

City of Tipton, Iowa

Meeting: Tipton City Council Meeting
Place: Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772
Date/Time: 5:30 p.m., Monday, January 16, 2017
Web Page: www.tiptoniowa.org
Posted: Friday, January 13, 2017 (Front door of City Hall & City Website)

Mayor: Bryan Carney
Council At Large: Leanne Boots
Council At Large: Pam Spear
Council Ward #1: Ross Leeper
Council Ward #2: Dean Anderson
Council Ward #3: Tim McNeill

Interim City Manager: Tim D. Long
City Attorney: Lynch Dallas, P.C.
Finance Director: Lorna Fletcher
City Clerk: Amy Lenz
Dir. of Public Works: Steve Nash
Police Chief: Lisa Kepford

- A. Call to Order**
- B. Roll Call**
- C. Pledge of Allegiance**
- D. Agenda Additions/Agenda Approval**
- E. Communications:**

If you wish to address the City Council regarding an issue, whether on the agenda or something not on the agenda, please approach the lectern at this time, 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 - City Council Minutes, January 4, 2017
2. Approval - City Council Minutes, January 9, 2017
3. Approval - Liquor License, Tipton Country Club
4. Approval - Treasurer's & Investment Reports

G. Public Hearing

H. Ordinance Approval/Amendment

I. Resolutions for Approval

J. Mayoral Proclamation

K. Old Business

L. Motions for Approval

1. Consideration of Claims.
2. Consideration of a Timetable for the Search and Selection Process for City Manager, Patrick Callahan, Callahan Municipal Consultants.
3. Consideration of Approval of a Scope of Work for the City/School Park Improvement Project, and Authorization to Advertise for Bid.

4. Consideration of Approval for Council Member Attendance at the Iowa Association of Municipal Utilities (IAMU) Seminar on Municipal Electric Utility Policy and Governance for Elected Officials, Ankeny, Iowa, January 24, 2017, \$400.00.
5. Consideration of Quotes to Install an Overhead Door in the New Power Plant Building for Equipment Maintenance Access.
6. Consideration of a Proposal for Holiday Decorations.
7. Consideration of an Appointment of Chris Sorgenfrey to the Zoning Board of Adjustment to fill a vacancy from Bob Rickard's resignation, which term will end May 1, 2017.

M. Reports to be Received/Filed

1. Community Development Director's Report, January 2017.
2. Iowa Main Street Report, Downtown Tipton, December 2016.

N. Discussion Items (No Action)

O. Reports of Mayor/ Council/ Manager/ Department Heads

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

P. Adjournment

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

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

January 4, 2017
Tipton Fire Station
301 Lynn Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Boots, Spear, Leeper, Anderson and McNeill. Also present: Long, Lenz, Kepford, Nash, Taber, Beck, Walsh, Ratliff, B. Brennan, Fletcher, Downs, K. Johnson, other visitors and the press.

Agenda:

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

Communications:

1. Joan Blundell spoke on the importance of Emergency Medical Services.

Consent Agenda:

Motion by Spear, second by Boots to approve the consent agenda which includes the December 19, 2016, Council Meeting Minutes. Following the roll call vote the motion passed unanimously.

Resolutions for Approval:

1. Resolution 010417A, Iowa Income Offset Collection Program and Appeals Process
Motion by Boots, second by McNeill to approve Resolution 010417A, the resolution to adopt the Iowa Income Offset Collection Program and Appeals process. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Claims List

ALTEC INDUSTRIES INC	FILTER #5	1986.43
BARCO MUNICIPAL PRODUCTS I	2 BARRICADES	574.15
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	161.56
CEDAR COUNTY VFW POST 2537	2 FLAGS	98.95
CENTRAL IOWA DISTRIBUTING	FLOOR MACHINE WITH TANK	619.00
CINTAS CORPORATION	FIRST AID SUPPLIES	119.76
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	318.61
CJ COOPER & ASSOC INC	RANDOM & PRE-EMPLOYMENT SCRNG	70.00
G & K SERVICES	UNIFORMS	119.16
GARDEN & ASSOCIATES INC	PARK SITE IMPROVEMENTS	2430.00
H & H AUTO	TIRE REPAIR #14	38.00
IOWA ASSOCIATION OF	SUPERINTENDENT MEETING	345.00
KINUM INC	COLLECTION EXPENSE	403.25
KIRKWOOD COMMUNITY COLLEGE	CEU TRAINING	80.00
KLUESNER CONSRUCTION INC	STREET REPAIR PATCHES	4009.90
KUNDE OUTDOOR EQUIPMENT	OIL FILTER #188	7.46
LAWSON PRODUCTS INC	OPERATING SUPPLIES	101.08
LIBERTY COMMUNICATIONS	SMART DOOR MONTHLY FEE	25.85
LYNCH DALLAS PC	POLICE	2699.61
MARTIN GARDNER ARCHITECTUR	FEASIBILITY STUDY(OLD LEGION)	55.00
MISC. VENDOR	SEAN PAUSTIAN:SHELVING	90.00

MUNICIPAL SUPPLY INC	12 WATER METERS	1440.00
O'ROURKE MOTORS INC	JET KIT #15	7.60
ODB COMPANY	OIL SENDING UNIT #163	54.00
OFFICE EXPRESS	OFFICE SUPPLIES	127.88
RDJ SPECIALTIES INC	DARE SUPPLIES	74.17
RESCO	STREET LIGHTING SUPPLIES	3719.86
SHERMCO INDUSTRIES INC	ARC FLASH STUDY	23970.00
SPAHN & ROSE LUMBER CO	BLDG MAINT SUPPLIES	150.74
STRYKER SALES CORPORATION	MEDICAL SUPPLIES	21.08
TIPTON ELECTRIC MOTORS	REPAIR BLOWER MOTOR	70.86
TIPTON PHARMACY	PATIENT MEDICATIONS	343.04
TRANS IOWA EQUIPMENT	REPAIR PARTS #30	1040.80
WALMART COMMUNITY	MISC SUPPLIES	204.55
** TOTAL **	-City of Tipton	45577.35

Fund Totals

001	GENERAL GOVERNMENT	8803.01
311	ADDTNL GENERATION PRJCT	22900.00
600	WATER OPERATING	1446.30
610	WASTEWATER/AKA SEWER REVE	6.30
630	ELECTRIC OPERATING	5430.39
640	GAS OPERATING	129.16
670	GARBAGE COLLECTION	15.82
750	CEMETERY ENTERPRISE	98.95
810	CENTRAL GARAGE	3925.87
835	ADMINISTRATIVE SERVICES	2821.55
	GRAND TOTAL	45,577.35

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

2. City Computer and Telephone Communications System Quote, Integrated Technology Partners

Motion by Boots, second by Leeper to accept the quote from ITP, contingent on budget funds availability, for computer and telephone communications system hardware upgrades, in the amount of \$11,385.52. Following the roll call vote the motion passed unanimously.

3. Aureon Communications, for Telephone and Communications Bandwidth Proposal

Motion by McNeill, second by Leeper to accept the proposal from Aureon Communications, contingent on budget funds availability, for telephone and communications bandwidth for City facilities. Following the roll call vote the motion passed unanimously.

4. Garage Hoist Purchase, Central Garage

Motion by Leeper, second by McNeill to approve the purchase of an 18,000 lb. garage hoist, from NAPA, in the amount of \$7,470.00. Following the roll call vote the motion passed unanimously.

Reports to be Received/Filed:

1. December 2016, Community Development Director's Report
2. Tipton Police Department Statistics Report for Calendar Year 2016
3. Iowa Department of Natural Resources Sanitary System Survey

Motion by Anderson, second by Spear to accept the December 2016, Community Development Director's Report, the police department statistics report for calendar year 2016 and the Iowa Department of Natural Resources sanitary system survey.

Discussion Items (no action):

1. 2017 Christmas Decorations

Economic Development Director Beck stated that six snowflakes, 18 red bows and garland for three poles could be purchased at a 33% discount right now, from Temple Display. The cost would be \$3,575.00. Beck is going to move forward with applying for a Community Foundation grant and a Walmart grant. She will also place a few donation boxes at businesses downtown and will advertise in the Tipton Conservative.

Reports of Mayor/Council/Manager/Department Heads:

Interim Manager

Interim Manager Long stated that interviewing for the Finance Director position will begin on Thursday, January 26, 2017.

Finance Director

Finance Director Fletcher would like the council to be thinking about what tax levy rate to use, so that she can keep moving forward with the budget and know what direction to go.

Adjourn:

With no further business to come before the council a motion to adjourn was made by Boots, second by Leeper.

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:24 p.m.

Mayor

Attest:
City Clerk

January 9, 2017
City Hall
407 Lynn Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in a Special Meeting at 4:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Anderson, Spear, Leeper, and Boots. Absent: McNeill. Also present: Long, Fletcher, Lenz, Nash, Kepford, other visitors and the press.

Agenda:

Motion by Spear, second by Boots to approve the agenda. Following the roll call vote the motion passed unanimously.

Councilmember McNeill joined the meeting at 4:33 p.m.

Motion for Approval:

1. Tax Levy, 2017-2018 Budget

Interim Manager Long explained the certification sheet and how the tax is calculated. After further discussion, a motion was made by Leeper, and seconded by McNeill to approve increasing the tax levy 42 cents for the 2017-2018 budget, to \$13.78. Following the roll call vote the motion passed unanimously.

Adjourn:

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

Meeting adjourned at 5:31 p.m.

Mayor

Attest:
City Clerk

REVENUE RECEIVED		REVENUE RECEIVED	
June, 2016		July, 2016	
Property Taxes	28,720.01	Property Taxes	13,518.84
Local Option Sales Tax	21,590.92	Local Option Sales Tax	21590.92
Licenses & Permits	2,742.50	Licenses & Permits	1,125.00
Use of Money and Property	68,059.61	Use of Money and Property	1,869.82
Intergovernmental	38,687.87	Intergovernmental	43,976.53
Charge for Services	514,346.69	Charge for Services	577,374.51
Special Assessment	0.00	Special Assessment	467.00
Miscellaneous	105,987.99	Miscellaneous	48,886.26
Sale of Fixed Assets		Sale of Fixed Assets	0.00
TOTAL	\$780,135.59	TOTAL	\$708,808.88

City of Tipton
MTD Treasurer's Report
As of December 31, 2016

FUND	BEGINNING BALANCE		M-T-D REVENUES		AIR NET CHANGE	M-T-D EXPENSES		A/P CHANGE	ENDING BALANCE		Y-T-D INVESTMENTS	INVESTMENTS WITH BALANCE		Ending Cash Bal
	CASH	BALANCE	REVENUES	CHANG		EXPENSES	CHANG		CASH	BALANCE		O/S Deposits	O/S Checks	
001-GENERAL GOVERNMENT	-81,470.84	667,393.92	0	0	0	214,540.88	8,907.83	380,190.03	182,486.80	562,676.83			\$7,157,144.56	
002-COMMUNICATIONS - LOCAL AC	44,525.96	6.66	0	0	0	12,500.02	0	32,032.60	0	32,032.60			-26,031.09	
110-ROAD USE TAX FUND	670,174.15	29,783.56	0	0	0	142,760.54	0	557,197.17	130,000.00	687,197.17			184,730.20	
112-TRUST AND AGENCY FUND	196,792.84	19,668.40	0	0	0	182,572.56	0	33,888.68	0	33,888.68				
121-LOCAL OPTION TAX	382,731.37	22,216.52	0	0	0	103,544.08	0	301,403.81	0	301,403.81				
125-TIF SPECIAL REVENUE FUND	61,050.13	12,337.11	0	0	0	79,701.17	0	-6,313.93	77,979.57	71,665.64				
160-ECONOMIC/INDUSTRIAL DEVELOP	597,799.95	1,181.24	0	0	0	0	0	598,981.19	12,983.69	611,964.86				
168-AQUATIC CENTER CAMPAIGN F	-603,279.12	27,000.00	0	0	0	0	0	-576,279.12	0	-576,279.12				
189-LIBRARY TRUST FUND	8,219.87	30.47	0	0	0	0	0	8,250.34	0	8,250.34				
180-P S SHARE FUND	25,136.15	205.27	0	0	0	0	0	25,341.42	0	25,341.42				
192-FIRE ENTERPRISE TRUST	47,725.69	2,655.20	0	0	0	40,807.04	0	9,573.85	0	9,573.85				
202-ELECTRIC REVENUE BONDS	215,037.55	100,607.88	0	0	0	13,045.00	0	302,600.43	0	302,600.43				
203-06 ELECTRIC SUBSTATION RE	484,458.43	110,442.84	0	0	0	27,825.00	0	567,076.27	0	567,076.27				
204-WATER REVENUE BOND RESERV	231,412.64	71,456.13	0	0	0	3,893.75	0	298,975.02	0	298,975.02				
205-GO FIRE TRUCK 2010	-21,920.88	28,308.35	0	0	0	0	0	6,387.47	0	6,387.47				
206-1994 SEWA DEBT SERV FUND	1,709.03	0	0	0	0	2,184.52	0	-475.49	0	-475.49				
208-WW/SEWER REVENUE BOND SIN	160,287.63	97,801.45	0	0	0	12,906.25	0	245,182.83	0	245,182.83				
210-GO ST IMPROVEMENT NOTES	8,090.75	1.68	0	0	0	0	0	8,092.43	0	8,092.43				
212-03 GO ST IMPROVE NOTES	14,070.61	2.92	0	0	0	0	0	14,073.53	0	14,073.53				
214-GO CP BONDS SERIES 2011A	54,036.47	70,037.21	0	0	0	18,170.00	0	105,903.66	0	105,903.66				
216-GO CP BONDS SERIES 2011B	365.87	75,095.63	0	0	0	7,581.25	0	67,880.25	0	67,880.25				
218-GO CP BONDS SERIES 2011C	48,132.92	129,662.04	0	0	0	14,186.25	0	163,608.71	0	163,608.71				
220-GO BONDS 2013 DEBT SRVC	230.85	97,234.39	0	0	0	5,033.75	0	92,431.49	0	92,431.49				
222-GO BOND 2015 DEBT SERVICE	122,091.63	26,264.61	0	0	0	11,425.00	0	136,931.24	0	136,931.24				
300-GO ST IMPROVEMENT PROJECT	42,150.65	1,752.92	0	0	0	0	0	42,159.41	0	42,159.41				
307-STREETSCAPE PROJECT	-661,027.74	0	0	0	0	39,972.48	0	-678,100.22	0	-678,100.22				
311-ADDNL GENERATION PRJCT	660,434.56	137.27	0	0	0	0	0	660,571.83	0	660,571.83				
315-JRFAC CP	750	0	0	0	0	0	0	750	0	750				
500-CEMETERY TRUST FUND	212,215.63	71,920.71	0	0	0	159,049.64	1,446.30	126,533.00	100,000.00	100,750.00				
600-WATER OPERATING	5,189.27	51,584.13	0	0	0	161,449.28	6.3	-104,689.58	212,551.72	126,533.00				
610-WASTEWATER/WAKA SEWER REVE	1,794,536.49	444,811.01	0	0	0	826,497.62	5,430.39	1,417,848.96	321,775.98	1,739,624.84				
630-ELECTRIC DEVELOPMENT	8,599.09	1.79	0	0	0	0	0	8,600.88	0	8,600.88				
632-ELECTRIC RENEWAL/REPLACEM	374,859.98	77.91	0	0	0	0	0	374,937.89	0	374,937.89				
633-ELECTRIC RESERVE	271,516.28	56.43	0	0	0	0	0	271,572.71	137,715.62	409,288.33				
634-ELECTRIC BOND/INT RESERVE	1,366,548.26	284.04	0	0	0	0	0	1,366,832.30	157,042.35	1,523,874.65				
640-GAS OPERATING	-126,986.51	75,704.25	0	0	0	127,579.05	129.16	-178,732.15	0	-178,732.15				
641-GAS D.E.I.	5,302.52	1.1	0	0	0	0	0	5,303.62	10,468.37	15,771.99				
642-GAS RESERVE	69,740.31	14.5	0	0	0	0	0	69,754.81	404,838.04	474,592.85				
660-AIRPORT OPERATING	-51,579.50	14,266.03	0	0	0	9,928.48	0	-47,241.95	0	-47,241.95				
670-GARAGE COLLECTION	89,975.21	45,394.26	0	0	0	55,767.78	15.82	79,617.51	0	79,617.51				
740-STORM WATER	-9,370.00	9,183.68	0	0	0	8,188.50	0	-8,374.82	0	-8,374.82				
750-CEMETERY ENTERPRISE	-37,685.32	7,799.35	0	0	0	3,729.51	98.95	-33,516.53	0	-33,516.53				
810-CENTRAL GARAGE	399,201.16	32,057.35	0	0	0	32,050.32	3,925.87	403,134.06	0	403,134.06				
820-PSF HEALTH INSURANCE	28,273.38	6,690.05	0	0	0	6,684.17	0	28,281.26	0	28,281.26				
830-CITY RESERVE FUND	-28,929.34	837.52	0	0	0	0	0	-28,091.82	113,159.75	85,067.93				
835-ADMINISTRATIVE SERVICES	-8,090.29	25,537.96	0	0	0	26,329.99	2,821.55	-6,060.77	0	-6,060.77				
860-PAYROLL ACCOUNT	1,300.44	0	0	0	0	0	0	1,300.44	0	1,300.44				
950-ELECTRIC METER DEPOSITS	1,596.13	180.17	0	0	0	965	0	811.3	10,468.37	11,279.67				
951-WATER METER DEPOSITS	1,806.64	180.29	0	0	0	570	0	1,416.93	0	1,416.93				
952-GAS METER DEPOSITS	8,326.68	201.63	0	0	0	690	0	7,838.31	0	7,838.31				
GRAND TOTAL	7,087,818.55	2,376,304.03	431.31	2,352,128.88	45,582.17	7,157,144.56	1,871,470.16	9,028,614.72						

