term Financial Forecasting
- Financial Feasibility Study
- Economic Analysis
- Cost of Service Studies
- Retail Rate Design

The goal of each utility is shaped by their current responsibilities, the demands of their customers, and their strategic view of the future. Most utilities are concerned, as a "service provider," with the cost of operating their system and the competitive position of their utility.

Some of our rate study clients are listed below:

- Cedar Falls Utilities; Cedar Falls, IA
- City of Fremont; Fremont, NE
- City of Rochelle; Rochelle, IL
- Water, Gas, and Light Commission; Albany, GA

CITY OF TIPTON

Project Team/Resumes

The services will be accomplished through a Project Team that includes the key positions of Project Principal and Project Manager. The Project Principal is the liaison between the CLIENT and CONSULTANT and is responsible for all contractual matters between the two entities. The Project Manager is responsible for managing the day-to-day activities of the project and conducting/directing the technical activities using the resources available.

The following key people will be assigned to the Project Team:

PROJECT ROLE	MEMBER NAME
Project Principal	Eric Kamm
Project Manager	Mary Garrison

Eric Kamm

Project Principal

Education

M.B.A., Iowa State University, Business, 2008

B.S., Iowa State University, Industrial & Manufacturing Engineering, 2008

Experience Summary

Professional experience since 2008. Responsibilities include developing Construction Work Plans for rural distribution cooperatives needed to secure Rural Utilities Service loans for system upgrades. Construction Work Plans involve analyzing current distribution system performance against project load growth to determine necessary upgrades required to meet demand. Professional experience also includes review and development of cost of service studies for rural and municipal utilities to provide recommended rate structures to meet projected costs.

Most recent experience involves preparing detailed proposals for 18 rural and municipal electric cooperatives to receive FEMA mitigation grant funds totaling approximately $112 million to strengthen approximately 1,300 miles of overhead electric distribution system. Responsibilities included initiating contact with potential grant applicants, determining and justifying candidate line sections using FEMA benefit-cost ratio methodology, compiling and submitting final applications, and maintaining follow-up communication through the application review process.

International project experience includes support and review positions for economic justification studies on major capital improvement projects. Projects include a feasibility study for Liberia Electricity Company on rebuilding the Mt. Coffee hydroelectric plant and a budget analysis and feasibility study in coordination with a master capital improvement plan for the Abu Dhabi International Airport.

Representative Projects

Mt. Coffee Feasibility Study; Liberia Electricity Corporation; Monrovia, LR--Planning Engineer responsible for reviewing and assisting in economic justification study. The Mt. Coffee Hydroelectric Project was constructed in the 1960s on the St. Paul River, approximately 15 miles northwest of Monrovia, Liberia. The project operated successfully until 1990 when the National Patriotic Front of Liberia took control of the project site and did not permit Liberia Electricity Corporation (LEC) to bring a portable generator to the site to open the tainter gates. Eventually, the earth-filled dam was overtopped and breached. Since then, the powerhouse has been vandalized and looted and presently, all the mechanical and electrical systems have been destroyed or looted. The concrete substructure and superstructure and steel penstocks are in good to excellent condition.

Stanley Consultants was retained by LEC (via funding from the U.S. Trade and Development Agency) to determine the feasibility of redeveloping hydropower at the site. Our scope also included determination of the project's potential environmental and socioeconomic benefits and development of a blue-print for financing the project per international funding (e.g. World Bank) requirements.

FEMA 404 Engineering Services; Eastern Iowa Light & Power Cooperative, IA, US--Providing Project Manager responsible for developing and submitting approximately $21 million FEMA grant application for rebuild of single-, two-, and three phase distribution lines. Grant application development included benefit-cost analysis to consider current useful life vs. cost of replacement and value of outage and damage reductions. Stanley Consultants also providing design development, field design and staking, permit application, bidding and contracting services for approximately 236 miles of single-, two-, and three-phase distribution lines. Project is currently in the field design and staking phase.

Mary L. Garrison
Project Manager

Education
Iowa Wesleyan College - B.A., Accounting, 1995.
Iowa Wesleyan College - B.A., Economics/Finance, 1995.
American Public Power Association (APPA) – Utility Education Course in Retail Rate Design, 1996

Experience Summary
Professional experience since 1973. Responsible for performing planning analysis in a variety of electric, gas, and water utility planning, financial, and forecasting studies. Responsibilities include performing technical analyses, constructing computer models, designing utility rates, performing transmission and distribution system analysis and other utility studies, writing reports, and client presentations. Project Manager responsibilities include budget and schedule control, client liaison, preparing reports, and quality control/assurance.

Professional experience encompasses project manager on electric cost of service and rate design studies, electric unbundling studies, distribution long-range planning studies, construction work plans, cogeneration feasibility studies, and power supply studies. Other areas of experience include financial forecasts, load forecasts, load management studies, and chiller and boiler economic feasibility studies. Experience in cogeneration feasibility studies for industrial clients consists of developing computer models to investigate different types of cogeneration options such as gas turbines/combustion turbines with heat recovery steam generators, reciprocating engines, and diesel engines. Chiller feasibility studies involved economic comparison of different chiller types (centrifugal vs. absorption) and modes of operation.

Major projects include many electric utility's cost of service, and rate design studies including development of computerized cost of service programs for operation on a personal computer utilizing Excel software. Involvement in rate studies includes developing test year revenue requirements, forecasting revenue from present rates, developing allocation factors for cost of service allocation to rate classes, designing cost-based rates, forecasting revenue from proposed rates, preparing bill comparisons between present and proposed rates, preparing reports, and presenting study results to clients. Also responsible for constructing the majority of computer models utilized in both industrial and utility energy planning projects and detailed financial forecast models.

Representative Projects
Gas Cost of Service Study; Cedar Falls Utilities, Cedar Falls, IA - Project Manager in conducting a gas cost of service and rate design study for Cedar Falls Utilities. The system consists of approximately 9,980 gas customers. Study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate structures, and preparing bill comparisons.

Retail Gas Rate Study; Water, Gas and Light Commission; Albany, GA - Project Manager in conducting a gas cost of service and rate design study for the WGL. The system consists of approximately 19,550 customers. The study involved the development of test year revenue requirements, allocating costs to rate classes, designing new rate schedules, and preparing bill comparisons.

CITY OF TIPTON

Scope of Services

Introduction

Tipton Municipal Utilities (TMU) desires to have a retail gas cost of service analysis and rate design study completed for their municipal gas system. TMU has approximately 1500 gas customers. TMU previously contracted with BP as a gas manager, but in April, 2015, they switched to Clayton Energy Corporation.

The primary objectives of the cost of service analysis and rate design study are as follows:

- To analyze revenue requirements to determine income adequacy for operations, debt service, capital improvements, reserves/margin, etc.
- To appropriately allocate revenue requirements to each of the customer rate classes with no undue discrimination or subsidies
- To update retail rates to reflect a change in wholesale gas rates and/or changes in TMU's own internal gas distribution costs
- To design rates that fairly and equitably reflect TMU's cost of providing service to its customer classes

Summary of Work Tasks

The suggested work tasks for this study are outlined below:

Task 1 – Review Historical Data
Task 2 – Determine "Test Year" Rate Class Data
Task 3 – Develop "Test Year" Revenue Requirements
Task 4 – Conduct Cost of Service Analysis
Task 5 – Design Gas Rates
Task 6 – Prepare Draft Report
Task 7 – Prepare Final Report
Task 8 – Presentation of Study Results

A general discussion of each of the above tasks follows:

Task 1 – Review Historical Data

A detailed data request will be submitted to TMU's Gas Department. Two years of historical data will be requested. Typical data may consist of annual financial statements, gas contracts, gas bills, existing rate schedules, and customer class information. This data will be reviewed to allow Stanley Consultants to become familiar with the gas system operation. Other information required includes plant and expense account information (general ledger data), and budget information. Additionally, TMU would be requested to provide the desired level of margin and funds required for capital improvements funded by rates. If possible, Stanley Consultants requests that any data files be provided in Microsoft **Excel** format. Stanley Consultants will review the data and discuss any questions with the gas department.

Task 2 – Determine "Test Year" Rate Class Data

Stanley Consultants will determine current usage and billing characteristics for each current rate class using two years of historical data provided by TMU. The monthly provided historical data will include number of customers by rate class, class monthly usage, monthly peak day gas demands, and sales revenue for each current rate class.

Generally, the test year load data is based on the last calendar year or last fiscal year. The test year load data for this study may be calendar year 2014 unless TMU wishes to use a different load data period. Revenue from current retail rates for historical years as well as revenue for the "test year" will be determined.

Task 3 – Develop "Test Year" Revenue Requirements

The revenue requirements represent the amount of revenue that must be provided by rates to cover the total "test year" costs and desired reserves/margins. Revenue requirements consist of operating costs (such as wholesale gas costs, delivery costs, distribution operating and maintenance costs and administrative and general costs), debt service, capital expenditures funded by rates, and reserves/margin. TMU and Stanley Consultants will discuss appropriate reserve fund amounts and mutually-agree on the amount to use in the cost of service analysis.

The "test year" for the revenue requirements is usually a future year rather than an historical year. The majority of the time a future gas system budget is used as a guide for the revenue requirements except for the gas wholesale purchase costs. Wholesale gas costs must coincide with the load level used; therefore, wholesale gas costs are calculated using the test year load data (identified in Task 2 above) and the applicable wholesale gas rates.

Test year revenue requirements will be compared to revenue with current rates to determine the overall system rate increase or decrease. The cost of service analysis involves allocating the total revenue requirements in a "test year" to the individual rate classes using a series of steps.

Task 4 – Conduct Cost of Service Analysis

Stanley Consultants will conduct a cost of service analysis using an in-house EXCEL spreadsheet model to allocate revenue requirements to the various rate classes.

The cost of service analysis allocates the total revenue requirements (expenses) in a "test year" to the individual customer rate classes using a series of steps. Specific steps in the cost of service process include:

1. Entering rate class data including number of customers, seasonal therm sales, and sales revenue based on present rates into the cost of service model.

2. Entering test year expense data, capital improvements funded by rates, desired margin, etc. into the cost of service of model.

3. Allocating the test year expenses (Item 2) to customer, capacity, and commodity components. Using customer, capacity, and commodity allocation factors developed from information specific to TMU, the expenses (revenue requirements) are allocated to the individual rate classes.

   Customer-related costs reflect costs due to the existence or location of a customer on the system. Distribution mains and regulator stations operating and maintenance costs are partly customer-related and partly capacity-related. Other customer-related costs are customer accounting (billing, meter reading) and A&G. The customer-related costs are allocated to the

various rate classes using weighted number of customers for each rate class related to the size of the meters.

Gas supply capacity-related costs are allocated to the various rate classes based on their estimated contribution to the twelve monthly coincidental peak day demands. Estimated summer and non-summer seasonal load factors and summer and non-summer class sales plus losses are used to determine the peak day demand contributions for each of the rate classes.

