

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, February 6, 2017
Web Page: www.tiptoniowa.org
Posted: Friday, February 3, 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 16, 2017
2. Approval - City Council Minutes, January 30, 2017
3. Approval - Tipton Airport Committee Minutes, January 11, 2017
4. Approval - Tipton Library Board Minutes, November 30, 2016
5. Approval - Tipton Masonic Cemetery Minutes, January 18, 2017

G. Public Hearing

H. Ordinance Approval/Amendment

I. Resolutions for Approval

J. Mayoral Proclamation

1. Proclamation

K. Old Business

L. Motions for Approval

1. Consideration of Claims.
2. Consideration of Approval of a quote for re-finishing of the water slides at the James Kennedy Family Aquatic Center.

3. Consideration of Approval of a quote for replacing gutter inserts for the pools at the James Kennedy Family Aquatic Center.
4. Street Dance Request, Steve Sparbel dba Tiger's Den.
5. Excessive Water Use, One Time Request for Waiver, Nikki Bennett, 122 W 9th Street.
6. Consideration of Acceptance of Hiring of Melissa Armstrong, Clarence, Iowa, as Finance Director.
7. Consideration of approval of the Interim City Manager's attendance as presenter at the March 15, 2017, Iowa Municipal Manager's Conference, Iowa City, n/c.

M. Reports to be Received/Filed

1. Community Development Director's Report, February, 2017.
2. Library Director's Report, November, 2016.
3. Library Director's Report, December, 2016.
4. American Public Power Governance Workshop, Ankeny, Iowa, January 24, 2017.
5. Fire Chief's Annual Report.

N. Discussion Items (No Action)

1. Consideration of Preliminary Budget Draft for the Fiscal Year Ending June 30, 2018.

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
 - a. Finance Director, Postage Equipment
 - b. Chief of Police
 - c. Community Development Director
 - d. EMS Director: Phone system

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 16, 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, Fletcher, Kepford, Taber, Beck, Walsh, Ratliff, B. Brennan, Downs, Donohoe, other visitors and the press.

Agenda:

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

Communications:

1. Marlene Johnson with Tipton Community Schools spoke about the school bond referendum coming up and reminded everyone to vote on Tuesday, February 7, 2016. There will be a community meeting on Sunday, January 22, 2017, from 2:00 p.m. to 4:00 p.m., at the Tipton Middle School, sharing information and answering questions regarding the bond issue for upgrades to the schools. Tours will also be available for the elementary and middle schools.

Consent Agenda:

Motion by Spear, second by Anderson to approve the consent agenda which includes the January 4, 2017, and January 9, 2017, Council Meeting Minutes, Liquor License for Tipton Country Club, and the Treasurer's and Investment Report. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Claims List

ALEX AIR APPARATUS INC	ROOF LADDER	430.00
ALTORFER INC	SILENCER INSULATION BLANKET	3691.50
AUCA CHICAGO LOCKBOX	MATS	80.12
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	388.87
BUSINESS RADIO SALES AND	PAGER BATTERIES	466.32
CEDAR COUNTY CO-OP	FUEL DISCOUNT	1359.82
CEDAR COUNTY ENGINEER	148.5 GL DSL	1738.49
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2635.00
CINTAS CORPORATION #342	UNIFORMS & SUPPLIES	144.22
CLARENCE LOWDEN SUN-NEWS	FAC ADS	359.60
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	1600.00
CUSTOM BUILDERS INC	UPS CHARGES	63.64
D & R PEST CONTROL INC	PEST CONTROL	190.99
DOMTAR	10 CASES PAPER	457.20
DURANT AMBULANCE SERVICE	ALS TIER	125.00
EASTERN IOWA LIGHT & POW	EAST LAGOON	1240.92
EICCD	CPR-HCP CARDS	40.00
ELECTRICAL ENGINEERING &	BLDG MAINT SUPPLIES	6.61
EMERGENCY MEDICAL PRODUC	MEDICAL SUPPLIES	485.76

FAMILY FOODS	MISC SUPPLIES	160.22
G & K SERVICES	SHOP TOWELS	146.66
HAWKINS INC	CHEMICALS	824.72
INTEGRATED TECHNOLOGY PA	MANAGED NETWORK SERVICES	5512.70
IOWA CULTURAL CORRIDOR A	16-17 DUES	100.00
IOWA NATURAL GAS ASSOCIA	MEMBERSHIP DUES	115.00
JOHNSON COUNTY AMBULANCE	ALS INTERCEPT	400.00
KIRKWOOD COMMUNITY COLLE	CPR CARD	5.00
KUNDE OUTDOOR EQUIPMENT	HAND PRUNER	19.95
LANDS' END BUSINESS OUTF	1 OFFICE SHIRT-RMBRSD FOR	20.65
MC CLURE ENGINEERING COM	SANITARY COLL & SYS EVALUATION	4225.00
MISC. VENDOR	IOWA DARE ASSOCIATION:DUES	562.50
MITCHELL 1	MONTHLY WEB SUBSCRIPTIONS	237.71
MMTG	MMTG DUES JAN-JUNE 2017	546.67
MORTON SALT INC	25.38 TN ROAD SALT	3096.53
MUNICIPAL PIPE TOOL CO L	JET CLEAN 8354' SEWER LINES	4678.24
MUNICIPAL SUPPLY INC	WATER METER SUPPLIES	1134.00
NILES CHIROPRACTIC	RANDOM SCREENING	25.00
OFFICE EXPRESS	OFFICE SUPPLIES	66.93
PRAXAIR DISTRIBUTION INC	OXYGEN	79.79
RESCO	2797' UNDERGROUND PRIMARY	8257.15
REXCO EQUIPMENT INC	REPAIR PARTS #138	67.32
SPINUTECH INC	DEC EMAIL MARKETING	565.00
STATE HYGIENIC LABORATOR	POOL TESTING	50.00
STORAGE BATTERY SYSTEMS	BATTERY INSTALLATION	3335.73
STOREY KENWORTHY/MATT PA	UTILITY BILLS	1219.46
SWICK CABLE CONTRACTOR'S	DIRECTIONAL BORE - WALMART	12359.00
T & M CLOTHING CO.	8 WINTER SHIRTS & EMBROIDERY	301.00
TERRY DURIN COMPANY	5250' WIRE, CABLE GUARD	11494.46
TIPTON CONSERVATIVE	FAC ADS	1155.06
TIPTON ELECTRIC MOTORS	30 SAW BLADES	105.73
TIPTON PHARMACY	PATIENT MEDS	636.04
TYLER TECHNOLOGIES INC	UTILITY BILL NOTIFICATION	29.80
WENDLING QUARRIES INC	41.08 TN MANSAND	1231.27
WEST LIBERTY AMBULANCE	ALS TIER	150.00
XEROX CORPORATION	BASE & COPY CHARGES	1246.24
ZEP SALES & SERVICE	SHOP SUPPLIES	253.63
** TOTAL **		79918.22
Fund Totals		
001 GENERAL GOVER		16,514.87
311 ADDTNL GENERA		3,691.50
600 WATER OPERATI		2,856.44
610 WASTEWATER/AK		1,462.30

630 ELECTRIC OPER	37,161.68	
640 GAS OPERATING	643.07	
670 GARBAGE COLLE	2,850.89	
740 STORM WATER	4,225.00	
750 CEMETERY ENTE	32.25	
810 CENTRAL GARAG	4,119.83	
835 ADMINISTRATIV	6,360.39	
GRAND TOTAL	79,918.22	
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 Apparel (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

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

2. Timetable for Search, Selection Process City Manager from Pat Callahan, with Callahan Municipal Consultants
Motion by McNeill, second by Leeper to approve the timetable with the change for the work session from Monday, January 23rd, to Monday, January 30th, at 5:30 p.m., for the City Manager search and selection process. Following the roll call vote the motion passed unanimously.

3. Scope of Work for City/School Park Improvement Project, Authorization to Advertise for Bid
Motion by McNeill, second by Boots to approve the scope of work for the City/School park improvement project and advertise for bid. Following the roll call vote the motion passed unanimously.

4. Councilmember Attendance, Iowa Association of Municipal Utilities Seminar
Motion by Boots, second by McNeill to approve councilmember Leeper attending the IAMU Seminar, in Ankeny, Iowa, on Tuesday, January 24, 2017, on municipal electric utility policy and governance for elected officials, in the amount of \$400.00. Following the roll call vote the motion passed unanimously.

5. Install Overhead Door, New Power Plant Building
Motion by Leeper, second by Boots to approve Superior Steel & Concrete to prepare the door opening for equipment maintenance access in the amount of \$10,800.00, and Cedar County Garage Door provide and install the door for a cost of \$2,500.00, totaling \$13,300.00. Following the roll call vote the motion passed unanimously.

6. Holiday Decorations
Motion by Anderson, second by Leeper to approve ordering six snowflakes, three garland, and 18 red bows for the street light poles from Temple Display, totaling \$3,188.86, with a 33 percent discount. Following the roll call vote the motion passed unanimously.

7. Zoning Board of Adjustment Appointment
Motion by Boots, second by Spear to approve the appointment of Chris Sorgenfrey to the Zoning Board of Adjustment, to fill the vacancy of Bob Rickard's resignation, through May 1, 2017. Following the roll call vote the motion passed unanimously.

Reports to be Received/Filed:

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

Motion by Boots, second by Spear to accept the January 2017, Community Development Director's Report and the December 2016, Iowa Main Street Report. Following the roll call vote the motion passed unanimously.

Reports of Mayor/Council/Manager/Department Heads:

Mayor

Mayor Carney attended the Cedar County EMA meeting. There was discussion of consolidation with 911 services. They are pushing to keep all the technology for the services in Tipton.

Council

Councilmember Boots attended the CCEDCO meeting. They are still looking into the status of 501C.3. They are also looking into having a business starter workshop. And, they are also checking into a new Home Base Iowa Program that will help veterans find good jobs near where they live.

Boots also attended the airport meeting. They worked on the budget.

Councilmember Spear attended the Chamber meeting in which there was discussion on the Mediacom problems.

Water/Wastewater Superintendent

Water/Wastewater Superintendent Brennan stated that Thursday, February 9th, there will be a public meeting with McClure Engineering regarding the storm water study, at the Tipton Elementary School. The meeting will start at 6:30 p.m.

Brennan also stated that the water budget will allow for a water main replacement project by Casey's this year. He will bring engineer estimates to one of the February council meetings.

Electric Superintendent

Electric Superintendent Taber stated that he, along with School Superintendent Marlene Johnson, would like to develop a school/city solar educational project.

Adjourn:

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

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:09 p.m.

Mayor

Attest:
City Clerk

January 30, 2017
Tipton Fire Station
301 Lynn Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in a work 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, Fletcher, Kepford, Nash, Daufeldt, other visitors and the press.

Pat Callahan with Callahan Municipal Consultants, gave an overview of each of the following agenda items:

AGENDA
Tipton City Council -Work Session Tipton
Fire Station

Monday, January 30, 2017

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 -February 6th
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 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

One correction needs to be made to the job description. It states that the Public Safety Department is not under the City Manager. It should state that the Fire and Ambulance departments do report to the City Manager. The Police department reports to the Mayor.

Pat Callahan will be here on Monday, March 6th, from 2:00 p.m. to 5:00 p.m., so that the councilmembers and the Mayor can review the applications. Following that will be a work session at the Fire Station, at 5:30 p.m.

A public forum has been scheduled for Tuesday, February 7th, at 5:30. We will need to check and see if the library meeting room is available.

The council reached a consensus on the salary range to be \$80,000.00 to \$100,000.00.

Adjourn:

With no further business to come before the council a motion to adjourn was made by Boots, second by Spear. Following the roll call vote the motion passed unanimously.
Meeting adjourned at 6:50 p.m.

Mayor

Attest:
City Clerk

Tipton Airport Committee Meeting

January 11, 2017 6:05 pm at the terminal, Mathews Memorial Airport, Tipton, Iowa.

Max Coppess called the meeting to order with a roll call. Those present: Max Coppess, Leanne Boots, Mike Moes, Scott Pearson, Pam Spear and Sandy Gleaves. The minutes from the previous meeting and the agenda were approved with a motion by Leanne and a second by Pam.

Budget worksheets were reviewed and calculated.

Manager's report:

- Status of Hangar 8 was discussed. Casey provided a personal umbrella policy, the city agent determined that was not acceptable coverage.
- Fuel sales were 207.78 gallons for a net of \$912.15, profit of \$87.79. 1300 gallons remain in the fuel tank.
- Council and FAA approved the runway maintenance project
- Max met with the city insurance company inspector, after which the west community hangar door knob was found broken.
- Brian Brennan has moved into the west community hangar.
- Total fuel flowage received for 2016 is \$1,960
- Max will check the status of the mowing contract.

With no other business to discuss, a motion to adjourn was presented by Scott, with a second by Pam. Meeting closed at 7:15.

Respectfully submitted by Scott Pearson

This meeting is held at the airport terminal and is always open to the public. Minutes are posted on the bulletin board inside the terminal.

Library Board Minutes

Nov. 30

Approve agenda: Jamie, 2nd Dale

In attendance: Jamie Meyer, Dale Jedlicka, Jenn Schuett, Heather Sloma-Weber, Jen Johnson, Shirley Kepford

Approve last meeting's minutes: Jamie move to accept last meetings minutes, Jen S, Heather

Open Forum: NA

Director's Report: described upcoming programs, library closed Dec. 23rd - 26th and Jan 2nd, Dec. 13th Cedar

County Library Association meet with city to discuss budget

Advocating for the Library

Financial Reports: Dale motion to accept, Jen S. second

TMI comes out regularly

Finance committee: nothing

Personnel committee: Dale move to give Denise a 3% raise, total amount \$38,064, Jen J second, does Denise get a paid lunch? Will check with Lorna.

Maintenance committee: There are still lighting issues in the back of the library, when it rains there is water in the basement outside of the men's bathroom

Friends of the Library: had a good book sale

Old business: outside sign

New business: Internet Usage policy, motion to accept Jamie, Shirley, Heather

Staff and Board Christmas Party: December meeting Dec. 28th 1:00, Holiday Party - Jan. 26 6:00, at the library.

Motion to adjourn Jamie, Jen S, Jen J

TIPTON MASONIC CEMETERY MINUTES

January 18, 2017

The cemetery committee met on January 18, 2017, and those present were Steve Yerington, Pam Spear and David Fry. Also in attendance were: Delores Rohlf, Irene Wood, Konnie Daufeldt and Leon Daufeldt.

Budget Items and Worksheet: The committee completed the budget worksheets to the best of their ability. Line items that were questioned, were highlighted and left for discussion with the Finance Director, Lorna Fletcher. Pam Spear said she would take the forms to Lorna on Thursday and discuss the questioned items with her.

Kiosk Design: Steve Yerington presented blue print designs of the kiosk as previously discussed. The plans are for a four sided, block structure, with a metal shingle appearing roof. The concrete floor would have a slight slope to the South opening, to allow for drainage. There is to be a layer of glass blocks on all four sides to allow for natural light and an arched opening with benched seating on both the East and West side. The North wall will be designated for a touch screen computerized directory, a side wall will hold a paper map of the cemetery, and the other side wall will have a bulletin board.

In further discussion, the committee would like to plan for an eight foot, concrete apron around the kiosk to allow for handicapped accessibility and the electrical service for the future installation of the computerized directory. Also discussion arose regarding a fund raising campaign. It was suggested that social media be used to better reach a greater percentage of the public.

Pam Spear stated she would take the plans to Interim City Manager, Tim Long tomorrow. She will also ask the procedure to move forward with the engineering and bid letting processes.

Bunker Design: Steve Yerington presented two proposals regarding the 'Sand and Black Dirt Bunkers' (see Attachment A). Upon discussion the committee chose to go with Option 1. Concrete Block Walls with an estimated cost of \$463.50, verses, Option 2. Highway Barrier Walls with an estimated cost of \$1200.00.

The location of the bunkers had been decided at a previous meeting (see Attachment B). Further discussion at this meeting was to rotate the bunkers so that they will be accessible from the South, off of the access road.

Computer Mapping: There was no update on the computer mapping project.

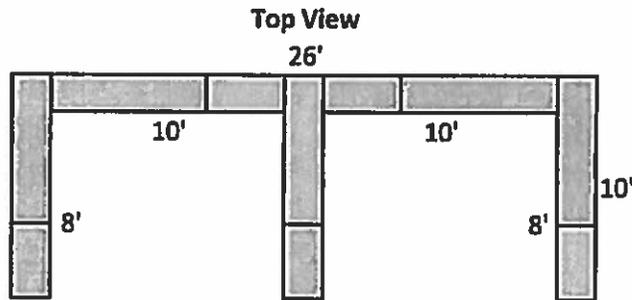
Next Meeting: The next meeting is scheduled for March 15, 2017.