Bank Balance **\$7,315,843.67**
O/S Deposits **-26,031.09**
O/S Checks **184,730.20**

Bank	Cert. Number	Fund Number and Name	Purchased	Time	Rate	Due	Amount	Fund Total	Cashed	Renewed	Interest Earned
Community State	522532	001-660 Ambulance Trust	09/04/16	12 mos.	0.40	09/04/17	\$109,049.73			09/04/16	
Citizens Savings	27505	001-687 Unemployment Trust	10/10/16	12 mos.	0.40	10/10/17	\$73,437.07	\$182,486.80		10/10/16	
*Community State	522530	110 Road Use Tax	09/04/16	12 mos.	0.40	09/04/17	\$100,000.00			09/04/16	
*Community State	522719	110 Road Use Tax	10/02/16	12 mos.	0.40	10/02/17	\$30,000.00	\$130,000.00		10/02/16	
Community State	522796	125 TIF	03/27/16	12 mos.	0.40	03/27/17	\$77,979.57	\$77,979.57		03/27/16	
Community State	522797	160 Economic Development	03/27/16	12 mos.	0.40	03/27/17	\$12,983.69	\$12,983.69		03/27/16	
*Community State	522531	500 Cemetery Trust	09/04/16	12 mos.	0.40	09/04/17	\$100,000.00	\$100,000.00		09/04/16	
Citizens Savings	26920	610 Wastewater/Sewer Operating	11/06/16	12 mos.	0.40	11/06/17	\$212,551.72	\$212,551.72		11/06/16	
Community State	522485	630 Electric Operating	06/19/16	12 mos.	0.40	06/19/17	\$107,602.68			06/19/16	215.36 x
Citizens Savings	27452	630 Electric Operating	11/06/16	12 mos.	0.40	11/06/17	\$106,275.84			12/16/16	215.95 x
Citizens Savings	27521	630 Electric Operating	12/16/16	12 mos.	0.40	12/16/17	\$107,897.36	\$321,775.88		12/16/16	
Community State	522519	633 Electric Reserve	08/12/16	12 mos.	0.40	08/12/17	\$80,792.45			08/12/16	
Citizens Savings	27501	633 Electric Reserve	10/09/16	12 mos.	0.40	10/09/17	\$56,923.17	\$137,715.62		10/09/16	
Citizens Savings	27499	634 Electric Bond & Interest	09/02/16	12 mos.	0.40	09/02/17	\$157,042.35	\$157,042.35		09/02/16	
Citizens	27503	641 Gas D.E.I.	10/09/16	12 mos.	0.40	10/09/17	\$10,468.37	\$10,468.37		10/09/16	
*Community Savings	522522	642 Gas Reserve	08/21/16	12 mos.	0.40	08/21/17	\$92,173.12			08/21/16	
*Citizens Savings	27470	642 Gas Reserve	12/16/16	12 mos.	0.40	12/16/17	\$312,664.92	\$404,838.04		12/16/16	
Citizens Savings	27504	830 City Reserve Fund	10/10/16	12 mos.	0.40	10/10/17	\$113,159.75	\$113,159.75		10/10/16	
Citizens Savings	27502	950 Electric Meter Deposit	10/09/16	12 mos.	0.40	10/09/17	\$10,468.37	\$10,468.37		10/07/16	
Investments Total							\$1,871,470.16	\$1,871,470.16			431.31

CITY OF TIPTON
FUND BALANCE REPORT
AS OF: DECEMBER 31ST, 2016

	BEGINNING FUND BALANCE	YTD REVENUES	YTD EXPENSES	ENDING FUND BALANCE
001-GENERAL GOVERNMENT	113,458.25CR	1,415,255.09CR	1,307,390.52	221,322.82CR
002-COMMUNICATIONS - LOCAL AC	33,031.94CR	11,618.68CR	12,618.02	32,032.60CR
110-ROAD USE TAX FUND	617,076.02CR	213,302.94CR	143,181.79	687,197.17CR
112-TRUST AND AGENCY FUND	15,624.80CR	200,836.44CR	182,572.56	33,888.68CR
121-LOCAL OPTION TAX	268,828.25CR	136,119.64CR	103,544.08	301,403.81CR
125-TIF SPECIAL REVENUE FUND	64,951.82CR	98,125.97CR	91,412.15	71,665.64CR
160-ECONOMIC/INDUSTRIAL DEVEL	592,093.21CR	20,193.68CR	322.01	611,964.88CR
168-AQUATIC CENTER CAMPAIGN F	603,279.12	27,000.00CR	0.00	576,279.12
169-PARK TRUST	0.00	0.00	0.00	0.00
187-UNEMPLOYMENT TRUST	0.00	0.00	0.00	0.00
189-LIBRARY TRUST FUND	8,138.94CR	111.40CR	0.00	8,250.34CR
190-P S SHARE FUND	23,679.71CR	1,661.71CR	0.00	25,341.42CR
191-AMBULANCE TRUST	0.00	0.00	0.00	0.00
192-FIRE ENTERPRISE TRUST	12,591.12CR	37,789.77CR	40,807.04	9,573.85CR
195-CDBG FUNDS	0.00	0.00	0.00	0.00
200-ELECTRIC REVENUE BONDS 98	0.00	0.00	0.00	0.00
202-ELECTRIC REVENUE BONDS	214,808.49CR	100,836.94CR	13,045.00	302,600.43CR
203-06 ELECTRIC SUBSTATION RE	483,938.14CR	110,963.13CR	27,825.00	567,076.27CR
204-WATER REVENUE BOND RESERV	231,164.82CR	71,703.95CR	3,893.75	298,975.02CR
205-GO FIRE TRUCK 2010	19,636.14	28,308.35CR	2,284.74	6,387.47CR
206-1994 SE/WA DEBT SERV FUND	66.73CR	1,642.30CR	2,184.52	475.49
207-GO - FIRE STATION	0.00	0.00	0.00	0.00
208-WH/SEWER REVENUE BOND SIN	160,117.75CR	97,971.33CR	12,906.25	245,182.83CR
209-STREETSCAPE PROJECT	0.00	0.00	0.00	0.00
210-GO ST IMPROVEMENT NOTES	8,081.99CR	10.44CR	0.00	8,092.43CR
212-03 GO ST IMPROVE NOTES	14,055.38CR	18.15CR	0.00	14,073.53CR
214-GO CP BONDS SERIES 2011A	14,893.51CR	109,180.17CR	18,170.00	105,903.68CR
216-GO CP BONDS SERIES 2011B	365.56CR	75,095.94CR	7,581.25	67,880.25CR
218-GO CP BONDS SERIES 2011C	41,986.83CR	135,808.13CR	14,186.25	163,608.71CR
220-GO BONDS 2013 DEBT SRVC	230.65CR	97,234.59CR	5,033.75	92,431.49CR
222-GO BOND 2015 DEBT SERVICE	93,883.50CR	54,472.74CR	11,425.00	136,931.24CR
300-GO ST IMPROVEMENT PROJECT	0.00	1.87CR	0.00	1.87CR
301-WATER TOWER PROJECT	0.00	0.00	0.00	0.00
302-WATER PROJECT WARRANTS	0.00	0.00	0.00	0.00
303-WASTEWATER PROJECT	0.00	0.00	0.00	0.00
304-AQUATIC CENTER CP	0.00	0.00	0.00	0.00
305-GO ST IMPROVEMENT 08	0.00	0.00	0.00	0.00
306-69 KV SUBSTATION PROJECT	0.00	0.00	0.00	0.00
307-STREETSCAPE PROJECT	42,105.01CR	54.40CR	0.00	42,159.41CR
308-SKATE PARK PROJECT	0.00	0.00	0.00	0.00
310-NEW FIRE STATION	0.00	0.00	0.00	0.00
311-ADDTNL GENERATION PRJCT	0.00	0.00	701,000.22	701,000.22
312-PUBLIC WORKS BLDGS	0.00	0.00	0.00	0.00
314-WETLAND M ITIGATION PRJCT	0.00	0.00	0.00	0.00
315-JKFAC CP	659,690.65CR	881.18CR	0.00	660,571.83CR

CITY OF TIPTON
 FUND BALANCE REPORT
 AS OF: DECEMBER 31ST, 2016

	BEGINNING FUND BALANCE	YTD REVENUES	YTD EXPENSES	ENDING FUND BALANCE
500-CEMETERY TRUST FUND	100,600.00CR	150.00CR	0.00	100,750.00CR
600-WATER OPERATING	70,580.60CR	361,513.11CR	307,007.04	123,086.67CR
610-WASTEWATER/AKA SEWER REVE	94,152.98CR	306,802.21CR	293,099.12	107,856.07CR
630-ELECTRIC OPERATING	1,567,466.80CR	2,491,932.13CR	2,325,504.55	1,733,894.38CR
631-ELECTRIC DEVELOPMENT	8,589.79CR	11.09CR	0.00	8,600.88CR
632-ELECTRIC RENEWAL/REPLACEM	374,454.14CR	483.75CR	0.00	374,937.89CR
633-ELECTRIC RESERVE	408,776.87CR	511.46CR	0.00	409,288.33CR
634-ELECTRIC BOND/INT RESERVE	1,521,795.14CR	2,079.51CR	0.00	1,523,874.65CR
640-GAS OPERATING	36,983.61CR	249,206.04CR	463,428.98	177,239.33
641-GAS D.E.I.	15,744.19CR	27.80CR	0.00	15,771.99CR
642-GAS RESERVE	474,502.86CR	89.99CR	0.00	474,592.85CR
660-AIRPORT OPERATING	54,876.46	35,743.59CR	28,109.08	47,241.95
670-GARBAGE COLLECTION	59,727.30CR	262,719.44CR	242,844.75	79,601.99CR
740-STORM WATER	39,642.95CR	51,426.73CR	99,444.50	8,374.82
750-CEMETERY ENTERPRISE	29,762.24	15,269.51CR	19,122.75	33,615.48
810-CENTRAL GARAGE	402,483.56CR	129,922.89CR	133,198.26	399,208.19CR
820-PSF HEALTH INSURANCE	28,859.94CR	40,061.40CR	40,640.08	28,281.26CR
830-CITY RESERVE FUND	84,003.92CR	1,064.01CR	0.00	85,067.93CR
835-ADMINISTRATIVE SERVICES	5,742.58CR	138,417.46CR	153,042.36	8,882.32
860-PAYROLL ACCOUNT	1,300.19CR	0.00	0.00	1,300.19CR
950-ELECTRIC METER DEPOSITS	11,491.45CR	6,108.22CR	6,320.00	11,279.67CR
951-WATER METER DEPOSITS	1,630.52CR	2,507.41CR	2,721.00	1,416.93CR
952-GAS METER DEPOSITS	7,411.65CR	3,995.66CR	3,569.00	7,838.31CR
999-POOLED CASH	0.00	0.00	0.00	0.00
GRAND TOTAL FUND BALANCE	8,323,250.15CR	7,146,242.34CR	6,819,435.37	8,650,057.12CR

*** END OF REPORT ***

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2017

% OF YEAR COMPLETED: 58.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>001-GENERAL GOVERNMENT</u>							
TOTAL REVENUE	3,169,972.00	1,494,443.81	2,819,518.00	25,197.71	1,440,452.80	1,379,065.20	51.09
TOTAL EXPENDITURES	<u>3,169,972.00</u>	<u>1,738,294.61</u>	<u>2,819,518.00</u>	<u>64,962.55</u>	<u>1,372,353.07</u>	<u>1,447,164.93</u>	<u>48.67</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(243,850.80)	0.00	(39,764.84)	68,099.73	(68,099.73)	0.00
<u>002-COMMUNICATIONS - LOCAL AC</u>							
TOTAL REVENUE	27,530.00	19,334.67	25,100.00	0.00	11,618.68	13,481.32	46.29
TOTAL EXPENDITURES	<u>27,530.00</u>	<u>14,583.35</u>	<u>25,100.00</u>	<u>0.00</u>	<u>12,618.02</u>	<u>12,481.98</u>	<u>50.27</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	4,751.32	0.00	0.00	(999.34)	999.34	0.00
<u>110-ROAD USE TAX FUND</u>							
TOTAL REVENUE	336,867.00	245,732.63	370,415.00	0.00	213,302.94	157,112.06	57.58
TOTAL EXPENDITURES	<u>336,867.00</u>	<u>113,524.80</u>	<u>370,415.00</u>	<u>0.00</u>	<u>143,181.79</u>	<u>227,233.21</u>	<u>38.65</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	132,207.83	0.00	0.00	70,121.15	(70,121.15)	0.00
<u>112-TRUST AND AGENCY FUND</u>							
TOTAL REVENUE	326,303.00	184,267.42	365,145.00	0.00	200,836.44	164,308.56	55.00
TOTAL EXPENDITURES	<u>326,303.00</u>	<u>183,799.55</u>	<u>365,145.00</u>	<u>0.00</u>	<u>182,572.56</u>	<u>182,572.44</u>	<u>50.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	467.87	0.00	0.00	18,263.88	(18,263.88)	0.00
<u>121-LOCAL OPTION TAX</u>							
TOTAL REVENUE	230,850.00	164,767.70	220,250.00	22,153.89	158,273.53	61,976.47	71.86
TOTAL EXPENDITURES	<u>230,850.00</u>	<u>112,506.35</u>	<u>220,250.00</u>	<u>0.00</u>	<u>103,544.08</u>	<u>116,705.92</u>	<u>47.01</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	52,261.35	0.00	22,153.89	54,729.45	(54,729.45)	0.00
<u>125-TIF SPECIAL REVENUE FUND</u>							
TOTAL REVENUE	188,025.00	108,853.25	175,796.00	0.00	98,125.97	77,670.03	55.82
TOTAL EXPENDITURES	<u>188,025.00</u>	<u>117,224.54</u>	<u>175,796.00</u>	<u>0.00</u>	<u>91,412.15</u>	<u>84,383.85</u>	<u>52.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(8,371.29)	0.00	0.00	6,713.82	(6,713.82)	0.00
<u>160-ECONOMIC/INDUSTRIAL DEVEL</u>							
TOTAL REVENUE	36,527.00	36,806.52	39,816.00	490.92	20,684.60	19,131.40	51.95
TOTAL EXPENDITURES	<u>36,527.00</u>	<u>0.00</u>	<u>39,816.00</u>	<u>0.00</u>	<u>322.01</u>	<u>39,493.99</u>	<u>0.81</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	36,806.52	0.00	490.92	20,362.59	(20,362.59)	0.00
<u>168-AQUATIC CENTER CAMPAIGN F</u>							
TOTAL REVENUE	0.00	0.00	0.00	0.00	27,000.00	(27,000.00)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	27,000.00	(27,000.00)	0.00
<u>189-LIBRARY TRUST FUND</u>							
TOTAL REVENUE	1,200.00	537.20	1,200.00	3.01	114.41	1,085.59	9.53
TOTAL EXPENDITURES	<u>1,200.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	537.20	0.00	3.01	114.41	(114.41)	0.00

