

## City of Tipton, Iowa

**Meeting:** Tipton City Council Meeting  
**Place:** Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772  
**Date/Time:** Monday, March 11, 2019, 5:30 p.m.  
**Web Page:** [www.tiptoniowa.org](http://www.tiptoniowa.org)  
**Posted:** Friday, March 8, 2019 (Front door of City Hall & City Website)

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<b>Mayor:</b>	Bryan Carney		
<b>Council At Large:</b>	Leanne Boots	<b>Council At Large:</b>	Pam Spear
<b>Council Ward #1:</b>	Ross Leeper	<b>Council Ward #2:</b>	Dean Anderson
<b>Council Ward #3:</b>	Tim McNeill		
<b>City Manager:</b>	Brian Wagner	<b>City Attorney:</b>	Lynch Dallas, P.C.
<b>Finance Director:</b>	Melissa Armstrong	<b>Gas Utilities Supt:</b>	Virgil Penrod
<b>City Clerk:</b>	Amy Lenz	<b>Electric Utilities Supt:</b>	Floyd Taber
<b>Dir. of Public Works:</b>	Steve Nash	<b>Water &amp; Sewer:</b>	Brian Brennan
<b>Police Chief:</b>	Lisa Kepford	<b>Emergency Med Dir:</b>	Brad Ratliff
<b>Park &amp; Recreation:</b>	Adam Spangler	<b>Economic Dev. Director:</b>	Linda Beck

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- 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. Scheduled communications are allowed to speak up to five minutes. Unscheduled communications are allowed to speak up to three minutes.

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, February 20, 2019
2. Approval – Development Director’s Report, February 2019
3. Approval – Library Minutes, January 23, 2019
4. Approval – Library Director’s Report, January 2019
5. Approval – Liquor License Renewal, Walmart
6. Approval – Claims List

G. **Public Hearing**

1. Public hearing for the purpose of soliciting written and oral comments on the City’s proposed fiscal year 2019-2020 budget.
2. Public hearing regarding proposed plans, specifications, form of contract, and estimated cost of the 2019 Street Improvement Project – Division 1: West 6<sup>th</sup> and West 7<sup>th</sup> Street – Division 2: West 4<sup>th</sup> Street – Division 3: Sycamore Street.

## **H. New Business**

1. Resolution No. 031119A: Resolution Approving the City of Tipton Fiscal Year 2019-2020 Annual Budget
2. Resolution No. 031119B: Resolution to Assess Utility Charges Due to Non-payment by Property Owner
3. Resolution No. 031119F: Resolution Approving the Proposed Plans, Specifications, Form of Contract, and Estimated Cost of the “2019 Street Improvement Project-Division 1: West 6<sup>th</sup> and West 7<sup>th</sup> Street-Division 2: West 4<sup>th</sup> Street-Division 3: Sycamore Street
4. Discussion and Possible Action Concerning an Update on the Bid Results for the James Kennedy Family Aquatic Center Project
5. Resolution No. 031119D: Resolution Approving Final Plat of Roy’s Addition
6. Resolution No. 031119E: Resolution Approving a Grant Writing Agreement with ECIA for a “BUILD” Grant Application for the Upcoming Cedar Street/Hwy 38 Project
7. Resolution No. 031119C: Resolution Setting a Public Hearing Regarding the Proposed Plans, Specifications, Form of Contract, and Estimated Cost of the Tipton Downtown Alley Underground Conversion Project
8. Discussion and Possible Action Authorizing the Use of a Limited Amount of DRIP Funds for the Hardacre Theater Project, Part 3
9. Discussion and Possible Action Concerning a Proposal to Allow “Blade Signs” in the Downtown District
10. Discussion and Possible Action Concerning a Proposal to Replace the City’s Watchguard Firewall
11. Discussion and Possible Action Concerning Iowa State University Extension and Outreach Donation
12. Discussion and Possible Action Concerning Replacement of Garbage Totes
13. Discussion and Possible Action Concerning the Purchase of a Pot-hole Patcher
14. Discussion and Possible Action Concerning Transformer Purchase for Cedar County Coop
15. Discussion and Possible Action Concerning Quote from Cypress Engine Accessories to Switch to Natural Gas for the OP Engine
16. Discussion and Possible Action Concerning Revolving Fund Loan Application, Tiffany’s Tipton Bakery, \$26,879.43
17. Discussion and Possible Action Concerning Beautification of Green Space (next to Among Friends)
18. Discussion and Possible Action Concerning Mi Tierra Seating Outside on June 6<sup>th</sup>
19. Discussion and Possible Action Concerning Garbage Exemption, 532 East 4<sup>th</sup> Street

20. Discussion and Possible Action Concerning Garbage Exemption, 55 Meridian Street

21. Discussion and Possible Action Concerning Proposal to Change City Hall Office Hours

**I. Reports of Mayor/ Council/ Manager/ Department Heads**

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Manager's Report
5. Department Heads
  - a. Date change for second council meeting in April (Melissa)

**J. 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.**

February 20, 2019  
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, Leeper, McNeill, Anderson and Spear. Also present: Wagner, Armstrong, Lenz, Nash, Kepford, Penrod, Taber, Ratliff, Beck, Walsh, K. Johnson, Paustian, other visitors and the press.

**Agenda:**

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

**Communications:**

1. Dionne Deadlow and Teresa Bohlmann of Cedar County Extension and Outreach reported to the council on how their 2018 summer camps went and how the money the City contributed helped kids attend the camp that might not have been able to otherwise. There were over 400 kids that participated.

**Consent Agenda:**

Motion by McNeill, second by Anderson to approve the consent agenda which includes the February 4<sup>th</sup> and February 6<sup>th</sup> Council Meeting Minutes, January 2019 Treasurer's and Investment Report, January 9<sup>th</sup> and February 13<sup>th</sup> Airport Minutes, January 29<sup>th</sup> Cemetery Minutes, Liquor License for St. Mary's and the following Claims List. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	1255.48
AUCA CHICAGO LOCKBOX	MATS	102.15
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	443.99
CEDAR COUNTY CO-OP	FUEL DISCOUNT	17785.96
CEDAR COUNTY ENGINEER	27.90 GL DSL	3404.35
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2764.00
CHUCK PAUL TRUCKING LLC	HAUL ROAD SALT	287.44
CINTAS LOC	UNIFORMS	645.32
CLARENCE LOWDEN SUN-NEWS	FAC SCHEDULE	183.00
CUSTOM BUILDERS INC	UPS CHARGES	96.47
D & R PEST CONTROL	PEST CONTROL	190.99
EASTERN IOWA LIGHT & POWER	EAST LAGOON	1081.35
FAMILY FOODS	MISC SUPPLIES	251.17
FELD FIRE	2 FIRE HELMETS	534.00
FLETCHER-REINHARDT CO.	METER SUPPLIES	347.96
FRIENDS OF THE ANIMALS	1 CAT, 1 DOG	125.00
H & H AUTO	TIRE REPAIR #12	15.00
HAWKINS INC	CHEMICALS	447.64
HBK ENGINEERING LLC	AQUATIC CENTER	167.48
HYDROTEX	MAINT SUPPLIES	311.68
IMAGE TREND INC	CLEARING HOUSE SERVICES	72.00
IMFOA	DUES	100.00
INTEGRATED TECHNOLOGY PARTNERS	BACKUP SUPPORT/CLOUD SRVC	3557.40
IOWA DEPARTMENT OF TRANSPORTATION	49.6 TN SALT	3568.32
JOHNSON COUNTY AMBULANCE SERVICE	ALS INTERCEPT	1400.00

LATHAM & ASSOCIATES INC	CONSULTING SERVICES	5011.60
MAILFINANCE	POSTAGE MACHINE LEASE	846.78
MC CLURE ENGINEERING COMPANY	WWTP IMPROVEMENTS	30000.00
MISC. VENDOR	THE SEWING ROOM:14 PATCHES	70.00
MOELLER TIPTON TIRE & AUTO	TIRE REPAIR RANGER	43.79
PHYSIO-CONTROL INC	ANNUAL MAINT AGREEMENT	5255.76
PRAXAIR DISTRIBUTION INC	OXYGEN	321.08
QC ANALYTICAL SERVICES LLC	WASTEWATER TESTING	2006.00
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	1126.41
RMB COMPANY INC	AIR LEAK STUDY	390.00
S J SMITH CO INC	OPERATING SUPPLIES	31.48
SPINUTECH INC	FEBRUARY EMAIL MARKETING	25.00
STATE HYGIENIC LABORATORY	WATER & POOL TESTING	91.50
STORM STEEL	SHOP SUPPLIES	93.12
STUART C IRBY CO	UNDERGROUND SUPPLIES	577.80
THOMPSON TRUCK & TRAILER	CORE CREDITS	265.56
TIPTON CONSERVATIVE	MINUTES, ORD 567, PBLC HRNG	438.53
TIPTON ELECTRIC MOTORS	MOTOR REPAIR	322.52
TIPTON GREENHOUSE & FLORIST	MISC SUPPLIES	27.00
TIPTON PHARMACY	PHARMACEUTICALS	360.00
TIPTON STRUCTURAL FABRICATION	SHOP SUPPLIES	74.50
TITAN MACHINERY INC	REPAIR PARTS #138	172.00
ULINE	OPERATING SUPPLIES	700.33
UTILITY SAFETY AND DESIGN	PIPELINE MARKER DECALS	261.60
** TOTAL **		87650.51
FUND TOTALS		
001 GENERAL GOVERNMENT		11217.12
110 ROAD USE TAX FUND		3855.76
315 JKFAC CP		167.48
600 WATER OPERATING		640.52
610 WASTEWATER/AKA SEWER REVENUE		33712.60
630 ELECTRIC OPERATING		23662.32
640 GAS OPERATING		531.30
660 AIRPORT OPERATING		35.06
670 GARBAGE COLLECTION		3898.66
810 CENTRAL GARAGE		6567.60
835 ADMINISTRATIVE SERVICES		3362.09
GRAND TOTAL		87650.51

**City Credit Card Statement**

Card Ttl **6,061.10**

**Ambulance**

Misc Supplies - Greenhouse	33.78
Computer Supplies - Dell	750.97
Operating Supplies - Live Action Safety, Health Educator	147.17

Technology Supplies - Paypal	173.78	
<b>Total Charges</b>		<b>1,105.70</b>
<b>City Check Out</b>		
Fuel - Caseys, Holiday Stations	58.87	
Uniform Supplies - Glock	126.00	
Travel Training - Brits, Hyatt, Hell's Kitchen, Loring Parking, McDonald's	279.18	
<b>Total Charges</b>		<b>464.05</b>
<b>Electric</b>		
Travel Training - McDonald's, Caseys, Old Chicago, Chick-Fil- A, AmericInn	506.87	
Fuel - Mills Gas Mart	44.29	
Office Printer - Amazon	322.96	
	161.48	
<b>Total Charges</b>		<b>1,035.60</b>
<b>Finance Director</b>		
Computer Screen Monitor - Amazon	62.00	
	62.00	
	62.00	
Telecommunication Supplies - Amazon	11.48	
	11.47	
	11.99	
Phone Case - Amazon	13.96	
<b>Total Charges</b>		<b>234.90</b>
<b>Gas</b>		
Training - Northeast Community College	85.00	
Gas Control Valve - Sim Supply	105.39	
<b>Total Charges</b>		<b>190.39</b>
<b>Aquatic Center</b>		
Training - Iowa Park & Rec, Iowa City Recreation	460.00	
Concession Supplies - Walmart	14.06	
Dues - American Red Cross	300.00	
Office Supplies - Amazon, Walmart	45.06	
Misc Supplies - Amazon	2.99	
<b>Total Charges</b>		<b>822.11</b>
<b>Library</b>		
Postage/Shipping - USPS	128.98	
Materials - Amazon, Walmart	449.33	
Program Supplies - Scholastic, Family Foods, Hobby Lobby	73.03	
Dues- Iowa Library Association	75.00	
Misc Supplies - Walmart	21.92	
<b>Total Charges</b>		<b>748.26</b>

**Police**

Misc Supplies - Seven Villages, Skillet Café, Amazon	40.11
DARE Supplies - Monty's	136.37
Uniform Supplies - Hero 247	222.00

<b>Total Charges</b>	<b>398.48</b>
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**Public Works**

Repair Parts - Central Automotive, Buell, Levine Automotive	307.92
Small Tools - Lowes, Harbor Freight Tools, 370 Spring	402.29
Operating Supplies - Korman Signs	54.93
Computer Supplies - Tatems	284.00
Travel Training - Steak-N-Shake	12.47

<b>Total Charges</b>	<b>1,061.61</b>
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<b>Statement Total</b>	<b>6,061.10</b>
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**Old Business:**

1. Resolution No. 022019B: Resolution outlining the extent a former employee who is ineligible for re-hire may attend City or Departmental social functions.

Motion by McNeill, second by Spear to remove from the table. Following the roll call vote the motion passed unanimously.

Motion by McNeill, second by Anderson to adopt Resolution No. 022019B, the resolution outlining the extent a former employee who is ineligible for re-hire may attend City or Departmental social functions. The motion passed with the following vote:

Aye: Leeper, McNeill, Boots, Anderson  
 Nay: Spear

2. Hwy 38 Project and the City committee's re-interview of IIW Engineering  
The committee has decided to continue using IIW Engineering for the Hwy 38 Project.

3. Resolution No. 022019C: Resolution setting the time and place for a public hearing for the purpose of soliciting written and oral comments on the City's proposed fiscal year 2019-2020 budget.  
Motion by Boots, second by Spear to set Monday, March 11<sup>th</sup> at 5:30 p.m. as the public hearing for the purpose of soliciting written and oral comments on the City's proposed fiscal year 2019-2020 budget. Following the roll call vote the motion passed unanimously.

**New Business:**

1. Resolution No. 022019A: Resolution setting a public hearing regarding the proposed plans, specifications, form of contract, and estimated cost of the "2019 Street Improvement Project-Division 1: West 6<sup>th</sup> and West 7<sup>th</sup> Street-Division 2: West 4<sup>th</sup> Street-Division 3: Sycamore Street  
Motion by Spear, second by Leeper to set Monday, March 11<sup>th</sup> at 5:30 p.m. as the public hearing regarding the proposed plans, specifications, form of contract, and estimated cost of the "2019 Street Improvement Project-Division 1: West 6<sup>th</sup> and West 7<sup>th</sup> Street-Division 2: West 4<sup>th</sup> Street-Division 3: Sycamore Street. Following the roll call vote the motion passed unanimously.

2. Electric Consulting Agreement with Latham, Ervin, and Associates  
Motion by Boots, second by Leeper to approve the Electric Consulting Agreement with Latham, Ervin, and Associates regarding the City's share of the Louisa Generating Station. Following the roll call vote the motion passed unanimously.

3. Revolving Loan Fund Application, Secret Place Tattoo Studio, 301 Cedar Street, \$5,300.00  
Motion by Boots, second by McNeill to approve the revolving loan fund application for Secret Place Tattoo Studio, located at 301 Cedar Street, in the amount of \$5,300.00. Following the roll call vote the motion passed unanimously.

4. DRIP Application, Tiffany's Tipton Bakery

Motion by Spear, second by Leeper to approve the DRIP application for Tiffany's Tipton Bakery. Following the roll call vote the motion passed unanimously.

5. One-Time Water and Sewer Bill Exemption, 1103 Tipton Avenue

Motion by Anderson, second by Boots to approve the one-time water and sewer bill exemption for Daisy Wingert at 1103 Tipton Avenue. This would reduce the water portion of her bill from \$174.47 to \$24.70, and the sewer portion of her bill from \$174.47 to \$24.70. A total credit of \$299.54. Following the roll call vote the motion passed unanimously.

6. 2018 Annual Police Department Report

Motion by Anderson, second by McNeill to approve the 2018 annual Police Department report. Following the roll call vote the motion passed unanimously.

7. Proposal for Geotechnical Engineering Services (soil borings) by Terracon for the SAGR Project in the estimated range of \$7,650 - \$9,000

Motion by McNeill, second by Boots to approve the proposal for Geotechnical Engineering (for soil borings) by Terracon for the SAGR Project in the estimated range of \$7,650 to \$9,000. Following the roll call vote the motion passed unanimously.

**Reports of Mayor/Council/Manager/Department Heads**

Mayor Carney thanked the Public Works Department for the great job on removal of the snow.

Manager Wagner shared some information on an email received from a concerned citizen about the City's share of the Louisa Generating Station. It is the consensus of the council to not research facts from the past regarding this.

Director of Public Works Nash let the council know that more garbage totes need to be purchased. Nash will have quotes at the next council meeting.

Electric Superintendent Taber shared a quote he received from Cypress Engine Accessories regarding switching over from diesel fuel to natural gas. Taber stated it will be more economical. It is the consensus of the council to move forward with this.

**Adjourn:**

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

Meeting adjourned at 6:26 p.m.

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

**REVENUE RECEIVED**

**Jan, 2019**

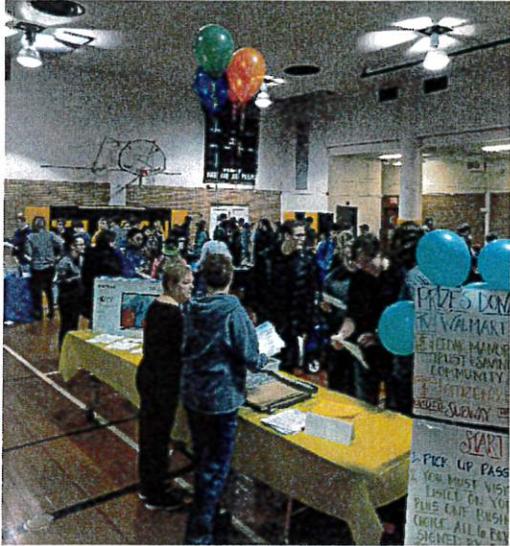
Property Taxes	72,293.02
Local Option Sales Tax	23,138.43
Licenses & Permits	1,077.50
Use of Money and Property	50,055.66
Intergovernmental	196,168.37

Charge for Services	778,367.30
Special Assessment	18,899.30
Miscellaneous	81,318.33
Sale of Fixed Assets	0.00
<b>TOTAL</b>	<b>\$1,221,317.91</b>

Tipton Development Director –Report February 2019 – Linda Beck

- Met with Bobby Kaufmann on February 8<sup>th</sup> to discuss DOT/Wayfinding signage
- Tipton High School job fair was held on February 27<sup>th</sup> from 9-11 a.m. at the high school with 25 businesses participating. See pictures below
- Worked on DRIP application with local businesses
- Beginning to work on a new Community Guide for Tipton
- Assisting with RLF application with a local business owner
- Met with the Financial Committee regarding RLF application
- Wellmark grant for the park has been submitted. Working on Historical Preservation Grant and the Community Foundation Grant for the Hardacre
- Continue to work on Welcome Packets for new Tipton residents
- Conference call with Marla Quinn, ECIA regarding grant
- Telephone conference call with Brad Steckroth with Phoenix Theaters
- Peg Bixby hired to work part-time for the Chamber
- Organized with the assistance of Floyd Taber new street light to replace old light by Library. Will match light poles in the downtown district
- Meeting with Kim Anderson at the Tipton High School on February 15<sup>th</sup>
- Meeting with Chris Sorgenfrey on February 15<sup>th</sup>
- Meeting held with Marla Quinn and Kelly Deutmeyer on February 19<sup>th</sup>
- Attended Freedom Rock meeting on February 20<sup>th</sup>
- Meeting with Jon Lutz, IIW on February 27<sup>th</sup>
- Attended 2 Commission meetings, 2 Hardacre meetings and a Chamber meeting
- Met with Chamber committee on February 25<sup>th</sup> for a new event scheduled for June
- Working on Music Downtown in June
- Met with Bobby Kaufmann again on February 22<sup>nd</sup> regarding Wayfinding signage. Bobby has planned a meeting with DOT District Engineer, Jim Schoebelen on March 13<sup>th</sup>

# Tipton High School Job Fair



Jan. 23rd 6:30pm Library meeting minutes

Jamie called meeting to order 6:30

In attendance: Denise Smith, Dale Jedlicka, Jen Johnson, Heather Weber, Jamie Meyer

Heather motion to approve last meeting's minutes, Jen second, motion carried

**Director's Report:**

- Inventory: completed January 11
- Light on the Flag: Linda Beck is going to purchase a light to display the flag
- The leak in the office, West Branch came over, found a problem on the roof but is sure it is fixed, has not leaked so far.

**Education:**

- Evaluating the Library Director

**Financial committee:** N/A

**Financial Report:**

- Denise has not heard anything back from Melissa for 2019 budget
- Jen motion to accept financial report, Heather second, motion passed

**Personnel committee:** N/A

**Friends of the Library:** N/A

**Maintenance:** N/A

**Old Business:**

- Absolute Dry is scheduled, mid April
- Pipe in bathroom: Brian Brennan says pipe is nothing to worry about and doesn't need to be worked on

**New Business:**

- Absence without leave, Discipline, Chain of Command, Personnel Files, Medical Files, Public Information
- Dale motion to accept, Heather second, motion carried

**Misc:**

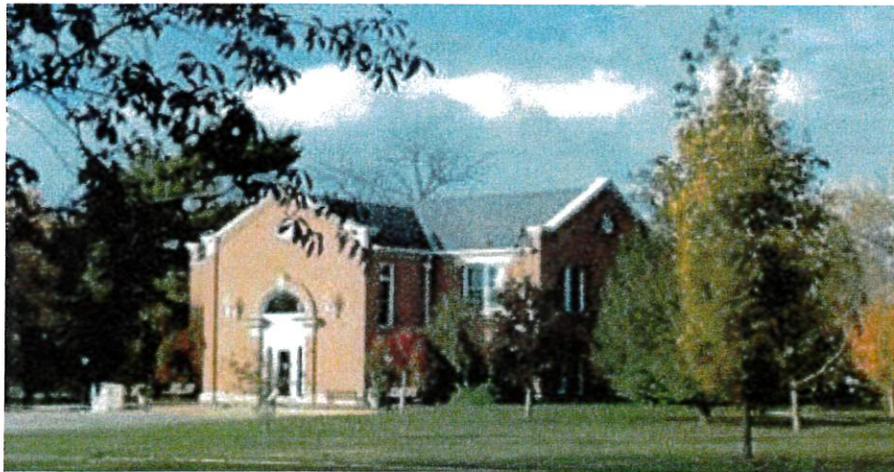
- Set time and date for next meeting
- February 27th 6:30
- Jen motion to adjourn, Dale second, motion carried

# TIPTON PUBLIC LIBRARY

*Check it out!*

*January 2019*

*Director's Report*



*Prepared by Denise Smith*

*Library Director*

*To*

*Library Board, Mayor Carney, Council Members and City Manager*

*February 2019*

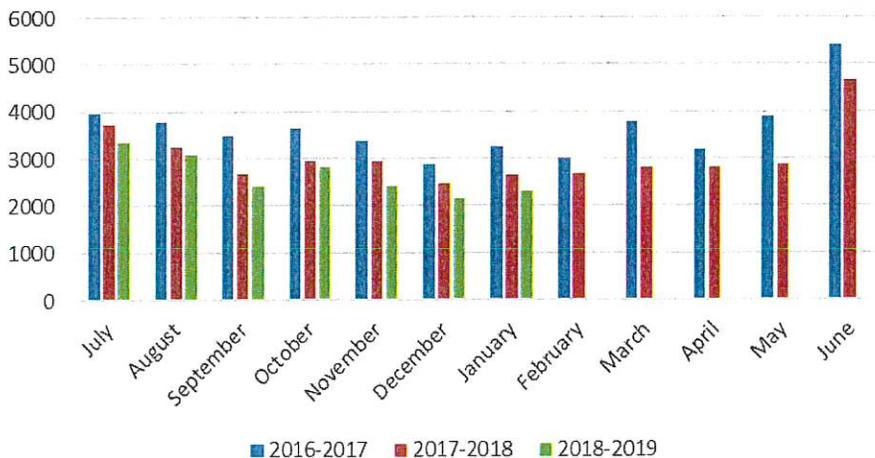
## Statistics January 2019

	Jan..	YTD
Total Circulation	2,309	18,526
Computer Use	292	2,425
WiFi Usage	147	927
Attendance of Programs	388	2,989
Transactions for Copies made	127	1,081
Transactions for Faxes Sent	14	121
Transactions for ILL checked out	19	195
Transactions for Keurig Drinks	16	119
Transactions for Friends of Library	32	247
Door Count	2,475	21,587

### Circulation by Material Types

	Jan.	YTD
Adult books	589	4,509
Teen Books	190	971
Children's books	813	7,588
DVDs	629	4,753
CDs	80	546
Magazines	8	159

### Circulation



### MISSION STATEMENT

The Tipton Public Library will provide all the people of its community, a welcoming place where access to a balanced collection, technology, programming and other resources will serve their educational, cultural and recreational needs.