Respectfully Submitted,

Konnie Daufeldt

Sand and Black Dirt Bunkers

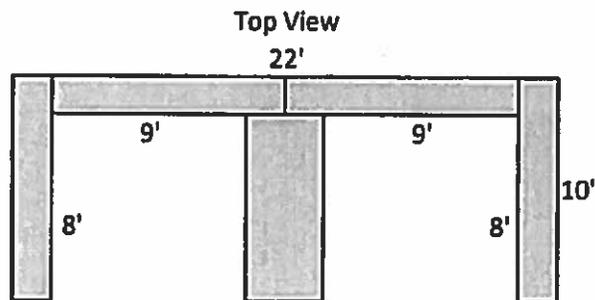
1) Concrete Block Walls



Blocks from King Materials

2'x2'x6'	\$ 54.00 ea.	5	2'x2'x6'	\$ 270.00
2'x2'x4'	\$ 38.70 ea.	5	2'x2'x4'	\$ 193.50
2'x2'x2'	\$ 22.50 ea.	0	2'x2'x2'	\$ -
			<u>\$</u>	<u>463.50</u>

2) Highway Barrier Walls



Concrete Barriers from Weiser Concrete Products

2'x22'x6'	\$ 200.00 ea.	1	2'x22'x6'	\$ 200.00
1'x42"x10'	\$ 250.00 ea.	4	1'x42"x10'	\$ 1,000.00
		0	2'x2'x2'	\$ -
			<u>\$</u>	<u>1,200.00</u>

Untitled Map

Write a description for your map.

Legend

230th St

F36

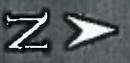
Lemon Ave

Cedar Valley Rd

Google earth

© 2013 Google

500 ft



PACKET: 02433 Council Mtg 020617 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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01-0151 ARROW INTERNATIONAL INC

I 94523620		MEDICAL SUPPLIES	AP		R	2/03/2017		610.05	610.05CR	
		G/L ACCOUNT						610.05		
	001 5-160-2-65070	OPERATING SUPPLIES					610.05	MEDICAL SUPPLIES		
								610.05	610.05CR	0.00
								610.05	0.00	

01-0143 AUCA CHICAGO LOCKBOX

I 1216A		BLDG MAINT SUPPLIES	AP		R	3/05/2017		39.50	39.50CR	
		G/L ACCOUNT						39.50		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR					39.50	BLDG MAINT SUPPLIES		
I 1876737889		MATS	AP		R	3/05/2017		80.12	80.12CR	
		G/L ACCOUNT						80.12		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					80.12	MATS		
I 1876744772		MATS	AP		R	3/05/2017		80.12	80.12CR	
		G/L ACCOUNT						80.12		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					80.12	MATS		
								199.74	199.74CR	0.00
								199.74	0.00	

11-0201 BARRON MOTOR SUPPLY

I 17464		BULB & LENS	AP		R	2/03/2017		11.19	11.19CR	
		G/L ACCOUNT						11.19		
	810 5-899-2-63324	STOCK-REPAIR PARTS					11.19	BULB & LENS		
I 17492		OPERATING SUPPLIES	AP		R	2/03/2017		8.70	8.70CR	
		G/L ACCOUNT						8.70		
	810 5-899-2-65070	OPERATING SUPPLIES					8.70	OPERATING SUPPLIES		
								19.89	19.89CR	0.00
								19.89	0.00	

01-0253 BOUND TREE MEDICAL LLC

I 82380847		MEDICAL SUPPLIES	AP		R	2/03/2017		91.06	91.06CR	
		G/L ACCOUNT						91.06		
	001 5-160-2-65070	OPERATING SUPPLIES					91.06	MEDICAL SUPPLIES		

PACKET: 02433 Council Mtg 020617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 82382214		MEDICAL SUPPLIES	AP		R	2/03/2017		182.72	182.72CR	
		G/L ACCOUNT						182.72		
	001 5-160-2-65070	OPERATING SUPPLIES						182.72		
								273.78	273.78CR	0.00
								273.78	0.00	

01-0570 CHAPMAN METERING

I S101482737.001		5 METERS GEN 7	AP		R	2/03/2017		535.00	535.00CR	
		G/L ACCOUNT						535.00		
	630 5-821-2-63500	OPERATIONAL EQUIPT MAINT & REP						535.00		
								535.00	535.00CR	0.00
								535.00	0.00	

01-0577 CHUCK PAUL TRUCKING

I 2869		PICK UP & DELIVER ROAD SALT	AP		R	2/03/2017		571.47	571.47CR	
		G/L ACCOUNT						571.47		
	001 5-250-2-65070	OPERATING SUPPLIES						571.47		
								571.47	571.47CR	0.00
								571.47	0.00	

01-0581 CINTAS CORPORATION

I 5007140803		FIRST AID SUPPLIES	AP		R	2/03/2017		377.34	377.34CR	
		G/L ACCOUNT						377.34		
	001 5-620-2-65980	MISCELLANEOUS						18.90		
	810 5-899-2-65100	SAFETY						73.25		
	630 5-820-2-65100	SAFETY						258.88		
	640 5-825-2-65100	SAFETY						26.31		
								377.34	377.34CR	0.00
								377.34	0.00	

01-0580 CINTAS CORPORATION #342

I 342634621		UNIFORMS, SHOP TOWELS, MATS	AP		R	2/03/2017		154.51	154.51CR	
		G/L ACCOUNT						154.51		
	630 5-820-2-65070	OPERATING SUPPLIES						30.01		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT						86.44		

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
		640 5-825-2-65070						38.06		
		OPERATING SUPPLIES								
		UNIFORMS, SHOP TOWELS, MATS								
I 342636434		UNIFORMS, SHOP TOWELS, MATS AP			R	2/03/2017		157.18	157.18CR	
		G/L ACCOUNT						157.18		
		630 5-820-2-65070						30.01		
		OPERATING SUPPLIES								
		630 5-820-2-64350						89.11		
		UNIFORMS/EQUIPMENT								
		640 5-825-2-64350						38.06		
		UNIFORMS/EQUIPMENT								
I 342638269		UNIFORMS, SHOP TOWELS, MATS AP			R	2/03/2017		159.36	159.36CR	
		G/L ACCOUNT						159.36		
		630 5-820-2-65070						30.01		
		OPERATING SUPPLIES								
		630 5-820-2-64350						91.29		
		UNIFORMS/EQUIPMENT								
		640 5-825-2-64350						38.06		
		UNIFORMS/EQUIPMENT								
		REG. CHECK						471.05	471.05CR	0.00
								471.05	0.00	

01-0662 CONTROL INSTALLATIONS OF IO

I 62396		HVAC REPAIRS	AP		R	3/05/2017		127.37	127.37CR	
		G/L ACCOUNT						127.37		
		001 5-465-2-65070						127.37		
		OPERATING SUPPLIES								
		HVAC REPAIRS								
		REG. CHECK						127.37	127.37CR	0.00
								127.37	0.00	

01-0678 CREATIVE PRODUCT SOURCE

I CPI062158		DARE SUPPLIES	AP		R	2/03/2017		102.97	102.97CR	
		G/L ACCOUNT						102.97		
		001 5-110-2-65051						102.97		
		DARE EQUIPT/SUPPLIES								
		DARE SUPPLIES								
		REG. CHECK						102.97	102.97CR	0.00
								102.97	0.00	

01-0697 CUSTOM BUILDERS INC

I 78988		UPS CHARGES	AP		R	3/05/2017		45.58	45.58CR	
		G/L ACCOUNT						45.58		
		610 5-815-2-65080						35.78		
		POSTAGE/SHIPPING								
		UPS CHARGES								
		001 5-465-2-65080						9.80		
		POSTAGE/SHIPPING								
		UPS CHARGES								
		REG. CHECK						45.58	45.58CR	0.00
								45.58	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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01-0905 ELECTRICAL ENGINEERING & EQ

I 4941469-00		BLDG MAINT SUPPLIES	AP		R	2/03/2017		4.00	3.92CR	
		G/L ACCOUNT				2/03/2017		4.00	0.08CR	
	600 5-810-2-63100	BUILDING MAINTENANCE & REPAIR					4.00	BLDG MAINT SUPPLIES		
I 4941502-00		OPERATING SUPPLIES	AP		R	2/03/2017		122.50	120.46CR	
		G/L ACCOUNT				2/03/2017		122.50	2.04CR	
	600 5-810-2-65070	OPERATING SUPPLIES					122.50	OPERATING SUPPLIES		
								REG. CHECK		
								126.50	124.38CR	0.00
								126.50	2.12CR	

01-0935 EMSLRC

I 15579		TRAINING	AP		R	3/05/2017		20.00	20.00CR	
		G/L ACCOUNT						20.00		
	001 5-160-1-62300	TRAINING					20.00	TRAINING		
								REG. CHECK		
								20.00	20.00CR	0.00
								20.00	0.00	

01-1020 FLETCHER-REINHARDT CO.

I S1150773.001		UNDERGROUND SUPPLIES	AP		R	3/05/2017		395.88	395.88CR	
		G/L ACCOUNT						395.88		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					395.88	UNDERGROUND SUPPLIES		
I S1151116.001		UNDERGROUND SUPPLIES	AP		R	3/05/2017		116.41	116.41CR	
		G/L ACCOUNT						116.41		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					116.41	UNDERGROUND SUPPLIES		
								REG. CHECK		
								512.29	512.29CR	0.00
								512.29	0.00	

01-1055 G & K SERVICES

I 52150		UNIFORMS	AP		R	3/05/2017		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		

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
		001 5-299-2-64350	UNIFORMS/EQUIPMENT					8.14 UNIFORMS		
I 55511		UNIFORMS	AP		R	3/05/2017		59.50	59.50CR	
		G/L ACCOUNT						59.50		
		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 58859		UNIFORMS	AP		R	3/05/2017		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 58860		SHOP TOWELS	AP		R	3/05/2017		27.50	27.50CR	
		G/L ACCOUNT						27.50		
		810 5-899-2-65070	OPERATING SUPPLIES					27.50 SHOP TOWELS		
			REG. CHECK					206.24	206.24CR	0.00
								206.24	0.00	
11-1066	GARDEN & ASSOCIATES INC									
I 34956		PARK SITE IMPROVEMENTS	AP		R	3/05/2017		1,110.64	1,110.64CR	
		G/L ACCOUNT						1,110.64		
		001 5-291-2-64070	ENGINEERING					1,110.64 PARK SITE IMPROVEMENTS		
			REG. CHECK					1,110.64	1,110.64CR	0.00
								1,110.64	0.00	
1-1087	GRAYBILL COMMUNICATIONS									
I 23745		BATTERY	AP		R	3/05/2017		165.00	165.00CR	
		G/L ACCOUNT						165.00		
		001 5-150-2-63500	OPERATIONAL EQUIPT MAINT & REP					165.00 BATTERY		
			REG. CHECK					165.00	165.00CR	0.00
								165.00	0.00	

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01-1115 H & H AUTO

I 14029	4 TIRES #3		AP		R	3/05/2017		641.04	641.04CR	
	G/L ACCOUNT							641.04		
	810 5-899-2-63322	TIRES						641.04		4 TIRES #3
				REG. CHECK				641.04	641.04CR	0.00
								641.04	0.00	

01-1335 IMAGE TREND INC

I 104849	CLEARING HOUSE SERVICES		AP		R	2/03/2017		144.00	144.00CR	
	G/L ACCOUNT							144.00		
	001 5-160-2-64910	CONTRACT SERVICES						144.00		CLEARING HOUSE SERVICES
				REG. CHECK				144.00	144.00CR	0.00
								144.00	0.00	

01-1289 INTEGRATED TECHNOLOGY PARTN

I 105489	REPLACE UPS BACKUP		AP		R	2/03/2017		160.55	160.55CR	
	G/L ACCOUNT							160.55		
	600 5-811-2-65065	COMPUTER SUPPLIES						32.11		REPLACE UPS BACKUP
	610 5-815-2-65065	COMPUTER SUPPLIES						32.11		REPLACE UPS BACKUP
	630 5-822-2-65065	COMPUTER SUPPLIES						32.11		REPLACE UPS BACKUP
	640 5-826-2-65065	COMPUTER SUPPLIES						32.11		REPLACE UPS BACKUP
	670 5-840-2-65065	COMPUTER SUPPLIES						32.11		REPLACE UPS BACKUP
I 105502	REPLACE UPS AT WATER PLANT		AP		R	2/03/2017		241.50	241.50CR	
	G/L ACCOUNT							241.50		
	600 5-810-2-65070	OPERATING SUPPLIES						241.50		REPLACE UPS AT WATER PLANT
I 105551	NET MOTION ISSUES		AP		R	2/03/2017		165.00	165.00CR	
	G/L ACCOUNT							165.00		
	001 5-110-2-64190	TECHNOLOGY						165.00		NET MOTION ISSUES
I 105560	LOCAL CHANNEL RESET PASSWOR		AP		R	2/03/2017		45.00	45.00CR	
	G/L ACCOUNT							45.00		
	002 5-699-2-64190	TECHNOLOGY						45.00		LOCAL CHANNEL RESET PASSWORD
I 105596	MISO LOGIN ISSUE		AP		R	2/03/2017		90.00	90.00CR	
	G/L ACCOUNT							90.00		
	630 5-820-2-64190	TECHNOLOGY						90.00		MISO LOGIN ISSUE
				REG. CHECK				702.05	702.05CR	0.00
								702.05	0.00	

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

01-1270	IOWA ASSOCIATION OF									
I 2829/2830		ENERGY CONFERENCE	AP		R	3/05/2017		315.00	315.00CR	
		G/L ACCOUNT						315.00		
	630 5-820-1-62300	TRAINING					315.00	ENERGY CONFERENCE		
				REG. CHECK				315.00	315.00CR	0.00
								315.00	0.00	

01-1319	IOWA DEPARTMENT OF REVENUE									
I 2017IDR		STATEWIDE PROPERTY TAX	AP		R	3/05/2017		30.54	30.54CR	
		G/L ACCOUNT						30.54		
	630 5-820-2-64180	TAXES					30.54	STATEWIDE PROPERTY TAX		
				REG. CHECK				30.54	30.54CR	0.00
								30.54	0.00	

01-1332	IOWA ONE CALL									
I 187840		LOCATES	AP		R	3/05/2017		14.40	14.40CR	
		G/L ACCOUNT						14.40		
	600 5-810-2-65307	SERVICE LINES					4.80	LOCATES		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					4.80	LOCATES		
	640 5-825-2-65307	SERVICE LINES					4.80	LOCATES		
				REG. CHECK				14.40	14.40CR	0.00
								14.40	0.00	

01-1301	IOWA UTILITIES BOARD									
I 44329		ELECTRIC ASSESSMENT	AP		R	3/05/2017		2,323.00	2,323.00CR	
		G/L ACCOUNT						2,323.00		
	630 5-820-2-64904	REGULATORY CMSSN/FRANSHISE FE					2,323.00	ELECTRIC ASSESSMENT		
I 44330		GAS ASSESSMENT	AP		R	3/05/2017		930.00	930.00CR	
		G/L ACCOUNT						930.00		
	640 5-825-2-64904	REGULATORY CMSSN/FRANSHISE FE					930.00	GAS ASSESSMENT		
				REG. CHECK				3,253.00	3,253.00CR	0.00
								3,253.00	0.00	

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01-1407 JAB INK DESIGN

I 2123		2 EMBROIDERED ELECTRIC SHIR AP			R	2/03/2017		97.00	97.00CR	
		G/L ACCOUNT						97.00		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					97.00	2 EMBROIDERED ELECTRIC SHIRTS		
				REG. CHECK				97.00	97.00CR	0.00
								97.00	0.00	

01-1426 JOHNSON COUNTY AMBULANCE

I 120316JCA		ALS INTERCEPT	AP		R	3/05/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					200.00	ALS INTERCEPT		
I 120416JCA		ALS INTERCEPT	AP		R	3/05/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					200.00	ALS INTERCEPT		
I 121116JCA		ALS INTERCEPT	AP		R	3/05/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					200.00	ALS INTERCEPT		
I 121716JCA		ALS INTERCEPT	AP		R	3/05/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					200.00	ALS INTERCEPT		
				REG. CHECK				800.00	800.00CR	0.00
								800.00	0.00	

01-1468 KINUM INC

I 1216AMB		COLLECTION EXPENSE	AP		R	2/03/2017		69.50	69.50CR	
		G/L ACCOUNT						69.50		
	001 5-160-2-64040	COLLECTION EXPENSE					69.50	COLLECTION EXPENSE		
				REG. CHECK				69.50	69.50CR	0.00
								69.50	0.00	

01-1484 KOCH ELECTRIC

I 3281		UG CONVERSION CHANGEOVER	AP		R	3/05/2017		460.04	460.04CR	
		G/L ACCOUNT						460.04		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					460.04	UG CONVERSION CHANGEOVER		

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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
				REG. CHECK				460.04	460.04CR	0.00
								460.04	0.00	

01-1500 KUNDE OUTDOOR EQUIPMENT

I 10906		WOODCUTTER CHAIN OIL	AP		R	3/05/2017		13.38	13.38CR	
		G/L ACCOUNT						13.38		
	630 5-820-2-65070	OPERATING SUPPLIES					13.38	WOODCUTTER CHAIN OIL		
I 7717		OPERATING SUPPLIES	AP		R	3/05/2017		249.78	249.78CR	
		G/L ACCOUNT						249.78		
	630 5-820-2-65070	OPERATING SUPPLIES					249.78	OPERATING SUPPLIES		
				REG. CHECK				263.16	263.16CR	0.00
								263.16	0.00	