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2017

% OF YEAR COMPLETED: 58.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
190-P S SHARE FUND							
TOTAL REVENUE	2,035.00	1,814.62	2,035.00	100.00	1,761.71	273.29	86.57
TOTAL EXPENDITURES	2,035.00	1,000.00	2,035.00	0.00	0.00	2,035.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	814.62	0.00	100.00	1,761.71	(1,761.71)	0.00
192-FIRE ENTERPRISE TRUST							
TOTAL REVENUE	72,936.00	51,515.05	81,614.00	0.00	37,789.77	43,824.23	46.30
TOTAL EXPENDITURES	72,936.00	37,916.70	81,614.00	0.00	40,807.04	40,806.96	50.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	13,598.35	0.00	0.00	(3,017.27)	3,017.27	0.00
102-ELECTRIC REVENUE BONDS							
TOTAL REVENUE	199,140.00	116,221.41	201,465.00	0.00	100,836.94	100,628.06	50.05
TOTAL EXPENDITURES	199,140.00	14,320.00	201,465.00	0.00	13,045.00	188,420.00	6.48
REVENUES OVER/(UNDER) EXPENDITURES	0.00	101,901.41	0.00	0.00	87,791.94	(87,791.94)	0.00
103-06 ELECTRIC SUBSTATION RE							
TOTAL REVENUE	223,413.00	130,672.53	221,450.00	0.00	110,963.13	110,486.87	50.11
TOTAL EXPENDITURES	223,413.00	28,856.25	221,450.00	0.00	27,825.00	193,625.00	12.56
REVENUES OVER/(UNDER) EXPENDITURES	0.00	101,816.28	0.00	0.00	83,138.13	(83,138.13)	0.00
104-WATER REVENUE BOND RESERV							
TOTAL REVENUE	144,135.00	84,332.46	143,188.00	0.00	71,703.95	71,484.05	50.08
TOTAL EXPENDITURES	144,135.00	4,467.50	143,188.00	0.00	3,893.75	139,294.25	2.72
REVENUES OVER/(UNDER) EXPENDITURES	0.00	79,864.96	0.00	0.00	67,810.20	(67,810.20)	0.00
105-GO FIRE TRUCK 2010							
TOTAL REVENUE	40,000.00	23,333.35	56,614.00	0.00	28,308.35	28,305.65	50.00
TOTAL EXPENDITURES	40,000.00	2,858.62	56,614.00	0.00	2,284.74	54,329.26	4.04
REVENUES OVER/(UNDER) EXPENDITURES	0.00	20,474.73	0.00	0.00	26,023.61	(26,023.61)	0.00
06-1994 SE/WA DEBT SERV FUND							
TOTAL REVENUE	4,441.00	2,283.45	4,369.00	0.00	1,642.30	2,726.70	37.59
TOTAL EXPENDITURES	4,441.00	0.00	4,369.00	0.00	2,184.52	2,184.48	50.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	2,283.45	0.00	0.00	(542.22)	542.22	0.00
08-MW/SEWER REVENUE BOND SIN							
TOTAL REVENUE	194,420.00	113,267.09	196,101.00	0.00	97,971.33	98,129.67	49.96
TOTAL EXPENDITURES	194,420.00	14,315.00	196,101.00	0.00	12,906.25	183,194.75	6.58
REVENUES OVER/(UNDER) EXPENDITURES	0.00	98,952.09	0.00	0.00	85,065.08	(85,065.08)	0.00
10-GO ST IMPROVEMENT NOTES							
TOTAL REVENUE	0.00	13.04	0.00	0.00	10.44	(10.44)	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	13.04	0.00	0.00	10.44	(10.44)	0.00

CITY OF TIPTON
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2017

% OF YEAR COMPLETED: 58.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
307-STREETScape PROJECT							
TOTAL REVENUE	0.00	64.41	0.00	0.00	54.40 (54.40)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	64.41	0.00	0.00	54.40 (54.40)	0.00
308-SKATE PARK PROJECT							
TOTAL REVENUE	0.00	16.70	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	16.70	0.00	0.00	0.00	0.00	0.00
310-NEW FIRE STATION							
TOTAL REVENUE	0.00	97.24	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	97.24	0.00	0.00	0.00	0.00	0.00
311-ADDITNL GENERATION PRJCT							
TOTAL REVENUE	0.00	56.94	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>701,000.22 (</u>	<u>701,000.22)</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	56.94	0.00	0.00 (701,000.22)	701,000.22	0.00
312-PUBLIC WORKS BLDGS							
TOTAL REVENUE	0.00	0.27	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.27	0.00	0.00	0.00	0.00	0.00
314-WETLAND M ITIGATION PRJCT							
TOTAL REVENUE	0.00	12.38	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	12.38	0.00	0.00	0.00	0.00	0.00
315-JKFAC CP							
TOTAL REVENUE	906,500.00	650,858.78	787,855.00	0.00	881.18	786,973.82	0.11
TOTAL EXPENDITURES	<u>906,500.00</u>	<u>118,317.23</u>	<u>787,855.00</u>	<u>0.00</u>	<u>0.00</u>	<u>787,855.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	532,541.55	0.00	0.00	881.18 (881.18)	0.00
300-CEMETERy TRUST FUND							
TOTAL REVENUE	1,600.00	450.00	1,500.00	0.00	150.00	1,350.00	10.00
TOTAL EXPENDITURES	<u>1,600.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	450.00	0.00	0.00	150.00 (150.00)	0.00
300-WATER OPERATING							
TOTAL REVENUE	748,800.00	411,274.26	783,700.00	23,816.87	385,329.98	398,370.02	49.17
TOTAL EXPENDITURES	<u>748,800.00</u>	<u>426,496.69</u>	<u>783,700.00</u>	<u>8,330.07</u>	<u>315,337.11</u>	<u>468,362.89</u>	<u>40.24</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (15,222.43)	0.00	15,486.80	69,992.87 (69,992.87)	0.00

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2017

% OF YEAR COMPLETED: 58.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>610-WASTEWATER/AKA SEWER REVE</u>							
TOTAL REVENUE	653,637.00	350,876.82	654,200.00	21,352.10	328,154.31	326,045.69	50.16
TOTAL EXPENDITURES	<u>653,637.00</u>	<u>355,452.20</u>	<u>654,200.00</u>	<u>5,058.43</u>	<u>298,157.55</u>	<u>356,042.45</u>	<u>45.58</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(4,575.38)	0.00	16,293.67	29,996.76	(29,996.76)	0.00
<u>630-ELECTRIC OPERATING</u>							
TOTAL REVENUE	4,499,816.00	2,616,420.46	4,679,616.00	131,461.03	2,623,393.16	2,056,222.84	56.06
TOTAL EXPENDITURES	<u>4,499,816.00</u>	<u>2,787,686.07</u>	<u>4,679,616.00</u>	<u>17,759.76</u>	<u>2,343,264.31</u>	<u>2,336,351.69</u>	<u>50.07</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(171,265.61)	0.00	113,701.27	280,128.85	(280,128.85)	0.00
<u>631-ELECTRIC DEVELOPMENT</u>							
TOTAL REVENUE	0.00	13.14	0.00	0.00	11.09	(11.09)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	13.14	0.00	0.00	11.09	(11.09)	0.00
<u>632-ELECTRIC RENEWAL/REPLACEMENT</u>							
TOTAL REVENUE	0.00	686.39	0.00	0.00	483.75	(483.75)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	686.39	0.00	0.00	483.75	(483.75)	0.00
<u>633-ELECTRIC RESERVE</u>							
TOTAL REVENUE	0.00	574.57	0.00	0.00	511.46	(511.46)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	574.57	0.00	0.00	511.46	(511.46)	0.00
<u>634-ELECTRIC BOND/INT RESERVE</u>							
TOTAL REVENUE	0.00	2,361.47	0.00	0.00	2,079.51	(2,079.51)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	2,361.47	0.00	0.00	2,079.51	(2,079.51)	0.00
<u>640-GAS OPERATING</u>							
TOTAL REVENUE	1,997,400.00	445,761.56	2,016,450.00	58,171.76	307,377.80	1,709,072.20	15.24
TOTAL EXPENDITURES	<u>1,997,400.00</u>	<u>625,469.74</u>	<u>2,016,450.00</u>	<u>9,074.39</u>	<u>472,503.37</u>	<u>1,543,946.63</u>	<u>23.43</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(179,708.18)	0.00	49,097.37	(165,125.57)	165,125.57	0.00
<u>641-GAS D.E.I.</u>							
TOTAL REVENUE	0.00	28.97	0.00	0.00	27.80	(27.80)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	28.97	0.00	0.00	27.80	(27.80)	0.00
<u>642-GAS RESERVE</u>							
TOTAL REVENUE	0.00	91.03	0.00	0.00	89.99	(89.99)	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	91.03	0.00	0.00	89.99	(89.99)	0.00

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2017

% OF YEAR COMPLETED: 58.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>950-ELECTRIC METER DEPOSITS</u>							
TOTAL REVENUE	15,100.00	5,245.41	15,100.00	405.00	6,513.22	8,586.78	43.13
TOTAL EXPENDITURES	<u>15,100.00</u>	<u>9,530.00</u>	<u>15,100.00</u>	<u>125.00</u>	<u>6,445.00</u>	<u>8,655.00</u>	<u>42.68</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00(4,284.59)	0.00	280.00	68.22(68.22)	0.00
<u>951-WATER METER DEPOSITS</u>							
TOTAL REVENUE	6,100.00	2,037.28	6,000.00	155.00	2,662.41	3,337.59	44.37
TOTAL EXPENDITURES	<u>6,100.00</u>	<u>3,030.00</u>	<u>6,000.00</u>	<u>55.00</u>	<u>2,776.00</u>	<u>3,224.00</u>	<u>46.27</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00(992.72)	0.00	100.00(113.59)	113.59	0.00
<u>952-GAS METER DEPOSITS</u>							
TOTAL REVENUE	8,600.00	3,449.65	8,500.00	0.00	3,995.66	4,504.34	47.01
TOTAL EXPENDITURES	<u>8,600.00</u>	<u>5,645.00</u>	<u>8,500.00</u>	<u>125.00</u>	<u>3,694.00</u>	<u>4,806.00</u>	<u>43.46</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00(2,195.35)	0.00(125.00)	301.66(301.66)	0.00
<hr/>							
GRAND TOTAL REVENUES	17,134,974.00	8,499,739.27	16,794,783.00	306,392.00	7,452,634.34	9,342,148.66	44.37
GRAND TOTAL EXPENDITURES	<u>17,134,974.00</u>	<u>7,783,391.80</u>	<u>16,794,783.00</u>	<u>127,365.59</u>	<u>6,946,800.96</u>	<u>9,847,982.04</u>	<u>41.36</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	716,347.47	0.00	179,026.41	505,833.38(505,833.38)	0.00

*** END OF REPORT ***

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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11-0068 ALEX AIR APPARATUS INC

I 31538		ROOF LADDER	AP		R	1/11/2017		430.00	430.00CR	
		G/L ACCOUNT						430.00		
	001 5-150-2-65053	SMALL TOOLS					430.00	ROOF LADDER		
								REG. CHECK		
								430.00	430.00CR	0.00
								430.00	0.00	

11-0088 ALTORFER INC

I C1743601		SILENCER INSULATION BLANKET	AP		R	2/12/2017		3,691.50	3,691.50CR	
		G/L ACCOUNT						3,691.50		
	311 5-821-3-67800	ENGINE PURCHASES					3,691.50	SILENCER INSULATION BLANKET		
								REG. CHECK		
								3,691.50	3,691.50CR	0.00
								3,691.50	0.00	

11-0143 AUCA CHICAGO LOCKBOX

I 1876730976		MATS	AP		R	2/10/2017		80.12	80.12CR	
		G/L ACCOUNT						80.12		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					80.12	MATS		
								REG. CHECK		
								80.12	80.12CR	0.00
								80.12	0.00	

1-0253 BOUND TREE MEDICAL LLC

I 82334029		MEDICAL SUPPLIES	AP		R	1/12/2017		217.40	217.40CR	
		G/L ACCOUNT						217.40		
	001 5-160-2-65070	OPERATING SUPPLIES					217.40	MEDICAL SUPPLIES		
I 82359422		MEDICAL SUPPLIES	AP		R	1/12/2017		31.76	31.76CR	
		G/L ACCOUNT						31.76		
	001 5-160-2-65070	OPERATING SUPPLIES					31.76	MEDICAL SUPPLIES		
I 82366292		MEDICAL SUPPLIES	AP		R	1/12/2017		5.30	5.30CR	
		G/L ACCOUNT						5.30		
	001 5-160-2-65070	OPERATING SUPPLIES					5.30	MEDICAL SUPPLIES		
I 82370538		MEDICAL SUPPLIES	AP		R	1/12/2017		134.41	134.41CR	
		G/L ACCOUNT						134.41		
	001 5-160-2-65070	OPERATING SUPPLIES					134.41	MEDICAL SUPPLIES		

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

				REG. CHECK				388.87	388.87CR	0.00
								388.87	0.00	

01-0317 BUSINESS RADIO SALES AND SE

I 65265		PAGER BATTERIES	AP		R	2/11/2017		69.60	69.60CR	
		G/L ACCOUNT						69.60		
	001 5-150-2-63500	OPERATIONAL EQUIPT MAINT & REP					69.60	PAGER BATTERIES		

I 65375		PAGER BATTERIES	AP		R	2/11/2017		396.72	396.72CR	
		G/L ACCOUNT						396.72		
	001 5-150-2-63500	OPERATIONAL EQUIPT MAINT & REP					396.72	PAGER BATTERIES		

				REG. CHECK				466.32	466.32CR	0.00
								466.32	0.00	

01-0410 CEDAR COUNTY CO-OP

C 15463		FUEL DISCOUNT	AP		R	1/12/2017		18.07CR	18.07	
		G/L ACCOUNT						18.07CR		
	810 5-899-2-65075	FUEL					18.07CR	FUEL DISCOUNT		

I 1216CCC		646.79 GL FUEL	AP		R	2/11/2017		1,377.89	1,377.89CR	
		G/L ACCOUNT						1,377.89		
	810 5-899-2-65075	FUEL					1,377.89	646.79 GL FUEL		