### Library Staff

Denise Smith  
*Director*

Diane Wallick  
*Assistant Director*

Tryeann Schultz  
*Library Assistant*

Amy Wallace  
*Library Assistant*

Matthew Smith  
*Library Assistant*

Cindy Kunde  
*Library Assistant Sub*

Melissa Zell  
*Library Assistant Sub*

Karree Bandfield  
*Library Assistant Sub*

John Barnum  
*Custodian*

### Library Board of Trustees

Jamie Meyer-President

Dale Jedlicka-Vice President

Heather Sloma-Weber

Jennifer Johnson-Secretary

Marcus Hertert

Jim McCollough

Sherry Hall



## Revenues

	January	YTD
Taxes	\$0	\$0
Rural Funding	\$0	\$12,478.54
Fines and Fees	\$257.18	\$1,845.75
Donations	\$612.05	\$7,207.61
D.State A/EI	\$1,126.92	\$3,127.70
Reimbursements	\$20.00	\$204.00
Refunds	\$0	\$0
Miscellaneous	\$217.85	\$1,642.10
Transfer	\$0	\$0
Utilities	\$490.27	\$3431.97
Total Revenues	\$1,597.35	\$29,937.67



## Expenses

	January	YTD
Staff	\$7,700.32	\$58,464.17
Staff Benefits	\$1,276.45	\$9,499.42
Materials	\$2,087.89	\$15,551.93
B. Maintenance	\$500.00	\$1,558.81
G. Maintenance	\$45.60	\$45.60
Technology	\$1,307.00	\$1,406.99
Programing	\$436.26	\$2,189.79
Miscellaneous	\$4,253.81	\$29,788.86
Software	\$0	\$799.00
Total Expenses	\$17,561.73	\$119,304.57

## Monies Spent on Library Materials

	January	YTD
Books	\$1,416.27	\$8,861.40
DVDs	\$229.90	\$1,709.01
CDs	\$90.00	\$1,107.75
Mag./News.	\$307.74	\$687.73



## Amy Lenz

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**From:** Licensing@IowaABD.com  
**Sent:** Friday, February 22, 2019 1:34 AM  
**To:** Amy Lenz  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

<b>License #</b>	<b>License Status</b>	<b>Business Name</b>
LE0001439	Submitted to Local Authority	Wal-Mart Store #841 (1126 Highway 38 North Tipton Iowa, 52772)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-0001	AAA MECHANICAL INC									
I 9956434		MAINT ON HEATED FLOORING	AP		R	4/04/2019		414.20	414.20CR	
		G/L ACCOUNT						414.20		
	001 5-150-2-65980	MISCELLANEOUS					414.20	MAINT ON HEATED FLOORING		
I 9956561		HEATED FLOORING REPAIRS	AP		R	4/04/2019		19,330.00	19,330.00CR	
		G/L ACCOUNT						19,330.00		
	001 5-150-3-67270	OTHER CAPITAL EQUIPMENT					19,330.00	HEATED FLOOR REPAIRS		
		REG. CHECK						19,744.20	19,744.20CR	0.00
								19,744.20	0.00	
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01-0083	ACCESS SYSTEMS LEASING									
I 24328873		COPIER AGREEMENT	AP		R	3/05/2019		1,255.48	1,255.48CR	
		G/L ACCOUNT						1,255.48		
	835 5-899-2-64151	COMMERCIAL EQPT RENTAL & LEASE					1,255.48	COPIER AGREEMENT		
		REG. CHECK						1,255.48	1,255.48CR	0.00
								1,255.48	0.00	
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01-0060	ALBAUGH PHC INC									
I 280		GALVANIZED PIPE	AP		R	4/04/2019		77.58	77.58CR	
		G/L ACCOUNT						77.58		
	810 5-899-2-65070	OPERATING SUPPLIES					77.58	GALVANIZED PIPE		
I 352		INSTALL TOILET	AP		R	4/04/2019		372.20	372.20CR	
		G/L ACCOUNT						372.20		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR					372.20	INSTALL TOILET		
		REG. CHECK						449.78	449.78CR	0.00
								449.78	0.00	
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01-0143	AUCA CHICAGO LOCKBOX									
I 1877116991		MATS	AP		R	4/04/2019		102.15	102.15CR	
		G/L ACCOUNT						102.15		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					102.15	MATS		
I 1877123482		MATS	AP		R	4/07/2019		102.15	102.15CR	
		G/L ACCOUNT						102.15		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					102.15	MATS		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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				REG. CHECK				204.30	204.30CR	0.00
								204.30	0.00	
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11-0201	BARRON MOTOR SUPPLY									
I 30331		OPERATING SUPPLIES	AP		R	3/05/2019		3.17	3.17CR	
		G/L ACCOUNT						3.17		
	640 5-825-2-65070	OPERATING SUPPLIES					3.17	OPERATING SUPPLIES		
I 30479		REPAIR PARTS	AP		R	3/05/2019		21.35	21.35CR	
		G/L ACCOUNT						21.35		
	810 5-899-2-63321	REPAIR PARTS					21.35	REPAIR PARTS		
I 30526		SHOP SUPPLIES	AP		R	3/05/2019		39.64	39.64CR	
		G/L ACCOUNT						39.64		
	810 5-899-2-65070	OPERATING SUPPLIES					39.64	SHOP SUPPLIES		
I 30539		STOCK PARTS	AP		R	3/05/2019		8.07	8.07CR	
		G/L ACCOUNT						8.07		
	810 5-899-2-63324	STOCK-REPAIR PARTS					8.07	STOCK PARTS		
				REG. CHECK				72.23	72.23CR	0.00
								72.23	0.00	
-----										
11-0247	BORDER STATES ELECTRIC SUPP									
I 917091367		METER TESTING	AP		R	3/05/2019		2,198.85	2,198.85CR	
		G/L ACCOUNT						2,198.85		
	630 5-820-2-65300	METERS					2,198.85	METER TESTING		
I 917197248		METER TESTING	AP		R	3/05/2019		749.00	749.00CR	
		G/L ACCOUNT						749.00		
	630 5-820-2-65300	METERS					749.00	METER TESTING		
				REG. CHECK				2,947.85	2,947.85CR	0.00
								2,947.85	0.00	
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11-0253	BOUND TREE MEDICAL LLC									
I 83111938		MEDICAL SUPPLIES	AP		R	3/06/2019		82.68	82.68CR	
		G/L ACCOUNT						82.68		
	001 5-160-2-65070	OPERATING SUPPLIES					82.68	MEDICAL SUPPLIES		
				REG. CHECK				82.68	82.68CR	0.00
								82.68	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----									
01-0238	BOW TIE AUTOMOTIVE								
I 4625		REPAIRS #66	AP		R	4/07/2019	2,015.50	2,015.50CR	
		G/L ACCOUNT					2,015.50		
	810 5-899-2-63321	REPAIR PARTS				2,015.50	REPAIRS #66		
		REG. CHECK					2,015.50	2,015.50CR	0.00
							2,015.50	0.00	
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01-0430	CEDAR COUNTY ENGINEER								
I 0219AMB		41.2 GL DSL	AP		R	4/07/2019	85.40	85.40CR	
		G/L ACCOUNT					85.40		
	810 5-899-2-65075	FUEL				85.40	41.2 GL DSL		
I 0219FIRE		39.5 GL DSL	AP		R	4/07/2019	70.53	70.53CR	
		G/L ACCOUNT					70.53		
	810 5-899-2-65075	FUEL				70.53	39.5 GL DSL		
I 0219PW		1192.6 GL DSL	AP		R	4/07/2019	2,347.34	2,347.34CR	
		G/L ACCOUNT					2,347.34		
	810 5-899-2-63321	REPAIR PARTS				2,347.34	1192.6 GL DSL		
		REG. CHECK					2,503.27	2,503.27CR	0.00
							2,503.27	0.00	
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01-0461	CEDAR COUNTY SOLID WASTE								
I 0219CCTS		TRANSFER FEES	AP		R	4/04/2019	2,786.00	2,786.00CR	
		G/L ACCOUNT					2,786.00		
	670 5-840-2-64850	TRANSFER FEES				2,786.00	TRANSFER FEES		
		REG. CHECK					2,786.00	2,786.00CR	0.00
							2,786.00	0.00	
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01-0519	CEDAR RAPIDS TIRE								
I 745978		CHAINS FOR 5 TRUCKS	AP		R	3/06/2019	605.90	605.90CR	
		G/L ACCOUNT					605.90		
	810 5-899-2-63321	REPAIR PARTS				605.90	CHAINS FOR 5 TRUCKS		
		REG. CHECK					605.90	605.90CR	0.00
							605.90	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-0577	CHUCK PAUL TRUCKING LLC									
I 3240		HAUL SALT	AP		R	3/05/2019		389.55	389.55CR	
		G/L ACCOUNT						389.55		
	110 5-250-2-65070	OPERATING SUPPLIES					389.55	HAUL SALT		
				REG. CHECK				389.55	389.55CR	0.00
								389.55	0.00	
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01-0581	CINTAS CORPORATION									
I 5013055450		FIRST AID SUPPLIES	AP		R	3/05/2019		238.80	238.80CR	
		G/L ACCOUNT						238.80		
	810 5-899-2-65100	SAFETY					58.59	FIRST AID SUPPLIES		
	630 5-820-2-63510	TRAFFIC LIGHT MAINT & REPAIR					58.92	FIRST AID SUPPLIES		
	630 5-821-2-65100	SAFETY					17.01	FIRST AID SUPPLIES		
	001 5-650-2-65980	MISCELLANEOUS					104.28	FIRST AID SUPPLIES		
				REG. CHECK				238.80	238.80CR	0.00
								238.80	0.00	
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01-0580	CINTAS LOC									
I 23M138251		UNIFORMS	AP		R	3/05/2019		79.11	79.11CR	
		G/L ACCOUNT						79.11		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					8.25	UNIFORMS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					7.64	UNIFORMS		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					47.49	UNIFORMS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					8.04	UNIFORMS		
	001 5-299-2-64350	UNIFORMS/EQUIPMENT					7.69	UNIFORMS		
I 23M139181		UNIFORMS	AP		R	3/06/2019		79.11	79.11CR	
		G/L ACCOUNT						79.11		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					8.25	UNIFORMS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					7.64	UNIFORMS		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					47.49	UNIFORMS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					8.04	UNIFORMS		
	001 5-299-2-64350	UNIFORMS/EQUIPMENT					7.69	UNIFORMS		
I 23M140099		UNIFORMS	AP		R	3/06/2019		79.11	79.11CR	
		G/L ACCOUNT						79.11		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					8.25	UNIFORMS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					7.64	UNIFORMS		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					47.49	UNIFORMS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					8.04	UNIFORMS		

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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING	
		001 5-299-2-64350					7.69 UNIFORMS			
I 23M140101		SHOP SUPPLIES	AP		R	3/06/2019	36.84	36.84CR		
		G/L ACCOUNT					36.84			
		810 5-899-2-65070					36.84 SHOP SUPPLIES			
I 342104359		UNIFORMS, SHOP TOWELS, MATS AP			R	3/06/2019	180.64	180.64CR		
		G/L ACCOUNT					180.64			
		630 5-820-2-64350					89.23 UNIFORMS, SHOP TOWELS, MATS			
		640 5-825-2-64350					44.47 UNIFORMS, SHOP TOWELS, MATS			
		630 5-820-2-65070					46.94 UNIFORMS, SHOP TOWELS, MATS			
I 342106463		UNIFORMS, SHOP TOWELS, MATS AP			R	3/06/2019	188.30	188.30CR		
		G/L ACCOUNT					188.30			
		630 5-820-2-64350					96.89 UNIFORMS, SHOP TOWELS, MATS			
		640 5-825-2-64350					44.47 UNIFORMS, SHOP TOWELS, MATS			
		630 5-820-2-65070					46.94 UNIFORMS, SHOP TOWELS, MATS			
I 342108553		UNIFORMS, SHOP TOWELS, MATS AP			R	3/06/2019	217.26	217.26CR		
		G/L ACCOUNT					217.26			
		630 5-820-2-64350					102.89 UNIFORMS, SHOP TOWELS, MATS			
		640 5-825-2-64350					44.93 UNIFORMS, SHOP TOWELS, MATS			
		630 5-820-2-65070					69.44 UNIFORMS, SHOP TOWELS, MATS			
							REG. CHECK	860.37	860.37CR	0.00
								860.37	0.00	
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01-0337 CJ COOPER & ASSOC INC										
I 134016		PRE EMPLOY R HALL	AP		R	4/05/2019	35.00	35.00CR		
		G/L ACCOUNT					35.00			
		630 5-820-2-65980					35.00 PRE EMPLOY R HALL			
							REG. CHECK	35.00	35.00CR	0.00
								35.00	0.00	
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01-0587 CLARENCE LOWDEN SUN-NEWS &										
I 0219CLSNA		FAC SCHEDULE	AP		R	4/05/2019	183.00	183.00CR		
		G/L ACCOUNT					183.00			
		001 5-465-2-64020					183.00 FAC SCHEDULE			
							REG. CHECK	183.00	183.00CR	0.00
								183.00	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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01-0697	CUSTOM BUILDERS INC									
I 84605		UPS CHARGES	AP		R	4/05/2019		92.00	92.00CR	
		G/L ACCOUNT						92.00		
	610 5-815-2-65080	POSTAGE/SHIPPING					92.00	UPS CHARGES		
		REG. CHECK						92.00	92.00CR	0.00
								92.00	0.00	
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01-1076	D & R PEST CONTROL									
I 24811		PEST CONTROL	AP		R	4/05/2019		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-150-2-63100	BUILDING MAINTENANCE & REPAIR					25.00	PEST CONTROL		
I 24812		PEST CONTROL	AP		R	4/05/2019		29.96	29.96CR	
		G/L ACCOUNT						29.96		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR					29.96	PEST CONTROL		
I 24814		PEST CONTROL	AP		R	4/05/2019		31.03	31.03CR	
		G/L ACCOUNT						31.03		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR					31.03	PEST CONTROL		
I 24815		PEST CONTROL	AP		R	4/05/2019		35.00	35.00CR	
		G/L ACCOUNT						35.00		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					35.00	PEST CONTROL		
I 24822		PEST CONTROL	AP		R	4/05/2019		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR					45.00	PEST CONTROL		
I 24840		PEST CONTROL	AP		R	4/05/2019		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR					25.00	PEST CONTROL		
		REG. CHECK						190.99	190.99CR	0.00
								190.99	0.00	
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01-0860	EASTERN IOWA LIGHT & POWER									
I 0219EL		EAST LAGOON	AP		R	4/07/2019		1,357.65	1,357.65CR	
		G/L ACCOUNT						1,357.65		
	610 5-816-2-63710	UTILITIES					1,357.65	EAST LAGOON		
I 0219FL		FLAG LIGHT	AP		R	4/07/2019		10.22	10.22CR	
		G/L ACCOUNT						10.22		
	001 5-280-2-63710	UTILITIES					10.22	FLAG LIGHT		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 0219SL		SECURITY LIGHT	AP		R	4/07/2019		20.44	20.44CR	
		G/L ACCOUNT						20.44		
	001 5-280-2-63710	UTILITIES					20.44	SECURITY LIGHT		
				REG. CHECK				1,388.31	1,388.31CR	0.00
								1,388.31	0.00	
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01-0854	EASTERN IOWA TIRE									
I 100064747		TIRES #4	AP		R	3/06/2019		1,300.00	1,300.00CR	
		G/L ACCOUNT						1,300.00		
	810 5-899-2-63322	TIRES					1,300.00	TIRES #4		
				REG. CHECK				1,300.00	1,300.00CR	0.00
								1,300.00	0.00	
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01-0840	ECIA									
I 17115		WELLMARK GRANT WRITING	AP		R	4/05/2019		1,041.25	1,041.25CR	
		G/L ACCOUNT						1,041.25		
	835 5-899-2-65980	MISCELLANEOUS					1,041.25	WELLMARK GRANT WRITING		
I 17116		HARDACRE GRANT WRITING	AP		R	4/05/2019		106.25	106.25CR	
		G/L ACCOUNT						106.25		
	001 5-525-2-65120	CD PROJECTS					106.25	HARDACRE GRANT WRITING		
				REG. CHECK				1,147.50	1,147.50CR	0.00
								1,147.50	0.00	
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01-0905	ELECTRICAL ENGINEERING & EQ									
I 6341627		LIGHT BULBS & BATTERIES	AP		R	3/06/2019		139.83	139.83CR	
		G/L ACCOUNT						139.83		
	001 5-410-2-63100	BUILDING MAINTENANCE & REPAIR					88.92	LIGHT BULBS & BATTERIES		
	630 5-821-2-65070	OPERATING SUPPLIES					50.91	LIGHT BULBS & BATTERIES		
				REG. CHECK				139.83	139.83CR	0.00
								139.83	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-2273	ERIC STORJOHANN									
I	02519ES	FULL WEEKEND BURIAL	AP		R	3/06/2019		550.00	550.00CR	
		G/L ACCOUNT						550.00		
	750	5-280-2-64790	GRAVE OPENINGS				550.00	FULL WEEKEND BURIAL		
			REG. CHECK					550.00	550.00CR	0.00
								550.00	0.00	
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01-0965	FAMILY FOODS									
I	68433	SUPPLIES FOR HOLIDAY PARTY	AP		R	4/07/2019		325.00	325.00CR	
		G/L ACCOUNT						325.00		
	835	5-899-2-65980	MISCELLANEOUS				325.00	SUPPLIES FOR HOLIDAY PARTY		
			REG. CHECK					325.00	325.00CR	0.00
								325.00	0.00	
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11-0983	FELD FIRE									
I	0343810	3 HELMET FRONTS	AP		R	4/05/2019		153.00	153.00CR	
		G/L ACCOUNT						153.00		
	001	5-150-2-64350	UNIFORMS/EQUIPMENT				153.00	3 HELMET FRONTS		
			REG. CHECK					153.00	153.00CR	0.00
								153.00	0.00	
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11-1066	GARDEN & ASSOCIATES INC									
I	37710	2018-19 STREET PROJECTS	AP		R	4/05/2019		4,667.15	4,667.15CR	
		G/L ACCOUNT						4,667.15		
	110	5-210-2-64070	ENGINEERING				4,667.15	2018-19 STREET PROJECTS		
I	37711	SEWER MAPPING	AP		R	4/05/2019		267.00	267.00CR	
		G/L ACCOUNT						267.00		
	740	5-865-2-64070	ENGINEERING				267.00	SEWER MAPPING		
I	37715	2018 ST IMPROVEMENTS/AS BUI	AP		R	4/05/2019		722.00	722.00CR	
		G/L ACCOUNT						722.00		
	110	5-210-2-64070	ENGINEERING				722.00	2018 ST IMPROVEMENTS/AS BUILTS		
			REG. CHECK					5,656.15	5,656.15CR	0.00
								5,656.15	0.00	
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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-1094	GRAINGER									
I	9086117430	WELDING SUPPLIES	AP		R	4/05/2019		73.70	73.70CR	
		G/L ACCOUNT						73.70		
	640 5-825-2-65071	WELDING MATERIAL/SUPPLIES					73.70	WELDING SUPPLIES		
I	9097847876	FLOOR FLANGE	AP		R	4/05/2019		27.06	27.06CR	
		G/L ACCOUNT						27.06		
	640 5-825-2-63100	BUILDING MAINTENANCE & REPAIR					27.06	FLOOR FLANGE		
		REG. CHECK						100.76	100.76CR	0.00
								100.76	0.00	
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01-1172	HAWKINS INC									
I	4449516	POOL CHEMICALS	AP		R	3/06/2019		1,225.69	1,225.69CR	
		G/L ACCOUNT						1,225.69		
	001 5-465-2-65010	CHEMICALS					1,225.69	POOL CHEMICALS		
		REG. CHECK						1,225.69	1,225.69CR	0.00
								1,225.69	0.00	
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01-1176	HENDERSON PRODUCTS INC									
C	289795	SNOW PLOW PART #26	AP		R	3/08/2019		147.73CR	147.73	
		G/L ACCOUNT						147.73CR		
	810 5-899-2-63321	REPAIR PARTS					147.73CR	SNOW PLOW PART #26		
I	288176	SPRINGS FOR SNOW PLOW #26	AP		R	3/08/2019		507.69	507.69CR	
		G/L ACCOUNT						507.69		
	810 5-899-2-63321	REPAIR PARTS					507.69	SPRINGS FOR SNOW PLOW #26		
		REG. CHECK						359.96	359.96CR	0.00
								359.96	0.00	
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01-1335	IMAGE TREND INC									
I	115370	CLEARING HOUSE SERVICES	AP		R	3/06/2019		900.00	900.00CR	
		G/L ACCOUNT						900.00		
	001 5-160-2-64910	CONTRACT SERVICES					900.00	CLEARING HOUSE SERVICES		
		REG. CHECK						900.00	900.00CR	0.00
								900.00	0.00	
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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-1289	INTEGRATED TECHNOLOGY PARTN									
I 112164		PASSWORD RESET	AP		R	3/06/2019		31.25	31.25CR	
		G/L ACCOUNT						31.25		
	835	5-899-2-64190	TECHNOLOGY					31.25	PASSWORD RESET	
I 112181		BACKUP SUPPORT/CLOUD SERVIC	AP		R	3/06/2019		518.70	518.70CR	
		G/L ACCOUNT						518.70		
	660	5-835-2-63730	TELECOMMUNICATIONS	EXPENSE			17.53	BACKUP SUPPORT/CLOUD SRVCS		
	001	5-160-2-63730	TELECOMMUNICATIONS	EXPENSE			20.38	BACKUP SUPPORT/CLOUD SRVCS		
	630	5-820-2-63730	TELECOMMUNICATIONS	EXPENSE			36.36	BACKUP SUPPORT/CLOUD SRVCS		
	001	5-150-2-63730	TELECOMMUNICATIONS	EXPENSE			20.38	BACKUP SUPPORT/CLOUD SRVCS		
	640	5-825-2-63730	TELECOMMUNICATIONS	EXPENSE			20.38	BACKUP SUPPORT/CLOUD SRVCS		
	001	5-620-2-63730	TELECOMMUNICATIONS	EXPENSE			119.87	BACKUP SUPPORT/CLOUD SRVCS		
	001	5-465-2-63730	TELECOMMUNICATIONS	EXPENSE			20.38	BACKUP SUPPORT/CLOUD SRVCS		
	001	5-110-2-63730	TELECOMMUNICATIONS	EXPENSE			38.64	BACKUP SUPPORT/CLOUD SRVCS		
	600	5-810-2-63730	TELECOMMUNICATIONS	EXPENSE			52.49	BACKUP SUPPORT/CLOUD SRVCS		
	810	5-899-2-63730	TELECOMMUNICATIONS	EXPENSE			55.19	BACKUP SUPPORT/CLOUD SRVCS		
	835	5-899-2-63730	TELECOMMUNICATIONS	EXPENSE			117.10	BACKUP SUPPORT/CLOUD SRVCS		
I 112244		MONTHLY MAINTENANCE CHARGES	AP		R	3/06/2019		2,520.00	2,520.00CR	
		G/L ACCOUNT						2,520.00		
	001	5-110-2-64190	TECHNOLOGY				770.00	07/15 Managed network srvcs		
	001	5-150-2-64190	TECHNOLOGY				140.00	07/15 Managed network srvcs		
	001	5-160-2-64190	TECHNOLOGY				140.00	07/15 Managed network srvcs		
	001	5-465-2-64190	TECHNOLOGY				140.00	07/15 Managed network srvcs		
	001	5-525-2-64190	TECHNOLOGY				70.00	07/15 Managed network srvcs		
	630	5-820-2-64190	TECHNOLOGY				350.00	07/15 Managed network srvcs		
	640	5-825-2-64190	TECHNOLOGY				140.00	07/15 Managed network srvcs		
	810	5-899-2-64190	TECHNOLOGY				210.00	07/15 Managed network srvcs		
	835	5-899-2-64190	TECHNOLOGY				560.00	07/15 Managed network srvcs		
I 112312		FIX SCANNING ISSUE	AP		R	3/06/2019		138.75	138.75CR	
		G/L ACCOUNT						138.75		
	835	5-899-2-64190	TECHNOLOGY				138.75	FIX SCANNING ISSUE		
								REG. CHECK		
								3,208.70	3,208.70CR	0.00
								3,208.70	0.00	
-----										