11-1514 LANDS' END BUSINESS OUTFITT

I SIN4648466		3 OFFICE SHIRTS	AP		R	2/03/2017		55.37	55.37CR	
		G/L ACCOUNT						55.37		
	835 5-899-2-64350	UNIFORMS/EQUIPMENT					55.37	3 OFFICE SHIRTS		
				REG. CHECK				55.37	55.37CR	0.00
								55.37	0.00	

11-1536 LIBERTY COMMUNICATIONS

I 02176C		SMART DOOR MONTHLY FEE	AP		R	2/03/2017		25.85	25.85CR	
		G/L ACCOUNT						25.85		
	001 5-160-2-64190	TECHNOLOGY					25.85	SMART DOOR MONTHLY FEE		
				REG. CHECK				25.85	25.85CR	0.00
								25.85	0.00	

11-1593 LYNCH DALLAS PC

I 140023		GENERAL MATTERS	AP		R	2/03/2017		205.00	205.00CR	
		G/L ACCOUNT						205.00		
	835 5-899-2-64110	LEGAL EXPENSE					205.00	GENERAL MATTERS		
I 140024		ADMINISTRATION	AP		R	2/03/2017		162.50	162.50CR	
		G/L ACCOUNT						162.50		
	835 5-899-2-64110	LEGAL EXPENSE					162.50	ADMINISTRATION		

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

I 140025		POLICE	AP		R	2/03/2017		67.50	67.50CR	
		G/L ACCOUNT						67.50		
	835 5-899-2-64110	LEGAL EXPENSE					67.50	POLICE		
I 140026		NUISANCE/ENFORCEMENT	AP		R	2/03/2017		13.50	13.50CR	
		G/L ACCOUNT						13.50		
	835 5-899-2-64110	LEGAL EXPENSE					13.50	NUISANCE/ENFORCEMENT		
								448.50	448.50CR	0.00
								448.50	0.00	

01-1619	LYNCH'S EXCAVATING INC									
I 15115		WATER MAIN BREAK E 8TH ST	AP		R	3/05/2017		2,810.95	2,810.95CR	
		G/L ACCOUNT						2,810.95		
	600 5-810-2-65108	MAINS					2,810.95	WATER MAIN BREAK E 8TH ST		
								2,810.95	2,810.95CR	0.00
								2,810.95	0.00	

01-1681	MARTIN GARDNER ARCHITECTURE									
I 6		FEASIBILITY STUDY(OLD LEGIO AP			R	2/03/2017		732.50	732.50CR	
		G/L ACCOUNT						732.50		
	835 5-899-2-64906	OTHER PROFESSIONAL SERVICES					732.50	FEASIBILITY STUDY(OLD LEGION)		
								732.50	732.50CR	0.00
								732.50	0.00	

01-1740	MITCHELL 1									
I IB19758712		MONTHLY WEB SUBSCRIPTIONS	AP		R	2/03/2017		237.71	237.71CR	
		G/L ACCOUNT						237.71		
	810 5-899-2-65070	OPERATING SUPPLIES					237.71	MONTHLY WEB SUBSCRIPTIONS		
								237.71	237.71CR	0.00
								237.71	0.00	

01-1	MME									
I 13342		COMPUTER SUPPLIES	AP		R	2/03/2017		449.00	449.00CR	
		G/L ACCOUNT						449.00		
	001 5-160-2-65065	COMPUTER SUPPLIES					449.00	MME:COMPUTER SUPPLIES		

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				REG. CHECK				449.00	449.00CR	0.00
								449.00	0.00	

01-1768 MOORE FIREARMS

I 010917MF	3	GLOCK MAGS	AP		R	2/03/2017		90.00	90.00CR	
		G/L ACCOUNT						90.00		
	001	5-110-2-65070	OPERATING SUPPLIES				90.00	3 GLOCK MAGS		
				REG. CHECK				90.00	90.00CR	0.00
								90.00	0.00	

11-1832 MUNICIPAL SUPPLY INC

I 0647344-IM		WATER METER SUPPLIES	AP		R	2/03/2017		123.24	123.24CR	
		G/L ACCOUNT						123.24		
	600	5-810-2-65300	METERS				123.24	WATER METER SUPPLIES		
				REG. CHECK				123.24	123.24CR	0.00
								123.24	0.00	

11-1886 HILES CHIROPRACTIC

I 122016NCC-2		PRE-EMPLOYMENT SCREENING	AP		R	3/05/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	640	5-825-2-65100	SAFETY				25.00	PRE-EMPLOYMENT SCREENING		
				REG. CHECK				25.00	25.00CR	0.00
								25.00	0.00	

1-1914 OFFICE EXPRESS

I 0583053-001		OFFICE SUPPLIES	AP		R	2/03/2017		343.14	343.14CR	
		G/L ACCOUNT						343.14		
	630	5-822-2-65060	OFFICE SUPPLIES				68.63	OFFICE SUPPLIES		
	600	5-811-2-65060	OFFICE SUPPLIES				68.63	OFFICE SUPPLIES		
	640	5-826-2-65060	OFFICE SUPPLIES				68.63	OFFICE SUPPLIES		
	610	5-815-2-65060	OFFICE SUPPLIES				68.63	OFFICE SUPPLIES		
	670	5-840-2-65060	OFFICE SUPPLIES				68.62	OFFICE SUPPLIES		
				REG. CHECK				343.14	343.14CR	0.00
								343.14	0.00	

PACKET: 02433 Council Mtg 020617 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

01-2115	REPUBLIC SERVICES OF IOWA								
I 3946		RECYCLING SORT FEES	AP		R	2/03/2017	621.76	621.76CR	
		G/L ACCOUNT					621.76		
	670 5-841-2-65070	OPERATING SUPPLIES					621.76	RECYCLING SORT FEES	
			REG. CHECK				621.76	621.76CR	0.00
							621.76	0.00	

01-2074	RK DIXON								
I 1647144		CONTRACT BASE CHARGE	AP		R	3/05/2017	25.67	25.67CR	
		G/L ACCOUNT					25.67		
	001 5-160-2-64190	TECHNOLOGY					25.67	CONTRACT BASE CHARGE	
			REG. CHECK				25.67	25.67CR	0.00
							25.67	0.00	

01-2232	SPAHN & ROSE LUMBER CO								
I 201702035486		BLDG MAINT SUPPLIES	AP		R	3/05/2017	673.60	673.60CR	
		G/L ACCOUNT					673.60		
	640 5-825-2-63100	BUILDING MAINTENANCE & REPAIR					673.60	BLDG MAINT SUPPLIES	
I 48108274		OPERATING SUPPLIES	AP		R	3/05/2017	62.28	62.28CR	
		G/L ACCOUNT					62.28		
	660 5-835-2-65070	OPERATING SUPPLIES					62.28	OPERATING SUPPLIES	
			REG. CHECK				735.88	735.88CR	0.00
							735.88	0.00	

01-2235	SPINUTECH INC								
I 25187		OCT EMAIL MARKETING	AP		R	2/03/2017	25.00	25.00CR	
		G/L ACCOUNT					25.00		
	001 5-525-2-64020	ADVERTISING					25.00	OCT EMAIL MARKETING	
I 26170		JAN EMAIL MARKETING	AP		R	2/03/2017	25.00	25.00CR	
		G/L ACCOUNT					25.00		
	001 5-525-2-64020	ADVERTISING					25.00	JAN EMAIL MARKETING	
			REG. CHECK				50.00	50.00CR	0.00
							50.00	0.00	

PACKET: 02433 Council Mtg 020617 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

01-1690	STOREY KENWORTHY/MATT PARRO									
I 453213		LASER CHECKS	AP		R	3/05/2017		356.82	356.82CR	
		G/L ACCOUNT						356.82		
	835 5-899-2-65060	OFFICE SUPPLIES					356.82	LASER CHECKS		
								356.82	356.82CR	0.00
								356.82	0.00	

01-2260	STUART C IRBY CO									
I S009997968.001		4 PAIR OF GLOVES & TESTING	AP		R	2/03/2017		1,139.72	1,139.72CR	
		G/L ACCOUNT						1,139.72		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					1,139.72	4 PAIR OF GLOVES & TESTING		
								1,139.72	1,139.72CR	0.00
								1,139.72	0.00	

01-2300	STUELAND AUTO CENTER INC									
I 22743		PIPE #43	AP		R	3/05/2017		54.47	54.47CR	
		G/L ACCOUNT						54.47		
	810 5-899-2-63321	REPAIR PARTS					54.47	PIPE #43		
								54.47	54.47CR	0.00
								54.47	0.00	

01-2317	T & M CLOTHING CO.									
I 1645		AMBULANCE JACKET & EMBROIDE	AP		R	3/05/2017		30.00	30.00CR	
		G/L ACCOUNT						30.00		
	001 5-160-2-64350	UNIFORMS/EQUIPMENT					30.00	AMBULANCE JACKET & EMBROIDERY		
								30.00	30.00CR	0.00
								30.00	0.00	

1-2340	TERRY DURIN COMPANY									
I 340598		20 FUSES	AP		R	3/05/2017		195.00	195.00CR	
		G/L ACCOUNT						195.00		
	630 5-820-2-65302	OVERHEAD SUPPLIES					195.00	20 FUSES		
I 340647		3 FUSES	AP		R	3/05/2017		29.25	29.25CR	
		G/L ACCOUNT						29.25		
	630 5-820-2-65302	OVERHEAD SUPPLIES					29.25	3 FUSES		

PACKET: 02433 Council Mtg 020617 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				224.25	224.25CR	0.00
								224.25	0.00	

01-2352 THOMPSON TRUCK & TRAILER

I X101059731:01		REPAIR PARTS #21	AP		R	2/03/2017		13.96	13.96CR	
		G/L ACCOUNT						13.96		
	810 5-899-2-63321	REPAIR PARTS					13.96	REPAIR PARTS #21		

I X101059913:01		REPAIR PARTS	AP		R	2/03/2017		27.92	27.92CR	
		G/L ACCOUNT						27.92		
	810 5-899-2-63321	REPAIR PARTS					27.92	REPAIR PARTS		

				REG. CHECK				41.88	41.88CR	0.00
								41.88	0.00	

01-2381 TIFFINY'S TIPTON BAKERY

I 250		SAFETY MEETING SUPPLIES	AP		R	3/05/2017		40.50	40.50CR	
		G/L ACCOUNT						40.50		
	630 5-820-2-65100	SAFETY					13.50	SAFETY MEETING SUPPLIES		
	640 5-825-2-65100	SAFETY					13.50	SAFETY MEETING SUPPLIES		
	810 5-899-2-65100	SAFETY					13.50	SAFETY MEETING SUPPLIES		

				REG. CHECK				40.50	40.50CR	0.00
								40.50	0.00	

01-2489 TRANSWORLD SYSTEMS INC

I 1519144		COLLECTION EXPENSE	AP		R	2/03/2017		5.00	5.00CR	
		G/L ACCOUNT						5.00		
	640 5-826-2-64040	COLLECTION EXPENSE					5.00	COLLECTION EXPENSE		

				REG. CHECK				5.00	5.00CR	0.00
								5.00	0.00	

01-2556 USA BLUE BOOK

I 147446		CHEMICALS	AP		R	3/05/2017		106.14	106.14CR	
		G/L ACCOUNT						106.14		
	600 5-810-2-65010	CHEMICALS					106.14	CHEMICALS		

I 148440		5 REPLACEMENT BALLAST	AP		R	3/05/2017		227.02	227.02CR	
		G/L ACCOUNT						227.02		
	600 5-810-2-63100	BUILDING MAINTENANCE & REPAIR					227.02	5 REPLACEMENT BALLAST		

PACKET: 02433 Council Mtg 020617 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
				REG. CHECK				333.16	333.16CR	0.00
								333.16	0.00	
01-2563		VERSA PRODUCTS INC								
I 4006532		POWER DESKTOP	AP		R	2/03/2017		350.00	350.00CR	
		G/L ACCOUNT						350.00		
	835 5-899-3-67210	FURNITURE/FIXTURES					350.00	POWER DESKTOP		
				REG. CHECK				350.00	350.00CR	0.00
								350.00	0.00	
01-2574		WALMART COMMUNITY								
I 137		US FLAG	AP		R	3/05/2017		32.87	32.87CR	
		G/L ACCOUNT						32.87		
	660 5-835-2-65980	MISCELLANEOUS					32.87	US FLAG		
I 3880		OPERATING SUPPLIES	AP		R	3/05/2017		11.97	11.97CR	
		G/L ACCOUNT						11.97		
	001 5-110-2-65070	OPERATING SUPPLIES					11.97	OPERATING SUPPLIES		
I 7929		MISC SUPPLIES	AP		R	3/05/2017		46.21	46.21CR	
		G/L ACCOUNT						46.21		
	600 5-810-2-65980	MISCELLANEOUS					46.21	MISC SUPPLIES		
I 8588		OPERATING SUPPLIES	AP		R	3/05/2017		23.24	23.24CR	
		G/L ACCOUNT						23.24		
	001 5-465-2-65070	OPERATING SUPPLIES					23.24	OPERATING SUPPLIES		
I 8712		OFFICE & MISC SUPPLIES	AP		R	3/05/2017		69.09	69.09CR	
		G/L ACCOUNT						69.09		
	835 5-899-2-65060	OFFICE SUPPLIES					16.41	OFFICE & MISC SUPPLIES		
	001 5-650-2-65980	MISCELLANEOUS					52.68	OFFICE & MISC SUPPLIES		
				REG. CHECK				183.38	183.38CR	0.00
								183.38	0.00	
1-2640		WENDLING QUARRIES INC								
I 669212		73.28 TN MANSAND & CHIPS	AP		R	3/05/2017		647.06	647.06CR	
		G/L ACCOUNT						647.06		
	001 5-250-2-65070	OPERATING SUPPLIES					647.06	73.28 TN MANSAND & CHIPS		
				REG. CHECK				647.06	647.06CR	0.00
								647.06	0.00	

PACKET: 02433 Council Mtg 020617 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

01-2700	XEROX CORPORATION									
	I 087860540	BASE & COPY CHARGES	AP		R	3/05/2017		1,399.01	1,399.01CR	
		G/L ACCOUNT						1,399.01		
	835 5-899-2-64151	COMMERCIAL EQPT RENTAL & LEASE					736.09	BASE & COPY CHARGES		
	835 5-899-2-65070	OPERATING SUPPLIES					662.92	BASE & COPY CHARGES		
		REG. CHECK						1,399.01	1,399.01CR	0.00
								1,399.01	0.00	

PACKET: 02433 Council Mtg 020617 AL

VENDOR SET: 01

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

F U N D D I S T R I B U T I O N

FUND NO#	FUND NAME	AMOUNT
001	GENERAL GOVERNMENT	5,906.76CR
002	COMMUNICATIONS - LOCAL AC	45.00CR
600	WATER OPERATING	3,796.55CR
610	WASTEWATER/AKA SEWER REVE	145.97CR
630	ELECTRIC OPERATING	6,724.79CR
640	GAS OPERATING	1,893.13CR
660	AIRPORT OPERATING	95.15CR
670	GARBAGE COLLECTION	746.22CR
810	CENTRAL GARAGE	1,132.28CR
835	ADMINISTRATIVE SERVICES	3,358.61CR
** TOTALS **		23,844.46CR

----- T Y P E O F C H E C K T O T A L S -----

	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		23,844.46	23,842.34CR	0.00
		23,844.46	2.12CR	
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		23,844.46	23,842.34CR	0.00
		23,844.46	2.12CR	

TOTAL CHECKS TO PRINT: 57

ERRORS: 0 WARNINGS: 0

AGENDA ITEM # L-2

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	February 6, 2017
AGENDA ITEM:	Slide restoration, bridge and tower steps resurfaced
ACTION:	Motion and Roll-call Vote to Approve, Table, or Deny

SYNOPSIS: Attached are quotes from three different slide resurfacing/restoration companies for maintenance on our water slides at the James Kennedy Aquatic Center. I recommend approval of the quote from Fischer Brothers out of Eau Claire, WI 54703. Multiple other Iowa aquatic centers have used this company and have been very pleased.

We have been in need in restoring our steps on our bridge and tower as well as some repairs on our slides for quite some time. Within the next couple of years we will probably need to totally resurface our slides, but this resurfacing will maintain them until that time.

I will be at the council meeting if you have any further questions.

Quotes:

Fischer Brothers, LLC, Eau Claire, WI	\$14,779.00
Safe Slide Restoration, Fredericktown, MO	\$57,200.00
Astratek Resurfacing Corp, Chicago Heights, IL	\$24,580.00

BUDGET ITEM: 001-5-465-2-63100

RESPONSIBLE DEPARTMENT: Aquatic Center

MAYOR/COUNCIL ACTION: Discussion, Motion, second and Roll-call Vote to Approve, Table or Deny

ATTACHMENTS: Quotes

PREPARED BY: Adam Spangler

DATE PREPARED: 2/1/17



Quotation

Date	Quote #
12/30/2016	11258

James Kennedy Family Aquatic Center
700 Park Road
Tipton, IA 52772

Project	PO No

Description	Total
Complete the following critical safety repairs necessary prior to operation of slides <ul style="list-style-type: none"> • Remove and restore the fiberglass steps and decking on bridge over lazy river. Nonskid surface will be restored to factory standards. • Remove all remnants of nonskid tape on slide tower steps and decking. Replace with new traction tape, professionally applied using heat. • Make approximately 45 gelcoat repairs on the interior of the slides. Recaulk all seams using Sikaflex 291. <p>****DOWNPAYMENT OF 35% IS REQUIRED remainder due Net 15 Days****</p> <p>***This quote is valid through February 10, 2017***</p> <p>To indicate acceptance of quoted work, sign and print below</p>	14,779.00

By: _____	Date	Total	\$14,779.00
<small>Please print</small>			

FISCHER BROS. LLC
 1125 Starr Avenue, Bldg A
 Eau Claire, WI 54703
www.watersliderestoration.com

Phone: 715-839-7508
 Fax: 715-839-7569
 Email: deb@watersliderestoration.com
www.fischerbros.org

Safe Slide Restoration

"Restoring confidence in your slide."