				REG. CHECK				1,359.82	1,359.82CR	0.00
								1,359.82	0.00	

01-0430 CEDAR COUNTY ENGINEER

I 1216AMB		148.5 GL DSL	AP		R	2/11/2017		285.12	285.12CR	
		G/L ACCOUNT						285.12		
	810 5-899-2-65075	FUEL					285.12	148.5 GL DSL		

I 1216AMB-2		26.2 GL DSL	AP		R	2/11/2017		29.50	29.50CR	
		G/L ACCOUNT						29.50		
	810 5-899-2-65075	FUEL					29.50	26.2 GL DSL		

I 1216FIRE		65.4 GL DSL	AP		R	2/11/2017		125.57	125.57CR	
		G/L ACCOUNT						125.57		
	810 5-899-2-65075	FUEL					125.57	65.4 GL DSL		

I 1216PW		594.1 GL DSL	AP		R	2/11/2017		1,140.67	1,140.67CR	
		G/L ACCOUNT						1,140.67		
	810 5-899-2-65075	FUEL					1,140.67	594.1 GL DSL		

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 1216PW-2		82.1 GL DSL	AP		R	2/11/2017		157.63	157.63CR	
		G/L ACCOUNT						157.63		
		810 5-899-2-65075 FUEL						157.63	82.1 GL DSL	
								1,738.49	1,738.49CR	0.00
								1,738.49	0.00	

11-0461 CEDAR COUNTY SOLID WASTE

I 1216CCTS		TRANSFER FEES	AP		R	2/11/2017		2,635.00	2,635.00CR	
		G/L ACCOUNT						2,635.00		
		670 5-840-2-64850 TRANSFER FEES						2,635.00	TRANSFER FEES	
								2,635.00	2,635.00CR	0.00
								2,635.00	0.00	

11-0580 CINTAS CORPORATION #342

C 342604326CM		UNIFORMS & SUPPLIES	AP		R	1/12/2017		163.06CR	163.06	
		G/L ACCOUNT						163.06CR		
		630 5-820-2-64350 UNIFORMS/EQUIPMENT						102.31CR	UNIFORMS & SUPPLIES	
		630 5-820-2-65070 OPERATING SUPPLIES						22.69CR	UNIFORMS & SUPPLIES	
		640 5-825-2-64350 UNIFORMS/EQUIPMENT						38.06CR	UNIFORMS & SUPPLIES	
I 342631057		UNIFORMS, SHOP TOWELS, MATS	AP		R	1/12/2017		153.64	153.64CR	
		G/L ACCOUNT						153.64		
		630 5-820-2-65070 OPERATING SUPPLIES						30.01	UNIFORMS, SHOP TOWELS, MATS	
		630 5-820-2-64350 UNIFORMS/EQUIPMENT						85.57	UNIFORMS, SHOP TOWELS, MATS	
		640 5-825-2-64350 UNIFORMS/EQUIPMENT						38.06	UNIFORMS, SHOP TOWELS, MATS	
I 342632829		UNIFORMS, SHOP TOWELS, MATS	AP		R	1/12/2017		153.64	153.64CR	
		G/L ACCOUNT						153.64		
		630 5-820-2-65070 OPERATING SUPPLIES						30.01	UNIFORMS, SHOP TOWELS, MATS	
		630 5-820-2-64350 UNIFORMS/EQUIPMENT						85.57	UNIFORMS, SHOP TOWELS, MATS	
		640 5-825-2-64350 UNIFORMS/EQUIPMENT						38.06	UNIFORMS, SHOP TOWELS, MATS	
								144.22	144.22CR	0.00
								144.22	0.00	

1-0587 CLARENCE LOWDEN SUN-NEWS &

I 1216CLSNA		FAC ADS	AP		R	2/11/2017		359.60	359.60CR	
		G/L ACCOUNT						359.60		
		001 5-465-2-64020 ADVERTISING						359.60	FAC ADS	

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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				REG. CHECK				359.60	359.60CR	0.00
								359.60	0.00	

01-0620 CLIFTON LARSON ALLEN LLP

I 1410250		PROGRESS BILLING FOR AUDIT	AP		R	2/11/2017		1,600.00	1,600.00CR	
		G/L ACCOUNT						1,600.00		
	835 5-899-2-64010	ACCOUNTING & AUDITING EXPENSE				1,600.00		PROGRESS BILLING FOR AUDIT		
				REG. CHECK				1,600.00	1,600.00CR	0.00
								1,600.00	0.00	

01-0697 CUSTOM BUILDERS INC

I 78914		UPS CHARGES	AP		R	2/11/2017		63.64	63.64CR	
		G/L ACCOUNT						63.64		
	630 5-820-2-65000	POSTAGE/SHIPPING				16.39		UPS CHARGES		
	610 5-815-2-65000	POSTAGE/SHIPPING				47.25		UPS CHARGES		
				REG. CHECK				63.64	63.64CR	0.00
								63.64	0.00	

01-1076 D & R PEST CONTROL INC

I 24092		PEST CONTROL	AP		R	2/11/2017		35.00	35.00CR	
		G/L ACCOUNT						35.00		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR				35.00		PEST CONTROL		
I 24093		PEST CONTROL	AP		R	2/11/2017		31.03	31.03CR	
		G/L ACCOUNT						31.03		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR				31.03		PEST CONTROL		
I 24094		PEST CONTROL	AP		R	2/11/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-150-2-63100	BUILDING MAINTENANCE & REPAIR				25.00		PEST CONTROL		
I 24095		PEST CONTROL	AP		R	2/11/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR				25.00		PEST CONTROL		
I 24220		PEST CONTROL	AP		R	2/11/2017		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR				45.00		PEST CONTROL		
I 24364		PEST CONTROL	AP		R	2/11/2017		29.96	29.96CR	
		G/L ACCOUNT						29.96		
	630 5-820-2-63100	BUILDING MAINTENANCE & REPAIR				29.96		PEST CONTROL		

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

				REG. CHECK				190.99	190.99CR	0.00
								190.99	0.00	

11-0802	DOMTAR									
I 1298504		10 CASES PAPER	AP		R	1/12/2017		457.20	457.20CR	
		G/L ACCOUNT						457.20		
		835 5-899-2-65060	OFFICE SUPPLIES				457.20	10 CASES PAPER		
				REG. CHECK				457.20	457.20CR	0.00
								457.20	0.00	

11-0815	DURANT AMBULANCE SERVICE IN									
I 112016DAS		ALS TIER	AP		R	2/11/2017		125.00	125.00CR	
		G/L ACCOUNT						125.00		
		001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND				125.00	ALS TIER		
				REG. CHECK				125.00	125.00CR	0.00
								125.00	0.00	

11-0860	EASTERN IOWA LIGHT & POWER									
I 1216EL		EAST LAGOON	AP		R	2/11/2017		1,208.67	1,208.67CR	
		G/L ACCOUNT						1,208.67		
		610 5-815-2-63710	UTILITIES				1,208.67	EAST LAGOON		
I 1216FL		FLAG LIGHT	AP		R	2/11/2017		10.75	10.75CR	
		G/L ACCOUNT						10.75		
		750 5-280-2-63710	UTILITIES				10.75	FLAG LIGHT		
I 1216SL		SECURITY LIGHTS	AP		R	2/11/2017		21.50	21.50CR	
		G/L ACCOUNT						21.50		
		750 5-280-2-63710	UTILITIES				21.50	SECURITY LIGHTS		
				REG. CHECK				1,240.92	1,240.92CR	0.00
								1,240.92	0.00	

1-0859	EICCD									
I 53244		CPR-HCP CARDS	AP		R	1/12/2017		20.00	20.00CR	
		G/L ACCOUNT						20.00		
		001 5-160-1-62300	TRAINING				20.00	CPR-HCP CARDS		

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

I 53245		CPR-HCP CARDS	AP		R	1/12/2017		20.00	20.00CR	
		G/L ACCOUNT						20.00		
	001 5-160-1-62300	TRAINING					20.00	CPR-HCP CARDS		
				REG. CHECK				40.00	40.00CR	0.00
								40.00	0.00	

01-0905	ELECTRICAL ENGINEERING & EQ									
I 4908620-00		BLDG MAINT SUPPLIES	AP		R	1/12/2017		6.61	6.61CR	
		G/L ACCOUNT						6.61		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR					6.61	BLDG MAINT SUPPLIES		
				REG. CHECK				6.61	6.61CR	0.00
								6.61	0.00	

01-0930	EMERGENCY MEDICAL PRODUCTS									
I 1876257		MEDICAL SUPPLIES	AP		R	2/11/2017		67.25	67.25CR	
		G/L ACCOUNT						67.25		
	001 5-160-2-65070	OPERATING SUPPLIES					67.25	MEDICAL SUPPLIES		
I 1876267		MEDICAL SUPPLIES	AP		R	2/11/2017		155.66	155.66CR	
		G/L ACCOUNT						155.66		
	001 5-160-2-65070	OPERATING SUPPLIES					155.66	MEDICAL SUPPLIES		
I 1876274		MEDICAL SUPPLIES	AP		R	2/11/2017		11.85	11.85CR	
		G/L ACCOUNT						11.85		
	001 5-160-2-65070	OPERATING SUPPLIES					11.85	MEDICAL SUPPLIES		
I 1876278		MEDICAL SUPPLIES	AP		R	2/11/2017		141.65	141.65CR	
		G/L ACCOUNT						141.65		
	001 5-160-2-65070	OPERATING SUPPLIES					141.65	MEDICAL SUPPLIES		
I 1877477		MEDICAL SUPPLIES	AP		R	2/11/2017		109.35	109.35CR	
		G/L ACCOUNT						109.35		
	001 5-160-2-65070	OPERATING SUPPLIES					109.35	MEDICAL SUPPLIES		
				REG. CHECK				485.76	485.76CR	0.00
								485.76	0.00	

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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11-0965 FAMILY FOODS

I 1216FF		MISC SUPPLIES	AP		R	2/11/2017		160.22	160.22CR	
		G/L ACCOUNT						160.22		
	001	5-160-2-65980	MISCELLANEOUS				50.73	MISC SUPPLIES		
	835	5-899-2-65980	MISCELLANEOUS				41.65	MISC SUPPLIES		
	001	5-525-2-65980	MISCELLANEOUS				24.34	MISC SUPPLIES		
	630	5-820-2-65980	MISCELLANEOUS				43.50	MISC SUPPLIES		
			REG. CHECK					160.22	160.22CR	0.00
								160.22	0.00	

11-1055 G & K SERVICES

I 45450		SHOP TOWELS	AP		R	2/11/2017		27.50	27.50CR	
		G/L ACCOUNT						27.50		
	810	5-899-2-65070	OPERATING SUPPLIES				27.50	SHOP TOWELS		
I 45451		UNIFORMS	AP		R	2/11/2017		59.58	59.58CR	
		G/L ACCOUNT						59.58		
	001	5-210-2-64350	UNIFORMS/EQUIPMENT				29.55	UNIFORMS		
	670	5-840-2-64350	UNIFORMS/EQUIPMENT				7.91	UNIFORMS		
	600	5-810-2-64350	UNIFORMS/EQUIPMENT				3.15	UNIFORMS		
	610	5-815-2-64350	UNIFORMS/EQUIPMENT				3.15	UNIFORMS		
	810	5-899-2-64350	UNIFORMS/EQUIPMENT				7.68	UNIFORMS		
	001	5-299-2-64350	UNIFORMS/EQUIPMENT				8.14	UNIFORMS		
I 48775		UNIFORMS	AP		R	2/11/2017		59.58	59.58CR	
		G/L ACCOUNT						59.58		
	001	5-210-2-64350	UNIFORMS/EQUIPMENT				29.55	UNIFORMS		
	670	5-840-2-64350	UNIFORMS/EQUIPMENT				7.91	UNIFORMS		
	600	5-810-2-64350	UNIFORMS/EQUIPMENT				3.15	UNIFORMS		
	610	5-815-2-64350	UNIFORMS/EQUIPMENT				3.15	UNIFORMS		
	810	5-899-2-64350	UNIFORMS/EQUIPMENT				7.68	UNIFORMS		
	001	5-299-2-64350	UNIFORMS/EQUIPMENT				8.14	UNIFORMS		
			REG. CHECK					146.66	146.66CR	0.00
								146.66	0.00	

1-1 GRP & ASSOCIATES

I 189585		SHARPS DSPSL	AP		R	1/12/2017		130.00	130.00CR	
		G/L ACCOUNT						130.00		
	001	5-160-2-65980	MISCELLANEOUS				130.00	GRP & ASSOCIATES:SHARPS DSPSL		
			REG. CHECK					130.00	130.00CR	0.00
								130.00	0.00	

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1172 HANKINS INC

I 3988328		CHEMICALS	AP		R	1/12/2017		249.34	249.34CR	
		G/L ACCOUNT						249.34		
	001 5-465-2-65010	CHEMICALS					249.34	CHEMICALS		
I 4002694		CHEMICALS	AP		R	1/12/2017		575.38	575.38CR	
		G/L ACCOUNT						575.38		
	600 5-810-2-65010	CHEMICALS					575.38	CHEMICALS		
								REG. CHECK	824.72	824.72CR
									824.72	0.00

01-1 IEDA FOUNDATION

I 010417IDRC		WALK AROUND	AP		R	1/12/2017		300.00	300.00CR	
		G/L ACCOUNT						300.00		
	001 5-525-2-65120	CD PROJECTS					300.00	IEDA FOUNDATION:WALK AROUND		
								REG. CHECK	300.00	300.00CR
									300.00	0.00

01-1289 INTEGRATED TECHNOLOGY PARTN

I 105077		MANAGED NETWORK SERVICES	AP		R	1/12/2017		2,520.00	2,520.00CR	
		G/L ACCOUNT						2,520.00		
	001 5-110-2-64190	TECHNOLOGY					770.00	07/15 Managed network srvc		
	001 5-150-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvc		
	001 5-160-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvc		
	001 5-465-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvc		
	001 5-525-2-64190	TECHNOLOGY					70.00	07/15 Managed network srvc		
	030 5-820-2-64190	TECHNOLOGY					350.00	07/15 Managed network srvc		
	640 5-825-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvc		
	810 5-899-2-64190	TECHNOLOGY					210.00	07/15 Managed network srvc		
	835 5-899-2-64190	TECHNOLOGY					560.00	07/15 Managed network srvc		
I 105174		DEC DATTO SERVICES	AP		R	1/12/2017		427.70	427.70CR	
		G/L ACCOUNT						427.70		
	835 5-899-2-64190	TECHNOLOGY					427.70	DEC DATTO SERVICES		
I 105343		REC PRO UPDATE INSTALL	AP		R	1/12/2017		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	001 5-465-2-64190	TECHNOLOGY					45.00	REC PRO UPDATE INSTALL		
I 105374		MANAGED NETWORK SERVICES	AP		R	1/12/2017		2,520.00	2,520.00CR	
		G/L ACCOUNT						2,520.00		
	001 5-110-2-64190	TECHNOLOGY					770.00	07/15 Managed network srvc		

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
	001	5-150-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	001	5-160-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	001	5-465-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	001	5-525-2-64190	TECHNOLOGY			70.00	07/15	Managed network srvc		
	630	5-820-2-64190	TECHNOLOGY			350.00	07/15	Managed network srvc		
	640	5-825-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	810	5-899-2-64190	TECHNOLOGY			210.00	07/15	Managed network srvc		
	835	5-899-2-64190	TECHNOLOGY			560.00	07/15	Managed network srvc		
			REG. CHECK					5,512.70	5,512.70CR	0.00
								5,512.70	0.00	

01-1312 IOWA CULTURAL CORRIDOR ALLI

I 16-17ICCA	16-17 DUES	AP		R	1/13/2017	100.00		100.00CR		
	G/L ACCOUNT					100.00				
001 5-525-1-62100	DUES/FEES					100.00		16-17 DUES		
		REG. CHECK						100.00	100.00CR	0.00
								100.00	0.00	