11-1270 IOWA ASSOCIATION OF

I 18782		ANNUAL MEMBER DUES	AP		R	4/05/2019		8,961.00	8,961.00CR	
		G/L ACCOUNT						8,961.00		
	630	5-820-1-62100	DUES/FEES				5,011.00	ANNUAL MEMBER DUES		
	640	5-825-1-62100	DUES/FEES				3,172.00	ANNUAL MEMBER DUES		
	600	5-810-1-62100	DUES/FEES				778.00	ANNUAL MEMBER DUES		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
I 19299		EIASSO DUES	AP		R	4/05/2019		777.51	777.51CR	
		G/L ACCOUNT						777.51		
	001	5-299-2-65100	SAFETY				365.43	EIASSO DUES		
	630	5-820-2-65100	SAFETY				311.00	EIASSO DUES		
	640	5-825-2-65100	SAFETY				101.08	EIASSO DUES		
								9,738.51	9,738.51CR	0.00
								9,738.51	0.00	
-----										
01-1308	IOWA DEPARTMENT OF TRANSPOR									
I 53832		49.3 TN SALT	AP		R	4/05/2019		3,550.32	3,550.32CR	
		G/L ACCOUNT						3,550.32		
	110	5-250-2-65070	OPERATING SUPPLIES				3,550.32	49.3 TN SALT		
								3,550.32	3,550.32CR	0.00
								3,550.32	0.00	
-----										
01-1407	JAB INK DESIGN									
I 3273		AMBULANCE BANNER	AP		R	3/08/2019		160.00	160.00CR	
		G/L ACCOUNT						160.00		
	001	5-160-1-62300	TRAINING				160.00	AMBULANCE BANNER		
								160.00	160.00CR	0.00
								160.00	0.00	
-----										
01-1426	JOHNSON COUNTY AMBULANCE SE									
I 011619JCA		ALS INTERCEPT	AP		R	4/05/2019		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001	5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND				200.00	ALS INTERCEPT		
								200.00	200.00CR	0.00
								200.00	0.00	
-----										
01-1470	KIRKWOOD COMMUNITY COLLEGE									
I 27737		BLS RENEWAL	AP		R	4/07/2019		7.00	7.00CR	
		G/L ACCOUNT						7.00		
	001	5-160-1-62300	TRAINING				7.00	BLS RENEWAL		
I 27994		2 BLS PROVIDER	AP		R	4/07/2019		14.00	14.00CR	
		G/L ACCOUNT						14.00		
	001	5-160-1-62300	TRAINING				14.00	2 BLS PROVIDER		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
				REG. CHECK				21.00	21.00CR	0.00
								21.00	0.00	

01-1593 LYNCH DALLAS PC

I 157879		LEGAL SERVICES	AP		R	3/06/2019		2,871.50	2,871.50CR	
		G/L ACCOUNT						2,871.50		
	835 5-899-2-64110	LEGAL EXPENSE					2,871.50	LEGAL SERVICES		
I 157881		LEGAL SERVICES	AP		R	3/06/2019		310.50	310.50CR	
		G/L ACCOUNT						310.50		
	630 5-820-2-64110	LEGAL EXPENSE					310.50	LEGAL SERVICES		
I 157882		LEGAL SERVICES	AP		R	3/06/2019		87.50	87.50CR	
		G/L ACCOUNT						87.50		
	001 5-110-2-64110	LEGAL EXPENSE					87.50	LEGAL SERVICES		
I 157883		LEGAL SERVICES	AP		R	3/06/2019		405.00	405.00CR	
		G/L ACCOUNT						405.00		
	835 5-899-2-64110	LEGAL EXPENSE					405.00	LEGAL SERVICES		
				REG. CHECK				3,674.50	3,674.50CR	0.00
								3,674.50	0.00	

01-1605 MBR INC

I 28160		MAINTENANCE ON FREEZERS	AP		R	3/06/2019		219.57	219.57CR	
		G/L ACCOUNT						219.57		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					219.57	MAINTENANCE ON FREEZERS		
				REG. CHECK				219.57	219.57CR	0.00
								219.57	0.00	

01-1748 MITCHELL 1

I 22636086		WEB BASED SUBSCRIPTIONS	AP		R	3/06/2019		253.05	253.05CR	
		G/L ACCOUNT						253.05		
	810 5-899-2-65065	COMPUTER SUPPLIES					253.05	WEB BASED SUBSCRIPTIONS		
				REG. CHECK				253.05	253.05CR	0.00
								253.05	0.00	

PACKET: 02928 COUNCIL MTG 031119

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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01-1886 NILES CHIROPRACTIC

I 0219NCC		PHYSICAL & PRE-EMPLOY HALL	AP		R	4/05/2019		100.00	100.00CR	
		G/L ACCOUNT						100.00		
	630 5-820-2-65980	MISCELLANEOUS					100.00	PHYSICAL & PRE-EMPLOY HALL		
								100.00	100.00CR	0.00
								100.00	0.00	

01-1914 OFFICE EXPRESS

I 30819		PAPER, OFFICE SUPPLIES	AP		R	3/06/2019		445.81	445.81CR	
		G/L ACCOUNT						445.81		
	835 5-899-2-65060	OFFICE SUPPLIES					445.81	PAPER, OFFICE SUPPLIES		
I 31356		OFFICE SUPPLIES	AP		R	3/06/2019		359.17	359.17CR	
		G/L ACCOUNT						359.17		
	630 5-820-2-65060	OFFICE SUPPLIES					329.41	OFFICE SUPPLIES		
	835 5-899-2-65060	OFFICE SUPPLIES					29.76	OFFICE SUPPLIES		
I 32163		OFFICE SUPPLIES	AP		R	3/06/2019		57.40	57.40CR	
		G/L ACCOUNT						57.40		
	001 5-650-2-65980	MISCELLANEOUS					19.98	OFFICE SUPPLIES		
	001 5-110-2-65980	MISCELLANEOUS					19.97	OFFICE SUPPLIES		
	835 5-899-2-65060	OFFICE SUPPLIES					17.45	OFFICE SUPPLIES		
I 32573		OFFICE SUPPLIES	AP		R	3/08/2019		8.38	8.38CR	
		G/L ACCOUNT						8.38		
	835 5-899-2-65060	OFFICE SUPPLIES					8.38	OFFICE SUPPLIES		
								870.76	870.76CR	0.00
								870.76	0.00	

01-1703 PHYSIO-CONTROL INC

I 119013030		MEDICAL SUPPLIES	AP		R	4/05/2019		52.70	52.70CR	
		G/L ACCOUNT						52.70		
	001 5-160-2-65070	OPERATING SUPPLIES					52.70	MEDICAL SUPPLIES		
I 119014272		MEDICAL SUPPLIES	AP		R	4/07/2019		139.40	139.40CR	
		G/L ACCOUNT						139.40		
	001 5-160-2-65070	OPERATING SUPPLIES					139.40	MEDICAL SUPPLIES		
								192.10	192.10CR	0.00
								192.10	0.00	

PACKET: 02928 COUNCIL MTG 031119

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-2070	POWER LINE SUPPLY									
C	56303297	STREET LIGHT SUPPLIES	AP		R	3/08/2019		151.94CR	151.94	
		G/L ACCOUNT						151.94CR		
	630	5-820-2-65303	STREET LIGHTS					151.94CR	STREET LIGHT SUPPLIES	
I	56335244	UNDERGROUND SUPPLIES	AP		R	3/08/2019		18.40	18.40CR	
		G/L ACCOUNT						18.40		
	630	5-820-2-65304	UNDERGROUND SUPPLIES					18.40	UNDERGROUND SUPPLIES	
I	56338555	UNDERGROUND SUPPLIES	AP		R	3/06/2019		1,003.70	1,003.70CR	
		G/L ACCOUNT						1,003.70		
	630	5-820-2-65304	UNDERGROUND SUPPLIES					1,003.70	UNDERGROUND SUPPLIES	
			REG. CHECK					870.16	870.16CR	0.00
								870.16	0.00	
-----										
01-2057	PRAXAIR DISTRIBUTION INC									
I	87746730	OXYGEN	AP		R	4/05/2019		50.05	50.05CR	
		G/L ACCOUNT						50.05		
	001	5-160-2-65070	OPERATING SUPPLIES					50.05	OXYGEN	
			REG. CHECK					50.05	50.05CR	0.00
								50.05	0.00	
-----										
01-2062	PROFESSIONAL DEVELOPERS OF									
I	2019PDOI	DUES	AP		R	4/05/2019		355.00	355.00CR	
		G/L ACCOUNT						355.00		
	001	5-525-1-62100	DUES/FEES					355.00	DUES	
			REG. CHECK					355.00	355.00CR	0.00
								355.00	0.00	
-----										
01-2165	SANDRY FIRE SUPPLY LLC									
I	4525	20 HOSES	AP		R	3/06/2019		4,111.50	4,111.50CR	
		G/L ACCOUNT						4,111.50		
	001	5-150-3-67270	OTHER CAPITAL EQUIPMENT					4,111.50	20 HOSES	
			REG. CHECK					4,111.50	4,111.50CR	0.00
								4,111.50	0.00	
-----										

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----									
01-2199	SHERMCO INDUSTRIES INC								
I 19-00754		ALLEY METERING PROJECT	AP		R	3/06/2019	3,410.00	3,410.00CR	
		G/L ACCOUNT					3,410.00		
	630 5-820-2-64070	ENGINEERING				3,410.00	ALLEY METERING PROJECT		
				REG. CHECK			3,410.00	3,410.00CR	0.00
							3,410.00	0.00	
-----									
01-2205	SKARSHAUG TESTING LAB								
I 233519		GLOVE TESTING & REPAIRS	AP		R	4/05/2019	1,489.30	1,489.30CR	
		G/L ACCOUNT					1,489.30		
	630 5-820-2-64920	TESTING FEES				1,489.30	GLOVE TESTING & REPAIRS		
				REG. CHECK			1,489.30	1,489.30CR	0.00
							1,489.30	0.00	
-----									
01-2235	SPINUTECH INC								
I 34344		LICENSE, SUPPORT, HOSTING	AP		R	3/08/2019	570.00	570.00CR	
		G/L ACCOUNT					570.00		
	835 5-899-2-65980	MISCELLANEOUS				570.00	LICENSE, SUPPORT, HOSTING		
I 34997		MARCH EMAIL MARKETING	AP		R	3/06/2019	25.00	25.00CR	
		G/L ACCOUNT					25.00		
	001 5-525-2-64020	ADVERTISING				25.00	MARCH EMAIL MARKETING		
				REG. CHECK			595.00	595.00CR	0.00
							595.00	0.00	
-----									
01-2260	STUART C IRBY CO								
I S011028519.001		SAFETY GEAR	AP		R	3/06/2019	270.73	270.73CR	
		G/L ACCOUNT					270.73		
	630 5-820-2-65100	SAFETY				270.73	SAFETY GEAR		
I S011143064.006		SAFETY GEAR	AP		R	3/06/2019	28.62	28.62CR	
		G/L ACCOUNT					28.62		
	630 5-820-2-65100	SAFETY				28.62	SAFETY GEAR		
				REG. CHECK			299.35	299.35CR	0.00
							299.35	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-2317	T & M CLOTHING CO.									
I 2253		3 POLOS, 1 JACKET	AP		R	4/07/2019		150.00	150.00CR	
		G/L ACCOUNT						150.00		
	001 5-160-2-64350	UNIFORMS/EQUIPMENT					150.00	3 POLOS, 1 JACKET		
				REG. CHECK				150.00	150.00CR	0.00
								150.00	0.00	
-----										
01-2364	THE CTK GROUP									
I 1076		TRAINING	AP		R	3/06/2019		395.00	395.00CR	
		G/L ACCOUNT						395.00		
	001 5-110-1-62300	TRAINING					395.00	TRAINING		
				REG. CHECK				395.00	395.00CR	0.00
								395.00	0.00	
-----										
01-2400	TIPTON CONSERVATIVE									
I 0219TCA		FAC,MIN,BIDS,PH,BUDGET	AP		R	4/05/2019		709.83	709.83CR	
		G/L ACCOUNT						709.83		
	001 5-465-2-64020	ADVERTISING					237.00	FAC,MIN,BIDS,PH,BUDGET		
	835 5-899-2-64140	PRINTING & PUBLISHING					313.09	FAC,MIN,BIDS,PH,BUDGET		
	750 5-280-2-64020	ADVERTISING					110.60	FAC,MIN,BIDS,PH,BUDGET		
	110 5-210-2-65980	MISCELLANEOUS					22.39	FAC,MIN,BIDS,PH,BUDGET		
	001 5-465-2-65980	MISCELLANEOUS					26.75	FAC,MIN,BIDS,PH,BUDGET		
				REG. CHECK				709.83	709.83CR	0.00
								709.83	0.00	
-----										
01-2410	TIPTON ELECTRIC MOTORS									
I 292087		BELTS	AP		R	4/05/2019		14.34	14.34CR	
		G/L ACCOUNT						14.34		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					14.34	BELTS		
				REG. CHECK				14.34	14.34CR	0.00
								14.34	0.00	
-----										

PACKET: 02928 COUNCIL MTG 031119

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-2390	TIPTON HIGH SCHOOL									
I 2019TY		YEARBOOK ADVERTISEMENT	AP		R	4/05/2019		120.00	120.00CR	
		G/L ACCOUNT						120.00		
	001 5-465-2-64020	ADVERTISING					120.00	YEARBOOK ADVERTISEMENT		
				REG. CHECK				120.00	120.00CR	0.00
								120.00	0.00	
-----										
01-2461	TIPTON STRUCTURAL FABRICATI									
I 13223		SHOP SUPPLIES	AP		R	4/05/2019		74.50	74.50CR	
		G/L ACCOUNT						74.50		
	810 5-899-2-65070	OPERATING SUPPLIES					74.50	SHOP SUPPLIES		
				REG. CHECK				74.50	74.50CR	0.00
								74.50	0.00	
-----										
01-2556	USA BLUE BOOK									
I 810103		DRUM PUMP	AP		R	4/05/2019		335.79	335.79CR	
		G/L ACCOUNT						335.79		
	001 5-465-2-63500	OPERATIONAL EQUIPT MAINT & REP					335.79	DRUM PUMP		
				REG. CHECK				335.79	335.79CR	0.00
								335.79	0.00	
-----										
01-2640	WENDLING QUARRIES INC									
I 761700		30.97 TN MANSAND	AP		R	4/05/2019		337.58	337.58CR	
		G/L ACCOUNT						337.58		
	110 5-250-2-65070	OPERATING SUPPLIES					337.58	30.97 TN MANSAND		
				REG. CHECK				337.58	337.58CR	0.00
								337.58	0.00	
-----										

===== 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	32,076.35CR
110	ROAD USE TAX FUND	9,688.99CR
600	WATER OPERATING	853.41CR
610	WASTEWATER/AKA SEWER REVE	1,449.65CR
630	ELECTRIC OPERATING	16,140.09CR
640	GAS OPERATING	3,671.26CR
660	AIRPORT OPERATING	17.53CR
670	GARBAGE COLLECTION	2,810.75CR
740	STORM WATER	267.00CR
750	CEMETERY ENTERPRISE	660.60CR
810	CENTRAL GARAGE	7,643.56CR
835	ADMINISTRATIVE SERVICES	8,129.82CR
** TOTALS **		83,409.01CR

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

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
		0.00	0.00	
DRAFTS		0.00	0.00	0.00
		0.00	0.00	
REG-CHECKS		83,409.01	83,409.01CR	0.00
		83,409.01	0.00	
EFT		0.00	0.00	0.00
		0.00	0.00	
NON-CHECKS		0.00	0.00	0.00
		0.00	0.00	
ALL CHECKS		83,409.01	83,409.01CR	0.00
		83,409.01	0.00	

TOTAL CHECKS TO PRINT: 58

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ERRORS: 0                      WARNINGS: 0

City Credit Card Statement							Card Ttl	6,625.46
<b>Ambulance</b>								
Misc Supplies - Baudville, Harry's Custom Trophies	dr	001	5	160	2	65980	95.71	
Computer Supplies - Smart Buying	dr	001	5	160	2	65065	25.42	
Office Supplies - Amazon	dr	001	5	160	2	65060	6.96	
Training - EICCD, Kirkwood	dr	001	5	160	1	62300	199.00	
<b>Total Charges</b>								<b>327.09</b>
<b>City Clerk</b>								
Travel Training (police) - Holiday Inn	dr	001	5	110	1	62980	308.97	
<b>Total Charges</b>								<b>308.97</b>
<b>Electric</b>								
Travel Training - Sorriso Grille, Bennigans, Holiday Inn	dr	630	5	820	1	62980	506.92	
Fuel - Mills Gas Mart	dr	810	5	899	2	65075	31.51	
Operating Supplies - Global Industrial	dr	630	5	820	2	65070	166.73	
Computer Supplies - Fast Spring	dr	630	5	820	2	65065	112.89	
<b>Total Charges</b>								<b>818.05</b>
<b>Fire</b>								
Operating Supplies - Walmart	dr	001	5	150	2	65070	34.24	
Misc Supplies - Tipton Locker, Walmart	dr	001	5	150	2	65980	109.25	
Uniform Supplies/Equipment - The Fire Store, Galls, Zoro Tools	dr	001	5	150	2	64350	397.30	
<b>Total Charges</b>								<b>540.79</b>
<b>Gas</b>								
Marking Paint - Full Source	dr	640	5	825	2	65307	386.62	
FR Vest - Ariat	dr	640	5	825	2	64350	158.95	
<b>Total Charges</b>								<b>545.57</b>
<b>Aquatic Center</b>								
Bldg Maint Supplies - Air Distributor	dr	001	5	465	2	63100	730.16	
Concession Supplies - Walmart	dr	001	5	465	2	65031	13.96	
Operating Supplies - Walmart	dr	001	5	465	2	65070	11.38	
Misc Supplies - Amazon	dr	001	5	465	2	65980	3.20	
<b>Total Charges</b>								<b>758.70</b>
<b>Library</b>								
Postage/Shipping - USPS	dr	001	5	410	2	65080	67.25	
Materials - Amazon	dr	001	5	410	2	65020	657.15	
Program Supplies - Family Foods, Amazon, Fun Express, OTC Brands	dr	001	5	410	2	65021	269.58	
Office Supplies - Demco, Walmart, Companion Corp	dr	001	5	410	2	65060	317.66	
Misc Supplies - Walmart	dr	001	5	410	2	65980	35.55	
Technology - Microsoft	dr	001	5	410	2	64190	105.99	
<b>Total Charges</b>								<b>1,453.18</b>
<b>Police</b>								
Technology Supplies - Best Buy	dr	001	5	110	2	64190	794.98	
Uniform Supplies/Equipment - Amazon, Galls	dr	001	5	110	2	64350	315.07	
Fuel - Hy-Vee, Git-N-Go	dr	810	5	899	2	65075	40.32	
Postage/Shipping - USPS	dr	001	5	110	2	65080	9.70	
Travel Training - Skillet Café, Central Standard, Quick Trip,	dr	001	5	110	1	62980	96.39	
Hy-Vee, Draught House, Caseys								
<b>Total Charges</b>								<b>1,256.46</b>
<b>Public Works</b>								
Training - Kirkwood, American Water College	dr	610	5	815	1	62300	334.99	



**RESOLUTION NO. 031119A**

**RESOLUTION APPROVING THE CITY OF TIPTON FISCAL YEAR 2019-2020  
ANNUAL BUDGET**

**WHEREAS**, the City Council of the City of Tipton, Iowa is responsible to approve and certify an annual operating budget, and

**WHEREAS**, the City Council of the City of Tipton, Iowa is required to hold a public hearing on such budget, and

**WHEREAS**, the City Council of the City of Tipton, Iowa hereby acknowledges the Budget Certification Sheet as shown in Exhibit "A," attached hereto and made a part thereof, to be accurate and final,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Tipton, Iowa, does hereby approve the following transfers:

<b>Fund</b>	<b>From Account Number</b>	<b>Fund</b>	<b>To Account Number</b>	<b>Request</b>
<b>Ambulance</b>	001-5-160-5-69100	<b>Ambulance Trust</b>	001-4-660-4-4830	\$ <b>17,308.00</b>
<b>Local Access Channel</b>	001-5-919-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>25,000.00</b>
<b>Emergency Fund</b>	119-5-910-5-69100	<b>PW - Street</b>	001-4-210-4-4830	\$ <b>31,435.00</b>
<b>LOST</b>	121-5-910-5-69100	<b>Econ Dev.</b>	001-4-525-4-4830	\$ <b>67,000.00</b>
		<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>67,000.00</b>
		<b>Debt. Srvc</b>	224-4-710-4-4830	\$ <b>134,000.00</b>
<b>Transfer Total</b>				\$ <b>341,743.00</b>
<b>Fire Ent. Trust</b>	192-5-910-5-69100	<b>Fire Dept.</b>	001-4-150-4-4830	\$ <b>30,000.00</b>
<b>Total Transfers Out</b>				
<b>RUT</b>	001-5-910-5-69100	<b>PW - Street</b>	001-4-210-4-4830	\$ <b>20,000.00</b>
		<b>PW - General</b>	001-4-299-4-4830	\$ <b>7,395.00</b>
<b>Water</b>	600-5-810-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>43,750.00</b>
<b>Wwater</b>	610-5-910-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>40,600.00</b>
<b>Electric</b>	630-5-910-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>291,970.00</b>
<b>Gas</b>	640-5-910-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>121,100.00</b>
<b>Garbage</b>	670-5-910-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>35,744.00</b>
<b>Storm Water</b>	740-5-910-5-69100	<b>Fin &amp; Adm</b>	001-4-620-4-4830	\$ <b>7,210.00</b>
<b>PILOT Total</b>				\$ <b>597,769.00</b>