Other capacity-related costs associated with distribution mains are allocated to rate classes on the basis of class non-coincidental hourly peak demands. Estimated annual load factors and annual sales plus losses for each of the rate class are used to determine the maximum annual hourly peak demand for each of the rate classes.

Commodity-related costs are allocated to each of the rate classes in proportion to annual class consumption adjusted for losses.

4. Comparing the total allocated costs for each rate class to revenue provided by existing rates for each class to determine the overall percentage guideline adjustment required for each rate class.

The end result of the cost of service analysis will be identification of any rate inequities or subsidies with present rates.

Stanley Consultants will provide TMU the results of the cost of service analyses for their review and comparison. A telephone conversation will be held to discuss the results of the cost of service analysis. Any mutually-agreed-to changes will be made to the cost of service analysis before beginning the process of designing the rate structures.

Task 5 – Design Gas Rates

Based on the results of the cost of service analysis and discussion of those results with TMU, Stanley Consultants will develop cost-based rates for each applicable rate class. Rates will be designed to fairly reflect TMU's cost of providing service to each customer class. Typically, rates are designed to generate "test year" revenue requirements from each rate class consistent with the cost of service results. If the cost of service guideline rate adjustment is too large to adopt in one year, then the rate adjustment may be phased-in over two or more years to make the transition more acceptable to customers.

Stanley Consultants will provide the estimated revenue from the proposed rate structures compared to the estimated revenue from the current rate structures to show the overall impact on the gas revenues for the municipal system. Stanley Consultants will also provide bill comparisons of the proposed rates versus the existing rates for a typical range of usage in each rate class.

The proposed rates will be provided to TMU for their review and a telephone conversation will be held to discuss the proposed rates. Any mutually-agreed-to changes will be made to the rate structures.

Task 6 – Prepare Draft Report

Stanley Consultants will prepare a draft report summarizing the results of the gas cost of service analysis and rate design study. The report will also include the cost of service spreadsheet, a summary of the existing and proposed rates, and bill comparisons. A copy of the draft report will be provided to TMU for their review.

Task 7 – Prepare Final Report

TMU will provide comments regarding the draft report and any mutually-agreed-to changes will be made. A final report will be provided to TMU.

Task 8 – Presentation of Study Results

If requested, Stanley Consultants will present the results of the cost of service analysis and rate design study to the City Council.

CITY OF TIPTON

Project Schedule

The Cost of Service Analysis and Rate Design Study will be completed within **60-90 days after receipt of all data.**

An **example** schedule is shown below:

Tipton Municipal Utility's Notice-to-Proceed	June 22, 2015
Signed Professional Services Agreement by:	June 26, 2015
Task 1: Submit Detailed Data Request to TMU by:	June 26, 2015
Receive Detailed Data and Review Data by:	July 10 2015
Task 2: Determine Test-Year Rate Class Data by:	July 17, 2015
Task 3: Determine Test-Year Revenue Requirements by:	July 24, 2015
Task 4: Conduct Cost of Service Analysis by:	July 31, 2015
Task 5: Design Gas Rates by:	Aug 7, 2015
Task 6: Prepare Draft Report by:	Aug 14, 2015
Task 7: Prepare Final Report by:	Aug 21, 2015
Task 8: Presentation of Study Results to City Council (if requested) on:	Aug 31, 2015

Project Cost

Stanley Consultants will provide the services described in the Scope of Services section for a "not-to-exceed" fee of $10,900 (ten thousand nine hundred dollars).

The above fee includes one trip to Tipton to present the results of the cost of service analysis and rate design study to the City Council. If additional meetings/trips are requested, these can be provided for an additional fee of $525 per trip.

Invoices will be submitted monthly based on a percentage of total project completion.

CITY OF TIPTON

References

Ms. Suzy Danner
City Administrator
City of Glidden, IA
Email: glidden3@mchsi.com
Phone: 712.659.3010

Mr. Mike Nardini
City Administrator
City of Pella, IA
Email: mnardini@cityofpella.com
Phone: 641.628.4173

Ms. Lois Buhr
City Clerk
City of Readlyn, IA
Email: cityhallreadlyn@netins.net
Phone: 319.279.3411

Ms. Cindy Lantow
City Administrator
City of Fredericksburg, IA
Email: fburgch@gmail.com
Phone: 563.237.5725

Ms. Patti Freese
City Clerk
City of Dike, IA
Email: freeze@dikeia.com
Phone: 319.989.2291

Mr. Gary Mader
Utilities Director
Grand Island, NE
Email: gmader@grand-island.com
Phone: 303.385.5444

Ms. Roxanne Carisch
CEO
Calhoun County Electric Coop
Rockwell City, IA 50579
Email: rcarisch@calhounrec.coop
Phone: 712.297.7112

Mr. Craig Codner
General Manager
Butler County REC
Allison, IA 50602
Email: ccodner@butlerrec.coop
Phone: 319.267.2726

CITY OF TIPTON

Data Request

Please provide the following items:

1. A copy of the latest applicable wholesale gas contracts with Clayton Energy Corporation and BP along with the current wholesale gas rate schedules. (Do the wholesale gas rates change each month?)

2. Copies of **monthly** wholesale gas bills for the months of January 2013 through June 2015 (30 months). Please provide all pages of the bills showing the quantities and the unit prices and total charges.

3. Copies of **all** your retail gas schedules/ordinances including all verbiage.

4. Rate class information for **each** month beginning January 2013 through June 2015 (30 months) for **each** rate class. (See following) **Please provide in an Excel Spreadsheet.**

Rate Class Name _____	Jan.	Feb.	Mar.	Apr. --->
a. # of Customers in Class	___	___	___	___
b. Monthly Therms Usage	___	___	___	___
c. Monthly schedule revenue	___	___	___	___

NOTE: Please exclude any sales tax from revenue.

5. Copies of your annual **gas** financial statements/audits for the last two years.

6. Copy of your projected **gas** budget for fiscal year 2015-2016.

7. Total system peak day usage (and date) for each month of January 2013 through June 2015 (30 months).

8. Total system hourly peak usage (and date & time) for each month of January 2013 through June 2015 (30 months).

9. A **detailed** breakdown of all your gas expenses by account number for the 12 months ending December 31, 2014 and the 12 months ending June 30, 2015 when available.

10. Information regarding existing debt associated with gas investments (principal & interest payments).

11. A breakdown of your plant accounts at December 31, 2014. (This includes supply equipment and storage, distribution and general plant accounts).

12. A copy of your most recent capital improvement budget.

AGENDA ITEM # L - 3

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Position Description Development
ACTION:	Motion

SYNOPSIS: Staff has been extremely pleased with the work that is being completely by Verisight on the compensation study. At this time, staff is requesting that Verisight services be extended to include the creation and update of all full time job descriptions for the City. Job descriptions are vital to the operation and management of the community's employees. The additional work is requested at an amount not to exceed $5,500. The range listed in the first quote of $3,850 - $4,700 does not include some position changes that are being contemplated by staff in at least two departments. It is still very likely that the project will be completed below the established $5,500 requested cap. The second option merely provides a review and template for the descriptions. The additional amount will be split amongst the existing budgets of the various City departments.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Email Quote

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

Chris Nosbisch

From: Kevin Paulsen <Kevin.Paulsen@verisightgroup.com>
Sent: Friday, May 29, 2015 11:45 AM
To: Chris Nosbisch
Cc: Nicole Roach
Subject: Job Description assistance - fees

Chris,
We've appreciated the opportunity to work with you on the Compensation & Classification Study. Nicole and I look forward to meeting on the 10th ... we've got a lot of information.

Nicole mentioned to me your interest in considering some assistance with the job descriptions. I've put this on the "back burner" as we've been working on the big project but I've compiled some options for you now. Since we already have completed the PAQ portion of the project, it significantly reduces the fees for us just doing the entire process. Here are the two approaches:

Option 1: Position Description Development

Note: Support will include writing and compiling job descriptions. This will be for up to 25 positions.

1. **Gather background information:** We will gather necessary background information, including the current job description format being used and job descriptions that have been developed to date. (already done)
2. **Review Position Analysis Questionnaire:** We will utilize the information gathered in the Position Analysis Questionnaire regarding duties, experience and educational requirements, job expectations and other pertinent feedback. This will be incorporated in the appropriate areas of the job description. (already done)
3. **Interviews:** When applicable, we will interview department heads or job incumbents to gather any additional information needed about roles, responsibilities, and requirements for selected positions.
4. **Position Descriptions:** Based on the information gathered in the Position Analysis Questionnaire and our personal interviews, we will draft position descriptions for each position included in the study. We will submit the draft position descriptions for review and comment and make revisions as necessary so that they accurately reflect the duties and responsibilities of each position. Final job descriptions will be provided in hard copy and/or electronic format.

Fee Range: $3850 - $4700

Option 2: Position Description Template

Note: Support will include providing job description template, reviewing client provided job descriptions and assisting with questions. This will be for up to 25 positions.

1. **Provide Position Description Template:** We will provide Microsoft Word template for client use. This template will include all categories including Job Summary, Job Duties, Job Requirements, Performance Expectations and acknowledgements.
2. **Review Position Descriptions:** We will review, comment and provide recommendations on client provided job descriptions.
3. **Phone Consultation:** We will be available for up to 3 hours of phone consultation regarding the compilation and finalization of job descriptions.

Fee Range: $2800 - $3350

Let me know if questions. Thanks.

Kevin

Kevin M. Paulsen, CECP, SPHR, SHRM-SCP
Director, Compensation Consulting Group

VERISIGHT, Inc.
1930 St. Andrews Ct NE, Suite V
Cedar Rapids, IA 52402
Phone 319-393-4836
kevin.paulsen@verisightgroup.com
www.verisightgroup.com
Visit us on LinkedIn!

AGENDA ITEM # L - 4

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	One Percent Local Sales and Service Tax
ACTION:	Motion

SYNOPSIS: This tax has been utilized by the City of Tipton for the past ten years. This request will go to the Board of Supervisors so that the question be placed on the November ballot. Previous questions for the one percent tax have required a 10 year sunset. After making the initial request, the City Council will need to review and create the ballot language and submit it to the County prior to August 28, 2015.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

AGENDA ITEM # L - 5

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	DRIP Reimbursement – Chris Cook
ACTION:	Motion

SYNOPSIS: The next two items are DRIP applications that take advantage of the remaining 2014-2015 fiscal budget. The checks will be cut, however they will not be released until the 14th of July when the Development Commission completes their review. There was a very short timeframe for the applicants start to finish, and it has led to the deviations in our normal process for applicants. The amount being certified for Chris Cook is not to exceed $4,716.04.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documentation

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

Red Bird Construction
201 Cedar Street
Tipton, IA 52772
(563)212-3706
redbird.construction.tipton@gmail.com

Invoice

Invoice #: 531
Invoice Date: 6/4/2015
Due Date: 6/4/2015
Project:
P.O. Number:

Bill To:
Iowa Realty
Chris Cook
116 W 5th St.
Tipton,ia 52772

Description	Hours/Qty	Rate	Amount
NEW OFFICE: 111 E 4TH STREET TIPTON, IOWA			
Build 12' partition wall in line with columns to separate reception from offices. No doors pass through on both ends of wall. Wall built using 2x4 framing and 1/2 sheet rock. Includes short wall above bath. Paint by others		1,273.37	1,273.37
Install Armstrong suspended ceiling system. Armstrong 942 2x4 panels.		3,322.78	3,322.78
M & K Electric to clean up and remove all unused lighting. Rough in for new fixtures and receptacles. Provided 2x4 drop in florescent lights and bulbs. Provide all other electrical materials.		1,533.16	1,533.16
Disposal of demo and construction waste.		40.00	40.00
Building Permit		100.00	100.00

Thank you for your business.