01-1 IOWA DARE ASSOCIATION

I 010117DARE	DUES	AP		R	1/12/2017	50.00		50.00CR		
	G/L ACCOUNT					50.00				
001 5-110-1-62100	DUES/FEES					50.00		IOWA DARE ASSOCIATION:DUES		
		REG. CHECK						50.00	50.00CR	0.00
								50.00	0.00	

01-1316 IOWA NATURAL GAS ASSOCIATIO

I 2017INGA	MEMBERSHIP DUES	AP		R	2/11/2017	115.00		115.00CR		
	G/L ACCOUNT					115.00				
640 5-825-1-62100	DUES/FEES					115.00		MEMBERSHIP DUES		
		REG. CHECK						115.00	115.00CR	0.00
								115.00	0.00	

11-1426 JOHNSON COUNTY AMBULANCE

I 111916JCA	ALS INTERCEPT	AP		R	2/11/2017	200.00		200.00CR		
	G/L ACCOUNT					200.00				
001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					200.00		ALS INTERCEPT		

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
	I 112216JCA	ALS INTERCEPT	AP		R	2/11/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
		001 5-160-2-64130					200.00	ALS INTERCEPT		
								REG. CHECK		
								400.00	400.00CR	0.00
								400.00	0.00	

01-1470 KIRKWOOD COMMUNITY COLLEGE

	I 19965	CPR CARD	AP		R	2/11/2017		5.00	5.00CR	
		G/L ACCOUNT						5.00		
		001 5-160-1-62300					5.00	CPR CARD		
								REG. CHECK		
								5.00	5.00CR	0.00
								5.00	0.00	

01-1 KROMMINGA MOTORS INC

	I 19876M	SWITCHES	AP		R	1/12/2017		82.50	82.50CR	
		G/L ACCOUNT						82.50		
		001 5-150-2-63500					82.50	KROMMINGA MOTORS INC:SWITCHES		
								REG. CHECK		
								82.50	82.50CR	0.00
								82.50	0.00	

01-1500 KUNDE OUTDOOR EQUIPMENT

	I 10615	HAND PRUNER	AP		R	2/11/2017		19.95	19.95CR	
		G/L ACCOUNT						19.95		
		001 5-221-2-65070					19.95	HAND PRUNER		
								REG. CHECK		
								19.95	19.95CR	0.00
								19.95	0.00	

01-1514 LANDS' END BUSINESS OUTFIT

	I SIN4587652	1 OFFICE SHIRT-RMBSRD FOR	AP		R	1/12/2017		20.65	20.65CR	
		G/L ACCOUNT						20.65		
		835 5-899-2-64350					20.65	1 OFFICE SHIRT-RMBSRD FOR		
								REG. CHECK		
								20.65	20.65CR	0.00
								20.65	0.00	

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1640 MC CLURE ENGINEERING COMPAN

I 14616		SANITARY COLL & SYS EVALUAT AP			R	1/12/2017		4,225.00	4,225.00CR	
		G/L ACCOUNT						4,225.00		
	740 5-865-2-64070	ENGINEERING					4,225.00			
								4,225.00	4,225.00CR	0.00
								4,225.00	0.00	

01-1748 MITCHELL I

I IB19651863		MONTHLY WEB SUBSCRIPTIONS AP			R	1/12/2017		237.71	237.71CR	
		G/L ACCOUNT						237.71		
	810 5-899-2-65070	OPERATING SUPPLIES					237.71			
								237.71	237.71CR	0.00
								237.71	0.00	

11-1729 MMTG

I 1147		MMTG DUES JAN-JUNE 2017 AP			R	1/12/2017		546.67	546.67CR	
		G/L ACCOUNT						546.67		
	630 5-820-1-62100	DUES/FEES					546.67			
								546.67	546.67CR	0.00
								546.67	0.00	

11-1773 MORTON SALT INC

I 5401222009		25.38 TN ROAD SALT AP			R	1/12/2017		1,560.87	1,560.87CR	
		G/L ACCOUNT						1,560.87		
	001 5-250-2-65070	OPERATING SUPPLIES					1,560.87			
								1,560.87	1,560.87CR	0.00
								1,560.87	0.00	
I 5401223014		24.97 TN ROAD SALT AP			R	1/12/2017		1,535.66	1,535.66CR	
		G/L ACCOUNT						1,535.66		
	001 5-250-2-65070	OPERATING SUPPLIES					1,535.66			
								1,535.66	1,535.66CR	0.00
								1,535.66	0.00	

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VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1831 MUNICIPAL PIPE TOOL CO LLC

I 28392		JET CLEAN 8354' SEWER LINES AP			R	1/12/2017		4,678.24	4,678.24CR	
		G/L ACCOUNT						4,678.24		
	001 5-290-2-64910	CONTRACT SERVICES					4,678.24	JET CLEAN 8354' SEWER LINES		
				REG. CHECK				4,678.24	4,678.24CR	0.00
								4,678.24	0.00	

01-1832 MUNICIPAL SUPPLY INC

C 0646332-CM		WATER METER SUPPLIES	AP		R	1/12/2017		96.00CR	96.00	
		G/L ACCOUNT						96.00CR		
	600 5-810-2-65300	METERS					96.00CR	WATER METER SUPPLIES		
I 0646333-IN		12 WATER METERS	AP		R	1/12/2017		1,230.00	1,230.00CR	
		G/L ACCOUNT						1,230.00		
	600 5-810-2-65300	METERS					1,230.00	12 WATER METERS		
				REG. CHECK				1,134.00	1,134.00CR	0.00
								1,134.00	0.00	

01-1886 NILES CHIROPRACTIC

I 122016NCC		RANDOM SCREENING	AP		R	2/11/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	630 5-820-2-65100	SAFETY					25.00	RANDOM SCREENING		
				REG. CHECK				25.00	25.00CR	0.00
								25.00	0.00	

01-1914 OFFICE EXPRESS

I 0582195-001		OFFICE SUPPLIES	AP		R	1/12/2017		66.93	66.93CR	
		G/L ACCOUNT						66.93		
	835 5-899-2-65060	OFFICE SUPPLIES					35.32	OFFICE SUPPLIES		
	001 5-465-2-65060	OFFICE SUPPLIES					31.61	OFFICE SUPPLIES		
				REG. CHECK				66.93	66.93CR	0.00
								66.93	0.00	

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VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2057 PRAXAIR DISTRIBUTION INC

I 75099750		OXYGEN	AP		R	2/11/2017		41.18	41.18CR	
		G/L ACCOUNT						41.18		
	001 5-160-2-65070	OPERATING SUPPLIES						41.18 OXYGEN		
I 75472090		OXYGEN	AP		R	2/11/2017		38.61	38.61CR	
		G/L ACCOUNT						38.61		
	001 5-160-2-65070	OPERATING SUPPLIES						38.61 OXYGEN		
		REG. CHECK						79.79	79.79CR	0.00
								79.79	0.00	

01-2112 RESCO

I 666569-00		2797' UNDERGROUND PRIMARY	AP		R	2/11/2017		8,257.15	8,257.15CR	
		G/L ACCOUNT						8,257.15		
	630 5-820-2-65304	UNDERGROUND SUPPLIES						8,257.15 2797' UNDERGROUND PRIMARY		
		REG. CHECK						8,257.15	8,257.15CR	0.00
								8,257.15	0.00	

01-2118 REXCO EQUIPMENT INC

I P14424		REPAIR PARTS #138	AP		R	2/11/2017		67.32	67.32CR	
		G/L ACCOUNT						67.32		
	810 5-899-2-63321	REPAIR PARTS						67.32 REPAIR PARTS #138		
		REG. CHECK						67.32	67.32CR	0.00
								67.32	0.00	

01-2235 SPINUTECH INC

I 25691		DEC EMAIL MARKETING	AP		R	1/12/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-525-2-64020	ADVERTISING						25.00 DEC EMAIL MARKETING		
I 26043		LICENSE, SUPPORT, HOSTING	AP		R	1/12/2017		540.00	540.00CR	
		G/L ACCOUNT						540.00		
	835 5-899-2-65980	MISCELLANEOUS						540.00 LICENSE, SUPPORT, HOSTING		
		REG. CHECK						565.00	565.00CR	0.00
								565.00	0.00	

PACKET: 02420 Council Mtg 011617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1239 STATE HYGIENIC LABORATORY

I 101292		POOL TESTING	AP		R	2/11/2017		12.50	12.50CR	
		G/L ACCOUNT						12.50		
	001 5-465-2-64121	HEALTH SERVICES					12.50	POOL TESTING		
I 101293		WATER TESTING	AP		R	2/11/2017		37.50	37.50CR	
		G/L ACCOUNT						37.50		
	600 5-810-2-64121	HEALTH SERVICES					37.50	WATER TESTING		
		REG. CHECK						50.00	50.00CR	0.00
								50.00	0.00	

01-2268 STORAGE BATTERY SYSTEMS LLC

I 580099		BATTERY INSTALLATION	AP		R	1/12/2017		3,335.73	3,335.73CR	
		G/L ACCOUNT						3,335.73		
	630 5-821-2-63500	OPERATIONAL EQUIPT MAINT & REP					3,335.73	BATTERY INSTALLATION		
		REG. CHECK						3,335.73	3,335.73CR	0.00
								3,335.73	0.00	

01-1690 STOREY KENWORTHY/MATT PARRO

I 449582		UTILITY BILLS	AP		R	2/11/2017		1,000.39	1,000.39CR	
		G/L ACCOUNT						1,000.39		
	630 5-822-2-65060	OFFICE SUPPLIES					200.08	UTILITY BILLS		
	640 5-826-2-65060	OFFICE SUPPLIES					200.08	UTILITY BILLS		
	600 5-811-2-65060	OFFICE SUPPLIES					200.08	UTILITY BILLS		
	610 5-815-2-65060	OFFICE SUPPLIES					200.08	UTILITY BILLS		
	670 5-840-2-65060	OFFICE SUPPLIES					200.07	UTILITY BILLS		
I PINV451578		W2'S, 1099'S, ENVELOPES	AP		R	2/11/2017		219.07	219.07CR	
		G/L ACCOUNT						219.07		
	835 5-899-2-65060	OFFICE SUPPLIES					219.07	W2'S, 1099'S, ENVELOPES		
		REG. CHECK						1,219.46	1,219.46CR	0.00
								1,219.46	0.00	

01-2310 SWICK CABLE CONTRACTOR'S IN

I 19204		DIRECTIONAL BORE - WALMART	AP		R	2/11/2017		12,359.00	12,359.00CR	
		G/L ACCOUNT						12,359.00		
	630 5-820-2-64910	CONTRACT SERVICES					12,359.00	DIRECTIONAL BORE - WALMART		

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VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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				REG. CHECK				12,359.00	12,359.00CR	0.00
								12,359.00	0.00	

01-2317 T & M CLOTHING CO.

I 1630		8 WINTER SHIRTS & EMBROIDER AP			R	2/11/2017		301.00	301.00CR	
		G/L ACCOUNT						301.00		
	001 5-465-2-64350	UNIFORMS/EQUIPMENT					223.00	8 WINTER SHIRTS & EMBROIDERY		
	001 5-440-2-64350	UNIFORMS/EQUIPMENT					78.00	8 WINTER SHIRTS & EMBROIDERY		
				REG. CHECK				301.00	301.00CR	0.00
								301.00	0.00	

11-2340 TERRY DURIN COMPANY

I 340173		5250' WIRE, CABLE GUARD AP			R	2/11/2017		11,494.46	11,494.46CR	
		G/L ACCOUNT						11,494.46		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					11,494.46	5250' WIRE, CABLE GUARD		
				REG. CHECK				11,494.46	11,494.46CR	0.00
								11,494.46	0.00	

11-2400 TIPTON CONSERVATIVE

I 201701125474		FAC ADS AP			R	2/11/2017		490.00	490.00CR	
		G/L ACCOUNT						490.00		
	001 5-465-2-64020	ADVERTISING					490.00	FAC ADS		
I 201701125475		MINUTES AP			R	2/11/2017		592.36	592.36CR	
		G/L ACCOUNT						592.36		
	835 5-899-2-64140	PRINTING & PUBLISHING					592.36	MINUTES		
I 201701125476		1 ROLL TICKETS BALLOON RIDE AP			R	2/11/2017		12.50	12.50CR	
		G/L ACCOUNT						12.50		
	001 5-525-2-65980	MISCELLANEOUS					12.50	1 ROLL TICKETS BALLOON RIDES		
I 201701125477		TOUR OF LIGHTS, PHN/INT UPG AP			R	2/11/2017		60.20	60.20CR	
		G/L ACCOUNT						60.20		
	835 5-899-2-64020	ADVERTISING					60.20	TOUR OF LIGHTS, PHN/INT UPGRD		
				REG. CHECK				1,155.06	1,155.06CR	0.00
								1,155.06	0.00	

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VENDOR SEQUENCE

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

I 279692		30 SAW BLADES	AP		R	2/11/2017		100.73	100.73CR	
		G/L ACCOUNT						100.73		
	001 5-150-2-65070	OPERATING SUPPLIES					100.73	30 SAW BLADES		
I 280321		USED BALLAST	AP		R	2/11/2017		5.00	5.00CR	
		G/L ACCOUNT						5.00		
	600 5-810-2-65070	OPERATING SUPPLIES					5.00	USED BALLAST		
								REG. CHECK		
								105.73	105.73CR	0.00
								105.73	0.00	

01-2450 TIPTON PHARMACY

I 1216TP		PATIENT MEDS	AP		R	2/11/2017		636.04	636.04CR	
		G/L ACCOUNT						636.04		
	001 5-160-2-65070	OPERATING SUPPLIES					636.04	PATIENT MEDS		
								REG. CHECK		
								636.04	636.04CR	0.00
								636.04	0.00	

01-2500 TYLER TECHNOLOGIES INC

I 025-178046		UTILITY BILL NOTIFICATION	AP		R	2/11/2017		29.80	29.80CR	
		G/L ACCOUNT						29.80		
	630 5-822-2-65980	MISCELLANEOUS					9.94	UTILITY BILL NOTIFICATION		
	600 5-811-2-65980	MISCELLANEOUS					9.93	UTILITY BILL NOTIFICATION		
	640 5-826-2-65980	MISCELLANEOUS					9.93	UTILITY BILL NOTIFICATION		
								REG. CHECK		
								29.80	29.80CR	0.00
								29.80	0.00	

01-2640 WENDLING QUARRIES INC

I 668038		41.08 TN MANSAND	AP		R	2/11/2017		343.02	343.02CR	
		G/L ACCOUNT						343.02		
	001 5-250-2-65070	OPERATING SUPPLIES					343.02	41.08 TN MANSAND		
I 668297		86.03 TN STONE WA MAIN BREA	AP		R	2/11/2017		888.25	888.25CR	
		G/L ACCOUNT						888.25		
	600 5-810-2-65070	OPERATING SUPPLIES					888.25	86.03 TN STONE WA MAIN BREAK		
								REG. CHECK		
								1,231.27	1,231.27CR	0.00
								1,231.27	0.00	

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2643 WEST LIBERTY AMBULANCE

I 111316WLA		ALS TIER	AP		R	1/12/2017		150.00	150.00CR	
		G/L ACCOUNT						150.00		
		001 5-160-2-64130						150.00	ALS TIER	
								150.00	150.00CR	0.00
								150.00	0.00	

01-2700 XEROX CORPORATION

I 087498362		BASE & COPY CHARGES	AP		R	2/11/2017		1,246.24	1,246.24CR	
		G/L ACCOUNT						1,246.24		
		835 5-899-2-64151						736.09	BASE & COPY CHARGES	
		835 5-899-2-65070						510.15	BASE & COPY CHARGES	
								1,246.24	1,246.24CR	0.00
								1,246.24	0.00	