PW - Streets	001-5-210-5-69101	Debt. Srvc	216-4-710-4-4830	\$	99,238.00
		Debt. Srvc	218-4-710-4-4830	\$	115,580.00
		Debt. Srvc	220-4-710-4-4830	\$	75,621.00
		Debt. Srvc	222-4-710-4-4830	\$	18,390.00
TIF	125-5-910-5-69101	Debt. Srvc	214-4-710-4-4830	\$	106,833.00
Water-Snkng	600-5-910-5-69101	Debt. Srvc	204-4-810-4-4830	\$	137,728.00
		Debt. Srvc	222-4-710-4-4830	\$	4,327.00
Wstwtr -Snkng	610-5-910-5-69101	Debt. Srvc	208-4-815-4-4830	\$	200,241.00
		Debt. Srvc	222-4-710-4-4830	\$	3,651.00
Electric	630-5-910-5-69101	Debt. Srvc	202-4-821-4-4830	\$	205,265.00
		Debt. Srvc	203-4-820-4-4830	\$	226,700.00
Fire Ent Trust	192-5-910-5-69101	Debt. Srvc	205-4-710-4-4830	\$	37,700.00
		Debt. Srvc	214-4-710-4-4830	\$	25,000.00
Airport	660-5-835-5-69101	Debt. Srvc	222-4-710-4-4830	\$	4,327.00
Garbage	670-5-910-5-69101	Debt. Srvc	220-4-710-4-4830	\$	21,044.00
Amb Trust	001-5-660-5-69101	Debt. Srvc	222-4-710-4-4830	\$	17,308.00
Stm Wtr	740-5-910-5-69101	Debt. Srvc	222-4-710-4-4830	\$	1,217.00
<b>Debt Service Total</b>				<b>\$</b>	<b>1,300,170.00</b>
Trust & Agency	112-5-910-5-69100	Fin & Adm	001-4-620-4-4832	\$	428,354.00
<b>Trust &amp; Agency Total</b>				<b>\$</b>	<b>428,354.00</b>
Electric Op	630-5-910-5-69120	Fire	001-4-150-4-4833	\$	6,185.00
		Ambulance	001-4-160-4-4833	\$	1,765.00
		Traffic Lights	110-4-240-4-4833	\$	515.00
		Library	001-4-410-4-4833	\$	5,314.00
		Com Dev	001-4-525-4-4833	\$	727.00
		Fnncc & Admn	001-4-620-4-4833	\$	30,926.00
		Electric	630-4-820-4-4833	\$	27,368.00
		Airport	660-4-835-4-4833	\$	3,366.00
		Central Grg	810-4-899-4-4833	\$	3,710.00
<b>Utility Transfer Total</b>				<b>\$</b>	<b>79,876.00</b>
RUT Cash	110-1010	RUT Maint.	110-5-210-2-63991	\$	209,379.00
JKFAC Cash	315-1010	Building/Maint.	315-5-776-2-63100	\$	525,000.00
LOST Cash	121-1010	Park	001-4-430-4-4830	\$	30,000.00

<b>Wastewater Cash</b>	610-1010	<b>Contract Svs.</b>	610-5-815-2-64910	\$	<b>40,000.00</b>
<b>Electric Cash</b>	630-1010	<b>Central Garage</b>	630-5-820-2-64150	\$	<b>175,814.00</b>
		<b>Capital Equip.</b>	630-5-820-3-67270	\$	<b>28,500.00</b>
		<b>CIP Reserve</b>	630-5-820-3-67980	\$	<b>34,500.00</b>
<b>Gas Cash</b>	640-1010	<b>Central Garage</b>	640-5-825-2-64150	\$	<b>5,000.00</b>
		<b>Capital Equip.</b>	640-5-825-3-67270	\$	<b>28,500.00</b>
<b>Storm Water Cash</b>	740-1010	<b>Contract Svs.</b>	740-5-865-2-64910	\$	<b>29,000.00</b>
<b>Central Garage Cash</b>	810-1010	<b>Heavy Rolling Equip.</b>	810-5-899-3-67230	\$	<b>134,335.00</b>
<b>Cash Account Transfer Total</b>				\$	<b>1,240,028.00</b>

**THEREFORE, BE IT ALSO FURTHER RESOLVED** by the City Council of the City of Tipton, Iowa, that effective upon receipt of this Resolution by the State of Iowa Department of Management and the Cedar County Auditor, that the fiscal year 2019-2020 annual budget for the City of Tipton be approved.

**PASSED AND APPROVED** this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST: \_\_\_\_\_  
Amy Lenz, City Clerk

**CERTIFICATION**

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution 031119A which was passed by the Tipton City Council this 11th day of March 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk

**RESOLUTION NO. 031119B**

**RESOLUTION TO ASSESS UTILITY CHARGES DUE  
TO NON-PAYMENT BY PROPERTY OWNER**

**WHEREAS**, the City of Tipton, Iowa has provided property clean-up services for properties within the City of Tipton, and

**WHEREAS**, the Utility Billing Clerks billed the subject property owner and the City was never paid, and

**WHEREAS**, the Finance Director has presented the City Council with a list of costs for services that have not been paid by the subject property owner.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Tipton, Iowa, that the following property owner and costs have hereby been reviewed and approved by this Council and that the Finance Director is hereby directed to file this resolution with the Cedar County Treasurer and to request these costs be collected with and in the same manner as the property taxes paid by the property owner as provided in Section 384.2 Code of Iowa:

<u>Owner/Property</u>	<u>PIN</u>	<u>Legal Description</u>	<u>For</u>	<u>Costs</u>
Wallace, Michael & Cathy	0480-07-31-326-006-0	Fraseur's Addition W ½ Lot & all Lot 3 in Block E	Unpaid property clean-up service & service fee	\$1,051.00

**PASSED AND APPROVED** this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST: \_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution 031119B which was passed by the Tipton City Council this 11th day of March 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk

RESOLUTION NO. 031119F

RESOLUTION APPROVING THE PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST OF THE "2019 STREET IMPROVEMENT PROJECT—DIVISION 1: WEST 6<sup>th</sup> AND WEST 7<sup>th</sup> STREET—DIVISION 2: WEST 4<sup>th</sup> STREET—DIVISION 3: SYCAMORE STREET

WHEREAS, the City Council of the City of Tipton has hired Garden & Associates (Engineer) to design and oversee the overall street construction project referred to as "2019 Street Improvement Project – Division 1: West 6<sup>th</sup> and 7<sup>th</sup> Street – Division 2: West 4<sup>th</sup> Street – Division 3: Sycamore Street – Tipton, Iowa" (Project); and

WHEREAS, the City Council has conducted a public hearing on the Project's plans, specifications, form of contract, and these cost estimates:

Division 1:	\$196,616.50
Division 2:	\$ 79,644.00
Division 3:	<u>\$ 74,367.00</u>
	\$350,627.50

NOW, THEREFORE, Be It Resolved, the City Council of the City of Tipton does hereby approve the Project's plans, specifications, form of contract, Engineer's cost estimates, and bid opening date of March 28 at 11:00 a.m. at City Hall.

PASSED AND APPROVED this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 031119F which was passed by the Tipton City Council this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk

Engineer's Opinion of Probable Costs  
2019 Street Improvement Project

**Division 1 West 6th and 7th Street**

Item	Item No.	Bid Item Description	Unit	Quantity	Unit Price	Extended Price
1	7010-108-E-0	Curb and Gutter, Varying Width, 7" Thick	LF	150	\$50.00	\$7,500.00
2	7010-108-I-0	PCC Pavement Samples and Testing	LS	1	\$1,000.00	\$1,000.00
3	7020-108-A-0	Pavement, HMA, 1M ESAL, 1/2" Surface Mix	TON	450	\$100.00	\$45,000.00
4	7020-108-I-0	HMA Pavement Samples and Testing	LS	1	\$3,000.00	\$3,000.00
5	7020-XXX	Manhole Boxout in HMA Pavement and Overlay	EA	3	\$750.00	\$2,250.00
6	7021-108-A-0	HMA Overlay (4" Thick), 1M ESAL, 1/2" Surface Mix	TON	850	\$105.00	\$89,250.00
7	7030-108-A-0	Removal of Sidewalk	SY	10	\$15.00	\$150.00
8	7030-108-A-0	Removal of Driveway	SY	30	\$15.00	\$450.00
9	7030-108E-0	Sidewalk, PCC, 4" Thick	SY	2	\$55.00	\$110.00
10	7030-108E-0	Sidewalk, PCC, 6" Thick	SY	10	\$65.00	\$650.00
11	7030-108-G-0	Detectable Warnings	SF	26	\$50.00	\$1,300.00
12	7030-108-H-1	Driveway, Paved, PCC, 6" Thick	SY	49	\$65.00	\$3,185.00
13	7030-108-H-2	Driveway, Granular	TON	20	\$30.00	\$600.00
14	7040-108-G-0	Milling	SY	3,283	\$8.00	\$26,264.00
15	7040-108-I-0	Curb and Gutter Removal	LF	150	\$10.00	\$1,500.00
16	8020-108-B-0	Painted Pavement Markings, Solvent/Waterborne	STA	3.63	\$250.00	\$907.50
17	8030-108-A-0	Temporary Traffic Control	LS	1	\$2,500.00	\$2,500.00
18	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	LS	1	\$1,000.00	\$1,000.00
19	11,020-108-A	Mobilization	LS	1	\$10,000.00	\$10,000.00
<b>Total Division 1</b>						<b>\$196,616.50</b>

**Division 2 West 4th Street**

Item	Item No.	Bid Item Description	Unit	Quantity	Unit Price	Extended Price
1	7010-108-E-0	Curb and Gutter, Varying Width, 7" Thick	LF	60	\$50.00	\$3,000.00
2	7010-108-I-0	PCC Pavement Samples and Testing	LS	1	\$500.00	\$500.00
3	7020-108-A-0	Pavement, HMA, 1M ESAL, 1/2" Surface Mix	TON	385	\$100.00	\$38,500.00
4	7020-108-I-0	HMA Pavement Samples and Testing	LS	1	\$1,500.00	\$1,500.00
5	7020-XXX	Manhole Boxout in HMA Pavement and Overlay	EA	3	\$750.00	\$2,250.00
6	7030-108-A-0	Removal of Sidewalk	SY	18	\$15.00	\$270.00
7	7030-108E-0	Sidewalk, PCC, 4" Thick	SY	10	\$55.00	\$550.00
8	7030-108E-0	Sidewalk, PCC, 6" Thick	SY	10	\$65.00	\$650.00
9	7030-108-G-0	Detectable Warnings	SF	32	\$50.00	\$1,600.00
10	7040-108-G-0	Milling	SY	2,653	\$8.00	\$21,224.00
11	7040-108-I-0	Curb and Gutter Removal	LF	60	\$10.00	\$600.00
12	8030-108-A-0	Temporary Traffic Control	LS	1	\$1,000.00	\$1,000.00
13	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	LS	1	\$1,000.00	\$1,000.00
14	11,020-108-A	Mobilization	LS	1	\$7,000.00	\$7,000.00
<b>Total Division 2</b>						<b>\$79,644.00</b>

**Division 3 Sycamore Street**

Item	Item No.	Bid Item Description	Unit	Quantity	Unit Price	Extended Price
1	7010-108-E-0	Curb and Gutter, Varying Width, 7" Thick	LF	60	\$50.00	\$3,000.00
2	7010-108-I-0	PCC Pavement Samples and Testing	LS	1	\$500.00	\$500.00
3	7020-108-A-0	Pavement, HMA, 1M ESAL, 1/2" Surface Mix	TON	350	\$100.00	\$35,000.00
4	7020-108-I-0	HMA Pavement Samples and Testing	LS	1	\$1,500.00	\$1,500.00
5	7020-XXX	Manhole Boxout in HMA Pavement and Overlay	EA	2	\$750.00	\$1,500.00
6	7030-108-A-0	Removal of Sidewalk	SY	27	\$15.00	\$405.00
7	7030-108E-0	Sidewalk, PCC, 4" Thick	SY	20	\$55.00	\$1,100.00
8	7030-108E-0	Sidewalk, PCC, 6" Thick	SY	10	\$65.00	\$650.00
9	7030-108-G-0	Detectable Warnings	SF	32	\$50.00	\$1,600.00
10	7040-108-G-0	Milling	SY	2,439	\$8.00	\$19,512.00
11	7040-108-I-0	Curb and Gutter Removal	LF	60	\$10.00	\$600.00
12	8030-108-A-0	Temporary Traffic Control	LS	1	\$1,000.00	\$1,000.00
13	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	LS	1	\$1,000.00	\$1,000.00
14	11,020-108-A	Mobilization	LS	1	\$7,000.00	\$7,000.00
<b>Total Division 3</b>						<b>\$74,367.00</b>

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of March 11, 2019.
<b>AGENDA ITEM:</b>	Discussion and possible action concerning an update on the bid results for the Aquatic Center Project.
<b>ACTION:</b>	A motion might not be needed for this meeting.

**SYNOPSIS**

The Aquatic Center bids came in much higher than the engineer's estimate. Plus, we only had two bidders.

We're expecting Joel Miller of HBK Engineering to be at your meeting to, hopefully, give you some options to consider.

As it says above, a motion might not be needed for this item. We're looking more for a consensus on whether the Council wants to move forward with this project or consider declining the bids in order to re-bid the project later. Depending on where the Council's consensus lies, we'll bring a resolution to the March 18 meeting to finalize your decision.

The main bid results are below.

	Base Bid Nataroium	Alt 1 Glycol Piping	Alt 2 Heat Tracing	Alt 3 Duct Insul	Alt 4 Interior Doors	Alt 5 Paint Pool Rm	Alt 6 Recaulk Pool
Woodruff Construction	\$658,700	\$ 15,800	\$ 17,200	\$ 31/	\$4,500 each	\$ 15,200	\$ 3,000
Sheets Construction	\$596,000	\$ 14,000	\$ 15,900	\$ 29/	\$3,925 each	\$ 10,500	\$ 10,200
Engineer's estimate	\$473,373	\$ 8,500	\$ 6,400	\$ 5,000	\$ 25,272	\$ 10,000	\$ 4,200

At the beginning of this project, we assumed that we had about \$625,000 to use. HBK's fee was \$116,185. This left \$508,815 to use on the project without tapping into funds from other sources. The base bid of the low bidder is \$87,185 more than this. This doesn't include any of the alternates.

Since the bid opening, our engineer has been in contact with Sheets Construction/Maquoketa. They've been talking about ideas/alternates to use as change-orders to lessen the cost of the project. I'm hoping that Joel will have information on this to present at your meeting.

Joel also called some of the contractors that took out plans for our project, but didn't bid. It seems that the main reason had to do with timing—they had already booked other work.

Thanks.

**PREPARED BY:** BW

**DATE PREPARED:** March 6, 2019

From: Joel Miller <jcmillerconstruct@gmail.com>

Sent: Thursday, March 7, 2019 4:56 PM

To: Brian Wagner, City of Tipton <citymanager@tiptoniowa.org>; Virgil Penrod <vpenrod@tiptoniowa.org>;

Adam Spangler <aspangler@tiptoniowa.org>

Cc: Sandra Smith <ssmith@hbkengineering.com>; Matthew Thomas <matthew.thomas@hbkengineering.com>

## Subject: Options to consider from Sheets Design Build

Afternoon, Brian

We have been in correspondence with Sheets Design Build the apparent low bidder on the James Kennedy Aquatic Center.

They have come up with a few items that could be considered and others we would not recommend.

- Change 1-1/4" rod to gripple cable (deduct \$1700): Acceptable. Gripple is rated for Duct Hanger support similar to 1-1/4" rod.
- 
- Delete 1 year warranty from factory startup (deduct \$11,500): Acceptable if Tipton is willing to take the risk. Not entirely sure what section this is from; whether it is for a specific piece of equipment or for the whole project. Manufacturer's warranties should still apply. May incur future costs if there are issues after startup without warranty.
- 
- Delete supply of spare fan belts and filters for rooftop air handling units (deduct \$350): Acceptable if Tipton is looking to reduce initial cost. Belts and filters can be purchased when necessary to replace at later time. This was just meant to make their job easier in the future.
- Delete 5 year warranty on compressor (deduct \$16,450): Acceptable. This was included in the spec when the R-22 to R-410A conversion was still part of the plan. It was assumed that the compressors would be changed as part of that conversion. Since that's not happening, the existing compressors will remain and thus don't need a warranty. Here is how Matt explained the warranty to me hope this explanation helps;

The 5-year warranty on the DHU compressors was included in the spec when we were still operating on the basis that the units would be converted to R-410A. The expected scope of that conversion included new compressors for the DHUs, and we wanted to make sure there was a decent warranty from the manufacturer for the compressors. However, now that we know the units will stay as R-22, the compressors will not need to be replaced and the existing ones will remain.

Desert Aire can't really vouch for the state of existing equipment, and neither can the contractor. Thus, they will have to just assume a number of compressor failures over 5 years, add up the cost of a replacement compressor for each failure, and give you a total warranty cost that includes some markup on top of that. Such a warranty wouldn't really save you any money

relative to just replacing any compressor failures if and when they happen. Based on that, we think you can take this requirement out of the spec to reduce the up-front cost of the project.

- Delete new fabric ductwork and re-use existing (deduct \$15,400): Unacceptable. The ductwork would need to be modified quite a bit for our new design, which would eat into the above savings. We are also not confident that the nozzle patten in the existing duct is capable of adequate distribution to the walls and floor. The existing conditions at the Tipton pool have likely increased deterioration of existing fabric duct.
- Change jacketing from aluminum to PVC (deduct \$1920): Acceptable with qualifications. This is fine as long as the PVC is rated for outdoor use and contains a UV inhibitor.
- Insulation contractor start date after July 7, 2019 (deduct \$2070): Acceptable for mechanical insulation. This will be one of the last steps in the mechanical installation, so the timeline should not be an issue. However, if this refers to the roof insulation that schedule may be a problem.
- Leave existing Andover controls; no modifications (deduct \$7000): Unacceptable. Since the building is having issues with different controls not being compatible, this would be the time to replace everything. It seems likely that mixing new and old controls could cause issues later.

Deduct the payment and performance bonds costs. If you are wanting to consider that... you could recognize approximately \$6,000 in savings. City would need to confirm this is an option.

Savings available if the doors were worth saving and just the hardware needed replaced. This could be in the range of \$15,000 in savings. Acceptable

Looking at the low bid from Sheets and only including our **Acceptable** recommendation would look something like this for a NEW base bid.

NAME OF BIDDER LOCATION OF BIDDER	Estimate	Sheets General Construction Maquoketa
<b>BASE BID</b>	<b>\$497,042</b>	<b>\$596,000.00</b>
Change out rod to cable		(\$1,700.00)
Delete 1 yr warranty		(\$11,500.00)
Delete extra supplies		(\$350.00)
Delete 5 yr warranty		(\$16,500.00)
Change jacketing		(\$1,920.00)
Insulation contractor install date		(\$2,070.00)
Delete payment/performance cost		(\$6,000.00)
Upgrade door hardware and seals only		(\$15,000.00)
<b>NEW BASE BID</b>		<b>\$540,960.00</b>

Please review and we can touch base at your earliest convenience

Thx  
Joel--

**RESOLUTION NO. 031119D**

**RESOLUTION APPROVING FINAL PLAT OF ROY'S ADDITION**

WHEREAS, a final plat of Roy's Addition (previously recorded in Book K, Page 109 in the Cedar County Recorder's Office) in the City of Tipton, Cedar County, Iowa, has been filed with the city manager of said city; and

WHEREAS, according to the City Code at Chapter 170, Land Subdivision, Section 170.05, Preliminary Plat: "Plats containing three lots or less may be exempted from the provisions of this section."

AND; WHEREAS, the City Council and City Staff have reviewed the final plat and have found it to be acceptable.

NOW, THEREFORE, BE IT RESOLVED that the Tipton City Council has determined that the requirement for a preliminary plat is waived and that the final plat of Roy's Addition is hereby approved. Further, the Mayor and City Clerk are authorized to sign all documents related to the approval of the final plat.

Passed and approved this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

**CERTIFICATION**

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 031119D which was passed by the Tipton City Council this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk



**AGENDA INFORMATION**  
**TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of March 11, 2019.
<b>AGENDA ITEM:</b>	RESOLUTION APPROVING A GRANT WRITING AGREEMENT WITH ECIA FOR A “BUILD” GRANT APPLICATION FOR THE UPCOMING CEDAR STREET/HWY 38 PROJECT
<b>ACTION:</b>	Motion to approve, table, or deny.

**SYNOPSIS**

We’ve had a couple of meetings where the BUILD grant was discussed. One was with our Council Committee and City Staff when IIW was re-interviewed. The other was on March 6 with ECIA Staff, City Staff, and IIW. From the first meeting with the Council Committee (Tim and Leanne,) we knew that there was Council-level interest in pursuing this program.

Though this grant program is highly competitive, the interest in it has been based on the similarity of the Hwy 38 project to the Hwy 64 project in which Maquoketa was awarded \$3.8 million.

In our case, the most recent estimate has the City’s share of the cost at \$2.2 million and the DOT’s at \$2.3 million. The City could apply for its part of the project and name the DOT’s participation as matching funds. There’s a 20% match requirement.

(The City’s \$2.2 million doesn’t include design engineering. But, we need to do as much design engineering as possible to have a better application.)

We can also include some things that weren’t included in the \$2.2 million. For example, water and sewer service lines from the mains to the ROW line and new street lights going south from the upcoming streetlight at the Library to the city limit. We can also include improvements to the traffic signals.

In Maquoketa’s case, they included a proposal to work with a local internet provider to install fiber—I’m assuming that they’re still working with the Bernard Telephone Coop. They also proposed 8’ trails in areas where there currently aren’t any, except for the downtown blocks. We could look into the feasibility of doing something similar.

Considering the possible grant cycles for this program and the timing of our project, we might have two opportunities to apply before the construction of our project takes place. But, if we aren’t funded, the question will be whether to keep the items that we added for the grant application or omit them and return to our original concept.

The cost of the grant writing agreement is not-to-exceed \$10,000. In Maquoketa’s case, we were told that their final cost was \$8000.

**PREPARED BY:** BW

**DATE PREPARED:** March 6, 2019

RESOLUTION NO. 031119E

RESOLUTION APPROVING A GRANT WRITING AGREEMENT WITH ECIA FOR A "BUILD"  
GRANT APPLICATION FOR THE UPCOMING CEDAR STREET/HWY 38 PROJECT

WHEREAS, the City of Tipton (City) and the Iowa DOT are jointly pursuing a project to reconstruct major portions of Cedar Street/Hwy 38 (Project) in 2021; and

WHEREAS, the City is aware of the BUILD (Better Utilizing Investments to Leverage Development) grant program and its potential to pay for much of the City's cost of the Project; and

WHEREAS, the East Central Intergovernmental Association (ECIA) has experience with the BUILD grant program and has offered the City an agreement for grant writing services for the City's upcoming Project.

NOW, THEREFORE, BE IT RESOLVED that the Tipton City Council approves ECIA's "CONTRACT FOR WRITING THE BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT (BUILD) DISCRETIONARY GRANT PROGRAM GRANT WITH EAST CENTRAL INTERGOVERNMENTAL ASSOCIATION" in an amount that shall not exceed \$10,000. Further, the Mayor and City Clerk are authorized to sign all documents related to the approval of this agreement.

Passed and approved this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

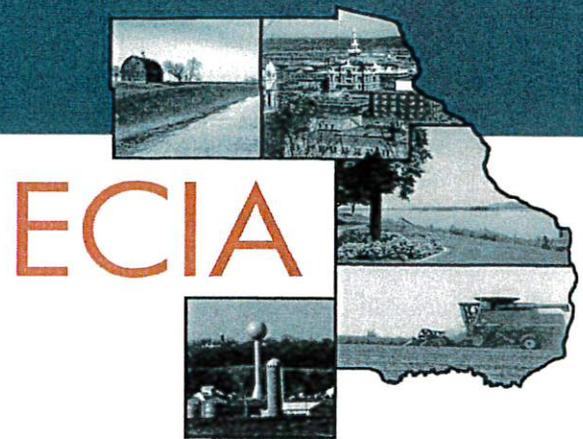
ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 031119E which was passed by the Tipton City Council this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk



**CONTRACT FOR WRITING THE BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT (BUILD) DISCRETIONARY GRANT PROGRAM GRANT WITH EAST CENTRAL INTERGOVERNMENTAL ASSOCIATION**

THIS CONTRACT entered into by and between the East Central Intergovernmental Association (hereinafter called ECIA) and under a passed and approved resolution of the City of Tipton, Iowa (hereinafter called the City), requesting ECIA's assistance in carrying out this Contract and attached Scope of Services, and approved by ECIA on \_\_\_\_\_.