Dale Cooper LLC DBA Safe Slide Restoration

P.O. Box 186, Fredericktown, MO 63645

989.954.6235 or 855.639.7543

www.safeslides.com

January 30, 2017

James Kennedy Family Aquatic Center / Attn: Melissa Wubben

700 Park Road / Tipton, Iowa 52772

P: 563-886-2271 C: 536-528-2478 / mwubben@tiptoniowa.org

Hello Melissa,

Following is a proposal for the restoration of your slide. This proposal is based on the dimensions you sent us on October 6, 2016. We are the only slide restoration company certified in fiberglass composites by the American Composite Manufacturers Association (ACMA). We have over 15-years of experience working with fiberglass and gel coat.

- There is a 2 – year warranty on the gel coat.
- There is a 5 - year warranty on the paint for adhesion.
- There is a 5 - year warranty on the structural fiberglass repair not to delaminate.
- We do not warranty wet coring or wet substrates

Slide Description:

Open Flume Body Slide – White

Speed Slide - Teal

Work Description:

Gel Coat - Interior:

- Repair all minor structural repairs in ride path* (minor repair does not require laminating)
- All repairs will be done with vinyl-ester resin
- Recaulk all seams (recaulking is not a guarantee to stop leaking seams)
- Seams will be caulked with a Sikaflex or 3M 4000
- Prepare interior ride path for Gel Coat
- Lay non-skid at start tub
- Refinish interior ride path of slide with Gel Coat
- Gel Coat will be applied to a thickness of 18 - 24 mils.
- Premium Gel Coat will be used
- Gel coat RAL color: _____

INIT: _____

Paint - Exterior:

- Wash exterior of slide with cleaner
- Prime-coat bare areas as needed
- Paint exterior with Poly - Siloxane Paint

Project amount for paint	\$16,100.00
Project amount for gel coat	\$41,100.00
Total project amount	\$57,200.00

***Structural repair is defined as any damage that is an obvious threat to the guests, (i.e. a chip or scrape with a sharp edge). This is not to be confused with cosmetic repair, (i.e. a spider crack with no flaking or raised edge).**

If there are any chip repairs and gel coat is required; we are certified in field color-matching for gel coat. This is not to be confused with manufacturer's exact color matching. If there are any previous interior or exterior coatings; Safe Slide Restoration does not warranty any substrates previously coated after the manufacture's original coating, or any previous repairs. There will be an additional charge for failed coatings. Recaulking seams does not apply if the seams are fiberglassed over. If we are repairing leaking seams the customer is responsible for identifying the leaking seams. The cost of a lift is not included in the above pricing. If a lift is needed, we are not responsible for any broken concrete. There will be an additional 50% charge if a second coat of paint is required.

Safe Slide Restoration reserves the right to have adequate access to the project area to complete the project as efficiently as Safe Slide Restoration deems possible. This may require, but not limited to: working 12 hours a day / seven days a week. The park is responsible to provide an adequate water source and electric power for the duration of the job.

We at Safe Slide Restoration are committed to quality and customer satisfaction. We have serviced some of the largest water parks in North America and look forward to putting our expertise to work for you. Please feel free to call our office at 855-639-7543 or my cell at 989-954-6235 if you have any questions or comments. Thank you for your consideration. We appreciate your time!

Sincerely,
 Joshua Lones
 Field Safety Inspector
joshua@safeslides.com

(WH)TGSF2057TPSF2268BG15P1.5SM
 (TE)TGSF600TPSF660BG17P1.5SM

ASTRATEK resurfacing corp.

PROPOSAL: TERMS, CONDITIONS AND PROVISIONS City of Tipton

ASTRATEK Resurfacing Corp. (hereafter "contractor") and _____
(hereafter "purchaser") do hereby agree and assent to the following terms, conditions and provisions.

CONTRACTOR'S PERFORMANCE

Kennedy Aquatic Center
700 Park Road
Tipton, IOWA 52772

26 January 2017

ATTN: Ms. Melissa Wubben

Regarding: Resurface two existing slides

Phase #1:

- Interior shall be sanded. Slide joints shall be sanded 3' on either side of joints. AT-75 polyester putty (FDA-RES approved) shall fill the joint for a seamless surface. Except splash guard joints. New resin coat to be shot over entire slide. As necessary after sanding.
- 4' impregnated saturated fabric shall span the gap: FDA21CFR 117.2420 shall apply.
- A mixture of fiberglass (based on a ratio of 28%) shall be shot over each joint slide with a catalyst ration of 3.2%. Styrene monomer shall meet CAS #000100-42.5. This is OSHA STANDARD (29 CFR 1910.1200). Joints shall be overbuilt, then sanded.

Phase #2:

- Colored boat glaze (Owner to select colors) shall be shot over the entire slide with modifier C(8002.74-2).
- The entire slide shall again be hand-sanded for slide safety.
- Does not include any resurfacing of splashdown area but includes launch area.
- Does not include exteriors of slides.
- Fiberglass gun equipment shall be used when shot.

Warranty:

All materials and our application are fully warranted as per this document for 2 years, after which, we will extend the manufacturer's material warranty and cover material costs for an additional 8 years. Your total warranty is 10 years which includes all fiberglass surfaces. This warranty voids and replaces the earlier warranty.

WE PROPOSE to furnish labor and material - complete in accordance with specifications, and subject to terms, conditions and provisions found on both sides of this agreement, for the sum of:

TWENTY FOUR THOUSAND FIVE HUNDRED EIGHTY

\$ 24,580.00

dollars (\$ _____).

PAYMENT

1. The contractor shall receive \$ 14,740.00 upon contractor's receipt and execution of this contract.
2. The contractor shall receive \$ 6,840.00 within three (3) days upon notifying purchaser of completion of phase one of the contracted work as defined on this page of the contract.

AGENDA ITEM # L-3

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	February 6, 2017
AGENDA ITEM:	Gutter Replacement
ACTION:	Motion and Second, Roll-call Vote to Approve, Table or Deny

SYNOPSIS: Attached are quotes from two different gutter companies for gutter replacement for the indoor and recreation pools at the James Kennedy Aquatic Center. At every 90 degree corner around both pools the contractor during installation cut the middle of each gutter and now all are cracking at the middle causing a trip/cut hazard to all patrons that use the facility.

I recommend the quote from Rec Supply for this project. The quote is just for the gutter materials. We will remove the damaged gutters and replace with new with staff during regular working hours.

I will be at the council meeting if you have any further questions.

BUDGET ITEM: 001-5-465-2-63100

RESPONSIBLE DEPARTMENT: Aquatic Center

MAYOR/COUNCIL ACTION: Discussion, Motion and Second, Roll-call Vote to Approve, Table or Deny.

ATTACHMENTS: Quotes

PREPARED BY: Adam Spangler

DATE PREPARED: 2/1/17



Recreation Supply Company
 PO Box 2757
 Bismarck, ND 58502
 P: (800) 437-8072
 F: (701) 255-7895

QUOTE
QUOTE # PQ328486

Page 1/1

BILL TO:
 Adam Spangler
 700 Park Rd
 Tipton, IA 52772
 P: (563) 886-2271

SHIP TO:
 Adam Spangler
 700 Park Rd
 Tipton, IA 52772
 P: (563) 886-2271

Customer ID	Job Name	Location	Ship Via	Sales Rep	Terms	Document Date	Expires
133129			BEST	AMAZON	NET 30	1/10/2017	03/11/2017

Quantity	UOM	Item Number	Line #	Description	Unit Price	Extended Price
1	EA	ISCUSTM48		LOT OF WHITE FIBERGLASS T-STYLE GRATING BEARING BAR LENGTH IS 11 7/8". PANEL WIDTHS VARY, TALLING 68 LINEAL FT. CROSS RODS ARE 6" ON CENTERS. HARDWARE NOT INCLUDED.	1,518.61	1,518.61

Freight charge is an estimate. Actual freight will be billed prepay and add.
 Customer is responsible for any applicable sales tax.

Subtotal	1,518.61
Misc	0.00
Tax	0.00
Freight	125.00
Trade Discount	0.00
Total	\$1,643.61

QUOTE



McNICHOLS CO.

Industrial & Architectural Hole Product Solutions since 1952
 PO BOX 30300 Tampa, FL 33630-3300 | 800.237.3820 | mcnichols.com



Quote #	2017-1078882
Account #	2385256
Date	1/30/2017
Sales Contact	Bryan Brauer 800.237.3820 x3772 bryan.brauer@mcnichols.com
Purchase Order	
Lead Time	3-5 Days

Bill To
James Kennedy Family Aquatic Center 700 Park Road Tipton, IA 52772 Contact: Melissa Wubben Phone: +1 563 5282478

Ship To
James Kennedy Family Aquatic Center 700 Park Rd Tipton, IA 52772-null

Thank you for your inquiry for McNICHOLS Quality Hole Products. We are pleased to quote as follows:

Part Number	Description	Qty	UM	Unit Price	Wt (lbs)	Price
F14FG14332	McNICHOLS® Quality DURAGRID® Pultruded Fiberglass Grating, Fiberglass SPF Polyester Resin, MS T-1810 Spacing, White 1" Bearing Bars, Fine Grit Surface, Gray Cross Bars, 6" on Center, 18% Open Area, Bearing Bars Run Parallel to Length 1 at 11.78" width x 25.5" length - random cut 4 at 11.78" width x 60.0" length - random cut 2 at 11.78" width x 19.75" length - random cut 1 at 11.78" width x 44.5" length - random cut 1 at 11.78" width x 32.0" length - random cut 1 at 11.78" width x 88.0" length - random cut 1 at 11.78" width x 47.5" length - random cut 2 at 11.78" width x 72.0" length - random cut 2 at 11.78" width x 58.0" length - random cut 1 at 11.78" width x 32.5" length - random cut Tolerance: WTH: +/- BB LTH: +0 -1/4	18	LOT		169	\$1,644.39

Ship Date	Ship Via	Total Weight	Freight Type
	Conway Freight	169.0	Pre-Paid

Comments	Subtotal	\$1,644.39
	Freight	\$129.70
	Sales Tax	\$98.67
	Total	\$1,872.76

Thank you for choosing McNICHOLS® quality products. You will receive notification when your order has been processed and shipped. If you have any questions or would like to make changes to your order, a McNICHOLS® associate is ready to assist you at 1-800-237-3820. We appreciate your business and look forward to serving you again soon!

QUOTE



McNICHOLS CO.
Industrial & Architectural Hole Product Solutions Since 1952
PO BOX 30300 Tampa, FL 33630-3300 | 800.237.3820 | mcnichols.com



Quote #	2017-1078682
Account #	2385258
Date	1/30/2017
Sales Contact	Bryan Brauer 800.237.3820 x3772 bryan.brauer@mcnichols.com
Purchase Order	
Lead Time	3-5 Days

In addition to Fiberglass Grating...we can supply you with Perforated Metal, Expanded Metal, Wire Mesh, Bar Grating, Fiberglass Structural Shapes, Perf-O Grip® Grating, Grip Strut® and Traction Tread™. We can cut to size and ship any stock item within 24 hours.

Total	\$1,872.76
-------	------------

The information contained in this quotation is subject to change without notice and will not be binding on McNICHOLS unless authorized personnel of McNICHOLS verify it in writing at the time an order is placed. This quotation is subject to McNICHOLS standard terms and conditions and is available upon request. Price quoted is for the quantity shown on this document. Prices quoted for stock items are valid 10 days subject to availability, unless otherwise stated. Prices quoted for specials and nonstandard items are "Price in Effect at Time of Order." All materials quoted are industrial in nature and may not be suitable for architectural applications. All materials quoted come in mill finish, unless otherwise noted in writing above. Mill finish - not cleaned, oil on product raw material can have inherent cosmetic flaws, scratches, burns, sharp edges, and material can also have color distortions due to heat or welding processes. Any material cut-to-size cannot be returned.

Name/Title

Date

L-4

RECEIVED JAN 18 2017

Request To Be Placed on the Council Agenda

Requests must be made prior to 12 p.m. Wednesday preceding Council Meetings.

Name: Steve Sparbel

Address: 502 Lombards St. Clarence, IA

Phone: (563) 889-2557

Email address: stevsparbel@netins.net

Reason for request, please be specific.

I Steve Sparbel would like first to introduce myself to the council for I am the owner of The Tiger's Den Food & Spirits. Second I would like to throw the idea of street dances out to be held on 6th St next to the business. Third I would like to talk about why there no parking 2am-6am in the downtown area.

Date of Council Meeting: Feb 6th, 2017

Today's date and time: Jan 18, 2017 12:30pm

Signature: Steve Sparbel

AGENDA ITEM # L-5

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: February 6, 2017

AGENDA ITEM: One Time Water & Sewer Bill Exemption – 122 West 9th St.

ACTION: Motion

SYNOPSIS: Attached is a current utility bill and letter from Nikki Bennett requesting a one-time water and sewer adjustment for her residence located at 122 West 9th St. If the council would approve the request, this would reduce the water portion of the bill from \$162.12 to \$16.60, and the sewer portion of the bill from \$162.12, to \$16.60. Total credit of \$291.04.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Utilities

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Exemption Request

PREPARED BY: Amy Lenz

DATE PREPARED: 02/02/2017

RECEIVED FEB - 1 2017

City of Tipton
307 Lynn Street
Tipton, Iowa 52772

To whom it may concern;

On my last utility bill I had a report of excessive water usage. I was called and notified by voicemail of the report and had just left for vacation that day. Upon returning from vacation, we checked the house for possible leaks and did not find anything. Come to find out the usage was from a running toilet.

The toilet is now fixed and I ask that you please have this utility bill reviewed. The bill amount is greater than the average utility bill I am used too, thus making it difficult to afford. If you could please consider it, I would greatly appreciate it.

Thank you for your time, and also thank you for all of your cooperation with me.

Nikki Bennett
122 West 9th Street
Tipton, Iowa 52772



407 Lynn St. Tipton, Iowa 563.886.6187 www.tiptonowa.org

Account Number	Amount Due
04-0930-01	\$766.38
Due Date	After Due Date Pay
01/25/2017	\$777.67
Service Address	
122 WEST 9TH ST	

There will be a \$20.00 charge on all returned checks.
Please return this portion with your payment.
When paying in person, please bring both portions of this bill.