01-2737 ZEP SALES & SERVICE

I 9002584020		SHOP SUPPLIES	AP		R	2/11/2017		253.63	253.63CR	
		G/L ACCOUNT						253.63		
		810 5-899-2-65070						253.63	SHOP SUPPLIES	
								253.63	253.63CR	0.00
								253.63	0.00	

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----- REPORT TOTALS -----

FUND DISTRIBUTION

FUND NO#	FUND NAME	AMOUNT
001	GENERAL GOVERNMENT	16,514.87CR
311	ADDITNL GENERATION PRJCT	3,691.50CR
600	WATER OPERATING	2,856.44CR
610	WASTEWATER/AKA SEWER REVE	1,462.30CR
630	ELECTRIC OPERATING	37,161.68CR
640	GAS OPERATING	643.07CR
670	GARBAGE COLLECTION	2,850.89CR
740	STORM WATER	4,225.00CR
750	CEMETERY ENTERPRISE	32.25CR
810	CENTRAL GARAGE	4,119.83CR
835	ADMINISTRATIVE SERVICES	6,360.39CR
** TOTALS **		79,918.22CR

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

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
		0.00	0.00	
DRAFTS		0.00	0.00	0.00
		0.00	0.00	
REG-CHECKS		79,918.22	79,918.22CR	0.00
		79,918.22	0.00	
EFT		0.00	0.00	0.00
		0.00	0.00	
NON-CHECKS		0.00	0.00	0.00
		0.00	0.00	
ALL CHECKS		79,918.22	79,918.22CR	0.00
		79,918.22	0.00	

TOTAL CHECKS TO PRINT: 59

ERRORS: 0 WARNINGS: 0

City Card - Check out card		
Uniform Supplies - Galls	43.15	
Office Supplies - Target	69.59	
Fuel - Caseys	28.37	
Dues - Government Finance Officers Association	160.00	
DARE Supplies - Caseys, Happy Joes, Pizza Hut	324.32	
Total Charges		625.43
Ambulance - One Card		
Dues - Iowa Emergency Medical Services Association	100.00	
Total Charges		100.00
Fire - One Card		
Misc Supplies - Positive Promotions	652.75	
Total Charges		652.75
Public Works - One Card		
Operating Supplies - Earl May	361.38	
Operating Supplies - Kano Laboratories	135.96	
Total Charges		497.34
Electric - One Card		
Operating Supplies - Home Depot, Batteries Plus, Klein	248.87	
Misc Supplies - Otterbox, Formswift, Menards, Palisades	116.52	
Total Charges		365.39
Gas - One Card		
Small Tools - Paypal, Amazon	190.12	
Operating Supplies - Amazon	67.03	
Total Charges		257.15
Library - One Card		
Postage/Shipping - USPS	252.72	
Office Supplies - Demco, Staples, Walmart	246.03	
Materials - Amazon, Walmart, Scholastic	1,240.23	
Program Supplies - Walmart, Amazon, Family Foods	103.67	
Misc Supplies - Walmart, Family Foods	129.75	
Total Charges		1,972.40
JKFAC/Recreation - One Card		
Operating Supplies - Easykeys.com, Walmart	42.77	
Concessions - Walmart	30.46	
Misc Supplies - Applebees, U-Haul, Custom Apparell (these were unauthorized purchases on Adam's card and credited back)	-956.82	
Total Charges		-883.59
Economic Dev Director - One Card		
Operating Supplies - Menards	216.03	
Total Charges		216.03
Finance Director - Card		
Training - Iowa League of Cities	-125.00	
Tech Services - Microsoft	72.00	
	216.00	
	504.00	
Total Charges		667.00
Statement Total		4,469.90



Callahan Municipal Consultants, LLC

417 Kaitlynn Ave Anamosa, IA 52205 Cell: 563-599-3708 callahan.cmc@gmail.com

January 12, 2017

To: Mayor & City Council

From: Patrick Callahan

Re: City Manager Search Process

As we discussed in August of 2016, we are now prepared to start the city manager search process. If the weather conditions are good, we plan to attend the City Council meeting Monday, January 16th to discuss the time table for the search process for the city manager position.

Tentative Time Table

There is enclosed for your review a tentative time table for the search process. We will review this time table with the City Council and we will make changes, if any of the dates conflict with your schedules. Some of the key dates for the City Council Members include:

1. Consultant meetings with individual Council MembersThursday, January 19
2. City Council Work Session to start the process.....Monday, January 23
3. City Council – Work Session to review applications.....Monday, March 13
4. City Council – Special meeting to interview 6 to 8 candidates by telephone or skype.....Thursday, March 23
5. City Council – Special Meeting to interview 3 to 4 finalists....Saturday, April 8
6. City Council – Brief Special Meeting to approve the employment agreement.....Tuesday, April 11

Please review your schedules and let us know if any of these dates will not work for you.

Council Work Session – January 23rd

There is enclosed for your review a tentative agenda for the City Council Work Session on Monday, January 23rd at 5:30 p.m. We would estimate that the work session will require about 60 to 90 minutes of your time. If there are additional items that you want us to include on the agenda, please advise us.

Individual Meetings – January 19th

We plan to be in Tipton on January 19th to meet with the Mayor and City Council members on an individual basis. We basically want to ask you these four questions:

1. What is your assessment or observations on how to the City has been doing these past 12 months?
2. What qualifications, experience, management style, and personality traits should we seek in the next city manager?
3. What should the salary range be for the position of city manager?

4. Do you know of any potential candidates for the city manager position, who we should contact?

If the date of January 19th does not work for you, we can contact you by telephone and discuss these questions.

If you have any questions, please feel free to call us at 563-599-3708 or send us an email at callahan.cmc@gmail.com. Hopefully, the freezing rain in the weather forecast will miss our area and we will see you on Monday night. Thank you!

CITY OF TIPTON, IOWA

CITY MANAGER SEARCH PROCESS 2017 TIME TABLE – January 14, 2017

Tentative Time Table for Each Step in Process

1. Confidential Interviews with Mayor & Council Members and Department Heads	Consultant	February, 2016
2. City Council Meeting to Start Process	Consultant/City	January 16
3. Consultant meets with Individual Council Members	Consultant	January 19
4. City Council Work Session on Search Process	Consultant/City Council	January 23
5. Preparation of Position Profile	Consultant/City	January 23-27
6. Preparation of Advertisements	Consultant	January 23-27
7. Placement of advertisements and posting on websites	Consultant	January 30-31
8. Council Approval of Profile	Consultant/City Council	February 6
9. Emailing of Profiles	Consultant	February 7-10
10. Phone Calls to Potential Candidates	Consultant	February 13-24
11. Deadline for Applications	-	March 2
12. Screening of Candidates	Consultant	March 3-11
13. Selection of Candidates for Initial Interviews	City Council – Work Session	March 13
14. Initial Interviews of Candidates	Consultant/Council – Special Meeting	March 23
15. Send a Packet of Information to Candidates for Formal Interviews	Consultant	March 27-31
16. Education Verification, Credit Checks, & Criminal Background Checks - Finalists	Consultant/City	March 27-31
17. Calls to Candidates' References	Consultant	April 1-5
18. Coordination of Interviews	Consultant	April 1-5
19. Formal Interviews of Finalists	Consultant/Council	April 7-8
20. Negotiations with Selected Candidate	Consultant/Mayor	April 9-10
21. Approval of Offer of Employment	City Council – Special Meeting	April 11
22. Start Employment	Candidate	May 10-20

This tentative time table is strictly a summary of the steps in the process and potential dates for the completion of these steps. This time table will be reviewed and modified to meet the needs and expectations of the Mayor and City Council Member.

TENTATIVE AGENDA
Tipton City Council – Work Session
Tipton Fire Station
Monday, January 23, 2016
5:30 p.m.

- A. Call to order**
- B. General Overview of Work Session**
1. City Manager Search Process
 2. Purpose of Work Session
 3. Update on preliminary steps in the search process
 - *City Manager Ordinance review
 - *City Manager job description review
 - *F.Y. 2016-17 City Budget review
 - *City Council upcoming goals & objectives
 - *Development of position profile
- C. Time Table for Search Process – Subject to Council Review & Approval**
1. Review the key dates for Mayor & Council
 - *Review applications – March 13
 - *Skype or Telephone Interviews – March 23
 - *Interview the Finalists – April 7-8
 2. Council consensus on dates & times
 3. Candidates will be advised of time table in profile
 4. Keep Consultant posted on changes in your schedule
- D. Consultant Interviews with Mayor, & City Council Members & Department Heads - Completed**
- E. Citizen Involvement in Search Process**
1. City Council Decision
 2. Stakeholders' Involvement – Example from other cities
 - Public Forums
 - Questionnaires available on city website
 - Candidates reception during interview process
 3. Role of City and the Consultant in this part of the process

F. Community & Position Profile

1. Purpose of profile
2. General overview of content
3. Council consensus on content – March 7th
4. Placement on City of Tipton website
5. Sending to potential candidates by email

G. General Overview of Wage & Benefit Package

1. Council consensus on salary range
2. Council consensus on benefit package parameters
3. Candidates' expenses to travel to Tipton

H. Advertisement of Position

1. Content of advertisement
2. Publications and websites
 - ICMA Website
 - Iowa League Website
 - IAMU Website
 - Iowa Newspaper Classified Network
3. Authorization to proceed

I. Confidentiality of Candidates' Information

1. Confidentiality during early stages of process.
2. Request for Closed Session Form –Signed by Semi - Finalists
3. Release of Names of Finalists – The City's Options

*Candidates' option to release their name to news media

* Names & addresses of all finalists are released – Candidates so advised and allowed to withdraw

4. Recent experiences on the release of names to news media

J. Consultant Updates during Search Process

1. Phone calls to Mayor

2. Written reports to Mayor & City Council sent by e-mail

3. Welcome to contact us at anytime

K. Screening of Candidates by Mayor & City Council Members

1. Consultant reviews and ranks resumes

2. Cover letters & resumes made available to Mayor & Council for review

3. Council review and ranking of Candidates

4. Composite score determines who is selected for telephone or skype interviews

L. City Council Meeting - March 13th – “Open House” and Work Session

1. Consultant’s Review and Recommendations

2. Council Ranking Process & Rating System

M. Final Comments and Questions

N. Adjourn

Revised: January 12, 2017

AGENDA ITEM L-3

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 16 th 2017
AGENDA ITEM:	Approval of Scope of Work, Authorization to Advertise for Bid, City / School Park Improvement Project (Park & Football Field Parking, Walk, Drainage)
ACTION:	Council Motion and Roll Call Vote

SYNOPSIS: The Council and School Boards approved the project and required engineering to improve the parking, walkway and drainage for the commonly used area near the football field and tennis courts. City and School officials have reviewed the plans and specifications and discussed the cost allocation for this joint project, and recommend approval of them. They also recommend putting the project out to bid.

BUDGET ITEM: Public Works Capital Projects, 001-5-291-2-64020

RESPONSIBLE DEPARTMENT: Public Works, School District.

MAYOR/COUNCIL ACTION: Consideration, motion and roll call vote to approve, table or deny.

ATTACHMENTS: Cost estimate and allocation spreadsheet, park improvements preliminary plans, Summary of Engineering Services.

PREPARED BY: Steve Nash/tdl

DATE PREPARED: January 13, 2017

Engineer's Opinion of Probable Costs
 Park Improvements - 2017
 Tipon, Iowa
 December 16, 2016

ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL		CITY PORTION	CITY SHARE	SCHOOL PORTION	SCHOOL SHARE
					AMOUNT	PORTION				
1	2010-108-E-0 Excavation, Class 10	CY	90	\$15.00	\$1,350.00	90	\$1,350.00		\$0.00	
2	2010-108-I-0 Subbase, Granular	SY	249	\$10.00	\$2,490.00	154	\$1,540.00	95	\$950.00	
3	4020-108-A-1 Storm Sewer, Trenched, RCP, 12"	LF	8	\$50.00	\$400.00	8	\$400.00		\$0.00	
4	4040-108-A-0 Subdrain, PVC, 4"	LF	220	\$15.00	\$3,300.00		\$0.00	220	\$3,300.00	
5	4040-108-A-0 Subdrain, PVC, 8" (Area Drain Outlet)	LF	45	\$25.00	\$1,125.00	45	\$1,125.00		\$0.00	
6	6010-108-B-0 Intake Type SW-513, 3'x3'	EA	1	\$3,500.00	\$3,500.00	1	\$3,500.00		\$0.00	
7	6010-108-B-0 Intake Type SW-512	EA	1	\$3,000.00	\$3,000.00	1	\$3,000.00		\$0.00	
8	7010-108A-0 Pavement, PCC, 6" Thick	SY	245	\$50.00	\$12,250.00	151	\$7,550.00	94	\$4,700.00	
9	7030-108-A-0 Removal of Sidewalk	SY	178	\$6.00	\$1,068.00		\$0.00	178	\$1,068.00	
10	7030-108-E-0 Sidewalk, PCC, 4" Thick	SY	4	\$40.00	\$160.00	4	\$160.00		\$0.00	
11	7030-108-E-0 Sidewalk, PCC, 5" Thick	SY	220	\$45.00	\$9,900.00		\$0.00	220	\$9,900.00	
12	7030-108-H-2 Driveway, Granular	Tons	25	\$30.00	\$750.00	25	\$750.00		\$0.00	
13	9010-108-A-0 Conventional Seeding Fertilizing and Mulching	LS	1	XXXX	\$500.00	1	\$500.00		\$0.00	
14	9060-108-B-0 Gate, Chain Link, 4' Wide x 7' High	EA	1	\$500.00	\$500.00	1	\$500.00		\$0.00	
15	9070-108-A-0 Modular Block Retaining Wall	SF	115	\$40.00	\$4,600.00	115	\$4,600.00	0	\$0.00	
16	11,020-108-B Mobilization	LS	1	XXXX	\$5,000.00	0.5	\$2,500.00	0.5	\$2,500.00	
17	11,030-108-B Painted Pavement Marking, Solvent/Waterborne	STA	2.5	\$150.00	\$375.00		\$0.00	2.5	\$375.00	
18	11,030-108-G Painted Symbols and Legends	EA	3	\$200.00	\$600.00		\$0.00	3	\$600.00	
Total Construction Costs					\$50,868.00		\$27,475.00		\$28,398.00	

PARK IMPROVEMENTS TIPTON, IOWA 2017

Maples and annotations shall be in accordance with the 2012 ASCE Standard Specifications, 2011 Edition, and current Supplemental Specifications and Special Provisions.

SHEET INDEX	
SHEET NO.	DESCRIPTION
A.01	TITLE SHEET
B.01	TYPICAL SECTIONS AND DETAILS
D.01	SITE PLAN DETAIL AND SECTION
3	TOTAL SHEETS

REGISTERED PROFESSIONAL ENGINEER
STATE OF IOWA
NO. 11716
EXPIRES 12/31/2017

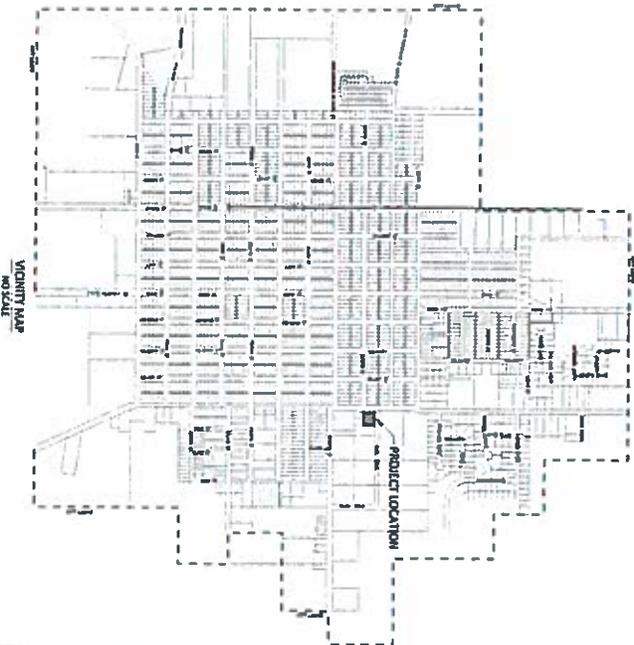
Having verified that the requirements contained herein required by me or other persons named herein are in accordance with the laws of the State of Iowa, I hereby certify that the same are correct and true to the best of my knowledge and belief.