**TERMS.** This Contract carries the following terms.

**SECTION 1. Scope of Services**

ECIA shall provide and perform the necessary services required to create a comprehensive plan as set out in the Scope of Services (Attachment A). ECIA will provide staff time to accommodate this project. Should the scope of the project go beyond that indicated in Attachment A due to changes for any reason, it may be necessary to adjust the project cost by mutual agreement.

**SECTION 2. Time of Performance**

The services of ECIA shall commence as outlined in the Scope of Services, Attachment A, upon execution of this contract by both the City and ECIA. The project will be final upon the completion of the work activities identified in Attachment A. If the City requires completion of specific work items identified in the Scope of Services in a specific time frame, ECIA will accommodate the schedule as outlined by the City.

**SECTION 3. Method of Payment**

ECIA staff will be responsible to fulfill the Scope of Services in Attachment A. Payment shall be due by the City upon receipt of a monthly bill for services by ECIA staff. The payment shall be based on the actual costs incurred by the agency in administering the contract, including labor and overhead, all according to OMB Circular A122. Total payment shall not exceed \$10,000.

**SECTION 4. Personnel**

ECIA represents that it has, or will acquire, all personnel necessary to perform the services under this Contract.

**SECTION 5. Property**

ECIA shall be responsible to acquire or use existing property, real or personal, as it deems necessary in the performance of work under this agreement.

**SECTION 6. Termination by the City**

1. The City may, by thirty days written notice to ECIA, terminate this contract in whole or in part at any time either for the City’s convenience or because of the failure of ECIA to fulfill its obligations under the contract. Upon receipt of such notice, ECIA shall: (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) within 30 days deliver to the City all data, drawings, specifications, as may have been accumulated by the ECIA in performing this contract.
2. Notwithstanding the above, ECIA shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the contract by ECIA. The City may withhold any and all payments to ECIA for the purported damages and breach of contract until such time as the exact amount of damages due the City from ECIA is determined.
3. If the termination is because of the failure of a subcontractor to fulfill their obligations to ECIA, ECIA shall have thirty (30) days to cure such breach after receiving written notice from the City of its intent to terminate the contract.

**SECTION 7. Termination by ECIA**

ECIA may terminate this contract by thirty (30) days written notice to the City for the following reasons:

1. Both parties agree a continuation of the contract will not be in the best interests of the City.
2. ECIA ceases to exist or it is restricted or prohibited by its governmental authorities from continuing to provide services under this contract.

**SECTION 8. Political Activity**

No portion of the compensation shall be used for any partisan political activity or to further the election or defeat of any candidate for public office, or to further the election or defeat of any cause subject to public vote.

**PASSED AND APPROVED:**

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City of Tipton  
Authorized Representative

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Date

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Attest

---

East Central Intergovernmental Association  
Authorized Representative

---

Date

---

Attest

## **ATTACHMENT A: SCOPE OF SERVICES:**

### **ECIA Staff responsibilities**

Write the Better Utilizing Investments to Leverage Development (BUILD) grant for Cedar Street Improvements following the grant guidelines provided by US DOT. The responsibilities for ECIA staff will include completing the following listed below:

- Project narrative
- Project location description and map
- Project budget (sources and uses of project funds)
  - Project costs;
    - For all funds to be used for eligible project costs, the source and amount of those funds;
    - For non-Federal funds to be used for eligible project costs, documentation of funding commitments should be referenced here and included as an appendix to the application;
    - For Federal funds to be used for eligible project costs, the amount, nature, and source of any required nonfederal match for those funds;
    - A budget showing how each source of funds will be spent. The budget should show how each funding source will share in each major construction activity, and present that data in dollars and percentages. Funding sources should be grouped into three categories: non-Federal; BUILD and other Federal
- Address grant criteria
  - Merit Criteria
  - Project Readiness
  - Benefit Cost Analysis
    - Develop a benefit-cost analysis (BCA) for a FY 2020 Better Utilizing Investments to Leverage Development (BUILD) discretionary Grant Program.
    - The BCA will follow the 2020 BUILD Benefit-Cost Analysis Guidance.
  - Prepare template letters of support and obtain signatures
  - Grant Submission (Includes guiding City staff and maneuvering grants.gov process)

### **The City of Tipton Staff responsibilities**

- Resolution for Local match
- Engineering estimates
- Renderings and plans for the project location
- Detail budget for the project
- Funding sources for the project
- Letters of support
- Any other supporting documentation (Land use plan, Corridor plan etc.)
- Grants.gov registration (includes SAM, ebiz poc, mpin, CAGE, etc)

RESOLUTION NO. 031119C

RESOLUTION SETTING A PUBLIC HEARING REGARDING THE PROPOSED PLANS,  
SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST OF THE TIPTON  
DOWNTOWN ALLEY UNDERGROUND CONVERSION PROJECT

WHEREAS, the City Council of the City of Tipton has hired Shermco Industries (Engineer) to oversee the Tipton Downtown Alley Underground Conversion Project; and,

WHEREAS, this Project will convert aerial electrical wire to underground wire from approximately W 6<sup>th</sup> Street to W South Street, plus relocate electric meters so that they have better access to the new infrastructure; and

WHEREAS, the Engineer will present the Project's plans, specifications, form of contract, and final estimated project cost by in a timely fashion.

NOW, THEREFORE, Be It Resolved, the City Council of the City of Tipton does hereby set Monday, March 18<sup>th</sup>, 2019 at 5:30 p.m. at the Tipton Fire Station as the public hearing date for this Project.

PASSED AND APPROVED this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. 031119C which was passed by the Tipton City Council this 11<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of March 11, 2019.
<b>AGENDA ITEM:</b>	Discussion and possible action authorizing the use of a limited amount of DRIP funds for the Hardacre Theater Project, Part 3.
<b>ACTION:</b>	Motion to approve or table.

**SYNOPSIS**

As I mentioned in two earlier synopsis:

As you'll recall, the Council approved a revised urban renewal plan (TIF) at your Nov 19 Council meeting. One of the projects that the new plan identified was the Hardacre Theater. This was identified as a special DRIP project that could provide up to \$200,000 in financial assistance.

Ultimately, any funds used toward the \$200,000 limit could be combined into an internal loan from City funds that would be reimbursed over time by using TIF.

It should also be noted that TIF is not intended for operating expenses such as paying utility bills. Rather, TIF should be used toward the building's renovation.

The Hardacre Board is requesting an advance of \$6500 to cover the costs of the attached agreement with Progressive Cinema Solutions. \$2000 of this could be refunded if the Hardacre ultimately chooses to buy equipment from them—which would be highly likely.

This group owns the string of "Phoenix Theaters" such as the one that's in Dubuque. However, they also do consulting. That's what the proposed agreement is about.

The Hardacre faces a number of unknowns.

- What will the inside look like?
- What type of equipment is needed?
- What might an operating budget look like?

But, right now, the key question is: How much money needs to be fundraised? No one really knows the answer to this. Anything that anyone would come up with would be a guess.

Therefore, the Hardacre Board needs someone to give them some guidance toward answering these types of questions.

\* \* \* \* \*

If it helps toward your review of this, the current agenda item is Part 3.

Part 1 came up in December. The Council approved the use of \$1000 for architectural services needed to complete an application for a \$100,000 Catalyst Grant for the building's renovation. We won't know the results of our application until April.

Part 2 came up at your Jan 21 meeting. The Hardacre Board requested the use of "up to \$10,000" for grant writing services from ECIA to pursue at least two historical restoration grants. From this, the first "up to \$7000" was to be used on a new historic renovation grant. But, since then, our grant writer recommended that it wouldn't be worthwhile to apply for that program. Instead, the Board is applying for another a more commonly known type of historical grant. The grant writing fee for that is "up to \$2000."

Thanks.

**REPAIRED BY:** BW

**DATE PREPARED:** February 26, 2019



Dear Brian and Linda:

We will have a fixed price base for our digital cinema design and consultation of The Hardacre Theatre project. Our fees structure is as follows:

Consulting will be billed at two separate fixed rates.

A 50% refund policy of the total spent on the "equipment package" portion of the project, that will be refunded from the invoice if the project customer elects to utilize Progressive Cinema Solutions as their projection equipment supplier and installer.

Travel and Expenses if requested by The Hardacre Theatre Group to be paid in full.

Progressive Cinema Solutions will provide the following "equipment package" information for a fixed rate of \$4,000.00

1. All equipment lists/cut-sheets required for digital cinema components and installation to playback SMPTE DCP content. This includes projectors, lenses, lamps, cabling and racks.
2. Specifications, cutsheets, recommendations for the following:
  - 2.1. Auditorium Equipment
    - 2.1.1. Perforated Cinema Screen.
    - 2.1.2. Cinema Screen Steel Framing.
    - 2.1.3. Front-end Drapery and Masking systems.
    - 2.1.4. Front-end Sound Dampening Curtain.
    - 2.1.5. Three channel front speaker array, Subwoofer, and Surround Speakers.
    - 2.1.6. Acoustical Wall Treatments.
    - 2.1.7. Traditional Theatre Seating and Luxury Recliners
    - 2.1.8. Seating Layouts
    - 2.1.9. Floor Treatments
    - 2.1.10. Mechanical, Electrical, and Plumbing
  - 2.2. Concession Equipment
    - 2.2.1. Popcorn Popper, Popcorn Warmer
    - 2.2.2. Nachos and Misc. Warmers
    - 2.2.3. Butter Dispensers
    - 2.2.4. Display Cases/Racks
    - 2.2.5. Fountain Drink Solutions
    - 2.2.6. Point of Sale Equipment

Progressive Cinema Solutions will provide the following “budgeting package” information for a fixed rate of \$2,500.

3. Operational Consulting and Budgeting
  - 1.1. Box-Office Revenues
  - 1.2. Market Analysis based on Population and Demographic
    - 1.2.1. Box-Office ticket price policies
  - 1.3. Film Buying/Booking Education
    - 1.3.1. Studio contacts
    - 1.3.2. Release calendar opportunities for a single screen
    - 1.3.3. Understanding film rentals and terms
  - 1.4. Film scheduling to maximize revenue
  - 1.5. Concessions
    - 1.5.1. Concession Menu Items
    - 1.5.2. Inventory
  - 1.6. Operating Cost Estimates
    - 1.6.1. Sample P&L including expense goals based on percentage of revenue
    - 1.6.2. Sample Budget & Projections
    - 1.6.3. Staffing requirements based on budgets
    - 1.6.4. Staff scheduling
  - 1.7. Marketing & Theatre Rentals
    - 1.7.1. Balcony VIP area.
    - 1.7.2. Corporate Events

Final Report Due by March \_\_\_\_ 2019  
(Dependent on Sign off date)

The Hardacre Theatre  
PO Box 344  
Tipton IA 52772

Thank you,

Cory A. Jacobson  
Owner

Brad R. Steckroth  
Senior Digital Systems Engineer

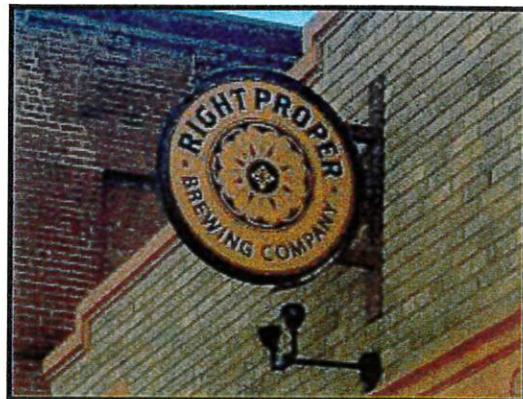
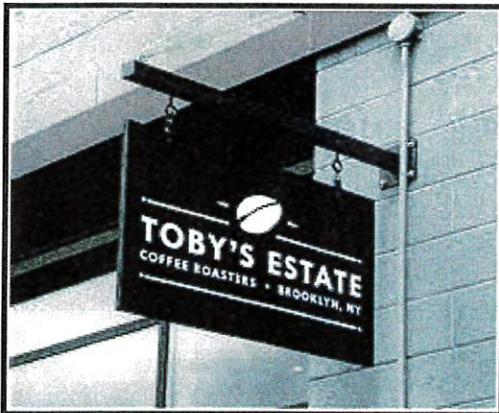
Frank G. Carney  
Digital Systems Engineer

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of March 11, 2019.
<b>AGENDA ITEM:</b>	Discussion and possible action concerning a proposal to allow “Blade Signs” in the downtown district. (This is not a first reading of the attached ordinance.)
<b>ACTION:</b>	Motion to bring the ordinance to a future meeting for a first reading, deny, or table.

**SYNOPSIS**

Below are two examples of blade signs. They project outward at a right angle from the building that they’re attached to.



These are becoming used more and more in downtowns because motorists can see what stores are coming up by looking down the street rather than looking directly to the right or left to look for signs that are flat against the fronts of buildings.

But, in a downtown, blade signs almost always extend over a public right-of-way, which isn't typically allowed unless there's an ordinance that says otherwise. The proposed ordinance would do just that.

However, under the proposed ordinance, blade signs that extend over the public ROW would be limited to that part of the C-2, General Business zone that is:

- Bordered on the north by 7<sup>th</sup> Street,
- Bordered on the south by South Street,
- Bordered on the east by the frontage on the east side of Meridian, and
- Bordered on the west by the frontage on the west side of Lynn Street.

The Chamber Board has been interested in pursuing a blade sign ordinance for at least a year and has recommended the basic standards that are described in the proposed ordinance.

The Board is also interested in making some of the cost of blade signs DRIP-eligible. This would do two things. It would create an incentive to have them installed. And, as a condition for receiving DRIP funding, it would give the Chamber or Development Commission some ability to make sure that the signs are somewhat standardized in their size, placement, and appearance.

Thanks.

**REPAIRED BY:** BW

**DATE PREPARED:** February 26, 2019

ORDINANCE NO. 568

AN ORDINANCE AMENDING CHAPTER 166, ZONING REGULATIONS DISTRICTS AND BOUNDARIES, C-2 GENERAL BUSINESS DISTRICT BY ADDING SECTION 166.10(7) BLADE SIGNS

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

SECTION 1. *Amendment to Chapter 166, C-2 General Business District, Section 166.10.* Chapter 166.10 is amended as follows:

7. Blade Signs. “*Blade Sign*” means a small sign for commercial structures, which is suspended from a mounting attached directly to the building wall, hangs perpendicular to the building wall, and possibly extends into a public right-of-way. Further, these regulations shall apply:

a.) Blade Signs that extend over a public right-of-way are limited to areas that are zoned as C-2 General Business and lie between 7<sup>th</sup> Street and South Street.

b.) Signs shall not have internal lighting, but may have external lighting.

c.) Signs are limited to one per front of a structure. Buildings on corner lots have double-fronts.

d.) Signs shall not be larger than 16 square feet per side nor more than 4 inches in thickness.

e.) Signs shall not extend farther than 5 feet from the wall of the building to which they are attached.

g.) A minimum 10-foot clearance is required between the bottom of the sign and finished grade.

h.) Signs shall not extend above the roofline of the buildings on which they are located or 20 feet from finished grade, whichever is less.

i.) Buildings with separate businesses above the ground floor may each have their own signs. Such signs must have at least 8 feet of separation between them. The higher sign shall not extend above the roofline of the building.

j.) In addition to the requirements of this Ordinance, signs that would overhang an Iowa Department of Transportation right-of-way may be subject to obtaining proof of DOT approval.

SECTION 3. *Repealer.* All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4. *Severability.* If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5. *Effective Date.* This ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Ordinance No. \_\_\_\_ which was passed by the Tipton City Council this \_\_\_\_ day of \_\_\_\_\_, 2019 and published in the Tipton Conservative this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Amy Lenz, City Clerk

AGENDA ITEM:

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	<b>03/11/2019</b>
<b>AGENDA ITEM:</b>	<b>Discussion and possible action concerning a proposal to replace the City's WatchGuard Firewall</b>
<b>ACTION:</b>	<b>Motion to Approve, Deny or Table</b>

**SYNOPSIS:**

The City's WatchGuard firewall is currently at its end of life and the subscription stops on March 31, 2019.

ITP has provided the attached quote for a 36 month contract to update the City's WatchGuard subscription. There is a constant need for hardware changes to support the software that runs everything which is why ITP recommends a 36 month agreement to stay ahead of the curve with the manufacturers.

At the end of the 36 month, one of 2 things would happen:

- 1.) We would swap out for new hardware
- 2.) If the current hardware was not end of life by the manufacturer we may choose to extend it on a year to year basis- This sometimes can be cost prohibitive

**PREPARED BY:** Melissa

**DATE PREPARED:** 03/08/19



INTEGRATED TECHNOLOGY

PARTNERS

We have prepared a quote for you

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**City of Tipton- Watchguard**

Quote # 000033 v1

Prepared for:

**City of Tipton (City Hall)**

Melissa Armstrong  
marmstrong@tiptoniowa.org

Prepared by:

**Integrated Technology Partners**

Kevin Sandersfeld  
kevins@itptechs.com

Hardware

Description	Qty
Watchguard T70- Red for Red Trade Up w/ 3 Year Total Security Suite	1

Services

Description	Price	Qty	Ext. Price
Project Labor - <b>Project Labor - Fixed Fee</b> Fixed Fee Fixed fee labor for service or project work.	\$1,000.00	1	\$1,000.00
Subtotal:			<b>\$1,000.00</b>

Monthly Services

Description	Recurring	Qty	Ext. Recurring
HaaS - Network <b>NSaaS - Network Security as a Service</b> Security Network Security as a Service (NSaaS): - Security policies and configuration - Firewall monitoring – performance and security events - Firewall maintenance – OS and firmware updates - Firewall management - VPN monitoring, maintenance, and management - Annual independent 3rd party security audit available at added cost	\$203.92	1	\$203.92
Monthly Subtotal:			<b>\$203.92</b>

Application Fee

Description	Price	Qty	Ext. Price
Application Fee <b>Application Fee</b> Application Fee	\$75.00	1	\$75.00
Subtotal:			<b>\$75.00</b>

## City of Tipton- Watchguard

### Prepared by:

**Integrated Technology Partners**

Kevin Sandersfeld  
(563) 732-3535  
kevins@itptechs.com

### Prepared for:

**City of Tipton (City Hall)**

407 Lynn St  
Tipton, IA 52772  
Melissa Armstrong  
(563) 886-6187  
marmstrong@tiptoniowa.org

### Quote Information:

**Quote #: 000033**

Version: 1  
Delivery Date: 01/30/2019  
Expiration Date: 02/25/2019

## Quote Summary

Description	Amount
Services	\$1,000.00
Application Fee	\$75.00
<b>Subtotal:</b>	<b>\$1,075.00</b>
<b>Shipping:</b>	<b>\$25.00</b>
<b>Total:</b>	<b>\$1,100.00</b>

## Monthly Expenses Summary

Description	Amount
Monthly Services	\$203.92
<b>Monthly Total:</b>	<b>\$203.92</b>

## Payment Options

Description	Payments	Interval	Amount
Term Options			
<b>36 Month Hardware as a Service</b>	<b>36</b>	<b>Monthly</b>	<b>\$203.92</b>

## Summary of Selected Payment Options

Description	Amount
<b>Term Options: 36 Month Hardware as a Service</b>	
Selected Recurring Payment	\$203.92
<b>Total of Recurring Payments</b>	<b>\$7,341.12</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Integrated Technology Partners

City of Tipton (City Hall)

Signature: Kevin Sandersfeld  
Name: Kevin Sandersfeld  
Title: General Manager  
Date: 01/30/2019

Signature: \_\_\_\_\_  
Name: Melissa Armstrong  
Date: \_\_\_\_\_

## Master Service Agreement

---

This Master Services Agreement ("MSA" or "Agreement") is by and between Integrated Technology Partners ("ITP") and City of Tipton (City Hall) ("Customer"), effective as of the last date signed below by both parties.

### 1. STATEMENT OF SERVICES

**Services:** This MSA sets forth the general terms and conditions under which ITP will provide services to Customer. The specific services to be provided are described in one or more Service Attachments incorporating this MSA. The services provided under each Service Attachment, individually and collectively, are referred to herein as the "Services".

**Service Attachment:** Each Service Attachment states the Services to be performed, the fees for the Services ("Service Fees"), and the Service-specific terms, conditions, responsibilities and delivery schedules that govern the provision of the Services. Except for Supplemental Services (see below), and unless otherwise agreed to in writing by both parties, the services to be rendered by ITP to Customer are limited to those Services specifically described in each Service Attachment. Any revision of the terms and conditions set forth in each Service Attachment must be mutually agreed upon by both parties. In the event of any conflict between the provisions of a Service Attachment and this MSA, the specific provisions contained in the Service Attachment shall control.

**Supplemental Services:** Generally, "Supplemental Services" are limited services needed by Customer on a "one-off" or emergency basis and which are not included within the scope of the Services described in the Service Attachment. Supplemental Services include, without limitation, services which: (1) are beyond the scope of the Services, (2) are performed on equipment not covered by a Service Attachment, (3) represent remedial or repair services to covered equipment as a result of, for example, the following: damage caused by water, wind, lightning, accident, vandalism, or burglary; neglect or misuse, alterations, deviations from the manufacturer's design; acts of non-ITP service contractors and others not authorized by ITP; transportation or relocation of covered equipment; the failure of non-covered equipment if adversely affecting and connected to covered equipment, (4) are related to installation of any form of engineering change, enhancement model conversion or other requested non-covered service, (5) are due to operator error, (6) are necessary due to improper treatment of covered equipment, or (7) are necessary to restore the Services after a suspension of Services as provided herein.

Customer shall pay additional fees for Supplemental Services. ITP shall notify Customer of any such additional fees for Supplemental Services and shall obtain Customer's approval prior to providing such services. ITP will use commercially reasonable efforts to provide Supplemental Services; however, ITP has no obligation to determine the need for or to provide any Supplemental Services.

### 2. REQUESTS FOR CHANGES IN SERVICES

Additional Services may be purchased by Customer and will be implemented in a Service Attachment applicable to those Services.

If Customer wishes to change existing Services during the term of a particular Service Attachment, Customer must request such changes in writing and deliver the request to ITP. ITP will review and return the request to Customer with a written evaluation of the proposed changes, including the cost of the changes (if any) and the impact the changes will have on the performance and/or completion of the existing Services. Following its review of ITP's evaluation, Customer may then choose to approve the changes by signing and returning to ITP a copy of Exhibit E to the applicable Service Attachment, completed in accordance with ITP's written evaluation. No change in any Service Attachment will be effective until Exhibit E has been signed by the parties and received by ITP.

#### 1. TERM OF AGREEMENT

This MSA has no specific term, and it will remain in effect until either party terminates it as provided herein.

### 3. OWNERSHIP OF INTELLECTUAL PROPERTY

## Master Service Agreement

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Nothing contained in this MSA or any Service Attachment or elsewhere will be construed to grant directly or by implication, estoppel, or otherwise, any ownership right or license under any ITP copyright, trade secret, or other intellectual property including any intellectual property created as a result of or related to the products sold or Services or Supplemental Services performed.

### 4. CUSTOMER COVENANTS

Customer covenants that:

- It has title to or license or rights to use or modify, and has license or rights to permit ITP to use, access or modify, any software that Customer has requested ITP use, access or modify as part of the Services. Customer shall indemnify ITP and shall hold ITP harmless against any loss, claim, damage or expense, including reasonable attorneys' fees, resulting from any action brought or claim made by any third party claiming superior title or right to any such software or to any component of any such software.
- It shall supply ITP necessary access to its personnel, appropriate documentation and records and facilities in order for ITP to timely perform the Services.