NIKKI BENNETT
122 WEST 9TH ST
TIPTON IA 52772

CITY OF TIPTON
407 Lynn St
Tipton, IA 52772-1699



Please return this portion with your payment. When paying in person please bring both portions of this bill.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name		Service Address			Account Number	
NIKKI BENNETT		122 WEST 9TH ST			04-0930-01	
Status	Service Dates		Number of Days	Bill Date	Penalty Date	Due Date
	From	To				
ACTIVE	11/15/2016	12/16/2016	31	01/04/2017	01/26/2017	01/25/2017

PREVIOUS BALANCE 295.28
PAYMENTS 285.00-
PENALTIES 4.44

-----CURRENT-----		-----PREVIOUS-----	
DATE	READING	DATE	READING
12/16/2016	56043	11/15/2016	55033
12/16/2016	401	11/15/2016	9981
12/16/2016	5196	11/15/2016	4941

PAST DUE AMOUNT \$14.72
1010 RESIDENTIAL ELECTR 103.37
ENERGY ADJ 0.0155 15.75
4200 RESIDENTIAL WATER 16.60 162.12
255 RESIDENTIAL GAS 48.45
GAS COST 0.6700 170.85
4200 RESIDENTIAL SEWER 16.60 162.12
R - GARBAGE 64 GAL 22.25
R-EL BASIC CHARGE 6.00
R-WTR BASIC CHARGE 13.00
R-SWR BASIC CHARGE 13.00
R-GAS BASIC CHARGE 5.00
PAYMENT CONTRACT 9.00
STORM WATER FEE - 5.00
SALES TAX 15.75

ELEC USAGE - PREV YEAR : 780
WATER USAGE - PREV YEAR : 280
GAS USAGE - PREV YEAR : 166

CURRENT BILL \$751.66

AMOUNT DUE \$766.38
AMOUNT DUE AFTER 01/25/2017 \$777.67

Month	Date	Read		Total		Demand		Reading	
		Previous	Current	Consumption	Read	Consumption	Flag	Source	Occupant

Year : 2016 Total 12										
Dec	01/13/2017	401	481	800						01
Nov	12/16/2016	9981	401	4200						01
Oct	11/15/2016	9889	9981	920						01
Sep	10/14/2016	9854	9889	350						01
Aug	09/14/2016	9824	9854	300						01
Jul	08/15/2016	9767	9824	570						01
Jun	07/13/2016	9723	9767	440						01
May	06/12/2016	9529	9723	620						01
Apr	05/13/2016	9467	9529	620						01
Mar	04/13/2016	9430	9467	370						01
Feb	03/13/2016	9399	9430	310						01
Jan	02/12/2016	9365	9399	340						01

Year : 2015 Total 12										
Dec	01/10/2016	9330	9365	350						01
Nov	12/12/2015	9302	9330	280						01
Oct	11/11/2015	9270	9302	320						01
Sep	10/11/2015	9239	9270	310						01
Aug	09/11/2015	9198	9239	410						01
Jul	08/12/2015	9153	9198	450						01
Jun	07/13/2015	9111	9153	420						01
May	06/12/2015	9070	9111	410						01
Apr	05/13/2015	9026	9070	440						01
Mar	04/12/2015	8989	9026	370						01
Feb	03/13/2015	8949	8989	400						01
Jan	02/11/2015	8912	8949	370						01

Year : 2014 Total 12										
Dec	01/12/2015	8878	8912	340						01
Nov	12/12/2014	8843	8878	350						01
Oct	11/12/2014	8811	8843	320						01
Sep	10/12/2014	8778	8811	330						01
Aug	09/12/2014	8718	8778	600						01
Jul	08/13/2014	8686	8718	320						01
Jun	07/14/2014	8651	8686	350						01
May	06/13/2014	8624	8651	270						01
Apr	05/14/2014	8587	8624	370						01
Mar	04/14/2014	8552	8587	350						01
Feb	03/14/2014	8506	8552	460						01
Jan	02/12/2014	8474	8506	320						01

Year : 2013 Total 3										
Dec	01/13/2014	8438	8474	360						01



Mayor Bryan Carney
Members of the City Council

February 3, 2017

Re: Finance Director Hiring

Mayor Carney,

After advertising locally and regionally for the position, we received seventeen applications for Finance Director for the City of Tipton prior to the first selection deadline. After the selection Committee's vetting of the candidates, they recommended interviewing four of those applicants.

The Selection Committee consisted of Council Members Dean Anderson and Pam Spear; Lorna Fletcher, Amy Lenz, Linda Beck, Konnie Daufeldt, Cindy Doermann, Steve Nash, Chief Lisa Kepford, Craig Popenhagen / Clifton Larson Allen, and me. Interviews were conducted on Thursday, January 26th; the committee's review and discussion took place Friday the 27th.

Background and reference checks were conducted. Following the Committee review and discussion of the interviews, all came to the same conclusion, and the scoring supported that discussion: based on experience, education and training, and importantly, "fit" for the position and role, the recommendation is to hire Melissa Armstrong, Clarence, Iowa as interim Budget Analyst, to become Finance Director upon Lorna Fletcher's retirement in May. She anticipates starting at the end of February to allow closing out her position as budget officer with the U.S. Attorney's Office in Cedar Rapids. Her terms of hiring are spelled out below. In addition to her six plus years' experience of budget management for the U.S. Attorney's office, she was budget analyst at the U.S. Army Tank Command at the Rock Island Arsenal. Melissa has B.A. and MBA degrees from St. Ambrose University, Davenport.

I bring this to you as Interim City Manager to advise you of my hiring decision, but more importantly, to ask for your support for her role as the Budget Analyst / Finance Director.

Ms. Armstrong accepted the position at a salary of \$65,686.40, with an increase to \$69,139.20 following a successful review with the City Manager after four months' service, which matches her present salary. Her salary will be subject to the same future increase consideration as all other non-bargaining unit employees. Her eventual wage is near the \$68,900 midpoint for the position as established by the Verisight study (extract below)

	Grade	Minimum	Midpoint	Maximum	Differential	Spread
Finance Director	A9	\$55.1	\$68.9	\$82.7	13.0%	50%

Additionally, she will be credited with three weeks' vacation time at start of employment, and at the end of one year's service, will be granted an additional week for a total of four weeks. Thereafter, her vacation schedule will be adjusted per the City's adopted schedule for all other employees. This and the other City benefits package will be set out in the letter of understanding of employment for Ms. Armstrong.

Sincerely,

Tim D. Long
Interim City Manager

AGENDA ITEM # L-7

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	February 6, 2017
AGENDA ITEM:	Interim City Manager Attendance at Iowa Municipal Manager's Institute, March 15, 16, 2017, Iowa City.
ACTION:	Motion and Roll-call Vote to Approve, Table, or Deny

SYNOPSIS: This is a request for support to attend the annual Iowa Municipal Manager's Institute on March 15 and 16 in Iowa City. I am only requesting my normal wages for the time spent at the Institute, as I anticipate commuting to and from home or Tipton City Hall instead of overnighting at the conference hotel, and the \$420 registration fee has been waived since I am presenting at one of the sessions on *Is There Life After City Management?*

While potential candidates for the permanent City Manager position will have been submitted, I will likely be approached by some of them while at the Institute, and will be able to make the case that your City will be an interesting and satisfying career move, and speak to the many positives that this position has.

I would appreciate your consideration of my being "on the clock" for the 12 working hours of the Institute.

BUDGET ITEM: Manager's wages

RESPONSIBLE DEPARTMENT: Administration

MAYOR/COUNCIL ACTION: Discussion, Motion, second and Roll-call Vote to Approve, Table or Deny

ATTACHMENTS: Quotes

PREPARED BY: Tim Long

DATE PREPARED: 2/3/17

2017 PROGRAM: IOWA MUNICIPAL MANAGEMENT INSTITUTE

March 15 - 17, 2017-- Iowa City Sheraton Hotel/Hotel Vetro

WEDNESDAY, MARCH 15

10:30-11:20 laCMA Board meeting Hotel Vetro Board Room

11:30-12:45 laCMA Board Luncheon laCMA Board Members & first time participants Hotel Vetro Lehman 2

CONFERENCE BEGINS

1:00-1:20 Welcome & Introductions
Hotel Vetro Jeff Schott, IPA Director
Lehman Gordon Tribbey, Asst. Dean for Finance and Administration,
Ballroom 1 University of Iowa College of Law

1:20-3:30 *Managing in Difficult Political Environments or How to Keep Things Running When You Want to Run Away*
Hotel Vetro Keynote Speaker: Craig Rapp
Lehman Craig Rapp, LLC, Chicago, Illinois
Ballroom 1

Sponsored by the Tim Shields Endowment Fund

BREAK Hotel Vetro Plaza 3

3:45-4:00 Introduction of "First Timers"
Lehman 1

4:00-4:45 Continuation Keynote Speaker: Craig Rapp
Lehman 1

WEDNESDAY EVENING ACTIVITIES

5:30-7:30 Wellness & Fitness Center; Activities on your own

6:00-8:00 Opening Reception Joe's Place (115 Iowa Ave)
Sponsored by Corridor Cities of Iowa City, Coralville, North Liberty, Cedar Rapids, Hiawatha, Marion and Washington

8:00-? Hospitality Room Sheraton Carver Room
Sponsored by Lynch Dallas PC

THURSDAY, MARCH 16

7:15-8:15 Breakfast Sheraton Dean AB Sponsored by IMWCA

8:15-9:00 *Ethics Update*

Hotel Vetro
Lehman 1
Lon Pluckhahn, City Manager, Marion and
Midwest Vice President, ICMA

9:00-10:00 *Is it Working? Determining the Effectiveness of
Redevelopment/Improvement/Code Enforcement Projects*

Dean AB
Jerry Anthony, Associate Professor
Urban & Regional Planning, The University of Iowa

BREAK Hotel Vetro Plaza 3

10:15-11:15 *Practitioners' Panel #1: Learning From Experience: Managers
discuss their program mistakes and what they learned*

Hotel Vetro
Lehman 1
Moderator Dick Hierstein, ICMA/IACMA Senior Advisor
Panelists: Jeff Mark, City Administrator, Altoona
Jessica Kinser, City Administrator, Marshalltown
Gerald Clausen, Retired City Manager

11:15-12:00 IACMA Membership Meeting

LUNCH Sheraton Dean AB

IACMA Report/Update; Lon Pluckhahn, ICMA Midwest Vice President

1:15-2:00 *How Can We Tell the City Administrator Story Better to
Our Elected Officials and the Public?*

Hotel Vetro
Lehman 1
Ellen Foreman, ICMA
Director, Brand Management, Marketing &
Communications, Washington D.C.

2:00-3:00 *Cyber-Security for City Managers*

Hotel Vetro
Lehman 1
Craig McClanahan, Municipal I.T. Consultant
Computer Resource Specialists, Ames

BREAK Hotel Vetro Plaza 3

3:15-4:00 *Creating Local Government Transparency*

Hotel Vetro
Lehman 1
Jim Ferneau, City Manager, Burlington
With: Brent Trout, City Administrator, Mason City
Al Roder, City Manager, Independence
Stephanie Stuecker, Director of Administrative Services,
Burlington
Annette Crowner, Accounting Supervisor, Burlington

4:00-5:30 *Practitioners' Panel #2: Is There Life After City
Management?*

Hotel Vetro
Lehman 1
Moderator: Tim Long, Interim City Administrator, Tipton
Panelists: Phil Jones, Vice President & General Manager,
Rada Manufacturing Company
Manny Torbio, Asst. Director, Facilities Planning &
Management, Drake University
Kim Didier, Executive Director,
Business Resources, DMACC

THURSDAY NIGHT BANQUET Sheraton Dean AB

IACMA Award Ceremony

6:00-? *Strategic Engagement and the University of Iowa*

Nick Benson, Director of Community Development and
Outreach, Office of the Provost, The University of Iowa
8:00 - ? Hospitality Reception: Brother's Bar & Grill, 125 S. Dubuque
Sponsored by Fox Engineering

FRIDAY, MARCH 17

7:15-8:15 *Breakfast Buffet Sheraton Dean AB*

Sponsored by Berkshire Hathaway Homestate Companies

8:15-9:45 *Is it Time to Revamp Your Antiquated Ordinances, Policies &
Practices?*

Hotel Vetro
Lehman 1
Bill Stone, Pat O'Connell & Amy Reasner,
Attorneys —Lynch Dallas PC, Cedar Rapids

BREAK Hotel Vetro Plaza 3

10:00-10:45 *Iowa Legislative Update*

Hotel Vetro
Lehman 1
Alan Kemp, Executive Director, Iowa League of Cities

10:45 - 11:00 IMMI Closing Comments & Adjourn

Conference Evaluation (Online until 5:00 p.m. March 24)
<http://www.ipa-iaowa.org/conference.html>

2017 IMMI

Registration Form

Wednesday - Friday March 15-17, 2017

Sheraton Hotel, downtown Iowa City IA

17-074-01 5-42506

Name Tim Long

Organization City of Tipton Title Interim City Manager

Mailing Address 407 Lynn St

City/State/Zip Tipton, IA 52772

Phone 563-886-6564 E-Mail citymanager@tiptoniowa.org

Thursday/Friday breakfast and Thursday lunch provided for all participants. Please check other activities below that apply.

- This is my first IMMI conference
- I will attend the Wed. "IMMI Newcomers" Luncheon (for first time attendees and IaCMA Board Member Only)
- I will attend Wednesday Reception
- I will attend Thursday Dinner

I request Vegetarian meals Gluten Free meals Other _____

I request Iowa Municipal Prof. Flex Credits (13 hrs) I request CLE credit (2.0 hrs)

Fee Waived, Presenter at Thursday Session
IMMI Registration (Wed - Friday) \$420 (By February 24) / ~~\$450~~ (After February 24)

IMMI STUDENT Registration (Wed - Friday) \$150 (By February 24) \$200 (After February 24)

___ Check made payable to The Center for Conferences

___ Payment by Credit Card: Visa MasterCard Discover

Card # _____ Exp. Date _____

3 digit security code on back of card _____ Name on Card _____

Billing Address of Cardholder _____

Four ways to register:

- Mail The University of Iowa ☎ Phone 1/800/-551-9029 or
Center for Conferences 319/335-4141
250 Continuing Education Facility
Iowa City, IA 52242-0907
- Internet: www.centerforconferences.com ☎ Fax 319/335-4039

If this is the first time you have registered on-line with the Center for Conferences you will not have a log-in ID or password until you create your account. Click on the line "create an account" and proceed. If you have questions regarding this process, please contact UICC at the numbers listed above.

Individuals with disabilities are encouraged to attend all University of Iowa sponsored events. If you are a person with a disability who requires an accommodation in order to participate in this program, please contact the Office of Equal Opportunity and Diversity, 319/335-0705. The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information contact the Office of Equal Opportunity and Diversity, 319-335-0705.

Tipton Development Report February 2017 – Linda Beck

- Youth Ambassadors were selected. Leanne Boots and Tim McNeill were a part of the committee. Those Ambassadors are: Junior Michaela Treimer, Freshman Kaleb Mesick and 6th grader Nicholas Eicher. Trip to Des Moines to visit the state capital has been slated for March 1st. Dinner with the Mayor is scheduled for February 15th. Michaela, Kaleb and Nicholas will attend the April 17th council meeting. Next meeting scheduled is March 15th to discuss what city events they will be volunteering
- Attended meeting with Carl Reimer & Matt Specht with ECIA and Tim Long to discuss Housing Trust Fund
- Many of the Chambers Flower pots downtown were destroyed or damaged by vandalism – I talked to most the downtown businesses that following Monday
- Working with Dr. Marlene Johnson on a date for Tipton Business Job Fair will be held in April/May at the school
- Submitted Community Foundation Grant for Holiday Decorations. To date, \$1,210.00 has been collected. Tipton's Lions Club gave \$600.00 and received \$610.00 from Tipton residents. Placed order for 6 new snowflakes, 3 garland pole wraps for the new light poles on the north side of the Library and 18 red bows for 20' light poles on Cedar Street
- Meeting scheduled for February 8th with Dionne Daedlow Cedar County Outreach Family and Youth Educator. Dionne expressed interest in partnering with the City
- Downtown Thursdays is organized. Music in the Gazebo begins on June 1st – June 29th.
- Will visit with Mt. Vernon's Downtown Director on February 9th
- Will attend Hardacre Theater's meeting on February 7th. I've invited Marla Quinn from ECIA to attend to discuss grants that are available
- Assisted with Tour of Tipton for the candidates interviewing for Financial manager position on January 26th
- Met with Melanie VanRoekel regarding the Chamber's Welcome packet to new residents in our community
- Gathered additional information for Water/Wastewater for Step 2 application for Industrial park
- Meet with Chris Steffen, Manager of the Tipton Country Club
- Met with Judy Marshall, Program Coordinator and Business Liaison & Laura Kowalski-Bliss, Internship Coordinator with Kirkwood
- Attended and arranged the Chamber Educational Meeting on January 26th – How to start your own business

- Working on bicycle that was made for RAGBRAI 2008 to be repainted and relocated for our community to enjoy. Bicycle also needs new lights
- Attended ECIA round table meeting on January 17th. Will be looking into grants for city projects. Discussed Wayfinding signage, trail, mural and downtown building. Will meet with Marla Quinn in March to discuss Iowa Great Places grant
- Met with Steve Lacina and Karen Howe with USDA regarding Revolving Fund Loan

Respectfully Submitted,
Linda Beck

Library Director's Report November 2016

Programming
Kid's Programs
 Total 17 Programs 438 kids

Teen Programs
 Total 0 programs 0 teens

Adult Programs
 Total 1 programs 7 adults

Meeting Room Users
 Non-profits-1 users
 Private Individuals-0 users

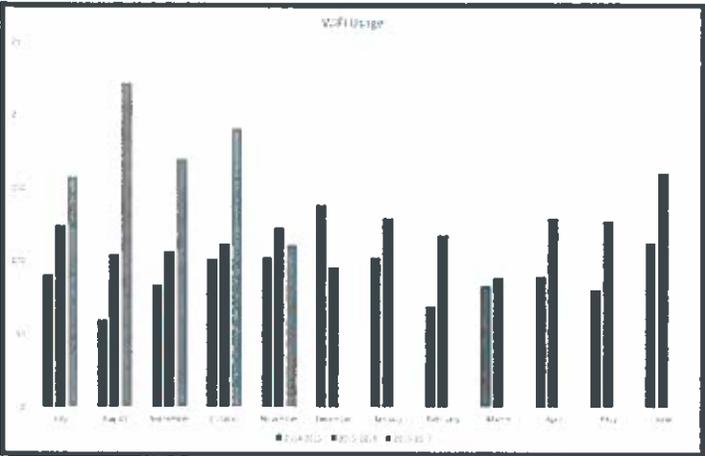
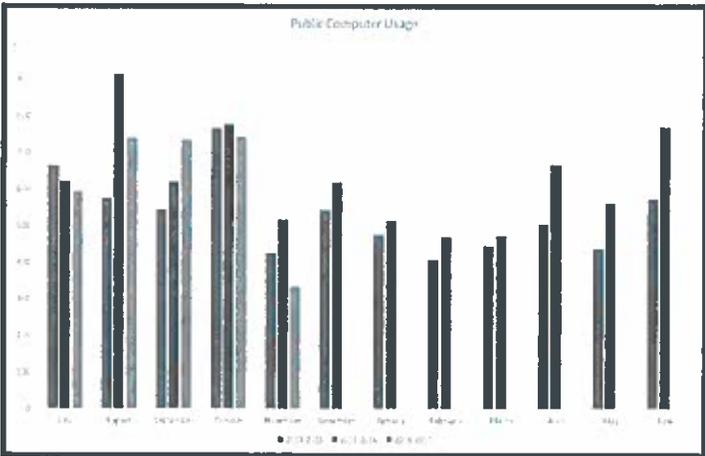
Monetary amount spent on:
 Books: \$1313.00
 CDs: \$151.50
 DVDs: \$370.73

