

City of Tipton, Iowa

Meeting: Tipton City Council Meeting
Place: Tipton, Iowa 52772
Date/Time: Monday, December 7, 2020, 5:30 p.m.
Web Page: www.tiptoniowa.org
Posted: Friday, December 4, 2020 (Front door of City Hall & City Website)

Iowa Code, Chapter 21, as interpreted, permits public meetings to be held electronically, provided all participants can either hear or see the meeting, and provided the Council and the public can participate. The City of Tipton will be utilizing Go To Meeting to host our council meetings until further notice. Council members and Mayor will be attending from their homes. City staff will be attending either from their homes or City Hall. The Public can attend the meeting on their own computer using the following Go to Meeting link:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/423532165>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

Access Code: 423-532-165

Mayor:	Bryan Carney		
Council At Large:	Abby Cummins-VanScoy	Council At Large:	Jason Paustian
Council Ward #1:	Ron Hembry	Council Ward #2:	Dean Anderson
Council Ward #3:	Tim McNeill		
City Manager:	Brian Wagner	City Attorney:	Lynch Dallas, P.C.
Finance Director:	Melissa Armstrong	Gas Utilities Supt:	Virgil Penrod
City Clerk:	Amy Lenz	Electric Utilities Supt:	Floyd Taber
Dir. of Public Works:	Steve Nash	Water & Sewer:	Brian Brennan
Police Chief:	Lisa Kepford	Emergency Med Dir:	Brad Ratliff
Park & Recreation:	Adam Spangler	Economic Dev. Director:	Linda Beck

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 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 - Council Meeting Minutes, November 16, 2020
2. Approval – Library Minutes, October 19, 2020
3. Approval – Library Director’s Report, October 2020

4. Approval – Development Director’s Report, December 2020
5. Approval – Purchase of a replacement computer.
6. Approval – Quote to repair alarm issues at James Kennedy Family Aquatic Center
7. Approval - Pay Application No. 6 for Woodruff Construction, 2018 WWTP Improvements, \$942,895.93
8. Approval – FY 21-22 Proposed Budget Schedule
9. Approval - Claims Register which includes claims paid under current Purchase Policy

G. Old Business

1. Resolution No. 120720A: Resolution adopting compensation study recommendations. *(Hinson will be presenting his report.)*
2. Resolution No. 120720B: Resolution approving a Transportation Alternatives Program (TAP) grant application to the Regional Planning Affiliation, Region 10 for the Sissel-Behrle Trail and Crooked Creek Trail *(The Council’s Finance Committee recommended a 40% local match for this grant application.)*

H. New Business

1. Presentation concerning the Downtown Greenspace *(Our presentation will be led by Patrick Pierce and/or Ryan Hartberg of Commercial Recreation Specialists.)*
2. Discussion and possible action concerning ECIA grant writing proposal for Downtown Greenspace *(For two applications: Wellmark and LWCF grants for net cost of \$2,500.)*
3. Resolution No. 120720C: Resolution approving the FY 2022 five-year Capital Improvement Program and Airport Improvement Program data sheets.
4. Discussion and possible action concerning the request to gather cost information for a City IT position vs. contracting services per Office Machine Consultant’s 3-year agreement proposal.

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

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.

November 16, 2020
Electronic Meeting
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met electronically due to the Governor's State of Public Health Disaster, COVID-19 Coronavirus Disease, at 5:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Cummins, Hembry, McNeill, Paustian, and Anderson. Also present: Wagner, Armstrong, Lenz, Nash, B. Brennan, the press and other visitors.

Agenda:

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

Consent Agenda:

Motion by Anderson, second by Hembry to approve the consent agenda which includes the November 2nd Council Meeting Minutes, October 2020 Investment & Treasurer's Report, Liquor License renewal for Dollar General, 2021-2022 Tax Increment Financing Indebtedness Report, Pay Application No. 2 (final) for McClintock Trucking and Excavating, 2020 Water Main and Street Improvement Project, \$2,027.92, Pay Application No. 4 (final) for Triple B Construction, 2020 Water Main and Street Improvement Project, \$11,328.23, and the following claims list. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	1,384.16
AFLAC	AFLAC AFTER TAX PY W/HOLDING	670.27
AIR FILTER SALES & SERVICE	22 FILTERS	504.42
ALBAUGH PHC INC	SHOWER REPAIRS	763.5
AMERICAN AMBULANCE ASSOCIA	ANNUAL MEMBERSHIP	262.5
APPARATUS TESTING SERVICES	ANNUAL FIRE PUMP	
AT&T MOBILITY	CERTIFICATION	1,217.00
AUREON COMMUNICATIONS	WIRELESS	228.55
AXA EQUI-VEST PROCESSING O	PHONE, INTERNET, CIRCUIT	1,664.37
BAKER & TAYLOR	DEF. COMP PRETAX	485
BOUND TREE MEDICAL LLC	BOOKS	271.41
CCL SUPPLY LLC	MEDICAL SUPPLIES	524.45
CEDAR COUNTY CO-OP	SHOP SUPPLIES	154.06
CEDAR COUNTY ENGINEER	FUEL DISCOUNT	1,585.79
CEDAR COUNTY SOLID WASTE	DIESEL	1,666.31
CINTAS CORPORATION	TRANSFER FEES	3,366.00
CINTAS LOC	FIRST AID SUPPLIES	389.5
CITY OF TIPTON FUNDS	UNIFORMS	763.54
CJ COOPER & ASSOCIATES INC	1 REBATE	150
CLARENCE LOWDEN SUN-NEWS &	SCREENING	35
COLLECTION SERVICES CENTER	FAC SCHEDULE	183
COMMUNITY INSURANCE SERVIC	CHILD SUPPORT	96.73
D & R PEST CONTROL	INSURANCE COVERAGE	5,511.00
EASTERN IOWA LIGHT & POWER	PEST CONTROL	190.99
ERIC STORJOHANN	UTILITIES	848.21
FASTENAL COMPANY	1 BURIAL	300
FLETCHER-REINHARDT CO.	OVERHEAD SUPPLIES	329.01
	OVERHEAD SUPPLIES	2,105.76

FLOYD TABER	GLOVES	31.01
GRASSHOPPER LAWN CARE DBA	CONTRACT PAY 10/16-11/15	2,583.33
GROEBNER & ASSOCIATES INC	SERVICE LINE SUPPLIES	220.14
H & H AUTO	REPAIR PARTS #54	68
HAWKEYE FIRE AND SAFETY	EXTINGUISHER INSPECTIONS	199
HERITAGE PRINTING COMPANY	BUSINESS CARDS	43
I.R.S.	FEDERAL WITHHOLDING	18,913.83
IIW PC	CROOKED CREEK TRAIL	981.5
IPERS	IPERS WITHHOLDING, FIRE	12,446.09
JOHNSON COUNTY AMBULANCE S	ALS INTERCEPT	200
KELLY TREE FARM LLC	CHRISTMAS TREE	100
KIRKWOOD COMMUNITY COLLEGE	TRAINING	80
LANDS' END BUSINESS OUTFIT	OFFICE APPAREL	1,178.67
LECTRONICS INC	ALARM SERVICE	120
M3 AUTO PARTS	REPAIR PARTS	15.66
MC CLURE ENGINEERING COMPA	WWTP IMPROVEMENTS	44,851.00
MICHELE PISMAN	YOGA	12
MISC. VENDOR	NAEMT:TRAINING	8,678.62
MT VERNON CONSTRUCTION INC	CAULKING AT POOL	2,301.50
NGES	CALIBRATE ODORIZER	131
NILES CHIROPRACTIC	SCREENING	25
O'ROURKE MOTORS INC	REPAIR PARTS #66	69.04
OFFICE MACHINE CONSULTANTS	TECH SERVICE	95
PEDIATRIC EMERGENCY STANDA	ANNUAL SUBSCRIPTION	309
PENGUIN RANDOM HOUSE LLC	BOOK ON CD	33.75
PERFORMANCE SYSTEMS LC	REPAIRS	225.77
POWER LINE SUPPLY	STREET LIGHT SUPPLIES	225.42
PREMIER PARTS INC	REPAIR PARTS	850.4
PRINCIPAL	PRINCIPAL DENTAL POLICY	1,579.01
QUADIENT LEASING USA INC	POSTAGE MACHINE LEASE	846.78
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	940.72
SHERMCO INDUSTRIES INC	TESTING FOR TRANSFORMERS	2,355.00
SHOTTENKIRK	REPAIR PARTS #43	111.82
SPINUTECH INC	OCT EMAIL MARKETING	25
STATE HYGIENIC LABORATORY	TESTING FEES	214
STUMPF CONSTRUCTION SERVIC	CRACK SEALING	18,707.10
T & M CLOTHING CO.	54 BASKETBALL SHIRTS	519
TERRACON CONSULTANTS INC	WEST WWTP IMPROVEMENTS	2,609.00
THE HORN BOOK INC	SUBSCRIPTION	72
THOMAS HEATING & AIR	BLDG MAINT REPAIRS	207.05
TIPTON PHARMACY	PHARMACEUTICALS	441.35
TIPTON PLUMBING	RUN WATER LINE	468.09
TOTAL MAINTENANCE INC	NOVEMBER SERVICE	481.83