### 5. PROPRIETARY INFORMATION AND CONFIDENTIALITY

Any information or data in the form of specifications, drawings, reprints, technical information or otherwise furnished to Customer will remain ITP's property, will be deemed proprietary, will be kept confidential, and will be promptly returned at ITP's request.

Customer may not disclose, without ITP's written permission or as required by law, any confidential information or data to any person, or use confidential information or data for any purpose other than performing its obligations under this MSA. No copy of this MSA or any Service Attachment and its exhibits, discussions, negotiations, terms or conditions relating to these documents, or any other information relating to these documents may be disclosed to any third party, without the prior written consent of ITP. The obligations set forth in this Section survive the expiration or termination of this MSA.

Unless otherwise agreed in writing, no commercial, financial or technical information disclosed in any manner or at any time by Customer to ITP will be deemed secret or confidential.

### 6. INDEPENDENT CONTRACTOR

ITP will perform all Services and Supplemental Services solely in ITP's capacity as an independent contractor and not as an employee, agent or representative of Customer. ITP will not be entitled to any privileges or benefits that Customer may provide to its employees, and ITP will remain responsible for payment of all unemployment, social security, federal income (state and local income where applicable) and other payroll taxes or mandatory assessments imposed by any governmental body on employers in regard to those of its employees engaged in the performance of the Services.

Neither ITP nor Customer, nor their respective employees or agents, are authorized to act or to appear to act as a representative of the other party, whether in performing the Services and Supplemental Services or otherwise.

### 7. FEES FOR SERVICES; PAYMENT TERMS

**Service Fees:** The applicable Service Fees are set forth in the Service Attachments.

**Time and Material Rates:** Supplemental Services performed outside the Service Attachments will be at ITP's then-current time and material rates unless otherwise mutually agreed to in writing by the parties. Supplemental Services will be invoiced monthly, as provided herein.

**Pass-Through Expenses:** Customer shall pay ITP's reasonable out-of-pocket expenses, including travel expenses, lodging, meals, or other similar expenses, which may be incurred by ITP in performing Supplemental Services. "Pass-Through Expenses" will be

## Master Service Agreement

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billed at cost and invoiced monthly, as provided herein.

**Invoices:** ITP shall deliver to Customer an invoice monthly. Each invoice generally will include (1) the Service Fees owed for the following month, (2) fees for Supplemental Services performed in the previous month, (3) Pass-Through Expenses incurred in the previous month, and (4) any other applicable charges or fees for the immediately preceding month, including any adjustments to the Service Fees.

**Payment Terms:** Customer shall pay to ITP the total invoiced amount by any method satisfactory to ITP and Customer. Checks should be made payable to: Integrated Technology Partners. Customer should include one copy of the invoice with remittance.

Payment is due on receipt of the invoice. Any amount not received by ITP within 30 days of the date of the invoice will be subject to a 10% surcharge of the total invoiced amount, or the maximum amount allowed by law, and, at ITP's discretion, suspension of service as provided herein.

**Suspension of Service:** If Customer fails to pay all amounts owed to ITP when due, then upon at least ten (10) business days prior written notice to Customer, and in addition to any other remedies available at law or in equity, ITP may suspend Services until full payment is made. ITP's right to suspend Services is in addition to ITP's right to terminate this MSA for non-payment.

**Taxes:** ITP is authorized to collect sales tax for Iowa and Illinois only. Otherwise, all charges and fees to be paid by Customer are exclusive of any applicable sales, use, excise or services taxes ("Taxes") that may be assessed on the provision of the Services. In the event that Taxes are assessed, Customer shall pay the Taxes directly to the taxing authority. In the event that Taxes must be paid by ITP, Customer shall reimburse ITP for their payment. The parties shall cooperate with each other in determining the extent to which any Taxes are owed, and shall provide and make available to each other any resale certificates, information regarding out-of-state use of materials, services or sale, and other exemption certificates or information reasonably requested by either party.

### 8. NO HIRING

Throughout the term of this MSA and for a period of one year after the termination or expiration of this MSA, Customer and ITP shall not employ, solicit or offer employment, either directly or indirectly (including without limitation, through the use of any third party) to any employee, independent contractor, officer, director, or partner of the other party, without the prior written consent of the other party. Both parties acknowledge that injury resulting from any breach of this provision would be significant and irreparable and that it would be extremely difficult to ascertain the actual amount of damages resulting from such breach. Therefore, in the event either party violates this provision, that party shall pay to the other an amount equal to 150% of the affected employee's total annual compensation as liquidated damages. The amount of such liquidated damages is not intended as a penalty and is reasonably calculated based upon the projected costs the injured party would incur to identify, recruit, hire and train suitable replacements for such personnel. Should Customer violate this covenant, ITP shall also have the option to terminate this MSA without further notice or liability to Customer.

### 1. WARRANTIES

**Warranty and Remedy:** ITP warrants that its Services and Supplemental Services performed under this Agreement will be free of defects in materials and workmanship for a period of ninety (90) days from the date the performance of the Services are completed. In the event of a breach of this warranty, Customer's sole remedy is to require ITP to re-perform the non-conforming Service or to refund, on a pro-rata basis, the fees paid for the non-conforming Service.

**DISCLAIMER:** EXCEPT FOR THE EXPRESS WARRANTY STATED ABOVE, ITP DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

### 9. LIMITATION OF LIABILITY

Except for personal injury or death, ITP's total liability, whether for breach of contract, warranty, negligence, strict liability in tort, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the price of twelve (12) months of Service

## Master Service Agreement

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provided under this MSA. ALTHOUGH THE PARTIES ACKNOWLEDGE THE POSSIBILITY OF SUCH LOSSES OR DAMAGES, THEY AGREE THAT ITP WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS; INCONVENIENCE; LOSS OF USE, TIME, PRODUCTIVITY, DATA, GOOD WILL, REVENUES, PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT OR THE PERFORMANCE OF SERVICES BY ITP PURSUANT TO THIS AGREEMENT, EVEN IF ITP WAS PREVIOUSLY ADVISED OF THEIR POSSIBILITY. This limitation of liability will survive the expiration or termination of this Agreement and applies notwithstanding any contrary provision.

### 10. INSURANCE

Customer shall be responsible for any loss of or damage to ITP Equipment while it is located at Customer's premises. Customer, at its sole cost and expense, shall procure from reputable insurers and maintain and pay for (a) insurance in form reasonably acceptable to ITP against the loss, theft of, or damage to any or all of the equipment provided herein, for the full replacement cost thereof, naming ITP as the loss payee, and (b) public liability and property damage insurance, each in an amount not less than \$1,000,000, single limit, and naming ITP as an additional insured. Customer may provide such insurance under a "blanket" policy or policies covering other property as well. Upon request, Customer shall deliver certificates of such insurance to ITP. Each insurer shall agree in writing that it will give ITP thirty (30) days' prior written notice before the policy in question shall be altered, not renewed or cancelled.

### 11. EXPIRATION AND TERMINATION

**Expiration:** This MSA will expire automatically on the date the last Service Attachment expires or terminates.

**Termination:** Either party may terminate this MSA for any reason upon at least 60 days advance, written notice given to the other party. Termination of this MSA will result in the termination of all Service Attachments effective on the effective date of termination of this MSA.

ITP may immediately terminate this MSA by written notice to Customer, and Customer shall be in default hereunder, if Customer fails to pay amounts owed to ITP when due, becomes insolvent, liquidates, makes a general assignment for the benefit of creditors, files a voluntary petition of bankruptcy, suffers or permits the appointment of a receiver for its business or assets, or becomes subject to any proceedings under any bankruptcy or insolvency law, voluntary or otherwise.

Any expiration or termination of this MSA or any Service Attachment will not relieve either party of obligations previously incurred, including payments which may be due and owing at the time of expiration or termination. All sums owed by Customer to ITP will become due and payable immediately upon expiration or termination. Upon the effective date of expiration or termination, ITP will have no further obligation to provide Services.

### 12. DISPUTE RESOLUTION

**Arbitration:** Any controversy or claim arising out of or relating to this MSA, or the breach thereof, or the Services or Supplemental Services, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules. The award rendered by the arbitrator(s) will be final and judgment on the award may be entered in any court having jurisdiction thereof.

The arbitrator(s) will not have the authority to award punitive damages to either party. Each party will bear its own expenses, but the parties shall share equally the expenses of the arbitration and the AAA. The arbitration will be held in Scott County, Iowa, or any other location that is mutually agreed by the parties.

**Period for Bringing a Claim:** Except for money due upon an open account, no claim to be resolved may be made more than six (6) months after the date by which the fault or failure was discovered or should reasonably have been discovered. Failure to make a claim within said period shall forever bar the claim.

## Master Service Agreement

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Continued Service: Unless ITP is bringing a claim for failure to make payments by Customer for Services not otherwise in dispute, ITP shall continue to provide Services under this MSA, and Customer shall continue to make payments to ITP, in accordance with this MSA, during the period in which the parties seek resolution of the dispute.

### 13. NOTICES

Except as otherwise provided in this MSA or a Service Attachment, all notices, demands or requests to be given by any party to the other party shall be in writing and shall be deemed to have been duly given on the date delivered in person, or sent via fax or courier service, or on the date of the third business day after deposit, postage prepaid, in the United States Mail via Certified Mail, return receipt requested, and addressed as set forth below:

*If to ITP, to:*

Integrated Technology Partners

P.O. Box 970

810 West 5<sup>th</sup> Street

Wilton, Iowa 52778

Attn: Stacie Harris

Fax: 563-732-3534

*If to Customer, to:*

City of Tipton (City Hall)

407 Lynn St

Tipton, IA 52772

Attn: Melissa

Email: marmstrong@tiptoniowa.org

The address to which such notices, demands, requests, elections or other communications are to be given by either party may be changed by written notice given by such party to the other party pursuant to this Section.

### 14. GENERAL TERMS

**Waiver:** No delay in exercising, no course of dealing with respect to, and no partial exercise of, any right or remedy hereunder will constitute a waiver of any right or remedy, or future exercise thereof.

**Assignment:** ITP may assign its rights and obligations, and may subcontract any portion of its performance, under this MSA. This MSA is binding upon the parties, their successors and assigns.

**Survival:** The duties and obligations of the parties with respect to proprietary rights, intellectual property rights, non-disclosure and confidentiality, and any other provision where the context indicates an intent that it shall survive the term or termination of this Agreement, will survive and remain in effect, notwithstanding the termination or expiration of this MSA.

## Master Service Agreement

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**Amendment:** This MSA may be modified or amended only by a writing signed by both parties.

**Force Majeure:** Neither party is liable for delays or lack of performance resulting from any causes that are beyond that party's reasonable control, such as strikes, material shortages, or acts of God.

**Governing Law:** This MSA and the Service Attachment(s), and the rights and duties of the parties, will be governed and interpreted in accordance with the laws of the State of Iowa. Jurisdiction and venue for any action arising under this MSA and Service Attachment(s) is exclusively in the state or federal courts located in Scott County, Iowa. The parties waive any other choice of venue.

**Severability:** If any term or provision of this MSA is declared invalid by a court of competent jurisdiction, the remaining terms and provisions will remain unimpaired, and the invalid terms or provisions are to be replaced by such valid terms and provisions that most nearly fulfill the parties' intention underlying the invalid term or provision.

**Services after Expiration:** If ITP provides Services or Supplemental Services after the termination or expiration of this Agreement, the terms and conditions in effect at the time of the termination or expiration will apply to those Services or Supplemental Services and Customer agrees to pay for those services on a time and materials basis at ITP's then effective hourly rates.

**Entire Agreement:** This MSA and the Service Attachments set forth the entire understanding of the parties with respect to the subject matter hereof and is binding upon both parties in accordance with its terms. There are no understandings, representations or agreements other than those set forth herein and in the Service Attachments. Each party, along with its respective legal counsel, has had the opportunity to review and modify this MSA. Accordingly, in the event of any ambiguity, such ambiguity will not be construed in favor of, or against either party.

## NSaaS Attachment

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### Network Security as a Service, Service Attachment

This Service Attachment ("Agreement") is by and between Integrated Technology Partners ("ITP") and City of Tipton (City Hall) ("Customer"), as of the date signed below by both parties and incorporates the terms of the ITP Master Services Agreement ("MSA").

Service Site: 407 Lynn St, Tipton, IA 52772

#### 1. EQUIPMENT, SOFTWARE, AND SERVICES TO BE PROVIDED

Exhibits A and B respectively set forth the hardware, software and services to be provided at the Customer site(s) listed above. Note that the monthly price includes travel, courier, photocopying, phone/fax and other charges normally billed separately.

Exhibit C sets forth the implementation schedule.

Exhibit D gives useful information about contacting the ITP Help Desk.

Exhibit E is the form to be used for amendments of this Service Attachment, since Customer's needs may change during the term. The parties agree (a) to renegotiate rates based on additions of users, locations, hardware, software, hardware support requirements, and/or services, and (b) to modify this Agreement following a 30-day notice.

Exhibit F states the Service Fees.

#### 2. CONDITIONS OF SERVICE

Customer shall grant ITP on-site and remote access to its network and facilities at any time reasonably needed by ITP to discharge its responsibilities hereunder.

ITP shall not be responsible to Customer for loss of use of its network or for any other liabilities arising from alterations, additions, adjustments or repairs which have been made to the network other than by authorized representatives of ITP

ITP reserves the right to suspend or terminate this Agreement if, in its reasonable discretion, conditions at the service site pose a health or safety threat.

#### 3. SERVICE RESPONSIBILITY OF ITP

ITP shall provide the Services specified in Exhibit B. All such Services shall be provided during regular business hours, unless otherwise stated in Exhibit B.

Customer is responsible for promptly notifying ITP of any events or incidents that could impact the Services or require any Supplemental Services. ITP will respond in a timely manner via phone, email, remote access, and/or on-site as set forth in Exhibit B.

ITP shall be obligated to provide Services only at the service site(s) specified herein. If Customer desires to relocate, add or remove locations, Customer shall give appropriate notice to ITP of its intention to do so at least 60 days in advance. Any relocation or addition of a new service site, and any other changes to this Service Attachment, such as Services and rates, shall be agreed by the parties using Exhibit E. ITP reserves the right to refuse to provide any particular Service, or all Services, to the network at the relocation and/or new site.

#### 4. ADDITIONAL CLIENT RESPONSIBILITIES

Customer shall provide adequate workspace, heat, light, ventilation, electric current and outlets, internet, remote access, and long-distance telephone access for use by ITP's representatives.

## NSaaS Attachment

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Customer agrees that it will not permit any modification, installation, or service to be performed on the network by individuals not employed by ITP or any relocation of any of IT Equipment.

Customer will designate a managerial level representative and a back-up person (with contact information) to provide any necessary authorizations. Whenever possible, Customer's representative shall be present whenever a ITP service representative is on-site.

### 5. SERVICE LIMITATIONS

In addition to other limitations and conditions set forth in this Agreement, the following Service and support limitations are agreed by the parties:

The cost of the specified hardware, software and designated Services are included in the scope of this Agreement, absent abuse, mistreatment, neglect by Customer or changes by other than ITP personnel. Network upgrades, consumables, and out-of-warranty replacement parts are not included.

In the event additional equipment is required outside the scope of the original solution, only equipment either purchased from or previously approved in writing by ITP shall be supported.

In the event covered equipment fails, ITP shall either fix said equipment or replace it with like equipment. Failure means a malfunction or problem in a covered Equipment resulting in significant loss of business productivity.

Periodic reboots for devices such as firewalls, routers, and servers will be required to apply/activate critical update patches and configuration changes. Customer agrees to provide time/scheduling for network device reboots with its staff.

Application software support is limited to the products listed in Exhibit A.

Supplemental Services or other support services required or requested outside the scope of this Agreement may not be exchanged for days or services within this Agreement. Outside of scope support services are available and will be provided on either a time and material, or project basis.

### 6. SERVICE HOURS AND MAINTENANCE WINDOWS

**Service Hours:** Service hours will be from 8:00 AM to 4:30 PM (Central time) weekdays, not including recognized holidays, identified below.

**Recognized Holidays:** ITP provides only monitoring services during recognized holidays and during any other additional days ITP elects to close the office in conjunction with recognized holidays. These holidays are not included as normal service hours and will not be used to calculate ITP's performance in meeting service level agreements. ITP recognizes the following holidays: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Day after Thanksgiving, and Christmas Day.

**Maintenance Windows:** Maintenance windows will be from 8:00 PM to 3:00 AM (Central time) weeknights and weekends. Routine server and application maintenance and upgrades will occur during maintenance windows.

### 7. PROBLEM MANAGEMENT SERVICES

ITP will undertake problem management as soon as ITP's monitoring staff becomes aware of an incident. All incidents, with status or resolution, will be documented by posting updates to the Problem (Incident) Ticket Tracking System assigned to Customer ("Problem Tickets").

**Server Health Incident Reports:** Incidents that impact server health or the availability of monitored services during service hours will be reported by email to Customer. Incidents that impact the ability of the Customer to receive email will be reported by telephone call to Customer.

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Internet Connectivity Incident Reports: Incidents of loss of Internet connectivity or incidents that could result in failure to meet assured responsiveness on monitored services will be reported by telephone call to Customer.

### 8. NETWORK CHANGE COORDINATION

Significant Change to Customer's Network: Customer shall notify ITP via email of all significant proposed network changes and shall provide the opportunity for ITP to comment and follow-up.

Research Regarding Network Changes: Evaluation of network change requests will sometimes require significant research, design, and testing by ITP. These types of requests are not covered by this agreement and will be billed at ITP's then-current rate for time and materials.

Relocation: Customer will notify ITP of any proposed relocation of a covered equipment to a new site at least thirty (30) days in advance of such relocation. Only ITP staff may physically move equipment covered by this Agreement unless prior authorization is given.

### 9. EQUIPMENT AND SOFTWARE

#### ITP-Supplied Equipment

Ownership: ITP is and will remain the sole owner of any equipment provided by ITP as part of its Services ("ITP Equipment"). ITP Equipment is provided by ITP to Customer on a rental basis only, and this MSA transfers to Customer no ownership rights of any kind in ITP Equipment at any time.

Equipment Maintenance: ITP also has and will retain sole discretion to determine the necessity of maintenance, repairs and/or improvement of ITP Equipment.

Manufacturer Warranties: ITP makes no independent representations or warranties with respect to ITP Equipment. Any third party warranties are the exclusive remedies of Customer with respect to such ITP Equipment. In the event of an ITP Equipment malfunction, ITP will take commercially reasonable steps to ensure that Customer receives the benefit of any manufacturer warranties applicable to ITP Equipment in use at Customer's location.

Damage and Insurance: Customer shall take reasonable care of ITP Equipment and shall not damage it, tamper with it, move or remove it, attempt to repair it, or attempt to install any software on it. Customer is responsible for all damage to or loss of ITP Equipment used at Customer's location, other than loss or damage caused by ITP's employees or contractors. In addition, Customer shall obtain and maintain insurance as provided in Section 14.

Environment: Customer is responsible for providing the necessary power, network connection and appropriate environment to support ITP Equipment.

Equipment Identification: Customer shall not remove any sign, label or other marking on ITP Equipment identifying ITP as the owner of ITP Equipment. Customer does not acquire and will not acquire any rights of ownership in the Equipment by virtue of this MSA, and Customer does not have and will not have, by operation of law or otherwise, any lien or other similar right over or in relation to ITP Equipment or any equipment at ITP's data centers.

Removal Upon Termination: On termination of any Service Attachment pursuant to which ITP delivers ITP Equipment to Customer, Customer shall allow ITP and its employees and contractors reasonable access to Customer's premises to remove such ITP Equipment.

#### Customer-Supplied Equipment

Hardware Maintenance: Customer will keep in effect hardware maintenance agreements on managed in-warranty servers and network equipment infrastructure. Customer shall designate ITP as an authorized agent for requesting actions under all applicable

## NSaaS Attachment

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maintenance/service contracts. Customer will be responsible for purchasing necessary maintenance agreements, when available, should current agreements expire.

**Minor On-Site Tasks:** ITP may occasionally request Customer staff to perform simple on-site tasks. Customer will comply with all such reasonable requests.

**Server Upgrades or Repair:** ITP will authorize all server upgrades or repair. Customer shall not perform upgrades or repair without ITP notification.

### Customer-Supplied Microsoft Software

**Software Media:** Customer shall obtain and supply to ITP all necessary software media with installation keys upon request. Customer is responsible for obtaining all required server licenses and client access licenses.

**Software Upgrades:** Customer is responsible for upgrading any software that is not currently supported by Microsoft.

**Software Support or Service Contracts:** Customer shall designate ITP as an authorized agent for requesting actions under any applicable software support/service contracts.

**Software Maintenance Recommendations:** Customer acknowledges ITP's recommendation of applicable software maintenance.

### Non-Microsoft Software

**Software Media:** Customer shall provide all Non-Microsoft Software media and installation keys to ITP to be used in providing the Services.

**Software Upgrades:** Customer is responsible for upgrading any software that is not currently supported by the respective vendor.

**Software Maintenance Recommendations:** Customer acknowledges ITP's recommendation of applicable software maintenance.

## 10. SERVICE FEES

Customer shall pay to ITP Service Fees as described on Exhibit F. At any time after the parties sign this Service Attachment, ITP may elect to raise the fees that it charges for any Services provided to Customer under this Service Attachment. ITP shall give Customer no less than thirty (30) days notice of any such increase in fees to be charged. Following its receipt of such notice, Customer may terminate this agreement without incurring any additional charges or penalties, if any, that it ordinarily would incur for such termination. However, no increase in the Service Fees to be paid by Customer resulting from the addition of users, locations, hardware, software, hardware support requirements, and/or services is to be considered a fee increase for the purpose of applying this provision.

## 11. EXCLUSIONS

ITP shall not be held responsible for failures to provide Services during the period of time for which any of the following "Exclusions" exist:

**Hardware Malfunction:** There is a defect or malfunction in any hardware or software that adversely affects ITP's ability to perform the Services.

**Customer Resource Problems:** There are problems resulting from Customer resources not under ITP management.

**Scheduled Maintenance:** Scheduled maintenance windows and other agreed upon periods of time that are necessary for repairs or maintenance.

**Network Changes:** Changes made by Customer to the networking environment that were not communicated to or approved by ITP.

**Task Reprioritization:** Problems or failures related to a prioritization or reprioritization of tasks by Customer.

**Force Majeure:** Problems resulting from a Force Majeure event as described in the MSA.

**Agreed Temporary Exclusions:** Any temporary exclusion requested by ITP and approved by Customer to implement changes in applications, environments, conversions or system software.

**Customer Actions:** Problems resulting from actions or inactions of Customer contrary to ITP's reasonable recommendations.

**Customer Responsibilities:** Problems resulting from any failure by Customer to fulfill its responsibilities or obligations.

**Factors Beyond ITP's Control:** Delays or downtime due to any factor outside of ITP's reasonable control.

**Internet Connectivity Loss:** Loss of Internet connectivity to Customer site for any reason.

**Problem Ticket Management:** The time interval between the initial occurrence of a desktop malfunction or other issue affecting

## NSaaS Attachment

functionality and the time Customer reports the desktop malfunction or issue to ITP.

### 12. TERM AND RENEWAL

The term of this Agreement begins on the Service Commencement Date stated on Exhibit B and, unless properly terminated by either party, this Agreement will remain in effect for an initial term of sixty 36 months. The parties may agree to extend this Agreement beyond the initial term by one (1) additional separately negotiated three (3) year term. The monthly Service Fees for such subsequent term shall not exceed the monthly Service Fees of the initial term. Such extension shall be in writing and signed by both parties.