Materials

Materials added	Nov	YTD
Adult CDs	5	32
Total Audios	5	32
Adult DVD's	37	139
Blue Ray Disc		2
Kids DVD's	2	9
Total DVD's	39	150
Adult Fiction	48	225
Adult Non-fiction	11	41
Beginner Readers	2	19
Biographies		1
Board Books	3	8
Christian Fiction	6	11
Easy Readers		0
Kid's B. Chapter	2	17
Kids Fiction	47	174
Kids Nonfiction		10
Kid's Picture Books	23	111
Large Type		
Mystery	4	21
Teen Fiction	44	143
Total books	190	781
Magazines	27	162
Total Magazines	27	162
Other	13	95
Total Other	13	95
Total	274	1220
Discarded		
Books	77	609
Magazines	40	275
Audios	3	8
Videos	3	15
Other	53	213
Total	176	1120

Transactions written down from 10/31 thru 11/27
 Copies-166
 Faxes-22
 Interlibrary Loans-28
 Drinks-16
 Friends of the Library-25

Ebook checkouts: 48
 Audio checkouts: 50



Library Director's Report December 2016

Programming
Kid's Programs
 Total 19 Programs 522 kids

Teen Programs
 Total 0 programs 0 teens

Adult Programs
 Total 2 programs 28 adults

Meeting Room Users
 Non-profits-0 users
 Private Individuals-2 users

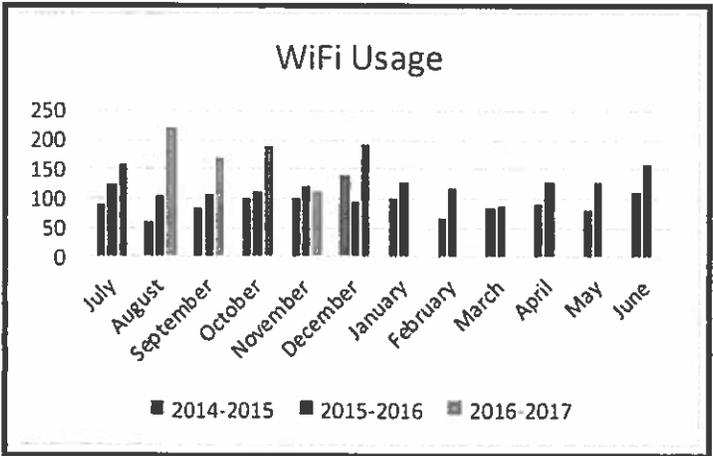
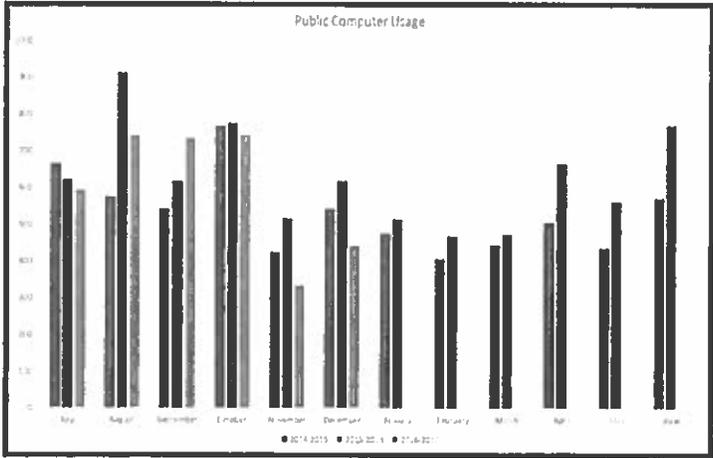
Monetary amount spent on:
 Books: \$1272.28
 CDs: \$33.75
 DVDs: \$427.35

Materials

Materials added	Dec	YTD Total
Adult CDs	1	33
Total Audios	1	33
Adult DVD's	43	182
Blue Ray Disc	0	2
Kids DVD's	4	13
Total DVD's	47	197
Adult Fiction	26	251
Adult Non-fiction	5	46
Beginner Readers	1	20
Board Books	4	12
Christian Fiction	2	13
Kid's B. Chapter	10	27
Kids Fiction	31	205
Kids Nonfiction	4	14
Kid's Picture Books	27	138
Mystery	2	23
Teen Fiction	11	154
Total books	123	904
Magazines	29	191
Total Magazines	29	191
Other	16	111
Total Other	16	111
Total	216	1436
Discarded		
Books	231	840
Magazines	54	329
Audios	11	19
Videos	82	97
Other	35	248
Total	413	1533

Transactions written down from 11/28 thru 1/2
 Copies-179
 Faxes-16
 Interlibrary Loans-12
 Drinks-57
 Friends of the Library-40

Ebook checkouts: 94
 Audio checkouts: 44





Integrated Solutions for Public Power

Governance Workshop:

Sustaining Public Power's Value through Effective Governance

Iowa Association of Municipal Utilities

January 24, 2017



Tim Blodgett

**President and CEO
Hometown Connections**

Tim Blodgett has held the positions of President and CEO of Hometown Connections, the utility services subsidiary of the American Public Power Association, since January 2001. He is responsible for Hometown's overall efforts in delivering value to public power utilities. He has worked with many public power utilities in the area of strategic consulting and governance training with an emphasis on continuous improvement and is a frequent guest speaker at industry forums across the country.

Tim Blodgett joined Hometown in May of 1998 as the Vice President, Sales and Marketing where he assisted in the molding of a start up organization into a well recognized company known for value adding products and services specifically designed to meet public power's needs.

Prior to joining Hometown, he was the Director of Sales for en-able, an affiliate of KN Energy and PacifiCorp, where he assisted energy distribution companies with their customer care programs. Mr. Blodgett played a key role in the development and sales of Simple Choice, a broad residential package of products and services including energy and home services, infotainment and communications services.

Mr. Blodgett holds a Bachelor of Arts Degree from Northwestern Oklahoma State University in Business Management.

2

Hometown Connections®

DELIVERING VALUE TO PUBLIC POWER

**Over 900
Public Power
Clients**

**Established
in 1998**

**Solutions Supporting
Technological, Financial
and Human Infrastructure**

**Savings to Public Power:
\$18 million**

Management Consulting Services

Subsidiary of APPA

**Products and Services
Designed for Public Power**

**Partnerships with
20 joint action agencies
and state associations**

Integrated Solutions for Public Power

Agenda

- About Public Power
- Effective Governance
- Planning and Communications
- Monitoring and Reporting

4

Integrated Solutions for Public Power

About Public Power

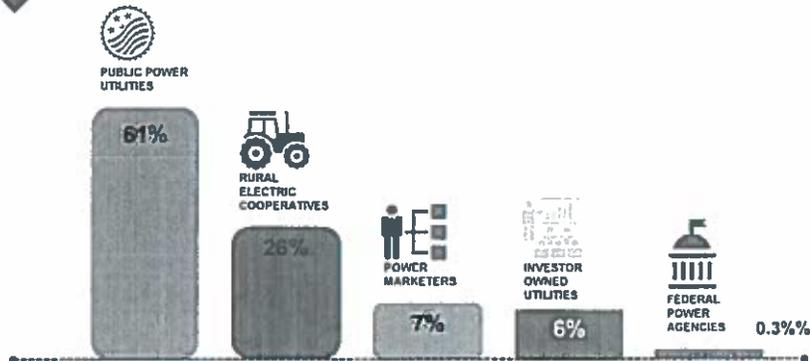
5

THREE TYPES OF ELECTRIC UTILITIES

	 PUBLIC POWER UTILITIES	 RURAL ELECTRIC COOPERATIVES	 INVESTOR-OWNED UTILITIES
BUSINESS MODEL	✓ Not for profit, community-owned	✓ Not for profit, member-owned	✓ For profit, shareholder-owned
FERC JURISDICTION	✓ Only for interstate transmission	✓ Only for interstate transmission	✓ For wholesale rates
REGULATED BY STATE PUBLIC UTILITY COMMISSION	✓ Very limited instances	✓ Some	✓ All
GOVERNED BY	✓ Elected/appointed boards – mayors, city council members, citizens	✓ Member-elected boards	✓ Private boards

6

OF ELECTRIC UTILITIES IN AMERICA



7

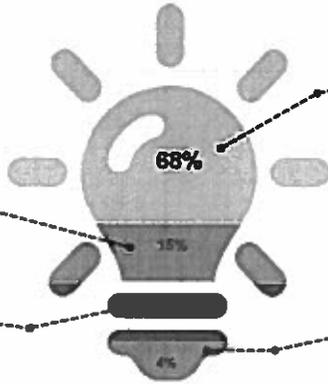
ELECTRICITY CUSTOMERS SERVED BY



PUBLIC POWER UTILITIES



RURAL ELECTRIC COOPERATIVES



INVESTOR-OWNED UTILITIES



POWER MARKETERS

MOSTLY IN TEXAS

PUBLIC POWER REACH

Public power's share of the U.S. electricity market



10% of generation



10% of transmission



16% of distribution

**2,012 PUBLIC POWER UTILITIES PROVIDE
ELECTRICITY TO 48 MILLION PEOPLE*
IN 49 STATES AND 4 U.S. TERRITORIES**

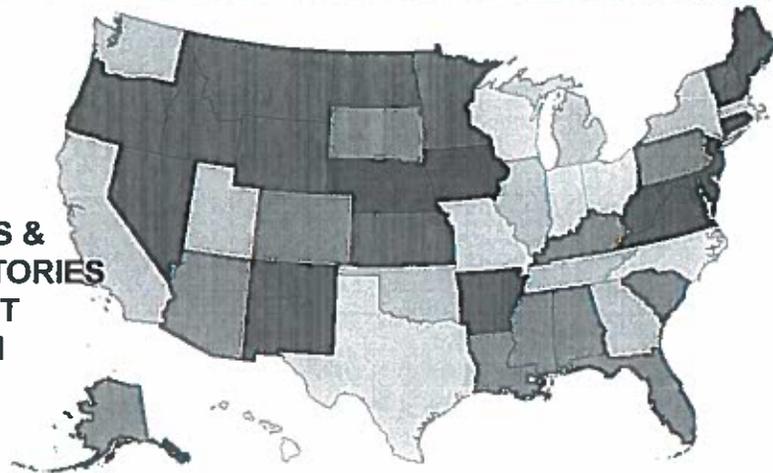


1 IN 7 ELECTRICITY CUSTOMERS IN THE U.S. ARE SERVED BY PUBLIC POWER

*Based on U.S. Census Bureau stats of 2.54 people per household/meter

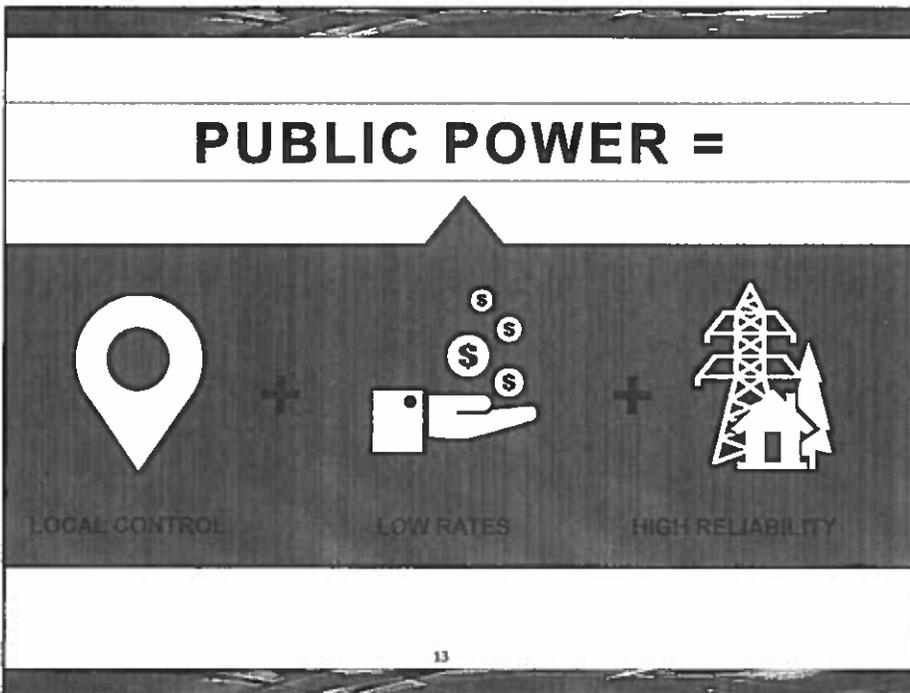
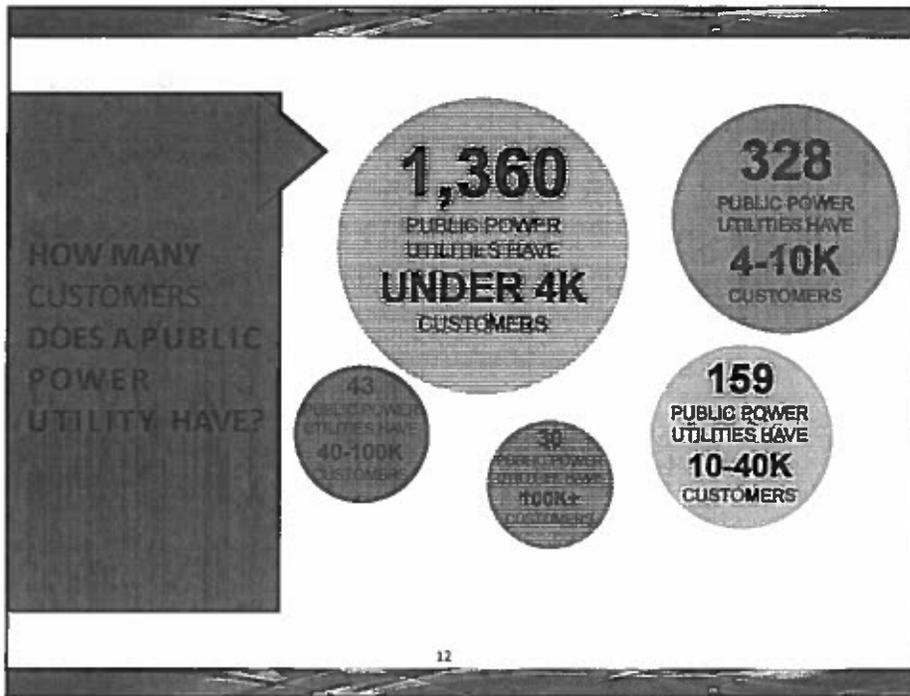
WHERE IS PUBLIC POWER?

**IN ALL
STATES &
TERRITORIES
EXCEPT
HAWAII**



Public Power Utilities





WHAT IS PUBLIC POWER?

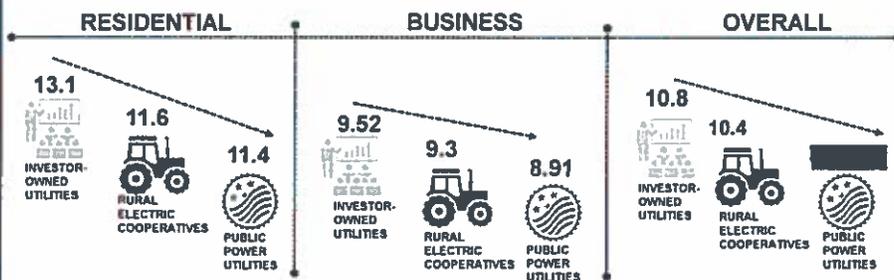
A PUBLIC POWER UTILITY

- ✓ Brings electricity to homes and businesses
- ✓ May generate and/or buy power
- ✓ Is a not-for-profit entity
- ✓ Is owned by the community
- ✓ Is usually a division of local government
- ✓ Is transparent (subject to sunshine laws)
- ✓ Involves citizens in decision-making

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PUBLIC POWER COSTS LESS

National average retail rates: cents per kilowatt hour



15

PUBLIC POWER GIVES BACK

- ✓ 5.5% of electric operating revenues to state and local governments
- ✓ Property-like taxes, **payments in lieu of taxes**, general fund transfers, free and reduced cost electric services

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PUBLIC POWER UTILITIES
COLLECTIVELY GIVE MORE THAN

\$1 BILLION BACK TO THE
COMMUNITIES THEY SERVE



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POWERFUL ECONOMIC ENGINES

Public power utilities employ **93,000** people
and earn **\$58 BILLION** in revenue annually



ECONOMIC
DEVELOPMENT



NEW BUSINESS TO THE
COMMUNITY

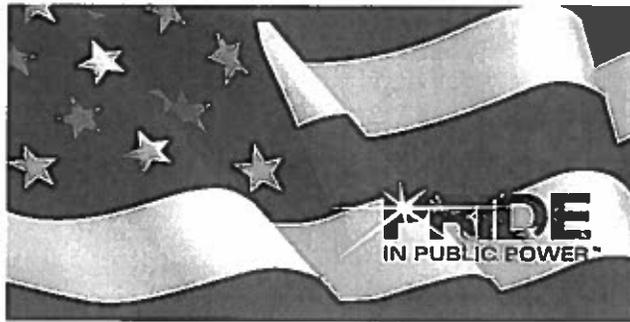


BUY LOCAL

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Public power means:
Community Control
Community Value
Community Spirit

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It's Great to Live in a Public Power Community!