Total	$6,269.31
	$0.00
Balance Due	$6,269.31

David Brown
Owner / Artist

Phone: 563.886.5062
Cell: 319.936.2179
JabInkDesigns@gmail.com

Invoice

Date	Due Date	Invoice #	Terms
6/8/2015	6/8/2015		1199

Bill To

Iowa Realty Tipton
Chris Cook

Qty	Item	Color	Size	Description	Price	Amount
1	Signs	Full Color	48" x 96"	1/4" Alumalite	480.00	480.00T
12	Signs	Full Color	12"x6"	Logo, For Sale - Arrow	4.75	57.00T
12	Spider Stake			Yard Sign Stake	2.50	30.00T
2	Vinyl	Full Color	24x5.75	TIPTON	15.00	30.00T

Paid
✓ #4132

Thank you for your business

Subtotal	$597.00
Sales Tax (7.0%)	$41.79
Payments/Credits	$0.00
Balance Due	$638.79

KELLER'S HOME FURNISHINGS
121 West Fifth Street
Tipton, Iowa 52772
Phone (563) 886-3138
Furniture & Floor Coverings

CUSTOMER'S ORDER NO.	PHONE	DATE 6-9-15

NAME Chris Cook

ADDRESS

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
				Cook		

QTY.	DESCRIPTION	PRICE	AMOUNT
	pd on acct		$2011.60
	Ck # 4130		
		TAX	
RECEIVED BY		TOTAL	

All claims and returned goods MUST be accompanied by this bill

13273

Thank You

STATEMENT

STUCKEY PLUMBING & HEATING

618 W. 5th
Tipton, Iowa 52772

Date May 29, 20 15

Chris Cook
1101 Plum St.
Tipton, Iowa 52772

DATE	CHARGES AND CREDITS	BALANCE
5-28	remove pipes at Kunde bldg.	
	PVC cap & sst. caps	$ 3.37
	service call	35.00
		$38.37
	tax	2.69
		$41.06
	Pd ✓ 4949	

1½% Finance Charge per month or 18% per annum charged to this account after 30 days.
Minimum charge of $0.50. Your check is your receipt.

Use Your BIG CARD 2% REBATE
MENARDS®

MENARDS - MARION IA
200 Menard Lane
Marion, IA 52302

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for items on this receipt will be in the form of an in store credit voucher if the return is done after 08/21/15

If you have questions regarding the charges on your receipt, please email us at:
MIONfrontend@menards.com

Sale Transaction

SLICED JALAPENO PEPPERS 5735450	2.39	NT
2 PK 300CT MATCH 6402303	1.16	
HEAVY DUTY SCOUR PAD 3CT 6484252	2.39	
18500 BTU WINDOW A/C 6235406	424.00	
PRECISION ANGLE BROOM 6489700	7.68	
ARM. ONCE N DONE S-330 7091449	9.88	29.6
SUMMERLEA 36X80 WH NI 4157862	149.00	453.
TITAN MV SS WH 32 4152362	139.00	
MENARD REBATE NO: 6107814049 Remaining Balance: $0.00	35.25-	
MENARD REBATE NO: 6110278430 Remaining Balance: $0.00	40.00-	
MENARD REBATE NO: 6109475990 Remaining Balance: $0.00	14.58-	
MENARD REBATE NO: 6095998042 Remaining Balance: $0.00	6.70-	
MENARD REBATE NO: 6108901531 Remaining Balance: $0.00	28.00-	
MENARD REBATE NO: 6109872137 Remaining Balance: $0.00	20.00-	
TOTAL	590.97	
LINN Co-IA TAX 7.00%	41.20	
TOTAL SALE	632.17	
CERTIFICATE-BARCODED 7401146470 Remaining Balance: $0.00	8.52	
CERTIFICATE-BARCODED 7401086076 Remaining Balance: $0.00	129.82	
Menard Contractor Card 0871 045512 Swiped	493.83	

Job # or Name : 4th street

TOTAL NUMBER OF ITEMS = 8

called 6-18-15 TB

CUSTOMER COPY

2
) 886-2759

Permit # B1500058 Permit Fee $25.00

Approved ✓ Denied

City of Tipton, IA
1-563-886-6187
***** REPRINT RECEIPT *****

REC#: 00152529 6/19/2015 2:17 PM
OPER: city4 TERM: 001
REF#: 4136

TRAN: MISC REC MISC RECEIPTS
B1500058 COOK
PERMIT
001-4-620-1-4122
BUILDING PERMITS 25.00CR

TENDERED: 25.00 CHECK
APPLIED: 25.00-

CHANGE: 0.00

Thank You!
Visit our website @ www.tiptoniowa.org

BUILDING PERMIT APPLICATION

ast 4th St. Tipton, IA 2772
Address

Commercial C-2
Zoning Classification

Block Addition

: Kunde, owner / Chris Cook, Iowa Realty Tenant

s)
Plum St
ss

Tipton IA 52772
City State Zip Code

563-889-0217
Phone Cell Phone

ris Cook

ss City State Zip Code

e Phone Other Phone

Mechanical: Electrician:
Other: Sewer/Water:

State of Iowa License Numbers
Electrician: Plumber:
Other:

Reason for Permit
___ New Building ___ Fence ___ Shed
___ Bldg. Addition ___ Bldg. Relocation
___ Garage ___ Sign

Project Description: Install a 4' x 8' Iowa realty sign on front of building, size and shape identical to existing one on "Penny's" (co-tenant)

Total estimated value of finished project $

Other Permits: Check here for other requested permits
___ Tree & Shrub Planting
___ Plumbing Permit & Inspection
___ Fire Zone (C1, C2, M1, & M2)
___ Electric Wiring
___ Other
___ Gas Permit & Inspection
___ Electric Wiring Approval & Inspection
___ Water Permit & Inspection
X Sign Permit

Christopher G. Cook
dotloop verified 06/09/15 2:05PM EDT 8A07-UWP7-OYJW-MUHW
Applicant Signature Date

Zoning Administrator Date 6/17/15

AGENDA ITEM # L - 6

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	DRIP Reimbursement – Kevin Kofron
ACTION:	Motion

SYNOPSIS: The next two items are DRIP applications that take advantage of the remaining 2014-2015 fiscal budget. The amount being certified for Kevin Kofron is $5,839.96.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documentation

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

KBI

Kofron Builders Inc.
317 Cedar St., Tipton, IA 52772
563-886-3306

06/26/2015

Chris,

Please find attached the main invoice for new windows for units 313 and 315 which are being remodeled with the help of Tipton's D.R.I.P. program. Any additional information you need for us to receive this fiscal year's payment please let me know.

Thank You,

Kevin Kofron

708 SOUTH 2ND STREET
CLINTON, IA 52732

PH:563-242-7912 FAX:563-242-7915

Invoice

I024109

ACCOUNT NO.:	KB1	AGENT NO.:		PURCHASE ORDER NO.:		DATE	6/16/2015 09:01 AM

CUSTOMER STATE TAX OR EXEMPT NO.	CUSTOMER FEDERAL TAX I.D. NO.	ADV. CODE	SALESMAN I.D.	ORDER TAKEN BY	INSTALLED BY	FEDERAL TAX I.D. NO.
						42-0655705

BILL TO:
KOFRON BUILDERS
317 CEDAR STREET
FAX 563-886-3000
TIPTON, IA 52772

563-886-3306 Fax: 563-886-3000

SOLD TO:
KOFRON BUILDERS
317 CEDAR STREET
FAX 563-886-3000
TIPTON, IA 52772

INSURANCE PROOF OF LOSS

INSURANCE CO. _____ POLICY NO. _____
INSURANCE CO. PHONE NO. _____ CLAIM NO. _____
POLICY NAME _____ CAUSE & LOSS LOCATION _____
AGENT NAME _____ VERIFIED BY _____
AGENT PHONE _____ DATE OF LOSS _____ DEDUCTIBLE _____

VEHICLE INFORMATION

MAKE		MODEL		YEAR		DOORS	
ODOMETER		LICENSE		VEHICLE I.D. NO.			

Qty	Part Number	Description	List	Disc%	Sell	Total
1	MISC	NEW STOREFRONT BUILDING 315 CEDAR STREET	$7360.74	0	$7360.74	$7360.74
1	MISC	NEW STOREFRONT BUILDING 313 CEDAR STREET	$7769.61	0	$7769.61	$7769.61

ALL METAL 2 X 4 1/2 THERO- BREAK CLEAR ANODISED METAL . GLASS 1" CLEAR LOWE INSULATED. INCLUDES DOOR CLOSERS ,THESHOLDSS AND STANDARD LOCKS. LABOR TO FAB- REMOVE OLD AND INSTALL GLASS AND METAL. CAUCK EXTERIOR.

RECEIVED BY

AUTHORIZATION TO PAY

I hereby authorize and empower the above-named insurance company to pay this invoice in full settlement, satisfaction and discharge of all loss under the above policy. Upon such payment, all rights I may have for claim and demand for loss and damage described above against the above named insurance company shall be thereby forever discharged. In the event that the above named insurance company does not make timely and/or full payment of this invoice according to its terms, I hereby accept responsiblity for such payment and agree to pay all charges reflected on this invoice to the above named glass company subject to and according to all terms and conditions on this invoice.

Sub Total : $15130.35
Tax : $0.00

CUSTOMER'S SIGNATURE

TOTAL SALE — TERMS: NET 30 — $15130.35

AGENDA ITEM # L - 7

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE: July 6, 2015

AGENDA ITEM: Pay Application #3 – Library HVAC

ACTION: Motion

SYNOPSIS: Please see the attached pay application and recommendation from Shive Hattery. This pay application to S & S Plumbing, Heating, and Air Conditioning, LLC is in the amount of $8,075.00.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Library Board

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Pay Application Request

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

APPLICATION AND CERTIFICATE FOR PAYMENT

General: S & S Plumbing, Htg & A/C, LLC

Project: Tipton Library

APPLICATION #: 3

From Contract: City Of Tipton

VIA Architect: Shive Hattery, Inc.