DATE: 11/17/17
PROJECT NO.: 17-001
DATE OF EXPIRATION: 12/31/2017

**PRELIMINARY
NOT FOR CONSTRUCTION**

DISCLAIMER
 The information contained herein is for informational purposes only and does not constitute an offer of any financial product or service. The information is not intended to be used as a basis for any investment decision. The information is not intended to be used as a basis for any investment decision. The information is not intended to be used as a basis for any investment decision.

LOWE'S
ONE CALL
 1-800-251-8939



GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

2170 3rd Avenue West, Suite 1
 P.O. Box 412
 Charleslton, Iowa 52527
 641.872.2526 Phone
 641.872.2891 Fax

3801 E. Maple, Suite C
 Charleslton, Iowa 52503
 641.782.4028 Phone
 641.782.4118 Fax

641.872.2530 Iowa Toll Free
 gmap@gardenassociates.com

**PARK IMPROVEMENTS
TIPTON, IOWA
2017**

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SHEET NO. A.01	PROJECT NO. 101311	DATE: DEC. 16, 2016	SCALE: NO SCALE	FIELD BOOK: L&S	APPROVED: [Signature]	DATE: DEC. 16, 2016
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This is EXHIBIT C, consisting of 3 pages, referred to in and part of the Agreement between Owner and Engineer for Professional Services dated September 6, 2016.

Payments to Engineer for Services and Reimbursable Expenses
COMPENSATION PACKET BC-2: Basic Services – Standard Hourly Rates

Article 2 of the Agreement is supplemented to include the following agreement of the parties:

ARTICLE 2 – OWNER'S RESPONSIBILITIES

C2.01 Compensation For Basic Services (other than Resident Project Representative) – Standard Hourly Rates Method of Payment

A. Owner shall pay Engineer for Basic Services set forth in Exhibit A, except for services of Engineer's Resident Project Representative, if any, as follows:

1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's personnel times Standard Hourly Rates for each applicable billing class for all services performed on the Project, plus Reimbursable Expenses and Engineer's Consultants' charges, if any.
2. The Standard Hourly Rates charged by Engineer constitute full and complete compensation for Engineer's services, including labor costs, overhead, and profit; the Standard Hourly Rates do not include Reimbursable Expenses or Engineer's Consultants' charges.
3. Engineer's Reimbursable Expenses Schedule and Standard Hourly Rates are attached to this Exhibit C as Appendices 1 and 2.
4. The total maximum not to exceed compensation for services under Paragraph C2.01 is estimated to be \$8,700 based on the following estimated distribution of compensation:

a. Topo Survey & Preliminary Drafting	\$2,500
b. Preliminary Design, Final Design, Estimates of Cost & Alternate	\$3,500
c. Construction Staking	\$1,200
d. Preparation of Specs, Bid Process	\$1,500

AGENDA ITEM L-4

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 16 th , 2017
AGENDA ITEM:	Council Member Attendance at IMUA Governance Seminar, Ankeny, Iowa
ACTION:	Motion to approve, deny or table

SYNOPSIS: *First-time Available in the Entire Midwest*

For the first time in the Midwest, the Iowa Association of Municipal Utilities (IAMU) is offering the American Public Power Association's (APPA) two in-depth governance courses designed to provide a comprehensive overview of the duties, responsibilities, and processes of electric utility governance and policy-setting.

The two half-day sessions will cover:

- The duties, responsibilities, and legal obligations of public power boards and councils.
- Board and council roles in monitoring utility performance.

In addition to city council and utility board members, utility managers and senior staff who interact regularly with their boards and councils also will benefit from these courses.

The classes will be held at the IAMU Training and Office Complex in Ankeny.

Members:

½ day session - \$225/each

Full day (both sessions) - \$400

Non-Members:

½ day session - \$300/each

Full day (both sessions) - \$550

The pricing is discounted significantly from what attendees would pay for the same workshop if they attended the sessions at an APPA Convention.

Member utilities are encouraged to share information about this workshop with their boards and city councils so they know about it and can register to attend.

I feel this would be very beneficial to the Mayor, Council Members and other staff within the City to attend.

When: Tuesday, January 24, 2017
8:30AM - 4:30PM

Where: IAMU Training & Office Complex
1735 NE 70th Ave
Ankeny, Iowa 50021
United States

Presenter: Tim Blodgett, CEO of APPA Hometown Connections

BUDGET ITEM: Electric Utility Training

RESPONSIBLE DEPARTMENT: Electric Superintendent

MAYOR/COUNCIL ACTION: Consideration and motion to approve, deny or table by roll call vote.

ATTACHMENTS: IAMU Seminar Flyer

PREPARED BY: Floyd Taber

DATE PREPARED: January 6, 2017

Register

Online registration is available until: 1/24/2017

- View the 15 people who have already registered



« Go to Upcoming Event List



Hometown Connections®

DELIVERING VALUE TO PUBLIC POWER

IAMU is hosting the following American Public Power Association governance workshops for boards, councils, utility clerks and utility managers presented by Tim Blodgett, CEO of APPA Hometown Connections. Attend one or both sessions.

If you are a member of the Kansas, Minnesota, or Missouri municipal utility associations, you may attend this workshop at our discounted IAMU member rate. You must enter the promotional code during checkout to receive the discount. Contact webmaster@iamu.org if you do not have this code.

Morning Session - Duties, Responsibilities and Legal Obligations of Public Power Boards & Councils

Members elected or appointed to a public power board or city council often have neither a comprehensive job description nor a good understanding of business challenges facing their utility. Come and get an overview of the utility industry and public power business model. Learn about your duties and responsibilities, how to build constructive board-management relationships, and the keys to governing with excellence.

Afternoon Session - Boards & Councils Roles in Monitoring Utility Performance

A public power governing body's primary fiduciary duty is to assure the utility's long-term sustainability by providing clear direction, policy guidance, and performance oversight. Learn about the goals, processes, and metrics that boards and senior managers must establish to assure efficient performance, high-level customer service, and accountability to customer-owners.

**Iowa Association of Municipal
Utilities**
1735 NE 70th Ave., Ankeny, Iowa
50021
T.515.289.1999 | F.515.289.2499 |
Email
Find our Facility

About Us
The Iowa Association of Municipal Utilities
represents more than 550 municipal electric,
gas, water and broadband utilities statewide,
and maintains a marketing relationship with
more than 185 associate member businesses.

Services
Electric **Job Training &**
Gas **Safety**
Water **Legislative &**
Stormwater **Regulatory**
Broadband

Social Media
 **Facebook**
 **Twitter**
 **LinkedIn**

Membership Software Powered by YourMembership :: **Legal**

AGENDA ITEM L-5

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 16 th 2017
AGENDA ITEM:	Garage Door Installation
ACTION:	Motion to approve, deny or table

SYNOPSIS: This would be to purchase a garage door so we can get our scissor lift and other related equipment to allow us to work on the MTU's and the Caterpillar engine. We will as time goes on need to utilize this to perform maintenance on the Catalyst and Silencers for all 3 engines. I would take money from Underground Supplies to pay for this item.

Stuefen Mfg, Tipton, quotes \$10,688 for a PowerLift hydraulic door, installed in an opening prepared by others.

Cedar County Garage Door, Tipton, quotes \$2,500 for a Clopay insulated steel door, installed in an opening prepared by others.

Superior Steel & Concrete Construction, Scotch Grove, quotes \$10,800 to prepare an opening for a 10 x 12' door.

I recommend Superior Steel & Concrete prepare the opening, and Cedar County Garage Door provide and install the 10 x 12' insulated steel door for a total cost of \$13,300.

BUDGET ITEM: New Engine Project

RESPONSIBLE DEPARTMENT: Electric Superintendent

MAYOR/COUNCIL ACTION: Consideration and motion to approve, deny or table, by roll call vote.

ATTACHMENTS: Proposals from Cedar County Garage Door, Stuefen Manufacturing and Superior Steel and Concrete.

PREPARED BY: Floyd Taber

DATE PREPARED: January 11, 2017

CEDAR COUNTY GARAGE DOOR

ESTIMATE

1706 Madison St.
Phone: 563-886-7070

Date: December 30 2016

TO: City of Tipton

Comments or Special Instructions: Power house building- Contacted by Floyd
Not responsible for wiring

TERMS - Due upon receipt

Quantity	Description	Unit Price	Total
1	10'2x12 Clopay Model 3717 R-16.2 Double steel insulated door, White in color with 48" of highlift track and seal installed Liftmaster Model J33 commercial Jackshaft opener installed		\$2,500.00
		Subtotal	\$
		Sales Tax	\$
		Total Due	\$2,500.00

If you have any questions concerning this estimate, contact Steve at 563-886-7070

THANK YOU FOR YOUR BUSINESS

POWERLIFT

HYDRAULIC DOORS

www.powerliftdoors.com

Stuefen Manufacturing, PO Box 263, Tipton IA 52772

Phone - 563-886-4830

Quoted to: City of Tipton

Quote Date: 11/4/2016

Customer Name:

Address:

City/State/ Zip

Phone

Anticipated delivery:

Door & Frame depth

Door & Frame depth	Rough Opening size	Actual size	Square Foot	Price
10"	1 10x12		120	\$7,098

	Loaded mileage one way	\$6	per mile	Delivery mileage	
Quote includes these options					
	Remote control door option	\$525		Remote option	
1	Paint option per square foot	\$0.50	sg. Ft.	Custom Paint option	\$60
				Equipment Rental	\$300
				Steel Siding/Trim	\$1,000
				Labor Siding/Trim/Prep	\$2,000
1	Number of doors quoted			Subtotal	\$10,458
use	Applicable Use or state and local tax rate			Applicable Tax	\$230.08
				TOTAL QUOTE	\$10,688

Doors will arrive and be installed with

DELIVERED and INSTALLED

Metal framework, 1-coat PPG Industrial Paint

Complete hydraulic system including cylinders, hoses and pump

Ready for electrical connections

One man with fasteners and installation equipment

Customer responsibilities:

Building structurally capable to handle imposing door loads

Equipment (Telehandler/ loader) to unload and install door

Rough opening preparation as specified at final measuring

5 gallons Owner compatible hydraulic oil

Final 220v electrical pump motor connections

Door cladding and trim materials and installation

Quotes are honored for 30 days

Terms: 25% deposit with order

Balance Due at time of delivery

Rough opening preparation as specified at final measuring,

****(New Construction/Remodels: Add 5" to height, 6" width)

Customer signature agreeing to the above mentioned conditions

DATE _____

AGENDA ITEM L-6

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: 1/10/2017

AGENDA ITEM: Holiday Decorations from Temple Display

ACTION: Motion to approve, deny or table

SYNOPSIS: (6) Snowflakes, (3) 20' garland for 3 poles north of the Library, (18) – 18" vinyl red bows for poles. Total cost: \$3,188.66 with the 33% discount. 33% discount ends February 28th.



Temple Display, Ltd
114-C Kilward Circle
Oswego, IL 60543
Phone 630-851-3331
Fax 630-851-4144

SALES ORDER
Sales Order # TDL025257
Date 1/5/2017
Sales Rep. Dawn Fed

Sold To:
Tipton, City of
Linda Beck
407 Lynn Street
Tipton, IA 52772-1633

Ship To:
Tipton, City of
Linda Beck
407 Lynn Street
Tipton, IA 52772-1633

Best Way / ASAP

P.O.#	Qty	Part No.	Description	NET 30	Shipping:	Prepay & Add
	1	PWW-524-LED	6' Diamond Snowflake, 64 C-7 LED Lamps, 24lbs 33.0% Discount	\$563.00		\$563.00 -\$182.49
	1	PWW-525-LED	5' Diamond Snowflake, 66 C-7 LED Lamps, 22lbs 33.0% Discount	\$511.00		\$511.00 -\$168.63
	1	PW-W-530-LED	5' Winterfest Snowflake, 93 C-7 LED Lamps, 26lbs 33.0% Discount	\$595.00		\$595.00 -\$196.35
	1	PW-W-531-LED	4' Winterfest Snowflake, 78 C-7 LED Lamps, 23lbs 33.0% Discount	\$532.00		\$532.00 -\$175.56
	1	P-700-LED	6' Presidential Snowflake, 114 C-7 LED Lamps, 29lbs 33.0% Discount	\$693.00		\$693.00 -\$228.69
	1	P-699-LED	5' Presidential Snowflake, 108 C-7 LED Lamps, 26lbs 33.0% Discount	\$647.00		\$647.00 -\$213.51
			ALL SNOWFLAKES COOL WHITE			
	3	12-3-1	12-3-1 Two Tone Natural Branch Garland Pole Wraps – unlit, cut 3 - 20 ft lengths with D-rings each end 33.0% Discount	\$109.40		\$328.20 -\$108.31
	18	A-063V	18" Vinyl Bow 33.0% Discount	\$50.00		\$900.00 -\$297.00
				SubTotal		\$3,188.66
				Sales Tax		\$0.00
				Actual Shipping Charges Will Be Added To Invoice		
				Total		\$3,188.66

BUDGET ITEM: 630-5-820-2-65980

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck
MAYOR/COUNCIL ACTION: To approve, deny or table

ATTACHMENTS: Next page

PREPARED BY: Linda Beck

DATE PREPARED: 1/10/2017

Continued Holiday Decorations- prepared by Linda Beck

Location of current six – snowflakes:

Cedar Street:

400 block - 3 Snowflakes
500 block- 3 Snowflakes

Six new snowflakes next holiday season (2017):

300 block 4 Snowflakes
600 block 1 Snowflake by (Hardees)

1 Snowflake could be put up on 5th Street

Suggest budgeting and buying (7) snowflakes 2018 which would complete snowflakes at all downtown lighted poles

East 4th Street 1 Snowflake – West 4th Street 1 Snowflake

East 5th street 1 Snowflake – West 5th Street 2 Snowflakes

East 6th Street 1 Snowflake – West 5th Street 1 Snowflake

= 7 Snowflakes approximate cost: **\$2,707.77** plus shipping

18" Red Vinyl Bows (2018)

East 3rd Street (Library) 3 Bows
East 4th Street 3 Bows
West 4th Street 3 Bows
East 5th Street 3 Bows
West 5th Street 6 Bows
East 6th Street 3 Bows
West 6th Street 3 Bows

Total additional Bows: _____

24 – 18" Vinyl Red Bows @ a cost of \$50.00 each = \$1,200.00 plus shipping

Guarantee: 6-year warranty on all Holiday Decorations and 3-year warranty on all LED lamps

AGENDA ITEM L-7

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	January 16 th 2017
AGENDA ITEM:	Board of Adjustment Appointment, Chris Sorgenfrey
ACTION:	Council Motion and Roll Call Vote

SYNOPSIS: The Zoning Board of Adjustment has had difficulty meeting the quorum requirements since the resignation of Board member Bob Rickard last fall. Chris Sorgenfrey offered to serve on the Board, and Mayor Carney is recommending his appointment be approved by City Council. Rickard's term would have expired May 1, 2017. If appointed to fill the vacancy, Sorgenfrey's term will also expire May 1. He can be reappointed with the other appointments at that time.