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Integrated Solutions for Public Power

Effective Governance



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Governing Body's Role - Breakout

- Split into equal groups
- 10 minutes
- What are the roles of a quality board



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Governance: Defined

The process by which a governing body, in partnership with management:

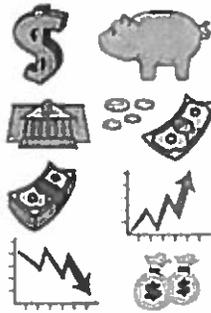
- Determines the direction and goals of the organization
- Assures goals are achieved
- Meets legal and fiduciary responsibilities
- Continually improves the organization
- Provides accountability to the owners



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Governance: Purpose

Represent the owner's interests and protect and enhance their asset.



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Governance: Role

- Represent the interests of utility customers and the community as a whole (fiduciary)
 - Utility budget and rate approvals
 - Purchasing approvals
 - Maintaining fiscal oversight while ensuring a fair rate of return to the owner/municipality
 - Hire/Fire/Review of the utility manager
- Formulate strategic planning and policy development that focuses on key utility priorities
 - Be part of strategic planning process

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How much involvement is too much...or too little?

- The key is what kind of involvement
 - Provide predictability
 - Respect reporting relationships
 - Provide the manager regular feedback
 - Focus on strategy and priorities: reliability, customer service, rates, value
- *Good governing bodies focus more on the Ends and less on the Means!*

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Quality Board Characteristics

- A clear sense of the purpose of the organization and a unified view of its future direction
- An effective working relationship with the manager, that results in the successful implementation of policy direction and goals
- Individual board members who are interested, engaged, effective and meet their fiduciary responsibilities



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Effective Governance

1. Meet legal/fiduciary duties
2. Set strategic direction
3. Monitor performance
4. Assure effectiveness of chief executive
5. Assure effective board performance

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1. Statutory Duties

General Responsibilities

- Obligations imposed by state and local statutes; city charter (*control and oversee utility operations, employ a qualified general manager, furnish reasonable service, provide just and reasonable rates*)

Ethics

- Requirements that prohibit personal interests from conflicting with faithful performance of official duties (*using public position for personal gain; gift laws, conflicts of interest, influence peddling*)

Public Access

- Requirements that deliberations and decision making be accessible to the public (*open meetings and records laws*)

Federal Laws

- **Energy** – Federal Power Act, National Energy Policy Act, FERC orders
- **Other** – Civil rights, anti-trust, environmental, IRS, OSHA, FLSA

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2. Strategic Direction

Board's role: Approve organization's long-term business plan and periodically review and update it.

- Purpose:**
- Identify services that assure delivery of value to members/customers
 - Focus activities of board and staff
 - Adapt to changing business conditions
 - Measure progress toward priorities



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2 (a) Strategic Direction

"In Fitch's opinion, the most important rating factors for public power systems [are] management and business strategy. ...Solid management (including the board), a well-defined business strategy, and a flexible operating plan are essential elements for a utility to keep its competitive edge in this rapidly changing business."

*Public Power Rating Guidelines
Fitch Ratings Service*

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2 (b) Business Strategy*

- 85% – Executive leadership spends less than one hour a month discussing strategy
- 95 % – Employees are unaware or don't understand their company's business strategy
- 67% – Organizational strategies are not aligned with daily business activities
- 60% – Budgets not linked to strategic priorities

* From: Kaplan & Norton, Harvard Business Review Oct. 2008

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3. Monitor Performance

Board's role: Review key performance indicators to determine the effective operation of the organization and protect and enhance the owner's asset.

- Purpose:**
- Provide financial stewardship for owners
 - Align operations with strategic direction
 - Identify key performance indicators to assure organization is effectively managed

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4. Effective Chief Executive

Board's role: Take the necessary actions (hiring, directing, delegating, evaluating, rewarding, correcting, replacing) to assure effectiveness of Managers.

- Purpose:**
- Provide the Manager with the direction, resources, and authority needed to successfully lead the organization
 - Focus the board's attention on priorities
 - Establish measures to determine effective Manager performance.

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4 (a) Defining Roles

Board Governance + Executive Leadership

What Board does

What Board needs

How effectiveness measured

What Manager does

What Manager needs

How effectiveness measured

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4 (b) Manager Performance Evaluation

Process for the governing body to:

1. Reach consensus on the future direction of the organization
2. Develop goals for organization and Manager to realize that future
3. Agree on targets and measures of Manager performance

MANAGER EVALUATION

Part A – Performance Measures

Performance Measure	Definition	Achievement Levels (select one)					Comments to Support Rating
		1. Unacceptable	2. Needs Development	3. Meets Expectations	4. Above Expectations	5. Outstanding	
Operational	Highly reliable, safe utility operations and excellent customer service at good value; highly reliable, environmentally responsible sewer service						
Financial	Provide competitive cost utility service for electric, gas, and water; operate within appropriate budgetary guidelines; effectively manage cash and collections; identify and implement initiatives to keep operating costs down						
Board Relationship	Effective Board relationship; ongoing, effective communications with Commissioners, to keep them updated and informed on all significant issues and get guidance/input on all policy decisions						
External Relationships	Maintain effective relationships and represent NPU with key external stakeholders; City Manager, Mayor, Public Works, City Council, CMEEC, regulators, other regional energy providers and regional industry associations						
Organizational Leadership	Provide vision, set strong performance standards, build high performing culture; strengthen organizational skills and provide effective succession plan						
Planning	Ensure both effective short and long term planning on behalf of NPU, encompassing emergency planning; long term planning – encompassing asset replacement, technology, asset management, strategic partnerships						
Overall Performance Score	Using judgment, rate on 1-5 scale						

MANAGER EVALUATION cont.

Part B – Behavior Competency Standards

Competency	Definition	Rating (1-5)	Comments to Support Rating
Stakeholder Relationship Management	Cultivates a broad network to exchange ideas and rally support		
Business and Financial Acumen	Understands and manages the key business drivers for NPU's success		
Driving Results Through Leadership	Focus on producing results, meeting or surpassing goals, and continuous performance improvement for self, management and employees		
Impact and Influence	Ability to effectively persuade and influence others		
Commitment to NPU Values and Mission	Acts in ways that support and model behavior consistent with NPU values and mission		
High Impact Communications	Communicates effectively, both internally and externally to influence stakeholders, employees and customers		
Customer Focus	Proactively acts on behalf of the people and community of Norwich		
Overall Assessment Score (select one)	1. Unacceptable: ____ 2. Needs Development: ____ 3. Meets Expectations: ____ 4. Above Expectations: ____ 5. Outstanding: ____		

5. Effective Board Performance

Board's role: Evaluate its own policies, operations, practices and performance, and implement improvements.

- Purpose:**
- Assure fiduciary responsibilities and policy responsibilities are met
 - Identify ways the board can improve its effectiveness as a governing body

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5 (a) Is Your Board...

- An asset to the organization?
- A liability to the organization?
- Have no impact on the organization?

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5 (b) Common Problems

- Too much time on trivial (*focus of meetings*)
- Short-term bias (*budget vs. goals*)
- Reactive stance (*strategic perspective*)
- Leaky accountability (*delegations to management*)
- Role Confusion (*board vs. management responsibilities*)

Rubber Stamp ←————→ **Micromanage**

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Reasons for Board Self-Evaluation

- Promotes understanding of roles and responsibilities
- Provides orientation for new members
- Addresses, and may help resolve, board conflicts
- Clarifies what members expect from group and self
- Identifies priorities for board's future efforts
- Identifies strengths and weaknesses
- Clarifies areas for improvement in board performance
- Demonstrates to staff and customers a desire to improve

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Governing Body's Evaluation - Breakout

- Split into equal groups
- 10 minutes
- Areas for Boards to Self-Evaluate

Board Self-Evaluation

Rating for Board Self-Evaluation:

5=All of the time; 4=Most of the time; 3=Some of the time; 2=Seldom; 1=Not at all

GENERAL BOARD AREAS	RATING
Is there a board policy manual addressing meeting procedures, committee roles and structure, election and terms of officers, new member orientation, and related matters?	
Do all board members participate in a formal orientation?	
Are board procedures adhered to regarding bylaws, open meeting requirements, compliance with legal regulations, etc.?	
Are meeting packets complete (with agenda, clearly written reports and options and recommendations from the General Manager) and distributed prior to meetings?	
Is the length of board meetings appropriate?	
Is there an annual board calendar?	
Does the board receive sufficient information to make good decisions?	
Are decisions made in a timely manner?	

Board Self-Evaluation cont.

Rating for Board Self-Evaluation:

5=All of the time; 4=Most of the time; 3=Some of the time; 2=Seldom; 1=Not at all

BOARD POLICY - ACCOUNTABILITY	RATING
Does the board understand its obligation to see the organization acts in the best interests of its stakeholders?	
Does the board act with diligence and objectivity on behalf of its stakeholders?	
BOARD POLICY – RESPONSIBILITY	
Do board members understand their roles?	
Do board members understand the difference between their policy role and management’s administrative role?	
Do board member actions reflect this understanding?	
BOARD POLICY – MONITORING	
Does the board have a system for receiving and monitoring information about organizational performance?	
Are there systems for corrective action where performance is below standard and procedures for reward when performance is above standard?	
Are organizational goal setting and achievement taken into account during the General Manager’s evaluation?	
Does the board communicate the organization’s performance to its stakeholders?	

Board Self-Evaluation cont.

Rating for Board Self-Evaluation:

5=All of the time; 4=Most of the time; 3=Some of the time; 2=Seldom; 1=Not at all

BOARD POLICY – COMMUNICATION AND ADVOCACY	RATING
Does the board represent the community interests it serves?	
Does the board communicate the value of the organization to its owners/stakeholders?	
Does the board seek input and involve its owners/stakeholders in policy considerations and decisions?	
Do board members support the organization publicly?	
Do board members advocate for the organization at local, state and national levels?	
BOARD POLICY – POLICY DIRECTION	
Do board members understand the mission, goals and strategies of the organization?	
Does the board give clear direction to management on the mission and goals of the organization?	
Does the board spend appropriate time on policy consideration and direction versus operational issues?	
BOARD RESPONSIBILITY – LEGAL	
Does the board act within the guidelines set by the articles of incorporation, bylaws, and other local and state requirements?	
Are there written policies on board ethics and conflicts of interest?	

Board Self-Evaluation cont.

Rating for Board Self-Evaluation:

5=All of the time; 4=Most of the time; 3=Some of the time; 2=Seldom; 1=Not at all

BOARD RESPONSIBILITY - PLANNING	RATING
Is the board informed about the business environment in which the organization is operating?	
Does the board review and approve the organization's mission, goals and major strategic initiatives?	
BOARD RESPONSIBILITY – FINANCIAL	
Does the board approve annual operating and capital budgets and receive periodic (at least quarterly) progress reports?	
Does the board review a financial plan for the organization and receive sufficient information to monitor its financial strength and performance?	
Are financial goals and comparative ratios established and does the board receive tracking information?	
Are the requirements for an annual audit met and does the board receive a report on results?	
Are the organization and the board indemnified sufficiently against insurable risk?	

Board Self-Evaluation cont.

Rating for Board Self-Evaluation:

5=All of the time; 4=Most of the time; 3=Some of the time; 2=Seldom; 1=Not at all

BOARD RESPONSIBILITY – BOARD/MANAGEMENT RELATIONS	RATING
Is there a written job description and/or employment contract for the General Manager?	
Does the board conduct a formal, annual performance review of the General Manager?	
Is the General Manager's compensation linked to the results of the review?	
Does the board make resources available for the General Manager's continued professional development?	
BOARD RESPONSIBILITY – BOARD/MANAGEMENT RELATIONS	
Is there a succession plan for the General Manager, with exposure to the board of possible successors?	
Has the board established an effective working relationship with the General Manager?	
Is there board/management cooperation on determining the future direction of the organization?	
Are board/General Manager roles clearly defined so the board focuses on its policy role and avoids micro-management?	
Does the board provide overall human resources direction to the General Manager, without becoming involved in specific personnel matters?	
Is the board explicit about the information it needs from the General Manager to fulfill its governance function?	

Indicators Of An Effective Board

1. Is there an understanding among board members on the key drivers of the organization's business?
2. Does the board focus on long-term trends and strategic issues facing the organization, instead of details of day-to-day operations?
3. Does the board have an understanding of appropriate metrics of corporate performance?
4. Does the board have manageable agendas and allocate time appropriately at meetings?

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Indicators Of An Effective Board

5. Is information disseminated to board members before the meeting so they can prepare ahead of time?
6. Are board members clear with themselves and with management about the complimentary roles each must play?
7. Does the board see that the next generation of senior leaders are being developed within the organization?

*From "Leading from the Board Room," by Jay Lorsch and Robert Clark, Harvard Business Review, April, 2008.

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For all Governing Boards

Make clear the value of public
power to the community

51

10 Board Questions

1. How is the organization doing?
2. Who are our customers (and how are they doing)?
3. What could really hurt us in the next few years?
4. How are we doing relative to competitors?
5. Are we as efficient as possible?
6. Where do we want to be in ten years?
7. Is the board providing the manager with appropriate resources?
8. If the manager wins the lottery tomorrow, who'd take over?
9. Is the board as effective as it can be?
10. Does the community know the value of its public power utility?

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Planning and Communications



Why Strategic Planning - Breakout

- Split into equal groups
- 10 minutes
- What's the purpose of strategic planning?

Why is Strategic Planning needed?

- After 100 years, the business model of our industry remains largely unchanged: keep the lights on and send out a bill
- Yet, the electric industry and public power in particular, is on the brink of unprecedented change
 - Changing power supply
 - Aging infrastructure
 - Increasing regulations
 - Advances in technology
 - Changing demographics (including an aging utility workforce)
 - Higher customer expectations
 - Increasing financial pressure

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Benefits of Strategic Planning

- Articulation, focus and alignment on values/priorities
- Employee ownership/empowerment
- Member support
- System improvement
- Budget management
- Continuity through changing staff and board



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Strategic Planning in Public Utilities

- Rare, and when done, often intermittent
- Doesn't rise to level of board or members
- System Planning vs. Strategic Planning
- Engineering focused



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A Public Utility Strategic Plan Is Not:

- Someone else's plan airlifted into your utility
- A consultant-centric plan
- Assigned to one individual or team to develop
- A once-every-five-year effort that is ignored the rest of the time
- Heavier than a bowling ball

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Public Power Strategic Planning Is:

- Open and Transparent
- Inclusive
- Empowering
- Iterative
- Values-Driven

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Open and Transparent

- A strength of public power is its openness and access
- Community support for new strategic focus is enhanced
- Ownership and ultimately loyalty is reinforced



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Inclusive

- Stakeholders and interested citizens
- Customers: residential, commercial, industrial
- All utility staff
- Other city departments
- Governing board
- Joint action agency, state association



Roles and depth of involvement will vary, but opportunity for participation must exist

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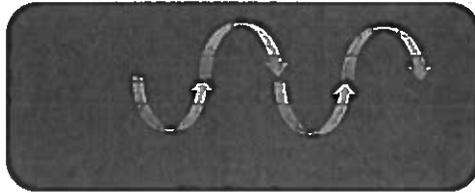
Empowering

- All levels of the organization should participate at some level because...
 - All levels of the organization must ultimately support the strategies for them to succeed
 - Employees must know how the plan affects their functional area and what they can do about it
 - Stronger organization alignment means less micro-management, more personal responsibility, more empowerment and greater job satisfaction

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Iterative

- A strategic plan must be a living document that informs all aspects of the utility operation
- As specific actions are addressed, the plan should reflect these changes
- As conditions internal and external to the utility change, the plan may need to adapt



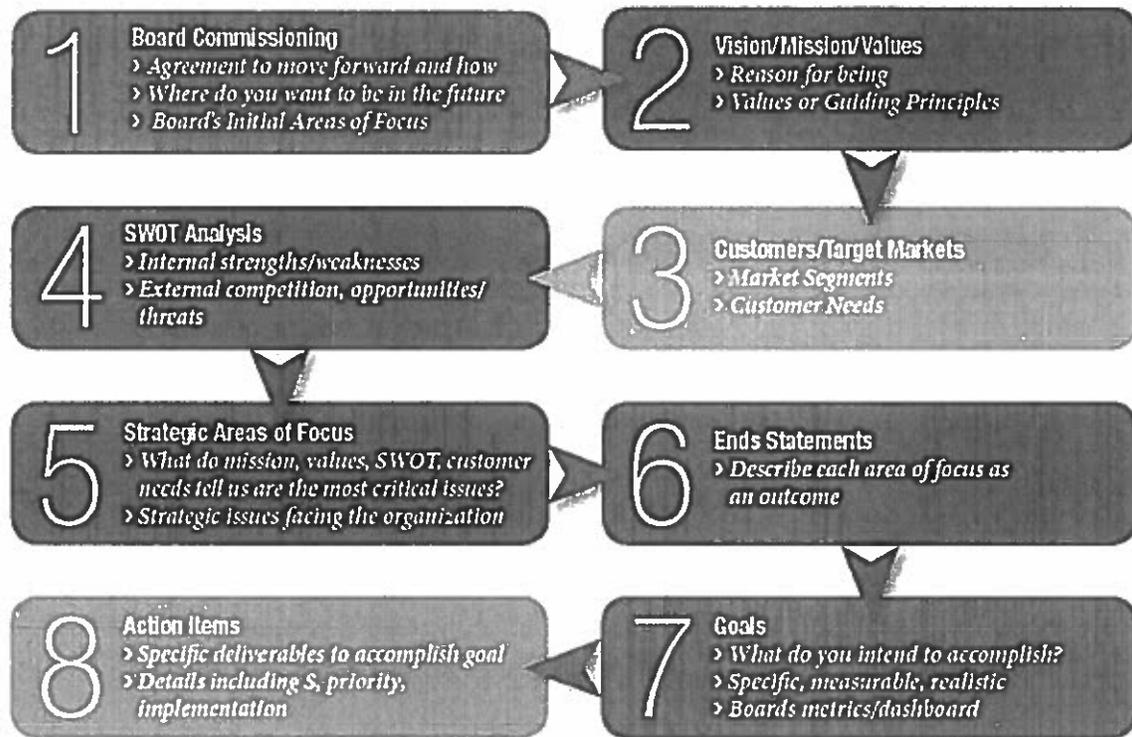
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Values-Driven

- Public power is a reflection of community values
- What role or roles is it expected to play?
- What roles should it *not* play?
- How are community and customer values obtained?