PERIOD TO: 6/8/2015

PROJECT #: 314227-0

Contract for: HVAC

Contract Date: 10/7/2014

CONTRACTORS APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
CHANGE ORDERS APPROVED IN PREVIOUS MONTHS BY OWNER	$	(30,260.00)
APPROVED THIS MONTH	$	-
NUMBER / DATE APPROVED		
	$	-
	$	-
TOTAL		
NET CHANGE BY CHANGE ORDER	$	(30,260.00)

THE UNDERSIGNED CONTRACTOR CERTIFIES THAT TO THE BEST OF THE CONTRACTORS KNOWLEDGE, INFORMATION AND BELIEF THE WORK COVERED BY THIS APPLICATION FOR PAYMENT HAS BEEN COMPLETED IN ACCORDANCE WITH THE CONTRACTOR DOCUMENTS, THAT ALL AMOUNTS HAVE BEEN PAID BY THE CONTRACTOR FOR WORK FOR WHICH PREVIOUS CERTIFICATES FOR PAYMENTS WERE ISSUED AND PAYMENTS RECEIVED FROM THE OWNER, AND THE CURRENT PAYMENT SHOWN HEREIN IS NOW DUE

CONTRACTOR:

BY: 6/8/2015

1. ORIGINAL CONTRACT SUM		$100,460.00
2. NET CHANGE /change orders		$ (30,260.00)
3. CONTRACT SUM TO DATE (line 1+2)		$70,200.00
4. TOTAL COMPLETED & STORED (Column G next Page)		$70,200.00
5. RETAINAGE:		
A. 5 % OF WORK COMPLETED (Column D+E next page)	$3,510.00	
B. 5% OF STORED MATERIAL		
TOTAL RETAINAGE (5A+5B or total in column I next page)		$3,510.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less line 5 total)		$66,690.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 prior certificate)		$58,615.00
8. CURRENT PAYMENT DUE		$8,075.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less line 6)		$3,510.00

State of Iowa
SUBSCRIBED AND SWORN BEFORE ME THIS 10th DAY OF June 20 15 County of Iowa
NOTARY PUBLIC: Kristen Miller
COMMISSION EXPIRES: 5-10-2016

KRISTEN MILLER
Commission Number 709840
My Comm. Exp. 5-10-2016

AMOUNT CERTIFIED $8075.00
(ATTACH EXPLANATION IF AMOUNT DIFFERS FROM THE AMOUNT APPLIED FOR.)

ARCHITECT'S CERTIFICATE FOR PAYMENT

IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, BASED ON THE ON-SITE OBSERVATIONS AND THE DATE COMPRISING THE ABOVE APPLICATION, THE ARCHITECT CERTIFIES TO THE OWNER THAT TO THE BEST OF THE ARCHITECTS KNOWLEDGE, INFORMATION AND BELIEF THE WORK HAS PROGRESSES AS INDICATED, THE QUALITY OF THE WORK IS IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, AND THE CONTRACTOR IS ENTITLED TO PAYMENT OF THE AMOUNT CERTIFIED

ARCHITECT

BY: DATE: 6/24/15

THIS CERTIFICATE IS NOT NEGOTIABLE. THE AMOUNT CERTIFIED IS PAYABLE ONLY TO THE CONTRACTOR NAMED HEREIN. ISSUANCE, PAYMENT AND ACCEPTANCE OF PAYMENT ARE WITHOUT PREJUDICE TO ANY RIGHTS OF THE OWNER OR CONTRACTOR UNDER THIS CONTRACT

APPLICATION IS MADE FOR PAYMENT, AS SHOWN BELOW, IN CONNECTION WITH THE CONTRACT CONTINUATION SHEET ATTACHED.

APPLICATION AND CERTIFICATE FOR PAYMENT

APPLICATION # 3
APPLICATION DATE: 6/8/2015
PERIOD TO SAME 6/8/2015
PROJECT# 314227-0

A	B	C	D	E	F	G		H	I
	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD	MATERIALS PRESENTLY STORED NOT IN D OR E	COMPLETED AND STORED TO DATE (D+E+F)	0%	BALANCE TO FINISH C-G	RETAINAGE
	Original Contract Amt.	$100,460.00							
	HVAC								
	Demo	$4,000.00	$4,000.00			$4,000.00		$0.00	$200.00
	Duct - Material	$2,000.00	$2,000.00			$2,000.00		$0.00	$100.00
	Duct - Labor	$5,500.00	$5,500.00			$5,500.00		$0.00	$275.00
	Equipment - Material	$24,000.00	$24,000.00			$24,000.00		$0.00	$1,200.00
	Equipment - Labor	$8,000.00	$8,000.00			$8,000.00		$0.00	$400.00
	Piping - Material	$1,700.00	$1,700.00			$1,700.00		$0.00	$85.00
	Piping - Labor	$4,000.00	$4,000.00			$4,000.00		$0.00	$200.00
	Insulation	$6,000.00	$0.00	$6,000.00		$6,000.00		$0.00	$300.00
	Electrical - Material	$7,500.00	$7,500.00			$7,500.00		$0.00	$375.00
	Electrical - Labor	$5,000.00	$5,000.00			$5,000.00		$0.00	$250.00
	Test & Balance	$2,500.00	$0.00	$2,500.00		$2,500.00		$0.00	$125.00
	Controls & Concrete	$30,260.00	$30,260.00			$30,260.00		$0.00	
	Change Order #1	($30,260.00)	($30,260.00)			($30,260.00)			
	Totals	$70,200.00	$61,700.00	$8,500.00		$70,200.00		$0.00	$3,510.00

S & S Plumbing, Heating & Air Conditioning, LLC

550 E South St.
Marengo IA 52301
319-642-5259 319-642-5559 Fax

LIEN WAIVER

The undersigned hereby certifies that all work required under that contract has been performed in accordance with the terms hereof and that there are no outstanding claims of any character arising out of the performance of the contract which have not been paid and satisfied in full.

The undersigned makes this affidavit for the purpose of receiving payment in settlement of all claims arising under or by virtue of the contract, and acceptance of such payment is acknowledged as a release of the Owner from any and all claims arising under or by virtue of the contract.

Job Name: Tipton Library

Amount: $8,075.00

Dated: 06/08/2015

Contractor: S & S Plumbing, Heating & Air Conditioning, LLC

By: _____
Adam Nielsen – Project Manager

Subscribed and sworn to before me this 10th day of June, 2015

Notary Public Kristen Miller

KRISTEN MILLER
Commission Number 7
5-10-2014

AGENDA ITEM # L - 8

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Set Date – Rezoning Request
ACTION:	Motion

SYNOPSIS: Habitat for Humanity originally request R-2 designation for the lots on N. Lynn Street. They were granted a rezoning request for R-1 due to fears that multiple family units could be constructed. They are now asking to be rezoned once again so they can utilize lots that are less than 60 feet in width. Staff will be recommending a conditional rezoning for this site that should satisfy both parties.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

AGENDA ITEM # L - 9

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Roof Replacement
ACTION:	Motion

SYNOPSIS: The roof over the northern portion of the old power plant has been leaking water after rain events. This portion of the roof sits over a portion of the City's switch gear and could have fairly expensive consequence if the equipment does get wet. Staff is recommending that the job be given to Darnell Construction in the amount of $4,600.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Electric Superintendent

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

Darnell Construction
P.O. Box 11471
Cedar Rapids, IA 52410
(319) 378-4775
www.darnellroofing.com

Licensed
Insured
Free Estimates

CUSTOMER INFO

Name: City of Tipton

Address:

City: Tipton

Phone: Floyd 563 886 4110 Work:

PROPOSAL FOR ROOFING $ 250 /Sq.

MATERIALS INCLUDED

Shingle Manufacturer	Mule Hide elastomeric
Shingle Color	White
Total Numbers of Square	Lower Roof line 18sq / upper 13sq
Weather Guard	—
Drip Edge 1½"	—
Pipe Flashing	—
Kitchen / Bath Vents	—
Tar Paper	—
Attic Ventilation	—
Building Permit	—
Disposal Fee	$ 100

Notes ① Pressure wash Roof ② Map-on elastomeric

upper roof ~~Subtotal~~ $ 3350

Lower roof ~~Tax~~ $ 4600

only Total $ 8000

Replace Roof Sheathing $ — each

Customer Signature x [signature] Date 5-27-15

Sales Manager x [signature] Date 12/11/14

Full Payment Required upon Completion of Project
15 Year Workmanship Warranty
Satellite dish signal is home owners responsibility

AGENDA ITEM # L - 10

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Setting Public Hearing Date – Prohibited Animals
ACTION:	Motion

SYNOPSIS: This is the time set to establish a public hearing date for an amendment to Chapter 55.02 Prohibited Animals. The proposed amendment would allow the introduction of egg-laying hens (urban chickens) in the residential portions of the City.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

AGENDA ITEM # L - 11

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE: July 6, 2015

AGENDA ITEM: Donna Oehm - Consultant

ACTION: Motion

SYNOPSIS: Staff is asking to hire Donna Oehm to consult on the RICE NESHAP compliance testing in the amount of $2,000. This is an EPA compliance requirement for the existing power plant and is still very new to the staff.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 6/30/15

AGENDA ITEM # L - 12

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE: July 6, 2015

AGENDA ITEM: Transfer of Non-Primary Entitlements

ACTION: Motion

SYNOPSIS: Due to the fact that this City will be unable to utilize its entitlement funds for this fiscal year, Iowa DOT has requested that we allow the FAA to transfer our funds to the City of Waverly.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Agreement

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

AGREEMENT FOR TRANSFER OF NON-PRIMARY ENTITLEMENTS

In accordance with section 47117(c)(2) of Title 49 U.S.C. (hereinafter called the "Act).

City of Tipton
(Name of Transferor Sponsor)

Hereby waives receipt of the following amount of funds apportioned to it for each fiscal year specified under section 47114(d)(3)(a) of the Act.

	Amount	Fiscal Year
	$150,000	2012
	$	20___
	$	20___
TOTAL	$150,000	

On the condition that the Federal Aviation Administration makes the waived amount available to:

City of Waverly
(Name of Transferee Sponsor)

for eligible projects under section 47104(a) Act. This waiver shall expire on earlier of September 30, 2015 *(date)* or when the availability of apportioned funds would lapse under section 47117(b) of the Act.

FOR THE UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION

_____
(Signature)

_____
(Typed Name)

_____
(Title)

_____
(Date)

FOR **City of Tipton**

_____
(Signature)

_____
(Typed Name)

_____
(Title)

_____
(Date)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That I have examined the foregoing Agreement and find that the Sponsor has been duly authorized to make such transfer and that the execution thereof is in all respects due and proper and in accordance with the laws of the State of Iowa and the Act.

Dated at _____ this ___ day of ___, 20__.

By:_____
(Signature of Sponsor's Attorney)

AGENDA ITEM # L - 13

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE: July 6, 2015

AGENDA ITEM: Interconnection Agreement

ACTION: Motion

SYNOPSIS: This interconnection agreement has become necessary as solar energy continues to make a push in Iowa. This agreement establishes the requirements for these types of interconnections onto the City grid.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

CITY OF TIPTON

Interconnection Agreement for Inverter Based Distributed Generation between Tipton Municipal Utilities (TMU) and

_____ (Connecting Party) _____

This Interconnection Agreement (Agreement) for Inverter Based Distributed Generation is entered into on _____, 20_ (Effective Date) by and between _____ (Connecting Party), _____ (address), and The City of Tipton and Tipton Municipal Utilities, 407 Lynn Street, Tipton, IA 52772.