### 13. TERMINATION OF AGREEMENT

**Termination for Cause:** If either party materially fails to perform its obligations under this Agreement and such failure continues for a period of thirty (30) days after written notice, the other party shall have the right to terminate this Agreement. If ITP terminates this Agreement, Customer shall pay the sum equal to the remaining monthly Service Fees due under the terms of this Agreement. This payment shall not be considered penalty for the breach, but as liquidated damages to compensate ITP for the fees it would have received had the contract remained in effect for the remainder of the term and for a portion of initial project implementation costs.

**Termination Without Cause:** Customer may terminate this Service Attachment without cause, provided that Customer gives ITP no less than sixty (60) days written notice and pays ITP an early termination fee of sixty percent (60%) of the monthly Service Fees remaining to be paid by Customer through the end of the then-current term, based on the Service Fees then in effect.

**Termination by ITP:** ITP may elect to terminate this Service Attachment upon thirty (30) days advance, written notice, with or without cause.

**Other Termination:** ITP and Customer shall each have the right to terminate this Agreement if the other party is declared insolvent or bankrupt, or is the subject of an Order for Relief not dismissed within ninety days, or if a Trustee in Bankruptcy or a Receiver or similar officer is appointed for the other party.

**Termination of Software Services:** Termination of this Agreement for any reason by either party immediately terminates Customer's access to software services supplied by ITP. All affected software will be immediately uninstalled from Customer owned devices by ITP.

### Exhibit B — Services to be Provided

The following services are to be provided to the equipment on Exhibit A, unless otherwise noted herein.

Plan Level Selected: Gold (G)

Service Commencement Date: 5/1/2018

Managed Network Services (MNS)			
MNS Plan Selected			
Service Commencement Date			
MNS Plan Level		Plan Level: S=Silver, G=Gold, D=Diamond Key: * - Included; • - Not Included	
S	G	D	Service Description
<b>Server Monitoring and Management (Haas)</b>			
•	•	•	Server availability & performance monitoring
•	•	•	Verification of services running as configured
•	•	•	Disk space thresholds, CPU and memory utilization
•	•	•	Non-routine System Log, Security Log, and Application Log entries
•	•	•	Server patch level monitoring
•	•	•	Patch & update pre-deployment testing
•	•	•	Windows Server security updates and patch installation

## NSaaS Attachment

•	•	•	Windows server administration, including Active Directory and account management
•	•	•	Exchange Server monitoring, including SMTP events such as DoS attacks, information store size, SMTP queue growth
•	•	•	Exchange Server maintenance and OS updates/patches
•	•	•	File and Print Services administration
•	•	•	File-level security per client specifications
•	•	•	Track processes, services, and events, and report issues and resolutions
•	•	•	Manage power usage on servers
•	•	•	Monitor quality and characteristics of UPS products equipped with network interface cards
•	•	•	Antivirus monitoring on servers – events, update status
•	•	•	Antivirus update management on servers
•	•	•	Unlimited reactive and emergency server support time (including virus remediation)
<b>Workstations and Laptops</b>			
•	•	•	Workstation and laptop OS updates & patching
•	•	•	Microsoft Office (2003 and later) patching
•	•	•	Workstation availability, hardware & performance monitoring (including event log)
•	•	•	Antivirus monitoring on workstations - events, update status
•	•	•	Antivirus update management on workstations
•	•	•	Unlimited reactive and emergency workstation support time (including virus remediation)
<b>Networking Equipment</b>			
•	•	•	Router and switch performance and predictive monitoring
•	•	•	Router and switch maintenance
•	•	•	Unlimited maintenance, reactive and emergency support on routers, switches and other related network devices
<b>Network Peripherals</b>			
•	•	•	Printers and multifunction device monitoring
•	•	•	Unlimited network configuration of printers and multifunction devices
<b>Virtual CIO</b>			
•	•	•	Annual strategy & planning meeting with client (CIO)
•	•	•	Quarterly strategy & planning meeting with client (CIO)
•	•	•	Procurement assistance
•	•	•	Trend analysis, regular customer debriefing and strategizing, optimization services, vendor escalation support, high end troubleshooting, software upgrade planning and network architectural design
<b>Hosted Services</b>			
•	•	•	Management of Office 365 Hosted Email Service: <xx>.com and domain aliases
•	•	•	Management of Office 365 Hosted File Sharing Service: <xx>.com and domain aliases
•	•	•	Anti-virus and spam filtering for email: <xx>.com and domain aliases
<b>End-User Support</b>			
•	•	•	Helpdesk with central contact point (phone and/or email)
•	•	•	End-user support time (<X> hours/user, aggregated)

### Exhibit B — Services to be Provided (continued)

MNS Plan Level			Service Description
S	G	D	
Plan Level: S=Silver, G=Gold, D=Diamond Key: • - Included; ◦ - Not Included			

## NSaaS Attachment

Change Management			
•	•	•	Work with vendor partners to ensure optimal change implementation
Internet Service			
•	•	•	Provision connection
•	•	•	Monitoring of Internet connectivity and bandwidth usage
•	•	•	Work with ISP to resolve Internet connectivity issues
VoIP Management			
•	•	•	Maintenance of VoIP infrastructure
•	•	•	Monitoring of VoIP systems
Projects			
•	•	•	Network cabling
•	•	•	Disaster recovery & business continuity planning
•	•	•	Location moves

Hardware as a Services (HaaS)	
HaaS Selected	
Service Commencement Date	
•	Hardware supplied for a fixed monthly price, with scheduled replacement/refresh
•	Asset lifecycle management
•	Facilitation of IT asset financing
•	High Availability – device loaners or "hot spare" program (desktops and laptops)
•	High Availability – redundancy and/or rollover plan in place

Backup/ Disaster Recovery	
Service Commencement Date	
•	Data assessment, plan design and implementation
•	On-site backup solution monitoring; email notification of backup failures and corrective actions
•	On-site backup management – create and modify backup and/or restore jobs
•	On-site backup recovery point management
•	Semi-annual test-on-site backup virtualization (Datto Siris Only)
•	Off-site (online) backup solution monitoring; email notification of backup failures and corrective actions
•	Off-site (online) backup management – create and modify backup and/or restore jobs
•	Off-site backup recovery point management
•	Semi-annual test-cloud virtualization
•	Documented recovery procedures
•	High Availability – rapid restore procedures

Network Security	
Service Commencement Date	
•	Security policies and configuration

## NSaaS Attachment

-	
•	Firewall monitoring – performance and security events
•	Firewall maintenance – OS and firmware updates
•	Firewall management
•	VPN monitoring, maintenance, and management
•	Annual independent 3rd party security audit available at added cost

# IOWA STATE UNIVERSITY

## Extension and Outreach

Cedar County Extension  
107 Cedar St.  
Tipton, IA 52772  
563-886-6157

February 2019

Tipton City Council  
407 Lynn St.  
Tipton, IA 52772

Dear Council Members,

Cedar County Extension and Outreach is proud to be able to offer opportunities for Cedar County youth that spark curiosity and engage critical thinking. We will again be offering Summer Discovery Camps, Summer STEM and Healthy Living Camps, Spring Project Workshop Series, County Library Programs, and a Cardboard Boat Regatta for youth, Kindergarten through 8<sup>th</sup> grade. We aim to provide programming that is fun and meaningful for the youth of Cedar County. Campers will explore hands on challenges using state of the art technology and tools, engage in physical activity to promote healthy lifestyles, and create snacks to feed their mind and bodies.

Iowa State University Extension has offered Summer Discovery Camps, Library Programs, STEM and Healthy Living Camps and the Cardboard Boat Regatta in Cedar County for several years and just last year added a Spring Project Workshop Series. There were over 400 youth from Cedar County that participated in these programs in 2018. Well over half of these youth are residents of Tipton. Our goal is to be inclusive and provide opportunities for all families. Cedar County Extension Council has made the commitment to hire five summer staff members to plan and lead these opportunities. The council wants to ensure students engage in a high quality learning environment.

Cedar County Extension is committed to providing STEM and healthy living opportunities to our youth at a reasonable price. We would like to maintain a low registration fee cost for our families that choose to participate. Registration fees contributes to the cost of the camp supplies, snacks, staff, and mileage.

We are requesting funding, \$500, from the City of Tipton to assist with the cost of this program.

Thank you for your consideration of funding this program. We will be offering Tipton Summer Discovery, Camp, and Spring Project Workshop Series sessions in May - July 2019 – and several of these opportunities will take place at the Tipton City Park.

Sincerely,

*Teresa Bohlmann*  
Teresa Bohlmann  
K-12 Outreach Educator  
Cedar County Extension and Outreach

*Dionne Daedlow*  
Dionne Daedlow  
Families and Youth Educator  
Cedar County Extension and Outreach

AGENDA ITEM:

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

**DATE:** March 11, 2019

**AGENDA ITEM:** Replacement of Garbage Totes

**ACTION:** Move to approve, deny or table the quote for containers from Cascade Engineering.

**SYNOPSIS:** *Once again we find ourselves in need of additional totes for Garbage. As I have mentioned in the past our 10-year life expectancy continues to become reality. I have included the recent quote from our past supplier for an additional 108 containers. This cost per unit seems to be in line with the going market price and has not increased since our last order.*

**BUDGET ITEM:** Garbage collection 670-5-840-3-67270

**RESPONSIBLE DEPARTMENT:** Public Works – Garbage Collection

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

**ATTACHMENTS:** Quote from Cascade Engineering

**PREPARED BY:** Steve Nash, Director of P. W.    **DATE PREPARED:** March 11, 2019

Incorporates terms and conditions located at:  
www.cascadeng.com/terms-warranties

CASCADE ENGINEERING - CG  
Container  
4950 37TH STREET SE  
FAX: (616) 975-4902  
GRAND RAPIDS, MI 49512  
United States

Q U O T E

Quote Number: Q32144      Revision: 0  
Quote Date: 02/28/19      Page: 1  
Print Date: 02/28/19  
Expire Date: 03/30/19

Sold To: MU50181

Ship To: MU50181

CITY OF TIPTON  
124 W. SOUTH STREET  
TIPTON, IA 52772  
United States

CITY OF TIPTON  
124 W. SOUTH STREET  
TIPTON, IA 52772  
United States

Attention: STEVE NASH  
Telephone: 5638863953

Attention: STEVE NASH  
Telephone: 5638863953

Salesperson 1: 30

Credit Terms: N45  
NET 45 DAYS  
Resale:  
Remarks:

Purchase Order: QUOTE  
Ship Via: CH ROB  
FOB Point: TIPTON IA

Ln	Item Number	Qty Quoted	Qty to Rel	UM	Price	Extended Price
1	6490954 CART 64 BLK/ TIPTON /S	54.0	54.0	EA	40.50	2,187.00
2	CART 96GLN OM BLK CART BODY W/LOGO; PLAIN BLK LID	54.0	54.0	EA	47.00	2,538.00

---

Non-Taxable: 715.00	Currency: USD	Line Total:	4,725.00
Taxable: 4,725.00	0.00%	Discount:	0.00
Tax Date: 02/28/19		:	0.00
	Shipping	20 :	715.00
	Taxable Handling Charge	94 :	0.00
		Total Tax:	0.00
		Total:	5,440.00

# Memo

**To:** City Council

**From:** Steve Nash, Director of Public Works

**cc:** Brian Wagner, City Manager  
Melissa Armstrong, Financial

**Date:** 3-8-2019

**Re:** Pot-hole repair, City wide

---

## History of Pot-hole repair;

You are all aware of the challenges we experience in the Midwest with the annual crop of Pot-holes. It has been our experience that Cold-mix is not only a temporary fix, it can also be very short lived. When Cold-mix is used in the winter months, there is little chance of it bonding to the existing pavement. The reason being 2-fold. It won't bond to wet/ice surfaces or frozen surfaces. Therefore, we have recently researched other types of "fixes". The most common "fix" used by the DOT and some cities is a machine that has the ability blow out the hole with an air compressor, then coat the cavity with a hot bonding agent and finally fill the hole with a mixture of chip and bonding agent.

Two years ago, we had this type of machine demonstrated for us by Star Equipment out of Cedar Rapids. Brian and Klay were involved with that demonstration. They were both very impressed. We have been watching that patch since then and it has held up. This machine is more in line with creating a "permanent patch".

- Our present concerns and questions with our current practice.

Is Cold mix cost effective considering time spent and a lasting repair?

How much reduction in product could we save if we only needed to do a problem area every 3 or 4 years?  
What's the cost of changing direction with a more proven approach?  
Are materials for a new approach available on a local level?  
Are there any other equipment needs that would be required with this type of machine?  
How much do we typically spend on cold-mix annually?  
How much time could we save if repairs lasted 3-4 years?  
Could this machine be used to do a larger area?  
Are there any attractive financing options?

These were some of the thoughts and questions we came up with initially. I have been in contact with Brad Tholen, of Star Equipment. He does have a unit on hand which is used, (110 hours). I'd like to see another demonstration with Mayor/Council invited. This type of response to our pot-hole situation should be very well received by the public. Additionally, I think it is better economically over time.

This machine can be seen in action via on-line demonstrations, if anyone is interested in viewing. The company is Crafc0 and the name of this unit is "Crafc0 Magnum Patcher".

Brad could possibly set up a demonstration within the next week or two. I feel like we could look at a change in direction with this operation, for the good of our streets and as a proactive approach to the situation.

Thanks for your consideration,

Steve



**QUOTATION**  
**STAR EQUIPMENT LTD**  
 CONSTRUCTION EQUIPMENT DISTRIBUTORS  
 SALES-SERVICE-RENTAL



1401 2<sup>nd</sup> Avenue, Des Moines, IA 50314 515/283-2215 \* 800/369-2215 \* Fax 515/283-0295  
 2950 6<sup>th</sup> Street SW, Cedar Rapids, IA 52404 319/365-5139 \* 800/728-5139 \* Fax 319/365-6726  
 2625 W Airline Hwy, Waterloo, IA 50703 319/236-6830 \* 800/791-9249 \* Fax 319/236-6834  
 2100 E. Lincoln Way, Ames, IA 50010 515/233-9500 \* Fax 515/233-9505

**Acct 20935**

Steve Nash  
 City of Tipton  
 407 Lynn Street  
 Tipton, IA 52772

Quote: 19124  
 Date: 3-8-19  
 Email: [snash@tiptoniowa.org](mailto:snash@tiptoniowa.org)  
 Phone: 563-886-6187

QTY	Description	Contractor Price
1	<b>New 2019 Cimline Durapatcher P2 Spray Patcher Trailer:</b> <ul style="list-style-type: none"> <li>• 74hp IT4 Diesel Engine – 400cfm Blower</li> <li>• 250gal Heat Blanketed Emulsion Tank, Insulated 12" Hatch</li> <li>• Heat Trace Emulsion Valves &amp; Lines to Spray Tip</li> <li>• Vent Flo Nozzle &amp; Removable Clean Out Tank - Standard 3" Drain Valve</li> <li>• Tank Contents Gauge – Gravity Feed for Aggregate</li> <li>• 12v Nozzle Heater &amp; LED Lights</li> <li>• LED Lighting Package – Includes Arrowboard &amp; Strobe</li> </ul> ID #: 021436	\$63,699.00
1	<b>Used 2016 Crafcro Magnum Patcher:</b> <ul style="list-style-type: none"> <li>• 250gal Emulsion Tank w/ 8" Tank Opening</li> <li>• 11gpm @ 1200rpm Hydraulic Pump Flow - 22gal Hydraulic Tank Capacity</li> <li>• 80hp John Deere Diesel Engine w/ 22gal Fuel Tank</li> <li>• 30gal Solvent Flush Tank &amp; Hydraulic Tailgate</li> <li>• <b>Star 'A' Warranty</b></li> </ul> ID #: 418188	\$39,950.00
	Approx. Hrs: 110	

**RPO:** (rental purchase option) 100% of rent to apply with a carrying charge of 2% on non-declining balance. \$7,200.00 to be charged monthly. Max rental term to be (TBD) months.

X: \_\_\_\_\_ Customer Signature

FOB Point: Cedar Rapids, IA  Terms Cash or Approved Financing	<table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;"><b>New P2</b></td> <td style="text-align: center;"><b>Used Crafcro</b></td> </tr> <tr> <td><i>Sub Total</i></td> <td style="text-align: right;">\$63,699.00</td> <td style="text-align: right;">\$39,950.00</td> </tr> <tr> <td>PDI</td> <td style="text-align: right;">\$600.00</td> <td style="text-align: right;">Included</td> </tr> <tr> <td>% Sales Tax</td> <td colspan="2" style="text-align: right;">Tax Exempt</td> </tr> <tr> <td><i>Sub Total</i></td> <td style="text-align: right;">\$64,299.00</td> <td style="text-align: right;">\$39,950.00</td> </tr> <tr> <td>Freight</td> <td style="text-align: right;">\$700.00</td> <td style="text-align: right;">None</td> </tr> <tr> <td><b>Cash Total</b></td> <td style="text-align: right;"><b>\$64,999.00</b></td> <td style="text-align: right;"><b>\$39,950.00</b></td> </tr> </table>		<b>New P2</b>	<b>Used Crafcro</b>	<i>Sub Total</i>	\$63,699.00	\$39,950.00	PDI	\$600.00	Included	% Sales Tax	Tax Exempt		<i>Sub Total</i>	\$64,299.00	\$39,950.00	Freight	\$700.00	None	<b>Cash Total</b>	<b>\$64,999.00</b>	<b>\$39,950.00</b>
	<b>New P2</b>	<b>Used Crafcro</b>																				
<i>Sub Total</i>	\$63,699.00	\$39,950.00																				
PDI	\$600.00	Included																				
% Sales Tax	Tax Exempt																					
<i>Sub Total</i>	\$64,299.00	\$39,950.00																				
Freight	\$700.00	None																				
<b>Cash Total</b>	<b>\$64,999.00</b>	<b>\$39,950.00</b>																				

Estimated delivery after receipt of order in 10 days.  
 Quotation for acceptance within 30 days.

**Subject to Prior Sale and  
 Management Approval  
 STAR EQUIPMENT, LTD**

By \_\_\_\_\_ Date \_\_\_\_\_

Territory: 58 Created by Brad Bowman  
 By Brad Tholen (319) 350-7197

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

**DATE:** March 11<sup>th</sup>, 2019  
**AGENDA ITEM:** Transformer Purchase for Cedar County Co-Op  
**ACTION:** Motion to Approve

**SYNOPSIS:** This is for purchasing a transformer for the new feed mill at the Cedar County Co-Op. This will be a pass-through cost as I have indicated in the past we now charge the customer for these projects. This is stated in the service rules the City Council passed in the spring of 2015. I would recommend the ERMCO Unit and basement for \$16,238.00 as it is the low bid and the transformer brand has an excellent customer service reputation.

The following is the price breakdown from lowest to highest.

**RESCO: ERMCO 1000 KVA PAD MOUNT, BASEMENT \$16,905.00 - \$667.00= \$16,238.00\***

FLETCHER/REINHARDT: COOPER 1000 KVA TRANSFORMER ONLY	\$16,717.00
GRAYBAR: GENERAL ELECTRIC 1000 KVA TRANSFORMER ONLY	\$16,718.67
IRBY: HOWARD INDUSTRIES 1000 KVA TRANSFORMER ONLY	\$19,605.00
RESCO: HOWARD INDUSTRIES 1000 KVA TRANSFORMER ONLY	\$20,225.00
WESCO: ABB 1000 KVA TRANSFORMER & BASEMENT	\$22,665.00

- \*Price reflects patronage rebate which will be sent in 2020 of \$667.00
- **ALL TRANSFORMERS HAVE A LEAD TIME OF 10 TO 12 WEEKS**

**BUDGET ITEM:** NO

**RESPONSIBLE DEPARTMENT:** Electric

**MAYOR/COUNCIL ACTION:** Approval Needed

**ATTACHMENTS:** Attachment 6 quotes

**PREPARED BY:** Floyd Taber

**DATE PREPARED:** 2/25/19



Fletcher/Reinhardt

Eaton's Power Systems Division  
Proposal Number: BRD1996791  
Revision 00

Date: February 08, 2019  
Proposal Valid Through: March 12, 2019

### Item Details

Item Number: 00001

Customer RFQ Information: Email; Dated: 1/30/2019

Quantity	Unit Price	Extended Price
1	.\$16,717.00 ea	\$16,717.00

Lead-time (Per Lead-time definition in Proposal Details):

Product Lead-time (X): 12-13 weeks ex-factory

Description:

kVA	1000 kVA 3 Phase Pad-Mounted Transformer
Temperature Rise	65 degree average winding rise
Cooling Class	ONAN
Insulating fluid	Mineral Oil
Efficiency Standard	DOE 2016
High Voltage	12470GY/7200 Volts, 95 kV BIL
kV Class	15 kV
High Voltage Configuration	Dead Front, Loop Feed
Taps	2 - 2.5% taps above and 2 - 2.5% taps below nominal
High Voltage Bushings	200 amp Cooper bushing wells (Qty: 6)
Inserts	15 kV, 95 kV BIL Cooper load-break inserts (Qty: 6)
Load-break Switching	15-38 kV, 300A 2-Position
Expulsion fuses	Bayonet fuses (Qty: 3)
Bayonet Holder	Copper Bayonet Fuse Holder (Qty: 3)
Low Voltage	480Y/277 Volts, 30 kV BIL
Low Voltage kV Class	1.2 kV
Low Voltage Bushings	Integral aluminum 12-hole spade bushing(s) (Qty: 4)
Bushing Supports	Standard LV Bushing Support Assembly
Cabinet hardware	Penta-head cabinet door bolts
IR Windows	No Window Required
IEEE K-Dimension	Loop feed per IEEE C57.12.34-2015 Figure 16 specific dimensions (without bails)
Coatings	Munsell Green (Munsell 7GY 3.29/1.5) topcoat
Notifications	Additional Nameplate (Outside LV Door)
Notifications	Mr. Ouch Decal Assembly--English
Notifications	Non-PCB decal
Notifications	kVA Stencil (2" Yellow Letters Outside LV Door)
Notifications	High Voltage Stencil (2" Yellow Letters Outside LV Door)
Notifications	Low Voltage Stencil (2" Yellow Letters Outside LV Door)
Gauges & Fittings	Thermometer, dial-type
Gauges & Fittings	Pressure/vacuum gauge
Gauges & Fittings	Drain valve (1") with sampler in LV compartment
Gauges & Fittings	Pressure relief device, 35 SCFM
Tank accessories	Copper ground bus in HV & LV compartments
Packaging	Pallet
Cover	Bolted cover
Gauges Location	Inside Main Cabinet on Front Plate

Phone: 262-524-3374 Fax:

Page 4 of 7



4360 SOUTH 90TH ST  
 OMAHA NE 68127-1310  
 Phone: 402-592-7676  
 Fax: 402-331-8207

To: CITY OF TIPTON  
 407 LYNN ST  
 TIPTON IA 52772-1633  
 Attn: Floyd K. Taber  
 Phone: 563-886-6187  
 Fax: 563-886-2759  
 Email: connie.hergenrader@graybar.com

Date: 02/18/2019  
**Proj Name:**  
**GB Quote #:** 0232081501 Rev-1  
 Release Nbr:  
 Purchase Order Nbr:  
 Additional Ref#  
 Valid From: 02/17/2019  
 Valid To: 03/19/2019  
 Contact: CONNIE HERGENRADER  
 Email: connie.hergenrader@graybar.com

**Proposal**

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Notes: RESIDENTIAL TRANSFORMER NOTES -**

**REV001**

Item quoted based on std 3 ph transformer. No other spec used to quote this opportunity.

-Prolec GE designs, manufactures and test transformers in accordance with the latest applicable sections of ANSI, NEMA and IEEE Standards. We take exceptions to all other codes and standards.

-Transformers were quoted based on ANSI C57.12.34.