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Board's Role in Strategic Planning



- Board involved in:
 - Discovery
 - Development
 - Focus
 - Need input and ownership
- Staff responsible for:
 - Goals
 - Action Items
 - Accountability

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Strategic Planning into the Future

- Make the plan simple enough to become a part of ongoing discussions that have strategic implications
- Keep the plan relevant by periodically revisiting the assumptions in the face of changes to the internal and external environments

Circle of Improvement



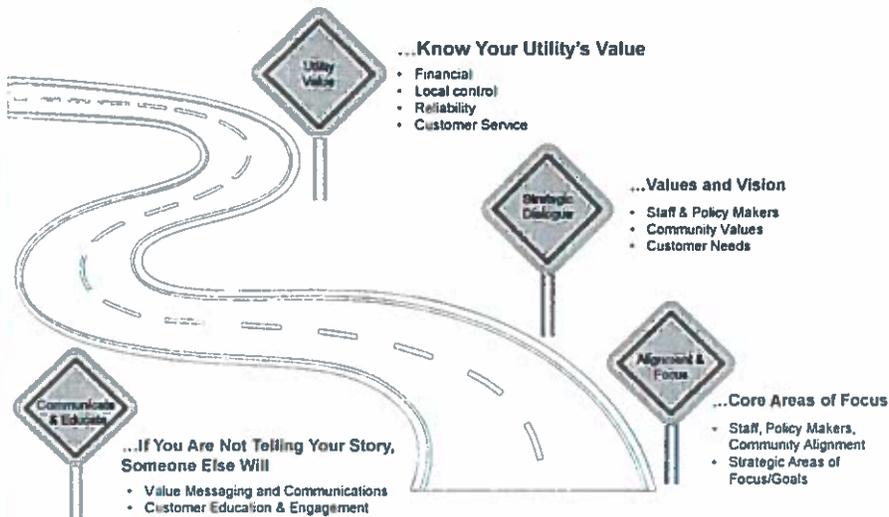
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Communication of the Plan

- Report progress to staff, Board and community on a frequent basis
 - Monthly or quarterly updates to Board
 - Progress tracker on website
- Strategic Retreats – biannually, at a minimum
- Over time, successful strategic planning is less about the “plan” and more about the strategic culture of the organization
 - Staff and Board think and act strategically in all phases
 - Example = Rock Hill’s city council meetings

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Strategic Roadmap to Success



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Monitoring and Reporting



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Why Monitor Performance

- Fiduciary responsibility
- Accountability to others
- Regulatory responsibility
- Decision making
- “High performance” as a competitive strategy
- Customer loyalty (good will)

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Board Stewardship

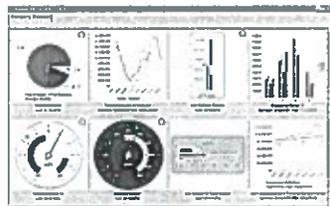


1. What should your board know to assure the organization is functioning effectively?
2. What should your board do to encourage high performance?
3. What should your community know about utility performance?

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Roles in Performance Monitoring

- **Manager's role:** Develop, in conjunction with the board, performance indicators that demonstrate the health of the utility.
- **Board's role:** Review key performance information to determine the effectiveness of the organization and protect the owner's asset.



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What Should Be Measured - Breakout

- Split into equal groups
- 10 minutes
- What are some broad areas (and performance indicators) that would be important for your board?

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How Performance Is Measured

- Subjective assessments
- Expenditures/workload volume
- Benchmarks/standards
- Ratio comparisons
- Key performance indicators
- Balanced scorecard

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KPAs AND KPIs

- Key Performance Areas (“Strategic Drivers”)
- Primary areas of utility operations that must be executed exceedingly well to be competitive
- Key Performance Indicators (“Vital Signs”)
- Numerical or other definable indicators that permit tracking performance over time and/or comparison of performance with similar organizations

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Monitoring Steps



- Agree on key performance areas
- Identify key performance indicators
- Obtain and review performance data
- Improve where performance gaps exist
- Link to evaluation/incentives
- Communicate to owners

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Key Performance Areas and Indicators

- Major areas of utility activity, and key performance indicators within those areas, that demonstrate high performance
 - Financial performance
 - Rate competitiveness
 - Power supply
 - Operations/reliability
 - Work force
 - Customer service

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Greenville Utilities (NC)



- Performance Measures
 - Financial
 - Fund balance, debt service coverage, operating cash, degree of asset depreciation (age of system), capital spending ratio (investment compared to depreciation)
 - Typical customer bill comparison
 - Reliability
 - Interruptions in service, duration, response time
 - Load Management
 - Total load reduction, avoided costs
 - Efficiencies
 - Connections per employee, time required to install new service, operating cost per customer, overtime
 - Safety
 - Injury/illness rate, preventable vehicle accident rate
 - Customer Service
 - Customer satisfaction (% favorable/unfavorable), billing, responsiveness, meter reading accuracy, calls – average speed to answer

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Conway Corp, Arkansas



1. We maintain positive operating cash flows and adequate capital reserves to sustain the financial health of the corporation.

1.1 Maintain adequate cash reserves. (responsible staff) (12/31/17)	Measure: Actual reserve vs recommended minimum		Target: \$
Action Items	Measure	Target	Start Date, End Date
1.1.1 Develop Cash Reserve Policy (responsible staff)	Whether board adopts revised OPs Guide that includes Cash Reserve Policy		05/19/15, 03/15/16
1.1.1.1 Monitor results of actual cash reserves versus minimum cash reserve policy - Electric (responsible staff)	Actual reserve vs recommended minimum	\$	01/01/16, 12/31/17
1.1.1.2 Monitor results of actual cash reserves versus minimum cash reserve policy - Water (responsible staff)	Actual reserve vs recommended minimum	\$	01/01/16, 12/31/17
1.1.1.3 Monitor results of actual cash reserves versus minimum cash reserve policy - Wastewater (responsible staff)	Actual reserve vs recommended minimum	\$	01/01/16, 12/31/17
1.1.1.4 Monitor results of actual cash reserves versus minimum cash reserve policy - CTV (responsible staff)	Actual reserve vs recommended minimum	\$	01/01/16, 12/31/17
1.1.2 Report periodically on cash flow trends. Provide quarterly reports to CEO and semi-annual reports to the board regarding our cash position by department. Comparisons will be made to the previous year and the minimum cash reserve. (responsible staff)	Actual cash versus minimum targets		05/19/15, 12/31/17

City Utilities Springfield



Title	Definition of Measure	Actual	Target	Goal Status	Reporting Date
Utility Wide					
Customer Satisfaction Survey (annual)	Measure of customer satisfaction. From the most recent residential customer survey, percentage of respondents Very Satisfied or Somewhat Satisfied for overall customer satisfaction.	94%	90%	⊖	12/31/2014
Customers per Employee	Measure of productivity and responsibility. Ratio of the number of electric, natural gas and water customers to full-time employees, excluding transit, trunked radio and SpringNet, for the rolling 12 months.	300	280	⊖	6/30/2015
Debt Service Coverage (annual)	Measure of financial performance. Ratio of cash available for debt servicing to interest, principal and lease payments as measured at the most recent fiscal year end.	2.44	2.5	⊖	9/30/2014
Lost Time Rate	Measure of employee safety. Rate for cases resulting in absence due to work-related injuries or illness as reported for the calendar year to date.	0.9	0	⊖	6/30/2015
Net Income, excluding MVA, variance to Budget	Measure of financial performance. Variance as a percentage of actual net income to budgeted net income excluding the market value adjustment for the fiscal year.	77%	-20%	⊖	6/30/2015
Reportable Regulatory Incidents	Measure of environmental stewardship and reliability compliance. Superfund air, water or landfill incidents reported to the National Response Center (EPA) as well as confirmed violations of NERC Reliability Standards or FERC Standards of Conduct for the fiscal year to date.	1	0	⊖	6/30/2015
Residential Utility Bill Survey - % of Average	Measure of affordability. Ratio of the combined natural gas, water and electric residential bill for City Utilities compared to average of monthly utility bills in Springfield Benchmark Cities, using actual average CU residential usage by month. This measure is reported quarterly based on a rolling twelve months.	87.2%	100%	⊖	6/30/2015

Manitowoc Public Utilities



EFFICIENT DELIVERY OF UTILITY SERVICES

Utility Supply

Power Plant Turbine Capacity / Availability (not including diesel or CT)
Measure of generation reliability.

2012	2013	2014
10.79% / 87.07%	13.76% / 87.07%	18.88% / 91.19%
<small>capacity / availability</small>	<small>capacity / availability</small>	<small>capacity / availability</small>

Power Plant Boiler Capacity / Availability
Measure of generation reliability.

16.31% / 83.55%	20.10% / 83.58%	27.75% / 90.69%
<small>capacity / availability</small>	<small>capacity / availability</small>	<small>capacity / availability</small>

Electric Energy Production -- Fuel Cost per MW-Hr

\$44.57	\$40.27	\$40.70
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Energy Production (fuel & Power Plant O&M only) Cost per MW-Hr

\$82.38	\$79.38	\$64.24
---------	---------	---------

MPU Electric Energy Production -- MW-Hr

83,020	114,270	160,789
--------	---------	---------

Retail Electric Sales - Total MW-Hrs Sold

515,154	520,364	521,859
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SAIDI Index - Electric Distribution System Reliability
Measure of the average length of time in minutes that a customer can expect to be without power during a power outage.

44 minutes	11.5 minutes	18 minutes
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Water Distribution System Reliability
Measure of the number of watermain breaks.

34	41	48
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Water Production Cost per Million Gallons Sold (Retail)

\$526.94	\$547.50	\$586.10
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Retail Water Sales - Millions of Gallons Sold

1,579	1,532	1,501
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Financial Strength

Electric Utility

Operating Ratio (Total Operating Expense divided by Total Operating Revenue)

0.8803	0.8932	0.8983
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Debt Ratio (Total Debt divided by Total Assets Less Contributed Capital)

45.85%	42.37%	22.92%
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Actual Return on Rate Base (Authorized by PSCW: 2012-2013 = 5.5%, 2014=6.25%)

7.66%	7.30%	7.23%
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Water Utility

Operating Ratio (Total Operating Expense divided by Total Operating Revenue)

.8010	0.8498	0.9444
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Debt Ratio (Total Debt divided by Total Assets Less Contributed Capital)

17.26%	17.00%	12.40%
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Actual Return on Rate Base (Authorized by PSCW: 2012-2014 = 4.0%) *Retail

4.19%	3.18%	1.14%
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Value
We create and maximize customer value by providing cost-effective, efficient and quality service.

Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2
Customer Satisfaction	Telephone Service Level	Electronic Payments	Service Order Process	Rates	Back Bill Rate
Karen Miller Page 2	Paula Ball Page 3	Paula Ball Page 4	Rick Dunn Page 5	Kevin White Page 6	Christie McAloon Page 7

Stewardship
We preserve the public's trust through our stewardship of assets, our care for the environment, and our compliance with laws and regulations.

Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2
Unrestricted Reserve Level	Days Cash On Hand	Costs per kWh v. CO&A	O&M Capital	O&M Costs per Customer	Collections
Kevin White Page 8	Kevin White Page 9	Kent Zirkler Page 10	Kent Zirkler Page 11	Kent Zirkler Page 12	Paula Ball Page 13
Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2
Safety	Training and Development	Hiring Efficiency	Buy Ahead Power Price vs. ICE	Average Unit Price - Sales for Remote	Conservation I-937
Steve Hunter Page 14	Melina Wenner Page 15	Melina Wenner Page 16	Chris Johnson Page 17	Chris Johnson Page 18	Chris Johnson Page 19

Reliability
We maintain high standards of reliability in providing products and services that are essential to the quality of life.

Q1 Q2	Q1 Q2	Q1 Q2	Q1 Q2
Broadband Network Reliability	Energy Loss Percentage	Reliability Indices	Electric System Outages
Rick Dunn Page 20	Rick Dunn Page 21	Rick Dunn Page 22	Rick Dunn Page 23/24

Legend

The color assigned for each measure is a subjective evaluation of both the quarterly results, shown in the quarterly squares as well as the outlook for the calendar year compared to established targets, shown in the large box. The legend below provides general guidance for assigning colors.

Positive performance - positive year-end outlook and exceeding quarterly expectation	Q1 Q2 Q3 Q4
Improvement needed - concern about year-end outlook and less than quarterly expectation	Indicator Title
Adverse performance - negative year-end outlook and negative quarterly performance	Outlook
Data not available or no activity during the quarter	



2015 PERFORMANCE MEASURES

Hometown Connections®
 DELIVERING VALUE TO PUBLIC POWER



Columbia Power & Water Systems



Strategic Objective	Goal	Action Item	Timeline				
			Pending	Planning	Active	Extended	Completion
Customer Satisfaction	Quantify Customer Satisfaction	Develop and distribute customer satisfaction survey					Oct-15
		Consider mechanism to capture customer input and concerns					Oct-15
	Emphasize Responsiveness to Customers	Update customer service policies					Mar-15
		Implement new call center procedures					Dec-14
		Track call routing, call duration, and wait times					Jul-15
	Encourage Efficient Payment Methods	Consider ways to improve and limit call transfers					Jul-15
		Equalize bill cycle schedule					Mar-14
		Document the cost of each payment method					Oct-14
		Evaluate credit card processing fees					Nov-14
	Provide Desired Features & Services	Consider off-site payment options					Dec-15
		Research pre-pay technology options					Dec-15
		Develop customer web portal with interactive capabilities					Jul-15
Develop customer-specific temperature-based power usage profiles						Feb-14	
Enable proactive reporting of customer water leaks						Feb-14	
Research Internet-based TV delivery						Aug-14	
Reliability/Dependability	Protect System Quality	Promote business telephone offerings					Jul-14
		Evaluate fiber-to-the-business solutions					Jul-15
		Develop circuit voltage profiles					Dec-15
		Implement improvements that limit the scope of outages					Dec-15
	Maintain Effective Distribution Systems	Inspect customer entrances annually					Ongoing
		Ensure compliance with TDEC/EPA water regulations					May-14
		Maintain sufficient network bandwidth of high-use applications					Dec-14
		Utilize effective customer diagnostic tools					Jan-14
		Replace breakers and relays in West Columbia Substation					Jun-14
		Update relays in South Columbia Substation					Mar-15
		Re-conductor under-sized primary circuits					Ongoing
		Replace aging URD conductor					Jan-15
Quickly Restore Services After Outage	Replace possible PCB distribution transformers					Ongoing	
	Maintain consistent pole inspection and replacement program					Ongoing	
	Replace WTP high-service pump electrical panels					Feb-15	
	Improve infrastructure to Cayce Lane Water Tank					Oct-15	
Quickly Restore Services After Outage	Continue upgrading water distribution pump stations					Jun-15	
	Continue replacing small-diameter water mains					Ongoing	
	Proactively resolve RF issues on coax plant					Ongoing	
	Develop mechanism to capture outage data					Jul-15	
Quickly Restore Services After Outage	Research effective way to display outage information					Jul-15	
	Formulate outage statistical benchmarks					Oct-15	

CPWS - 2014 Strategic Plan Update

Integrated Solutions for Public Power

Thank You

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