RECITALS

A. Inverter Based Distributed Generation Service is available to TMU Customers that are supplied electric service by TMU under all rate schedules that own, operate and maintain eligible generation capacity connected through one or more Inverter(s) in parallel with TMU's Electric System.

B. Connecting Party's System shall be installed and maintained in compliance with all applicable National Electric Code requirements, building codes, and TMU Electric Service Rules.

C. Connecting Party desires to connect the eligible Connecting Party's System to TMU's Electric System.

D. TMU has mechanisms in place through its Electric Service Rules to accommodate Connecting Party's request.

E. Connecting Party has submitted an Interconnection Application with Reference Number _____ and this Application was reviewed and accepted by TMU. This Interconnection Application is referenced as Exhibit A.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained within this Agreement, the parties agree as follows:

AGREEMENT OVERVIEW

1. DEFINITIONS

Agreement – This document in its entirety.

Electric Service Rules – This documentation includes in more detail the type and class of service that TMU will provide to TMU Customers (end-users) including details on service extensions, metering, billing, Customer communications, and Customer obligations. This document is provided to our Customers when they apply for service.

City Council governed Electric Utility of the City of Tipton, Iowa – The municipal electric, water, sewer, and natural gas utility serving Tipton, Iowa and surrounding area doing business as Tipton Municipal Utilities. Referred to in this Agreement as "TMU".

Connecting Party – The party requesting to interconnect or modifying an existing interconnection to TMU's Electric System. This can include the real-estate owner, a generator owner, or Customers (end-user).

Connecting Party's System – The electrical generating system that includes all necessary wiring, Inverter(s), manually operated alternating current disconnect/lockout with a locking mechanism in the on and off position, over-current protective device(s) (e.g. breakers), and protection that will prevent energization of TMU's system during condition of loss or over/under voltage on TMU's system.

Customer – The end user of electricity and/or the name on the bill within TMU's service territory.

Inverter – Equipment that converts Connecting Party's Generator DC voltage to TMU's operating AC voltage. This includes any static power converter with control, protection, and filtering functions used to interface an electric energy source with an electric utility system. (IEEE 929-2000, IEEE 1549, UL 1741)

Islanding – A condition in which a portion of the utility system that contains both load and distributed resources/generation remains energized while isolated from the remainder of the utility system. (IEEE 929-2000)

TMU's Electric System – All related equipment to provide electricity to the Connecting Party's PCC (as defined below); also referenced as Tipton Municipal Utilities Electric System.

TMU Interconnection Application Engineering Review Fee – This fee covers the administrative and engineering costs to TMU related to the interconnection.

Renewable Energy Metering - "Renewable Energy Metering" refers to the use of an electric meter to measure renewable power supplied by the customer and power consumed by the customer. The connecting party will be billed with the consumption reading and be paid with the supply reading.

Point of Common Coupling (PCC) – Typically the electric meter, unless otherwise stated.

Source – The electricity provided by TMU system.

2. INTENTION AND DESCRIPTION OF THE AGREEMENT

This Agreement is intended for any Connecting Party wanting to install generating equipment on TMU's system that includes an Inverter on their premises. Typical installations include, but are not limited to solar panels and wind turbines. This agreement can support intended installations with a generating capacity of up to 500kW in size, and over this size an interconnection shall be guided by the policies of the G&T (Generation and Transmission) provider.

These systems operate in concurrence with electricity from the power lines to the premises. Should the Source lose power for any reason, the Connecting Party's System shall automatically prevent energization of the TMU system. This Agreement references codes, standards, and practices to have a safely operating system. If any of these requirements are not met there exists a potential for damage to equipment and/or personal harm, as well as possibly discontinuing the use of the Connecting Party's System.

Connecting Party should contact TMU to further discuss any operation that does not include Connecting Party's System disconnecting on the loss of the Source and assures no reconnection attempts until the Source is present.

For safety reasons there are specific requirements in the construction and operation of Connecting Party's System. The safety reasons are for protection of Connecting Party, TMU personnel, Connecting Party property, and TMU property. Catastrophic property damage and even death could occur if the requirements outlined in this Agreement are not followed.

The first step in the process of interconnecting downstream of the meter generation resources consists of submission of the Interconnection Application (separate document) by the Connecting Party to TMU, and payment of the Interconnection Application TMU Engineering Review Fee. TMU will then review all of the Application, and provide written notice of either:

- Acceptance of Application
- Request for Resubmittal of Application, with Comments
- Denial of Application

Upon TMU Acceptance of the Application, the Connecting Party can execute this Interconnection Agreement which will reference the information presented in the Application as Exhibit A in this document. Upon execution of this Interconnection Agreement and installation of inverter based distributed generation, TMU requires access to perform an inspection of the installation of Connecting Party's System. Connecting Party shall receive written acceptance of system by TMU prior to enabling parallel operation of Connecting Party's generation system with TMU system.

This Interconnection Agreement shall be submitted to TMU upon its completion in its entirety.

3. SYSTEM DEFINED

Connecting Party's eligible System is a self-contained electric generation system comprising: Inverter(s) for the conversion of the Connecting Party's System's operating voltage to TMU's operating voltage, manually operated alternating current disconnect/lockout with a locking mechanism in the on and off position, over-current protective device(s) (e.g. breakers), and anti-islanding protection. A new TMU meter may be necessary for services that already exist, above and beyond optional metering of Connecting Party's generation.

New manually operated alternating current disconnect/lockout to be provided on AC/load side of a central or string inverter, in such a way to allow for complete disconnection of Connecting Party's generation source at TMU's discretion. Ensure detailed description, electrical location, and physical location is described within TMU Approved Interconnection Application Document.

Please note that Tipton Municipal Utilities only allows generation from customers to be connected to the TMU utility infrastructure if the generation is credited as an avoided cost model. The customer is expected to maintain their existing incoming metering and also a separate meter for TMU as part of the generation connection. This allows TMU to monitor power both used by the facility and also power produced separately. The actual generated power in watts that the customer provided back to the utility will then be credited back to the customer at rates determined by TMU. TMU does not allow a "net metering" option for customers wishing to connect generation to the TMU infrastructure.

4. TERM AND TERMINATION

4.1. The term of this Agreement begins on the Effective Date (regardless of the date that Connecting Party is authorized to interconnect the Connecting Party's System pursuant to Section 6 below).

4.2. Connecting Party may terminate this Agreement at any time by providing 15 days written notice of termination to TMU, contingent on the disconnection of generating resources from TMU System.

4.3. TMU may terminate this Agreement at any time, without prior notice to Connecting Party for any violation of this Agreement. As provided in Section 4 below, this Agreement is at all times subject to the terms of, changes to, and revisions to, TMU Rate Structure and Electric Service Rules, and other related regulatory authorizations. TMU shall perform Connecting Party's System lock out procedures to disconnect Connecting Party's System from TMU's Electric System as detailed in this Agreement and as necessary to perform maintenance to TMU's Electric System.

4.4. This agreement shall automatically terminate on the 15th day following the sale or ownership transfer of Connecting Party's premises. In the event of such sale or ownership transfer Connecting Party shall notify the new buyer of this Interconnection Agreement and the new buyer shall promptly sign the TMU forms to reaffirm this Agreement, if they desire to continue operating the Connecting Party's System. Failure of the buyer to reaffirm this

Agreement within 15 days of the sale or ownership transfer shall permit TMU to perform lock out/disconnect procedures on Connecting Party's System as provided herein. TMU reserves the right to refuse to reaffirm this Agreement if the Connecting Party's system fails to meet the requirements established in Section 6 of this Agreement.

5. TARIFF AND REGULATORY AUTHORITIES

5.1. This Agreement is subject to: all present and future applicable laws, rules, and regulations of all federal, state and local authorities having jurisdiction over the subject matter of this Agreement; as may be amended from time to time, and any other changes that become effective by operation of law, Tipton Municipal Utilities resolutions, or City Council resolutions, without prejudice to Connecting Party's right to protest those changes.

6. INSTALLATION AND PERMITTING

6.1. Connecting Party's System must comply with: 1) all applicable current, locally accepted National Electric Code (NEC) and ANSI requirements at the time of construction/installation of the Connecting Party's System, including, but not limited to NEC Articles 690 and 705; 2) all building codes; and 3) all applicable Underwriters Laboratories (UL) requirements and standards (e.g. UL 1741). The Connecting Party's System must comply with all Institute of Electrical and Electronics Engineers (IEEE) Standards 929-2000 (*Recommended Practice for Utility Interface of Photovoltaic Systems*) and IEEE Standards 1547 (*Standard for Interconnecting Distributed Resources With the Electric Power System*), as of the Effective Date, for parallel operation with TMU. All power quality parameters (including but not limited to voltage, flicker, frequency, distortion) are specified at the point of common coupling (PCC). In particular, the following requirements must be met:

6.1.1. Flicker – Any voltage flicker resulting from the connection of the Inverter to TMU's Electric System at the PCC cannot exceed the limits defined by the maximum borderline of irritation curve identified in IEEE Std. 519-1992.

6.1.2. Frequency – Connecting Party's System must be designed to operate on a 60Hz electrical system.

6.1.3. Waveform Distortion – Connecting Party's System must have low current-distortion levels to ensure that no adverse effects are caused to other equipment connected to TMU's Electric System. Connecting Party's System's electrical output at the PCC must comply with Section 10 of IEEE Std. 519-1992. The key requirement is that total harmonic distortion must be less than 5% of the fundamental frequency current at rated Inverter output. Each individual harmonic is limited to the percentages listed in IEEE Std. 519-1992.

6.1.4. Power Factor – Connecting Party's System must operate at a power factor > 0.95 (leading or lagging) when output is +/- 5% of Connecting Party's System.

6.1.5. Islanding Protection – Connecting Party's System must cease to energize the utility line when the Inverter is subjected to islanding conditions. Connecting Party's System must immediately, completely and automatically disconnect from TMU's Electric System in the event of a loss of source on TMU's Electric System. TMU, at its own discretion and expense, may conduct periodic testing of anti-islanding.

6.1.6. Voltage – Iowa Administrative Code 199-20.5(2)d. states that the voltage must be maintained according to ANSI C84.1. The ANSI requirement states that the voltage shall be maintained between +/-5% of nominal voltage at the PCC. There is a possibility that the local voltage may be near the high end of the range, which could limit the performance or TMU allowed size of the Connecting Party's System. The TMU allowed size shall be determined during the review of this Agreement. Should conditions change such that the voltage is out of tolerances TMU reserves the right to disconnect the Connecting Party's System until the issue is resolved.

6.1.7. If the proposed Small Generating Facility is single-phase and is to be interconnected on a center tap neutral of a 240 volt service, its addition shall not create an imbalance between the two sides of the 240 volt service of more than 20% of the nameplate rating of the service transformer.

6.1.8. For interconnection of a proposed Small Generating Facility to the load side of spot network protectors, the proposed Small Generating Facility must utilize an inverter-based equipment package and, together with the aggregated other inverter-based generation, shall not exceed the smaller of 5 % of a spot network's maximum load or 50 kW.