For your information, I've copied the section of the City Code regarding the makeup of the Board of Adjustment.

168.10 ESTABLISHMENT OF ZONING BOARD OF ADJUSTMENT. A Zoning Board of Adjustment is hereby established pursuant to Chapter 414 of the Code of Iowa. The word "Board" as used in this chapter shall mean the Zoning Board of Adjustment.

1. Membership. The Board shall consist of five members to be appointed by the Mayor, subject to the approval of the City Council, each to be appointed for staggered terms of five years.
2. Vacancies. The Mayor shall appoint, subject to the approval of the City Council, persons to fill all vacancies as they occur, and shall at the regular Council meeting in the month of May appoint one member of the Board of Adjustment. This Board shall consist of one architect, engineer or contractor; one real estate broker, and three other persons selected for their knowledge of and interest in matters pertaining to this Zoning Ordinance.

BUDGET ITEM: Not Applicable

RESPONSIBLE DEPARTMENT: Administration, Mayor/Council

MAYOR/COUNCIL ACTION: Consideration, motion and roll call vote to approve, table or deny.

ATTACHMENTS: None.

PREPARED BY: Mayor Carney/tdl

DATE PREPARED: January 13, 2017

Tipton Development Report January 2017 – Linda Beck

- Downtown Walk Around with Jim Engle and Carol Lilly was held on December 19th (see summary attached)
- Interviews scheduled January 12th and January 16th for High School and Middle School City Ambassador
- Logan Walsh continues to volunteer in my office – after school on Mondays
- Will begin working on video of Tipton hopefully in mid-February. Tipton High School speech class students and their teacher, Kristi Peck are helping with this class project. Kristi preferred her students didn't start this project at the beginning of the semester (which starts in mid-January) as she'd like them to work on concepts and skills first
- Revolving Fund Loans for this quarter completed
- Tipton Business Job Fair will be held in April/May at the school – will start to work on arrangements with school
- Educational meeting with the Chamber. Program: How to start your own business. This is scheduled for January 26th at 5:30 p.m. at U.S. Bank. Speakers: Tamra Roberts - Beine & Roberts Law Firms, Bill Schwitzer – Community State Bank and Jeff Wallick - Realtor
- Attended Corridor Alliance Meeting in Cedar Rapids on January 11th – discussion: Home Base Iowa presented by Jason Kemp project manager
- Erica Shumaker a senior at THS will Intern at my office starting January 16th through Kirkwood Workplace Learning Connection
- Working on two grants for Holiday Decorations
- Will attend the ECIA round table discussion on January 17th
- Announcement on RAGBRAI host town will be announced on January 21st. Application was submitted August/2016.
- Invited to attend Consortium meeting on January 26th
- Attended Annual meeting at the Hardacre Theater on January 5th
- Beginning to organize Thursdays Downtown – for the Chamber

Respectfully Submitted,

Linda Beck

(See Downtown Walk Around Summary below)

Downtown Walk Around Summary – Tipton, IA

JIM ENGLE, DIRECTOR
IOWA DOWNTOWN RESOURCE CENTER

CAROL LILLY, DIRECTOR
CEDAR FALLS COMMUNITY MAIN STREET

This report is a brief summary of the observations and recommendations from the Iowa Downtown Resource Center Walk Around conducted in Tipton, Iowa on December 19, 2016.



TIPTON (Pop. 3,221) is an attractive community situated between Iowa City and the Quad Cities. The city and enrollment in the local schools is growing. It was reported that the population growth is due to younger people returning to Tipton to start businesses and raise their families, after experiencing life elsewhere. The downtown features cool, historic buildings and a typical business mix for a community its size. Several core businesses such as the grocery store, a pharmacy, and Theisen's keep local traffic in town and bring in customers from a surrounding market. The courthouse is also an important traffic builder for the downtown. Downtown Tipton has very few vacant first floor spaces; however, the upper floors are approximately 50% vacant. Other interesting features in or near the downtown include the very attractive



Carnegie library and a jail museum. Fund raising is currently being done to get the downtown theater back up and running. Residents of Tipton love their town. It was said that this community 'works together to get things done. We are a real community.' With all of its community strengths there are always opportunities to make the downtown more vibrant. This summary of the visit will provide constructive thoughts to assist downtown in its efforts to make the district more active.

1) Walking Downtown Tipton

Creating an interesting, unique, but safe walking experience is extremely important for downtowns. Many small towns have successfully focused on amenities that add to the downtown experience. Tipton is off to a great start with its attractive sidewalk project. This can be taken to the next level by implementing plans to add additional features that entice people to walk the district. Not all of the businesses project a storefront image or visibility that would pull customers in. Also, downtown safety is critical.

- Develop a blade (projecting) signage campaign and/or A-frame sandwich board signs to assist businesses draw in customers and encourage them to walk from business to business. Several of the businesses were pleasant surprises to the Walk Around Team once we entered the front door.
- Tipton has a winter window display program. Consider doing a similar program in conjunction with the four seasons or major events.
- Develop displays for windows in vacant buildings. Also, include attractive signs that market this building as a business opportunity.
- This Downtown Walk Around took place on a very cold day in December, so it was difficult to see/feel the attractiveness of the streetscape, but it is assumed that creative work can be done to spruce up the sidewalk experience:
 - ✓ Use local artists to develop a public art campaign in the downtown. Woodbine, IA has a tremendous program in place. They have created interesting features that cause users of the downtown to stop and admire the art pieces. Get a group to take a walk downtown and start brainstorming ideas and locations.
 - ✓ Incorporate more flowers/plantings downtown that bring color and vibrancy to the district. Consider inviting service groups or nearby businesses to create decorative arrangements in the planters during the off-season.
- Downtown street trees...people love them or hate them. At the very least, keep them trimmed so that businesses keep their visibility and pedestrians can walk easily around them. Are there trees that are particularly problematic? If so, can they be replaced with low maintenance public art, planters, etc.?
- There are some property owner snow removal issues. It was said by at least one owner that businesses are encouraged to not park in front of their stores, but parking "around the corner" is difficult if there are snow removal problems. Keep sidewalks clear.
- Tipton's idea to add a quality mural to the corner building next to the community Christmas tree is a good one. We recommend following up with that idea.



2) Downtown Buildings...What Makes Tipton Unique...and Upstairs Opportunities

Tipton has excellent, historic building stock with no/low disruptions to the flow of buildings. This quality really does help define Tipton. Like most communities, some of these gems are in great shape and others need work. It does not feel like Tipton is a community that is driven by historic preservation, however, building owners have generally done a nice job of maintaining the character of the historic buildings. But,



of course, more could be done to capitalize on these great buildings as community assets. The Downtown Revitalization Incentive Program (DRIP) is a good incentive administered by the City. Developing upper story housing is almost always important for a successful downtown. These potential units help property owners to cash flow their buildings, but also, downtown residents create a buzz. They utilize downtown businesses and create activity in the district. The proximity to a grocer, theater, banks, etc. make downtown Tipton a good place to live.



- Look for opportunities to interest people in the local history of the buildings through news stories, and historic walks. Get them interested in something that they currently may take for granted. This could capitalize on the momentum from the theater project. The old city hall building would be an interesting feature story.
- Consider applying for a Downtown Revitalization Grant from IEDA. These grants provide funding for façade improvements. Up to \$500,000 can be awarded through this very important grant program. (see "Contacts and Resources")
- Consider the formation of a local Development Group that may be interested in investing in the downtown buildings. Several of these are existence in Iowa. Perry, Iowa, for example, has a long-standing group that has done rehab projects to put historic, downtown buildings back in business.

- Inventory all of the downtown buildings, including the upper floors. Find out what you have. Which upper floors are occupied? Which ones are opportunities?
- Consider local incentives to encourage additional downtown upper story apartments.
- Develop an upper story tour to demonstrate the possibilities.
- Tour other communities that have had success with downtown upper story housing. Main Street Iowa can help out with community referrals.
- One of the most important buildings in downtown Tipton may be in the roughest shape...the Old City Hall Building. Build a relationship with the property owner and work to become a resource for the property owner as they contemplate the future of the building. Several of our Iowa communities have worked with developers to convert large difficult spaces into housing, meeting rooms, office space, etc.

3) Where is it?

Finding amenities (even downtown) in Tipton isn't obvious. This is a common problem for many communities. Make it easy for visitors to find the community, and also to find amenities within the community. Capitalize on the popularity of your city park, in particular the aquatic center, and direct guests to other parts of the community.

- Participate in the Iowa Downtown Resource Center's Downtown Exchange program, where volunteers from another community "rates" your downtown including their ability to find things in your community. This will be a fresh perspective.
- Identify important touch points for a visitor. What do they need to find? Hospital? Schools? Historic Downtown?
- Look at the community from a visitor's perspective.
- Develop an attractive sign design and placement plan. This could be an opportunity for a future fundraiser.
- Review google maps to ensure businesses are identified and easily found.



4) Bringing People Downtown with Events



Another key to a successful downtown is its ability to attract people...walkers, shopper, diners, residents, people wanting to socialize, etc. Downtown Tipton has a good core of events such as Tour of Lights, Small Business Saturday, 4th of July, Touch a Truck, Ridiculous Days and Trunk or Treat. Business owners appreciate the impact events have on their businesses, but some want more, more, more. The events that Tipton does are primarily special events. Their goal is to bring people downtown. Retail/business events include Ridiculous Day and Small Business Saturday. Promotions are time consuming and volunteer heavy. Tipton needs the right mix and balance of events for full efficiency.

- Take a close look at your calendar. Take a step back. Why is each event done? Is it meeting these expectations? How does it benefit the community? Make hard decisions. Drop time-consuming events that are not serving their purpose and do something new! Also, are you filling the calendar or do you have gaps? Identify ways to tap into and capitalize on existing successful programs. For example, it was mentioned Tuesdays are senior discount days at the grocery store. Would other businesses consider special programs for seniors on Tuesdays?
- Market your events to repeat visitors (consider ways to share event information with out of town guests that frequent the aquatic center/city park)
- Communicate with businesses in different ways. (Yes, that is a hard pill to swallow because the Chamber does this, but sometimes it takes multiple attempts and communication methods to get the word out and garner participation). Some businesses were aloof to the events that are currently being done. Retailers like to be involved in retail event planning. Use them. Seek their ideas. But, also help them to know the goal of each event.

5) Under the Stars....

Tipton leaders describe the downtown as a "working hours" downtown. Businesses close at 5:00 pm. Many communities have been able to extend the action on the street by capitalizing on a nighttime economy. This helps businesses, restaurants, and entertainment venues. Thursdays in Tipton have historically been the night of downtown activity but that has waned in recent years and very few stores are open.

- Encourage business owners to keep their display lights on (timers) well into the evening. Light = activity
- Consider a new event series (perhaps once a month in the summer) that features the downtown in the evening. This could include a health related activity such as a dog walk; entertainment; scavenger hunt, Moonlight Madness; social hour; community dinner, etc.

6) Downtown Partnerships

The strength of Iowa's Main Street Program is our ability to mobilize volunteers and action teams (committees) that generate hours and hours of assistance on projects that benefit the downtowns. This kind of participation also brings new ideas to the table. Tipton has a very committed staff that works efficiently on exciting projects, but the effort does appear to be largely staff and board driven. So much more can be accomplished by developing clear intended actions and teams of volunteers that will work on those steps. Consider ways to include the younger generation that has returned to Tipton in the community member engagement initiatives. Perhaps the themes in this report could serve as the structure for a set of action teams that are charged with initiating 2-4 projects in the coming year...of course approved by the Chamber board. This kind of plea for volunteer participation can be promoted through local media, service club presentations, email blasts, social media, etc.

In summary, we appreciate Tipton's hospitality. As a bonus to the walk around visit, we are awarding Tipton two free registrations to the 2017 Iowa Downtown Conference scheduled for August 1-3 in Sioux City, Iowa. This conference will offer a multitude of topics, which will help Tipton continue its downtown revitalization efforts. (see attached registration voucher for details)

CONTACTS AND RESOURCES	
Iowa Downtown Resource Center, IEDA, Des Moines, IA	515.725.3058 or www.mainstreetiowa.org
National Park Service Preservation Briefs	www.nps.gov/pa/foia-act-preservation/briefs.htm
State Historic Preservation Office	www.iowahistory.org
Certified Local Government	515.281.6826 or http://iowaculture.gov/history/preservation/certified-local-governments
Keep Iowa Beautiful	http://www.KeepIowaBeautiful.com
Iowa Downtown Revitalization Fund	http://www.iowaeconomicdevelopment.com/IDRF/Downtown
Iowa Restaurant Association	http://www.restaurantiowa.com
Iowa Architectural Foundation	www.iowarchfoundation.org
SCORE	http://www.score.org
Small Business Development Center (SBDC)	www.iowasbdc.org

Memorandum

From: Tim Long, Interim City Manager

To: Mayor Carney, City Council members
Lorna Fletcher, Amy Lenz, Linda Beck, Konnie Daufeldt, Cindy Doermann, Steve Nash, Chief Kepford
Craig Popenhagen / Clifton Larson Allen

Re: Finance Director Interviews

January 12, 2017

12:00 noon to 12:45 p.m. Fire Department Meeting Room. All finalists gather with staff and interviewers for meet and greet / light luncheon (sandwiches from Subway, drinks, standing and mixing).

1:00 p.m. – 1:30 p.m. Candidate A is taken on a tour of the community by Community Development Director Linda Beck, a Chamber of Commerce rep, and Chief of Police Lisa Kepford. The tour will include drive-bys for the new power plant, public works, downtown / County Building and the Aquatic Center, with 5-10 minute stops and intros at City Hall, the Library, and the School District office.

Candidate B begins the interview process with the larger group, consisting of Craig Popenhagen / Clifton Larson Allen (City's audit firm) as group leader, Administrative Assistant Konnie Daufeldt, Lead Utility Billing Clerk Cindy Doermann and Public Works Director Steve Nash.

Candidate C will be given a writing exercise at a laptop on one of three likely Finance Director "problems".

Candidate D will have 45 minutes of personal time.

1:45 p.m.– 2:15 p.m. Candidate B is taken on the tour of the community.

Candidate C begins the interview process with the larger group.

Candidate D will be given a writing exercise at a laptop on one of three likely Finance Director "problems".

Candidate A will have 45 minutes of personal time.

2:30 – 3:00 p.m. Candidate C is taken on a tour of the community.

Candidate D begins the interview process with the larger group.

Candidate A will be given a writing exercise at a laptop on one of three likely Finance Director “problems”.

Candidate B will have 45 minutes of personal time.

3:15 p.m.- 3:45 p.m. Candidate D is taken on a tour of the community.

Candidate A interviews with the larger group.

Candidate B will be given a writing exercise at a laptop on one of three likely Finance Director “problems”.

Candidate C will have 30 minutes of personal time.

4:00-4:20 p.m. Candidate A has the closing interview process with Mayor Bryan Carney, Finance Director Lorna Fletcher, Interim City Manager Tim Long

4:30-4:50 p.m. Candidate B has the closing interview process with the Mayor, Lorna Fletcher, Tim Long

5:00-5:20 p.m. Candidate C has the closing interview process with the Mayor, Lorna Fletcher, Tim Long

5:30-5:50 p.m. Candidate D has the closing interview process with the Mayor, Lorna Fletcher, Tim Long

The closing interview group will thank and dismiss the candidates as they complete the interview, and advise them of the following step, an offer to be made by Saturday morning.

On Friday, January 27, Long and Daufeldt will compile the scores and observations in the morning. The interview teams will meet again over lunch and discuss the outcomes, seeking consensus on the top qualified candidates by the end of lunch. Long will contact the leading finalist.