-We are providing 12470 GRDY / 7200 - 480Y/277, minimum dimensions, IFD Device, 1 - 2 pos. switch

**LEAD TIME 9 WEEKS**

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
------	-----------	----------	----------	-------------	-------------	-------	------	-----------

100		1 EA	GE-PROLEC	QRHY768		\$16,718.67	1	\$16,718.67
-----	--	------	-----------	---------	--	-------------	---	-------------

\*\*\*Item Note:\*\*\*

GE ID: QRHY768  
 DESCRIPTION:  
 1000 KVA  
 THREE PHASE PAD TRANSFORMER  
 12470 GRDY / 7200 - 480Y/277  
 (2) - 2.5% ABOVE AND BELOW IN HV  
 LOOPFEED,SIX HV BUSHING, STAGGERED LV W/RADIA  
 BAYONET EXP. FUSE + ISO LINK  
 DEAD FRONT,MINIMUM DIMS,STAGGERED LV  
 TYPE ONAN, 95 KV BIL  
 20 INCH DEEP CABINET, TEMP. RISE: 650C

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)

24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill.

Unless noted the estimated ship date will be determined at the time of order placement.

IRBY

**HOWARD  INDUSTRIES**

Howard Industries, Inc.  
Utility Transformer Division  
P.O. Box 1588  
Laurel, MS 39441-1588  
Phone: 601 425 3151  
Fax: 601 649 8090

**QUOTATION**

PTON MUN. UTIL.  
7 LYNN ST.  
PTON, IA 52772

FOB: DESTINATION  
PRICING: FIRM FOR QUOTED SHIPMENT  
AGENT: AMERICAN POWER & COMMUNI

VALIDITY: 30 DAYS  
TERMS: NET 30 DAYS  
INQUIRY: TIPTON

QUOTATION NO: CD-4487  
QUOTATION DATE: 02/11/20  
PAGE NO: 1

Item	Qty	Description	Unit Price	Shipmer ARO
EM 1	1	<p>PRODUCT: 3-PHASE PADMOUNT ANSI C57.12.34 DEAD FRONT SINGLE VOLTAGE            KVA: 1000 KVA            HV: 12470GRDY/7200 + GRD 95KV BIL            LV: 480Y/277 30KV BIL            TAPS: (2) 2-1/2 ABOVE &amp; BELOW            LOSSES: NO LOAD = 1252, LOAD = 7025, TOTAL = 8277            IMPED = 5.9            OIL TYPE: MINERAL</p> <p>QUOTED PER CUSTOMER INQUIRY DATED 1-30-19            NON-EVALUATED            THREE PHASE PAD-DEAD FRONT-LOOP FEED-SPLIT TAPS-            WELLS/INSERTS-BAYONET FUSING-SPADES-LBOR-TEMPERATURE            GAUGE-VACUUM/PRESSURE GAUGE-DRAIN VALVE W/SAMPLER-            IFD</p> <p>-----            TAKE EXCEPTION FOR BASEMENT PADS</p> <p>ORDERS REQUIRING APPROVAL DRAWINGS: LEADTIMES QUOTED ASSUME THAT APPROVAL            DRAWINGS WILL BE SIGNED AND RETURNED TO HOWARD INDUSTRIES WITHIN TWO WEEKS OF            RECEIPT OF SAID DRAWING. SHOULD THE PROCESS REQUIRE ANY ADDITIONAL TIME BEYOND            THESE TWO WEEKS, THAT ADDITIONAL TIME WILL BE ADDED TO THE QUOTED LEADTIME.</p> <p>TRANSFORMERS ON THIS QUOTATION ARE DESIGNED TO COMPLY WITH DOE EFFICIENCY            REQUIREMENTS EFFECTIVE FOR COVERED TRANSFORMERS COMPLETING MANUFACTURE BEGINNING            JANUARY 1, 2016.</p>	\$19,605.00	14-16 W

**CONTROLLED COPY**

**LAST PAGE**

**SUBMITTED BY JUSTIN THIRY**

ISS VIEWED ON A PC FROM THE 'QCS' share on Howardpc Drive

Document: 2321  
Revision: 1  
Authorized: PJK

**HOWARD  INDUSTRIES**

Howard Industries, Inc.  
 Utility Transformer Division  
 P.O. Box 1588  
 Laurel, MS 39441-1588  
 Phone: 601 425 3151  
 Fax: 601 649 8090



**QUOTATION**

TIPTON MUN. UTIL.  
 100 LYNN ST.  
 TIPTON, IA 52772

FOB: DESTINATION  
 PRICING: FIRM FOR QUOTED SHIPMENT  
 AGENT: AMERICAN POWER & COMMUNI

VALIDITY: 30 DAYS  
 TERMS: NET 30 DAYS  
 INQUIRY: TIPTON

QUOTATION NO: CD-4487  
 QUOTATION DATE: 02/11/20  
 PAGE NO: 1

Item	Qty	Description	Unit Price	Shipmer ARO
M 1	1	PRODUCT: 3-PHASE PADMOUNT ANSI C57.12.34 DEAD FRONT SINGLE VOLTAGE KVA: 1000 KVA HV: 12470GRDY/7200 + GRD 95KV BIL LV: 480Y/277 30KV BIL TAPS: (2) 2-1/2 ABOVE & BELOW LOSSES: NO LOAD = 1252, LOAD = 7025, TOTAL = 8277 IMPED = 5.9 OIL TYPE: MINERAL  QUOTED PER CUSTOMER INQUIRY DATED 1-30-19 NON-EVALUATED THREE PHASE PAD-DEAD FRONT-LOOP FEED-SPLIT TAPS- WELLS/INSERTS-BAYONET FUSING-SPADES-LBOR-TEMPERATURE GAUGE-VACUUM/PRESSURE GAUGE-DRAIN VALVE W/SAMPLER- IFD ----- TAKE EXCEPTION FOR BASEMENT PADS  ORDERS REQUIRING APPROVAL DRAWINGS: LEADTIMES QUOTED ASSUME THAT APPROVAL DRAWINGS WILL BE SIGNED AND RETURNED TO HOWARD INDUSTRIES WITHIN TWO WEEKS OF RECEIPT OF SAID DRAWING. SHOULD THE PROCESS REQUIRE ANY ADDITIONAL TIME BEYOND THESE TWO WEEKS, THAT ADDITIONAL TIME WILL BE ADDED TO THE QUOTED LEADTIME.  TRANSFORMERS ON THIS QUOTATION ARE DESIGNED TO COMPLY WITH DOE EFFICIENCY REQUIREMENTS EFFECTIVE FOR COVERED TRANSFORMERS COMPLETING MANUFACTURE BEGINNING JANUARY 1, 2016.	\$20,225.00	14-16 W

## Floyd Taber

**From:** Julander, William <WJulander@wescodist.com>  
**Sent:** Monday, February 4, 2019 10:42 AM  
**To:** Floyd Taber  
**Cc:** Connelly, Marty  
**Subject:** 1000KVA transformer quote

Hey Floyd,

Pricing for the 1000KVA transformer is below. The ground sleeve price is just an estimate. I won't know the dimensions of the transforme until it goes through engineering so I can't give a firm price for the ground sleeve. The price I listed is based off what the ground sleeve cost for similar transformers we've done in the past.

Thanks,  
Bill

Quantity	Mfr	Part #	Description	Price	UOM	Total	Lead Time	Freight terms
1	ABB	1000KVA	1000KVA transformer per specs sent with quote request	\$21,165.00	E	<del>\$21,165.00</del>	10-12 weeks	Freight Allowed
1	Nordic	Ground sleeve	Estimate for ground sleeve. Based off estimated footprint and estimated weights provided by factory. Box pad required could change if transformer dimensions are different than expected after going through engineering.	\$1,500.00	E	\$1,500.00	10 weeks	Freight Allowed

kVA	MFR	NL	LL	TL	Conductor	%Z
1000	ABB	1294 @ 85	7555 @ 85	8848	AL/AL	5.72

Quoted loss values are subjected to ANSI Test Tolerances.

### Description:

**Type** : Liquid-Filled MTR Padmounted Transformer  
**Fluid** : Mineral Oil  
**Core** : Grain Oriented Steel  
**Phase** : 3 Phase  
**Frequency** : 60 Hz  
**Average Winding Rise** : 65 °C  
**Ambient Temperature** : 30 °C  
**High Voltage** : 12470GrdY/7200  
**High Voltage Taps** : +2 -2 2.5%  
**High Voltage BIL** : 95kV BIL  
**Low Voltage** : 480Y/277  
**Low Voltage BIL** : 30kV BIL  
**Neutral** : H0X0 bushing with ground strap

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	March 11 <sup>th</sup> , 2019
<b>AGENDA ITEM:</b>	Natural Gas for OP Engine
<b>ACTION:</b>	Motion to Approve

**SYNOPSIS:** This is for making the final adjustments to the Fairbanks Morse Engine #1. This is to make the Fuel Racks for the Natural Gas and the Diesel Fuel to coordinate the fuel mixture, so we have a correct ratio of Natural Gas and Diesel fuel to achieve combustion.

This will allow us to run on Natural Gas at a 70 to 75 percent mixture. This will have added benefits of a cleaner running engine, less fuel costs. Improved oil analysis results, less pollution.

I would recommend approving this.

**BUDGET ITEM:** Yes, this was a budgeted item

**RESPONSIBLE DEPARTMENT:** Electric

**MAYOR/COUNCIL ACTION:** Approval Needed

**ATTACHMENTS:** Quote is attached

**PREPARED BY:** Floyd Taber

**DATE PREPARED:** March 5, 2019

## Floyd Taber

---

**From:** Michael Perez <Michael@cypressengine.com>  
**Sent:** Tuesday, March 5, 2019 8:57 AM  
**To:** Floyd Taber  
**Subject:** Estimate 10051 from Cypress Engine Accessories, LLC  
**Attachments:** Est\_10051\_from\_Cypress\_Engine\_Accessories\_LLC\_5144.pdf

Good morning Floyd,

This is confirmation that the attached quote# 10051 pricing is still valid, and the quotation stands as good.

Please let us know if you need anything else at all.

Thank you,



[cypressengine.com](http://cypressengine.com)

**Michael Perez**  
Product Support Manager  
**Cypress Engine Accessories**

phone: 281-256-9100  
mobile: 281-908-4771  
email: [michael@cypressengine.com](mailto:michael@cypressengine.com)  
14401 Skinner Road  
Cypress, TX 77429



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Cypress Engine Accessories, LLC

# CEA Quote

P.O. BOX 3004  
 CYPRESS, TX 77410  
 281.256.9100 Phone  
 281.256.9110 Fax

PHYSICAL ADDRESS:  
 14401 Skinner Road  
 Cypress, TX 77429

Date	Quote #
1/10/2019	10051

Billing Name / Address	Shipping To Address
CITY OF TIPTON 407 LYNN STREET TIPTON, IA 52772	

Project/Job
FM-OP Service

Attention To
Floyd Taber

Rep
JY

Item	Description	Qty	Unit Price	Total Sell
	Floyd Taber <ftaber@tiptoniowa.org>			
16101053	Link, Fuel Control Rod (C-AFB4422E)	4	89.85	359.40T
16101015	Bolt, Fitted, Governor Connecting (ND762D)	4	0.25	1.00T
91611558	Bearing	2	46.70	93.40T
81142679	Pin	2	45.84	91.68T
16200475	GASKET, Small Control End Inspection Cover	2	8.23	16.46T
Labor-Engine-ST	Engine Specialist Field Service Rate >STRAIGHT TIME Labor Hours	32	98.50	3,152.00
Labor-Engine-TT	Engine Specialist Field Service Rate >TRAVEL TIME Hours	36	98.50	3,546.00
Mileage-Service	Field Service Vehicle Mileage Rate	2,320	2.50	5,800.00
Expenses-Service	Field Service Travel & Living Expenses	1	1,888.85	1,888.85
	Sales Tax Group Rate (Within City Limits)		39.34	39.34

Thank you for the opportunity to offer this quotation.

**Total**

\$14,988.13

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	3/11/2019
<b>AGENDA ITEM:</b>	Approval of Revolving Loan Fund Application
<b>ACTION:</b>	Motion to approve, deny or table

**SYNOPSIS:** Stacy & Tiffany Meinert DBA: Sweet Investments, LLC DBA Tiffany's Tipton Bakery applied for a Revolving Loan

Financial Loan Advisor meet on 2/14/19 and reviewed the application. It was recommended for approval. Advisor agreed that the applicant met the loan's program requirements, but recommended some waivers as allowed by the guidelines and described below. Recommendations were forwarded to the Commission for review:

On 2/28/2019, the Commission met and approved this recommendation for Council consideration:

1. Loan amount for walk-in freezer \$26,879.43
2. City of Tipton will be first on UCC with Liberty Trust and Saving Bank Representative, and Stacy and Tiffany Meinert's signature and date required (this document has been received)
3. .5% interest rate
4. Payback in seven years with monthly installments
5. Loan agreement and personal guarantee to be drawn up by Tipton's City Attorney
6. City of Tipton will write the check directly to Star Food Service Equipment & Repair for the amount listed above

**BUDGET ITEM: 160-5-599-2-64994**

**RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck**

**MAYOR/COUNCIL ACTION:** Motion to approve, deny or table request.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 3/6/2019

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	3/11/2019
<b>AGENDA ITEM:</b>	Green Space (next to Among Friends)
<b>ACTION:</b>	Motion to approve, deny or table

**SYNOPSIS:**

Beautification of Green Space. **Request 1-2 council members and or the Mayor** become part of a committee to help design this area for residents of Tipton to use. Discussion on commercial grade tables and benches, sidewalk, flowers, etc.

I will be working on a couple of grants to help fund. I have also budgeted in next FY to begin this project.

This project will likely need to be phased in steps for a couple of years before being completed.

**BUDGET ITEM:**

**RESPONSIBLE DEPARTMENT:** Economic Development – Linda Beck

**MAYOR/COUNCIL ACTION:** Motion to approve, deny or table request.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 3/6/2019

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	3/11/2019
<b>AGENDA ITEM:</b>	Request from the Chamber – Mi Terra Mexican Restaurant seating outside on June 6 <sup>th</sup>
<b>ACTION:</b>	Motion to approve, deny or table

**SYNOPSIS:**

The Chamber would like the Council to consider placement of 4-5 patio tables with chairs on the sidewalk by Mi Terra on June 6<sup>th</sup> from 5-8 p.m. as an added feature for Music Downtown. Area will still allow pedestrian traffic to walk by without difficulty. Tables will be rope off for alcohol beverages and no alcohol will be allowed outside the roped area. Meals will also be served in this area. Live music will be set up near Tipton Development office from 7-8 p.m.

Chamber will oversee putting tables/chairs up and take down. Tipton Police Department will be asked to work with the Chamber to make sure designed area is complying. The Chamber will adjust any concerns voiced by Police Department.

Outdoor eating is very popular, and the Chamber would like to work with Mi Terra as well as other restaurants in making dining fun in our downtown.

**BUDGET ITEM:** None

**RESPONSIBLE DEPARTMENT:** Economic Development – Linda Beck

**MAYOR/COUNCIL ACTION:** Motion to approve, deny or table request.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 3/6/2019

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	March 11, 2019
<b>AGENDA ITEM:</b>	Garbage Exemption – 532 East 4 <sup>th</sup> Street
<b>ACTION:</b>	Motion and roll call vote to approve, amend, table or deny the request.

**SYNOPSIS:** Lesley Puffer is requesting a garbage exemption for 532 East 4th Street

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Utilities

**MAYOR/COUNCIL ACTION:** Motion and roll call vote to approve, amend, table or deny the request.

**ATTACHMENTS:** Garbage Exemption Request

**PREPARED BY:** Amy Lenz

**DATE PREPARED:** 02/28/2019

RECEIVED FEB 28 2019

February 28, 2019

Attn: City Council

RE: Garbage Exemption

To Whom It May Concern:

I currently have a property at 532 E 4<sup>th</sup> Street that is for sale, no one will be living here effective March 1 and no garbage will be produced; we will not need anything picked up. I would like to be exempt from paying for garbage at this location as I pay for it at 505 Horizon Drive in Tipton already.

Thank you for your consideration,

Lesley Puffer

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	March 11, 2019
<b>AGENDA ITEM:</b>	Garbage Exemption – 55 Meridian Street
<b>ACTION:</b>	Motion and roll call vote to approve, amend, table or deny the request.

**SYNOPSIS:** Jim and Maureen Bowie are requesting a garbage exemption for 55 Meridian Street

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Utilities

**MAYOR/COUNCIL ACTION:** Motion and roll call vote to approve, amend, table or deny the request.

**ATTACHMENTS:** Garbage Exemption Request

**PREPARED BY:** Amy Lenz

**DATE PREPARED:** 02/28/2019

RECEIVED FEB 28 2019

**Jim and Maureen Bowie**  
**111 Elizabeth Drive**  
**Tipton, IA 52772**

Phone 563 886 6347

City of Tipton Iowa  
407 Lynn Street  
Tipton, IA 52772

February 28, 2019

Tipton City Council Members,

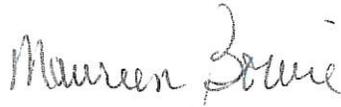
We are currently seeking a tenant for 55 Meridian Street, Tipton, IA. This property is producing no garbage and we are requesting a garbage exemption. We pay garbage on 111 Elizabeth Drive.

Thank you for your prompt attention to this request.

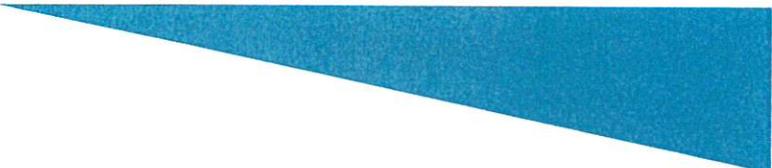
Sincerely,



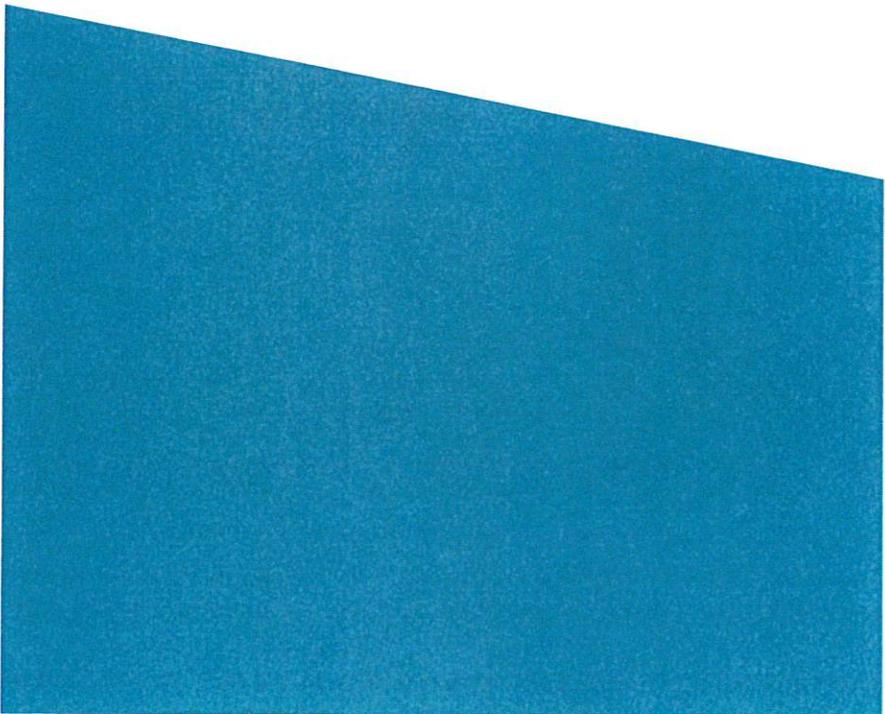
Jim Bowie

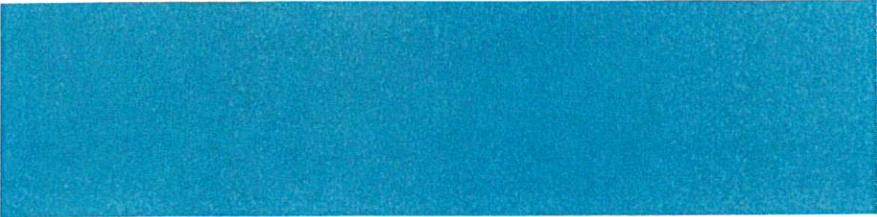


Maureen Bowie



Proposal to change City  
Hall Office hours to  
7:30am – 4:00 pm  
effective April 15, 2019





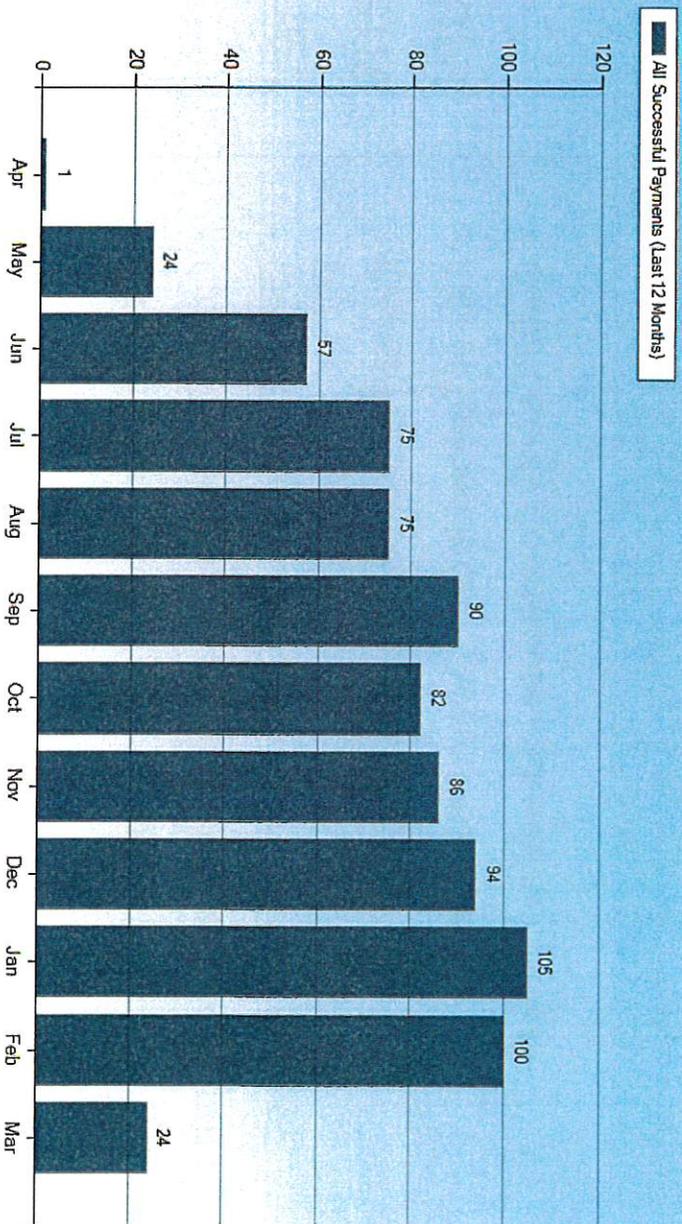
## Payment Options

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- Online Bill Payment System
- In person during business hours
- City hall drop box
- Phone Payments
- Online Payments via customers bank account
- Communication via email w/ City Billing Clerks

# Payment Options Cont.

We have had online bill pay available since April, 2018. Since then we have seen a steady increase in the use of the system





## Other Government Entity Hours

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- City of Tipton Public Works – Closed at 4:00 pm
- City of Tipton Gas Department – Closed at 4:00 pm
- City of Tipton Electric Department – Closed at 4:00 pm
- City of Tipton Pool – 12 pm - 8:00 pm
- City of Tipton Library – 10am – 8:00 pm
- Cedar County Courthouse – Closed at 4:00 pm



# Changes

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- Office employees would have a 30 minute lunch break