6.1.9. The proposed Small Generating Facility, in aggregation with other generation on the distribution circuit, shall not contribute more than 10 % to the distribution circuit's maximum fault current at the point on the high voltage (primary) level nearest the proposed point of change of ownership.

6.1.10. The proposed Small Generating Facility, in aggregate with other generation on the distribution circuit, shall not cause any distribution protective devices and equipment (including, but not limited to, substation breakers, fuse cutouts, and line reclosers), or Interconnection Customer equipment on the system to exceed 87.5 % of the short circuit interrupting capability; nor shall the interconnection be proposed for a circuit that already exceeds 87.5 % of the short circuit interrupting capability.

6.1.11. If the proposed Small Generating Facility is to be interconnected on single-phase shared secondary, the aggregate generation capacity on the shared secondary, including the proposed Small Generating Facility, shall not exceed 20 kW.

6.1.12. The purpose of the standards referenced in this Agreement, and the information collected and reviewed in the Application, is to minimize custom engineering of many aspects of the interconnection. These standards allow installation in a manner that allows the Connecting Party's System to perform as expected and to be installed at a reasonable cost while not compromising safety or operational issues.

6.2. A manual, lockable, load-break disconnect switch that provides a clear indication of the switch position must be available with the Connecting Party's System at or near Connecting Party's main point of service from TMU's Electric System to provide a point of electrical separation between Connecting Party's System and TMU's Electric System. **TMU will coordinate and approve the location of the disconnect switch as demonstrated on the Interconnection Application.** The disconnect switch must be easily visible, mounted separately from the metering equipment, readily accessible to TMU personnel at all times, and capable of being locked in the open and closed position with an TMU lock. TMU may open the disconnect switch thereby isolating Connecting Party's System from the TMU's Electric System for reasons including, but not limited to, maintenance or emergency work, Connecting Party's System adversely affecting other Customers, failure of the Connecting Party's System to comply with codes/regulations, the Connecting Party's System creating hazardous or unsafe conditions, and/or failure to comply with standards. TMU will provide and attach an additional label to the manual load-break disconnect switch for TMU purposes.

6.3. Connecting Party's over-current protective device (Breaker) at the service panel must be dedicated and must be capable of interrupting the maximum available fault current at that point in the distribution system, with the new contribution from Connecting Party's source included. The Breaker shall be clearly marked to indicate power source and connection to TMU's Electric System.

6.4. Connecting Party, at its own expense, must bear cost for any additional TMU equipment or work required for connection of Connecting Party's System to TMU's Electric System and to meet all requirements set forth in this Agreement, including any equipment that is installed on TMU's system, and owned by TMU. This also includes any engineering work that exceeds the scope of pure engineering review based on the criteria set forth in this document. These costs when applicable are described in Exhibit A of the TMU Accepted Interconnection Application. At its sole expense, Connecting Party must: 1) obtain all necessary electrical permit(s) for the installation of Connecting Party's System and have a licensed electrician perform the work, and 2) obtain and maintain any governmental authorizations or permits that may be required for the operation of the Connecting Party's System. Connecting Party must reimburse TMU for any and all losses, damages, claims, penalties, or liability TMU incurs as a result of Connecting Party's failure to obtain or to maintain any governmental authorizations and permits that may be required for construction and operation of Connecting Party's System.

6.5. Connecting Party or its contractor must have received full Approval and Acceptance by TMU of the Interconnection Application contained in Exhibit A. Connecting Party must construct the Connecting Party's System as specified in Exhibit A.

7. WRITTEN AUTHORIZATION REQUIRED TO CONNECT THE CONNECTING PARTY'S SYSTEM

7.1. **Connecting Party may not connect the Connecting Party's System to TMU's Electric System until:** 1) this Agreement has been executed by the parties, 2) the Connecting Party's

System has been tested, 3) a signed, written TMU authorization to connect the Connecting Party's System has been given to Connecting Party by TMU, and 4) a certified electrician has performed the work and the State Electrical Inspector has approved the installation. TMU may have TMU representatives present, at TMU's discretion, at the initial testing/commissioning of Connecting Party's System and may perform (at its own expense) whatever testing of Connecting Party's System that TMU deems necessary to meet the requirements detailed in this document. Within 10 business days after notice from Connecting Party that the Connecting Party's System is ready for interconnection to TMU's Electric System, TMU will inspect the Connecting Party's System and will provide a written authorization to connect the Connecting Party's System or a statement that the Connecting Party's System may not be interconnected because of non-compliance with this Agreement.

7.2. After written authorization to connect the Connecting Party's System to TMU's Electric System has been given, Connecting Party shall make no changes or modifications in the Connecting Party's System or of its mode of operation without the prior written approval of TMU. Connecting Party acknowledges electricity can be dangerous and that serious injury to persons, including death, and damage to property could result from unauthorized changes or modifications to Connecting Party's System. Connecting Party bears all responsibility and liability for any damages occurring to Connecting Party, TMU's Electrical System, and any person from Connecting Party's unauthorized modification or change to the Connecting Party's System.

7.3. The extent of the initial testing will be determined at an earlier meeting between Connecting Party and TMU and will stay in affect as long as Connecting Party does not modify the system in any way as represented in Exhibit A.

8. LOCATION OF SYSTEM

The Connecting Party's System shall be installed at Connecting Party's premises located at in the physical location specified or depicted in the attached Exhibit A. Connecting Party cannot relocate the Connecting Party's System to another premises or physical location without the prior written approval of TMU. In the event that such approval is given, any relocation and installation of the Connecting Party's System will be at Connecting Party's sole expense.

9. SAFETY

Connecting Party agrees to install, operate and maintain the Connecting Party's System in a safe and prudent manner and in conformance with all applicable laws, codes and regulations including, but not limited to, those contained within Section 4 above. Connecting Party is encouraged to notify TMU of any maintenance of the system and keep detailed records of all maintenance, which may be reviewed by TMU.

10. WAIVER OF LIABILITY

Connecting Party acknowledges that improper handling of electrical systems is VERY DANGEROUS, and the POTENTIAL HARM INCLUDES RISK OF SERIOUS BODILY INJURY, DEATH OR PROPERTY DAMAGE.

CONNECTING PARTY HEREBY RELEASES, WAIVES, DISCHARGES AND COVENANTS NOT TO SUE TMU AND/OR THE CITY OF TIPTON, ITS EMPLOYEES, REPRESENTATIVES, AGENTS, AND/OR DIRECTORS FROM ANY AND ALL LIABILITY TO CONNECTING PARTY, CONNECTING PARTY'S PERSONAL REPRESENTATIVES, ASSIGNS, HEIRS, AND NEXT OF KIN FOR ANY AND ALL LOSS OR DAMAGE, AND ANY CLAIM OR DEMANDS THEREFOR ON ACCOUNT OF INJURY TO PERSONS (INCLUDING DEATH) OR PROPERTY ARISING OUT OF OR RELATED TO THE CONNECTING PARTY'S SYSTEM OR ACTIVITIES BY CONNECTING PARTY WITH REGARD TO THAT SYSTEM.

11. LIMITATION OF DAMAGES

TO THE MAXIMUM EXTENT PROVIDED BY LAW, THE PARTIES AGREE THAT TMU AND/OR THE CITY OF TIPTON SHALL NOT BE LIABLE TO ANY OTHER PARTY FOR ANY CLAIMS RELATED TO THE SERVICES PROVIDED FOR UNDER THIS AGREEMENT AND CONNECTING PARTY AGREES TO FULLY INDEMNIFY AND DEFEND TMU AND/OR THE CITY OF TIPTON AGAINST ANY SUCH CLAIMS BY THIRD PARTIES. CONNECTING PARTY HEREBY WAIVES ANY RIGHT TO RECOVER FROM TMU AND/OR THE CITY OF TIPTON, ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES, LOST PROFITS, LOST OPPORTUNITY, OR OTHER BUSINESS INTERRUPTION DAMAGES. TMU AND/OR THE CITY OF TIPTON SHALL IN NO CIRCUMSTANCES BE OBLIGATED FOR ANY SUCH DAMAGES REGARDLESS OF WHETHER CLAIMS ARE FOUNDED UPON STATUTE, TORT, CONTRACT, INDEMNITY OR OTHERWISE AND REGARDLESS OF WHETHER TMU IS NOTIFIED IN ADVANCE OF THE POSSIBILITY OF SUCH DAMAGES. THE LIMITATIONS ON DAMAGES, INCLUDING CONSEQUENTIAL DAMAGES SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.

FURTHER, CONNECTING PARTY IS REQUIRED TO CARRY $1,000,000 IN GENERAL LIABILITY COVERAGE PRIOR TO COMMENCING CONSTRUCTION AND EXECUTING THIS AGREEMENT.

12. RENEWABLE ENERGY PROGRAMS

Connecting Party is encouraged to contact TMU in regards to renewable energy programs. The TMU's contact information is as follows:

407 Lynn Street
Tipton, IA 52772
(563) 886-6187

13. ACCESS TO PREMISES

Connecting Party shall allow access to its premises and to the Connecting Party's System by TMU personnel in accordance with the TMU Service Rules: (i) to inspect Connecting Party's System, (ii) to read and to replace meters; (iii) to open the load-break disconnect switch, and (iv) to disconnect the interconnection facilities at TMU meter or transformer.

Access to meters shall be free of interference of any kind by any animal or any obstruction that could jeopardize the safety of a TMU employee. All new meter installations must have four foot clear frontal approach with a minimum of seven feet of headroom, and a two foot clear lateral working area from any part of the meter enclosure or any obstacle. The top of the overhead meter sockets must be installed four feet six inches (4'6) and six feet six inches (6'6) above the finished surface grade. Underground meter sockets must be installed so that the ground line on the meter socket is within six inches of final grade.

14. DISPUTE RESOLUTION

Should a dispute arise between the parties with regard to the Service provided under this Agreement, any such dispute may be reviewed and resolved in accordance with the Dispute Resolution Procedure as provided in TMU Electric Tariff and TMU Electric Service Rules, Utilities Rules and Regulations.

15. NOTICES AND OTHER COMMUNICATIONS

Except as otherwise expressly provided in this Agreement or as may be specified by the parties in writing, any notice or other communication required under this Agreement must be in writing by mail, messenger, facsimile, or by other electronic means. Any such notice or other communication must be addressed as follows and, if so addressed, will be effective upon actual receipt.

If to Connecting Party:	Name:
Title:	
Address:	
Phone:	
Fax:	
Email:	

If to TMU:	Name:
Title:	
Address:	
Phone:	
Fax:	
Email:	

16. ENTIRE AGREEMENT

This Agreement, together with all attachments including, but not limited to Interconnection Application (Exhibit A); Engineering Review Schedule, Installation and Commissioning Checklist; and Interconnection Application Response, each of which is incorporated in this Agreement by this reference, constitutes the entire agreement between the parties and supersedes all previous written or oral communications, understandings, and agreements between the parties unless specifically stated otherwise within this Agreement. This Agreement may only be amended by a written agreement signed by both parties. Email and all other electronic (including voice) communications from TMU in connection with this Agreement are for informational purposes only unless explicitly stated. No such communication is intended by TMU to constitute either an electronic record or an electronic signature or to constitute any agreement by TMU to conduct a transaction by electronic means. Any such intention or agreement is expressly disclaimed. Any changes to the proposed scope during the submittal and approval processes of the Connecting Party's System may require a new Agreement be submitted by Connecting Party.

17. SEVERABILITY

In the event any provision of this Agreement is found to be legally unenforceable, such unenforceability shall not prevent enforcement of any other provision of the Agreement.

18. GOVERNING LAW, VENUE, AND OPEN RECORDS

This Agreement shall be governed by the laws of the State of Iowa (except Iowa law with respect to conflicts of law). Any suit regarding this Agreement must be brought in the Iowa District Court for Cedar County or the Federal District Court for Northern District of Iowa in Cedar Rapids, Iowa. The parties acknowledge that TMU is subject to applicable open records laws for Iowa public entities. Certain information regarding this Agreement may be subject to public inspection or disclosure.

19. NO ASSIGNMENT BY CONNECTING PARTY

Connecting Party may not assign any right or obligation under this Agreement or subcontract or delegate any portion of the services to any other person or entity without TMU's prior written consent.

20. ATTORNEYS FEES

If a suit or action is instituted by TMU in connection with the collection of any unpaid fees or expense due TMU under this Agreement, Connecting Party agrees to pay or reimburse TMU for attorney fees, court costs, and other expenses incurred by TMU in any such collection action or proceeding.]

21. EFFECT OF WAIVER

Waiver by any party of strict performance of any provision of this Agreement shall not be a waiver, or prejudice the party's right to require strict performance of the same provision in the future, or any other provision.

22. SURVIVAL OF TERMS

The following shall survive the expiration or termination of this Agreement: (i) claims of one party against the other party that have accrued, in accordance with this Agreement, prior to the effective date of such expiration or termination; (ii) covenants of indemnity provided in this Agreement; and (iii) all covenants and agreements to be performed and/or observed by Connecting Party under this Agreement after the expiration or termination of this Agreement or which by their nature survive such expiration or termination.

23. AUTHORIZATION TO EXECUTE AGREEMENT

The person executing this agreement on behalf of a party has full corporate and/or organizational authority to enter into this Agreement, and to bind the party it represents to the Agreement. Each party has the authority to enter into and perform this Agreement.

24. EXECUTION TO COUNTERPARTS

This Agreement may be executed in any number of counterparts, and all counterparts taken together shall be deemed to constitute one and the same instrument and shall be effective when TMU and Connecting Party have each signed a copy thereof (whether the same or different copies). Facsimile or other mechanically reproduced signatures are intended by the parties to have the same effect as handwritten signatures for all purposes under this Agreement.

25. ACKNOWLEDGEMENTS REGARDING AGREEMENT

By signing below, Connecting Party acknowledges that they understand the terms of this Agreement and that Connecting Party may not connect the Connecting Party's System to TMU's Electric System until Connecting Party has received written authorization to connect from TMU. Within 10 business days after receiving notice from Connecting Party that the Connecting Party's System is ready for interconnection, TMU will inspect the Connecting Party's System and will provide a written authorization to connect the Connecting Party's System or a statement that the Connecting Party's System may not be interconnected because of non-compliance with the requirements set forth in this Agreement.

Should the Connecting Party not be the owner of the real-estate, or the Connecting Party is not the entity stated on the TMU electric account then the Connecting Party shall acquire the other affected party's acknowledgement of this agreement by both parties sign and dating below:

CONNECTING PARTY

Signature: _____

Printed Name: _____

Address: _____

Electric Utility Account #: _____

Company if applicable: _____

Date: _____

AFFECTED PARTY

Signature: _____
Printed Name: _____
Address: _____
Electric Utility Account #: _____
Company if applicable: _____
Date: _____

26. AUTHORIZATION

Connecting Party's System may be connected to Tipton Municipal Utilities Electric System. Connecting Party's System is authorized to connect the Connecting Party's System to the Tipton Municipal Utilities Electric System, subject to TMU's inspection and acceptance of the installation of the system in congruence with Exhibit A.

THE DULY AUTHORIZED REPRESENTATIVES of the parties have signed three originals of this Agreement.

CONNECTING PARTY
Signature: _____
Printed Name: _____
Address: _____
Electric Utility Account #: _____
Date: _____

LICENSED ELECTRICIAN TO PERFORM THE WORK
Signature: _____
Printed Name: _____
Address: _____
Company if applicable: _____
Date: _____

TIPTON MUNICIPAL UTILITIES
Authorized Signature: _____
Printed Name: _____
Title: _____
Date: _____

TMU Reference #: ___
TMU Use Only

Exhibit A

CITY OF TIPTON

Tipton Municipal Utilities (TMU) Interconnection Application – Inverter Based Distributed Generation

The first step in the process of interconnecting downstream of the meter, inverter based generation consists of submission of this Application by the Connecting Party to TMU, and payment of the Engineering Review Application Fees pursuant to the TMU Engineering Review Fee Schedule. TMU will then review all of this application, and then provide written notice of either:

- Acceptance of Application
- Request for Resubmittal of Application, with Comments
- Denial of Application

Upon TMU Acceptance of the Application, the Connecting Party then can pursue the execution of the Interconnection Agreement which will reference the information presented in this Application as Exhibit A. Upon acceptance of this Application, and formal execution of an Interconnection Agreement, TMU requires access to inspect installation of Connecting Party's system. Connecting Party shall obtain written acceptance of its system installation by TMU prior to enabling parallel operation of Connecting Party's generation system with TMU system.

Please note that Tipton Municipal Utilities only allows generation from customers to be connected to the TMU utility infrastructure if the generation is credited as an avoided cost model. The customer is expected to maintain their existing incoming metering and also a separate meter for TMU as part of the generation connection. This allows TMU to monitor power both used by the facility and also power produced separately. The actual generated power in watts that the customer provided back to the utility will then be credited back to the customer at rates determined by TMU. TMU does not allow a "net metering" option for customers wishing to connect generation to the TMU infrastructure.

In the event of a Request for Resubmittal of Application, TMU will provide comments indicative of the reasoning for required Resubmittal.

Interconnection Application review consists of an examination of the impact of Connecting Party's proposed system on TMU system operation, and examination of additional cost impacts to ensure safe and reliable operation of this system.

The sections/components of this application are:

1. **General Information:** This section shall include information on general system characteristics and the parties involved throughout the design and interconnection process.

2. **Written Description of System** – Please be as detailed as possible. This can include background on proposed size and capacity of system, anticipated unique physical or siting requirements, experience of installation/project development resources, and proposed project timeline, among others.

3. **Generator Information Description** – This section shall include information on the proposed generator and inverter for the installation.

4. **Drawing Attachments** – This section shall include detailed attachments demonstrating a *One-Line Diagram*, a *Site Plan*, and in cases with any automatic operation of equipment that is not explicitly detailed within UL or IEEE requirements, a *Sequence of Operation*. Example documents are included. Ensure that level of detail is sufficient to communicate what equipment is new, existing, and all relevant equipment criteria.

5. **Warning Placard Labels** – This section shall include the intended description for the warning placard that is required on visible, lockable AC Disconnects for the new Electrical Generation source, as well as for the warning placard required if disconnect is not located within 10 feet and within line-of-sight of TMU meter.

TMU Reference #: ____
TMU Use Only

1. General Information:

Application conveys intent of_____, herein referred to as 'Connecting Party,' to interconnect Renewable Energy behind the Meter Electrical Generation with TMU's System. Date of Application: _____

Connecting Party:

Name: _____ Contact Person: _____
Address: _____ Phone: _____
_____ TMU Account #: _____
_____

Project Developer, Consulting Engineer, Contractor, or Electrician:

Name: _____ Contact Person: _____
Address: _____ Phone: _____
_____
_____

Ownership and Possession

Is the owner of the distributed resource also the owner of the property where the distributed resource is located?	Yes	No
If no, then please list the name of the entity that owns the property		
Legal Name	If No -	
Type of Entity	If No -	
Is the Legal Name of the Owner of the Renewable System the same name as listed on the electric bill for this account?	Yes	No
If no, then what is the legal relationship between the Owner of the Renewable System and the Customer listed on the Electric Bill?		

General Project Information

Solar Application Only?	Yes	No
Wind Application Only?	Yes	No
Solar and Wind Application?	Yes	No
Addition to an Existing System/Building?	Yes	No
or New (Greenfield) Project?	Yes	No
Will the System have Battery Backup?	Yes	No

2. Written Description of System:

Please provide background on proposed size and capacity of system, anticipated unique physical or siting requirements, experience of installation and project development resources, and proposed project timeline:

3. Generator Information Description:

Number of Units: _____

Manufacturer: _____

Type (Inverter): _____

Fuel Source Type (Solar, Natural Gas, Wind, etc.): _____

Kilowatt Rating (95 F at location): _____

Kilovolt-Ampere Rating (95 F at location): _____

Power Factor: _____

Voltage Rating: _____

Ampere Rating (Capacity): _____

Number of Phases: _____

Max Fault Current: _____

Frequency: _____

Do you plan to export power: _____Yes _____No

If Yes, maximum amount expected (in Watt or VA): _____

Inverter Pre-Certification Label or Type Number (UL741, IEEE 1547, etc.) _____
**note that the following website lists pre-certified inverters:*
http://www.gosolarcalifornia.org/equipment/inverters.php
TMU requires pre-certified grid-tie inverters in these systems

Expected Energizing and Start-up Date: _____

Equipment Information (Inverter and generator, e.g. solar panels and wind turbine):

Item	Manufacturer	Model Number

4. Drawing Information

a. Submission of a *one-line diagram* is always required for this application.

Required components of a *one-line diagram* include: all required electrical device characteristics including electrical size/capacity, voltage ratings, number of phases, current ratings, and a clear description of what equipment is new and what is existing. An example *one-line diagram* is shown below.

b. Submission of a *site plan* is always required for this application.

Required components of a *site plan* include: full physical / site layout of system with dimensions when relevant, clearly demonstrated equipment (generator, inverter, TMU meter, and AC disconnect) locations, clearly demonstrated equipment sizes, clearly demonstrated equipment clearances, and clearly denoted new vs. existing equipment in installation. Also, naming of all devices should be clear enough to reference what is shown on the one-line diagram. An example *site plan* is shown below.

c. Submission of a *sequence of operation* is required if you answered yes to the question of whether battery backup is required, ***OR*** if there is any equipment that controls any devices that perform mechanical actuation and are not enclosed in an explicitly defined UL approved enclosure.

Required components of a *sequence of operation* include: detailed description of event stimuli and system operation including TMU initiated, locally (manually) initiated, and remotely initiated events. This includes all relevant breaker, energy storage cycling, generator, and other device operations to clearly describe system operation through all possible system states. It must include paralleling operation of new sources relative to the TMU system.

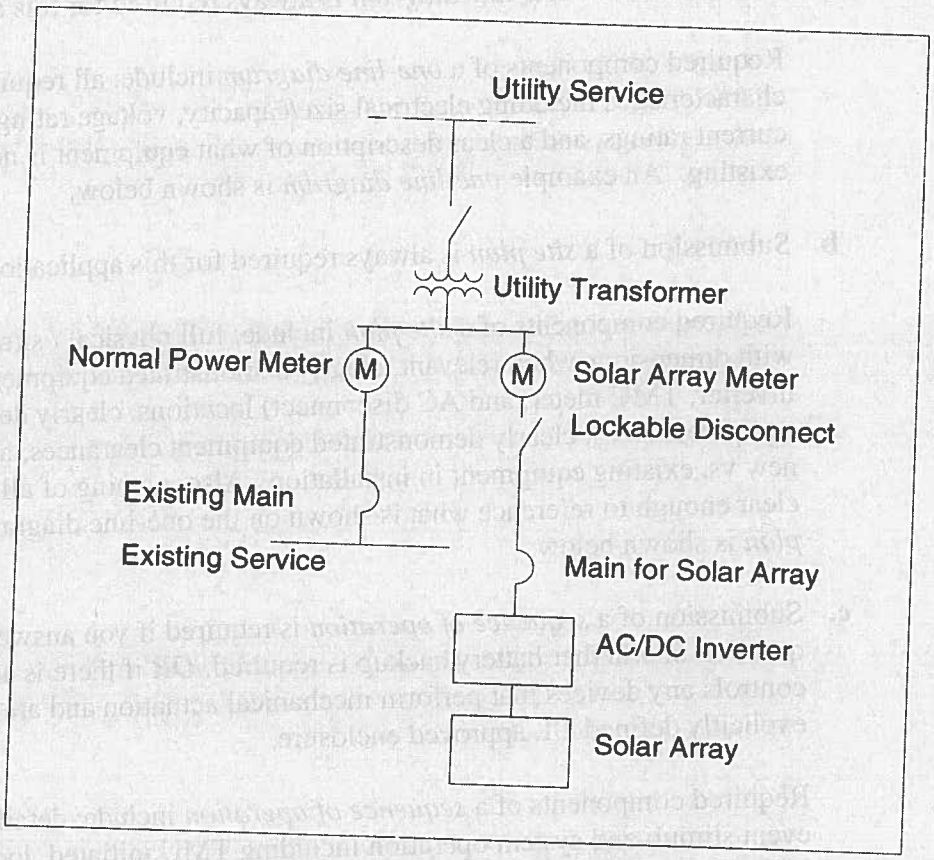

Figure 1 - One Line Diagram Example

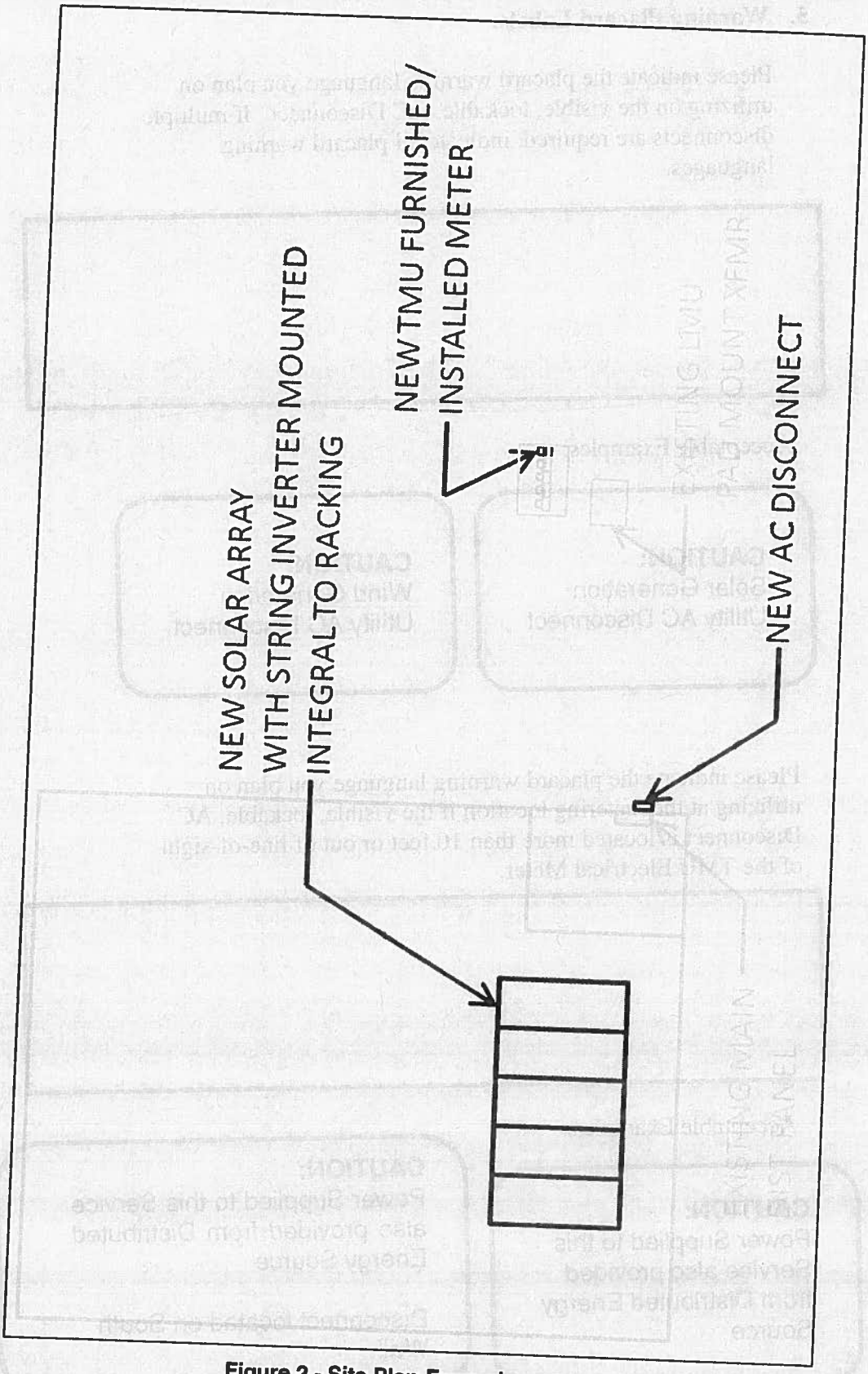

Figure 2 - Site Plan Example

5. Warning Placard Labels:

Please indicate the placard warning language you plan on utilizing on the visible, lockable, AC Disconnect. If multiple disconnects are required, indicate all placard warning languages.

Acceptable Examples:

CAUTION:
Solar Generation
Utility AC Disconnect

CAUTION:
Wind Generation
Utility AC Disconnect

Please indicate the placard warning language you plan on utilizing at the metering location if the visible, lockable, AC Disconnect is located more than 10 feet or out of line-of-sight of the TMU Electrical Meter.

Acceptable Examples:

CAUTION:
Power Supplied to this Service also provided from Distributed Energy Source

CAUTION:
Power Supplied to this Service also provided from Distributed Energy Source

Disconnect located on South Wall

CITY OF TIPTON

Tipton Municipal Utilities (TMU) On-Site Installation and Commissioning Checklist for Parallel Operation of Renewable Generation Source via an Inverter

TMU Installation and Commissioning Checklist:

Does inverter meet requirements?: Compare As-Installed Inverter to Current Pre-Certified List for UL1741 and IEEE1547 compliance	Yes	No	Notes
Does submitted One-Line Diagram/Site Plan and As-Installed Conditions match?	Yes	No	Notes
Is TMU Furnished/Installed Meter in place?	Yes	No	Notes
Is there a visible, lockable AC Disconnect?	Yes	No	Notes
Is Disconnect's Location Accessible by TMU Staff at all Times?	Yes	No	Notes
Have City Inspections have been passed and has Required Permitting been Obtained?	Yes	No	Notes
Does Final Electrical Design have Electrical Engineer's Stamp?	Yes	No	Notes
Are warning placards Installed on AC Disconnect?	Yes	No	Notes
Are warning placards installed at metering location, when AC Disconnect more than 10 feet or out of line of sight of meter?	Yes	No	Notes

Check:	**TMU Interconnection Installation Test Procedure Results**
	Test Passed
	Test Passed conditionally on Below
	Test Failed

If test is passed conditionally, here are the items that need to be addressed:

_____

_____

_____

_____

_____

_____

_____

_____

Signed By:

_____

Printed Name:

_____

Printed Title:

_____

Date:

_____

AGENDA ITEM # L - 14

AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION

DATE:	July 6, 2015
AGENDA ITEM:	Ambulance Volunteer Pay
ACTION:	Motion

SYNOPSIS: A number of the volunteers have voted to ask the City Council to establish the attached pay scale. At this time, all members are paid a flat $50 per call.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Manager

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch **DATE PREPARED:** 6/30/15

Tipton Ambulance Service
210 W First St.
Tipton, IA 52772

JUL 1, 2015

To: City Council
Tipton, IA, 52772

From: Tipton Ambulance Service
210 W First St.
Tipton, IA 52772

Subject: Ambulance Staff Compensation

1. On June 3rd 2015 at the monthly meeting of the Tipton Ambulance Service. Ambulance Personnel voted in favor of changing their compensation rates.
2. The change in compensation rates voted on are as follows
   a. $50 per transported patient per staff member who submits a monthly schedule containing seven full 12 hour on call shifts to include a weekend shift. A weekend is defined as shifts starting on a Friday at 1800 hours until Sunday at 1800 hours.
   b. $25 per transported patient per staff member who submits a schedule that does not meet the requirements stated above.
   c. The Ambulance Director has the ability to authorize $50 per transport for members who are unable to meet the requirements due to temporary changes in a members personal life such as; family member sickness, unforeseen hardships, or other unforeseeable circumstances that may inhibit the ability of a member to submit a schedule that meets the requirements outlined in line a.

Brett W. Becker
Director
Tipton Ambulance Service

Ph: (563) 886-6502 : Fax (563) 886-1822
Mailing Address; 407 Lynn St. Tipton, IA 52772

O. Reports Mayor/Council/Manager

CITY OF TIPTON
CITY MANAGER
REPORT TO THE CITY COUNCIL
July 6, 2015

- The 175th Celebration is complete. I want to thank the members of the 175th Committee for their hard work and dedication. They have spent the last year working on this event for the Community. I also want to thank all of the members of City staff for their work in preparation for the event. Finally I want to thank the Cedar County Fair Board for allowing the City to hold the Hairball concert on their grounds a week before the fair kicks off.
- I will be out of the office July 15-17 as I will be attending the IaCMA summer conference in Burlington.
- Interviews for the Economic Development Director position will be occurring over the next two weeks and the committee hopes to have a recommendation to Council before the end of July if possible.
- Now that the celebration is over, there will be a number of projects that will be started in the City over the coming weeks. I ask members of the community to have patience with the construction during this period.