TREASURER, STATE OF IOWA	STATE WITHOLDING	3,067.00
USA BLUE BOOK	OPERATING SUPPLIES	325.44
WELTER STORAGE EQUIPMENT C	OFFICE SUPPLIES	335
WENDLING QUARRIES INC	44.36 TN RD STONE AND CLEAN	510.32
WINDSTREAM	MONTHLY SERVICES	148.85
WOODRUFF CONSTRUCTION LLC	PAY APP NO 5	689,037.95
** TOTAL **		843,640.57

FUND TOTALS

001 GENERAL GOVERNMENT	38,800.57
110 ROAD USE TAX FUND	165.12
303 WASTEWATER PROJECT	736,497.95
315 JKFAC CP	2,301.50
600 WATER OPERATING	1,695.10
610 WASTEWATER/AKA SEWER REV	2,130.29
630 ELECTRIC OPERATING	16,985.31
640 GAS OPERATING	2,171.95
660 AIRPORT OPERATING	2,592.37
670 GARBAGE COLLECTION	5,053.33
740 STORM WATER	60.36
810 CENTRAL GARAGE	4,936.09
835 ADMINISTRATIVE SERVICES	7,394.68
860 PAYROLL ACCOUNT	22,855.95
GRAND TOTAL	843,640.57

CITY CREDIT CARD STATEMENT **City Card**

Technology	Amazon	33.41	
Computer Supplies	Amazon	23.17	
			56.58

Finance Director

Miscellaneous	City of Tipton - JKFAC	0.01	
Training	Iowa League of Cities	25.00	
Telecommunications	Logmein	30.35	
			55.36

Community Development

CD Projects	Cloud Cover Music	193.92	
			193.92

Library

Training	Casey's Pizza	17.11
Materials	Amazon	245.09
Office Supplies	Better Containers, Demco, Alexandria	528.67
Postage/Shipping	USPS	5.82
Miscellaneous	JFJ Easy Pro	37.42

			834.11
Ambulance			
Building Maint & Repair	Paypal	105.15	
Dues/Fees	Iowa Board of Pharmacy	92.00	
Training	Jones & Bartlett Learning, Monty's Pizza, LogMeIn	861.53	
Building Maint & Repair	Paypal	112.35	
Telecommunications	JAMF	4.00	
Telecommunications	JAMF	16.00	
Telecommunications	JAMF	6.00	
Telecommunications	JAMF	2.00	
Equipment/Vehicle Rent	Premier Wireless	575.76	
Office Supplies	E-Bay	41.72	
			1,816.51
Fire			
Miscellaneous	Walmart	82.55	
			82.55
Police			
Travel Training -	Muscatine Family Restaurant	7.96	
Uniforms/Equipment	IMS Branded Solutions	92.53	
			100.49
Electric			
Dues/Fees	American Public Power Assoc.	1,202.54	
Training	E-Bay	554.40	
			1,756.94
Gas			
Printing & Publishing	Amazon	81.30	
Uniforms/Equipment	Gemplers	300.52	
Op. Equip Maint & Repair	Amazon	118.76	
			500.58
REC / Aquatic Center			
Operating Supplies	Walmart	454.46	
Operational Equip & Repair	Amazon	13.90	
Concession Supplies	Family Foods	12.74	
Operating Supplies		3.73	
			484.83
Statement Total			5,881.87

New Business:

1. Resolution No. 111620A: Resolution to accept and approve 2020 annual Urban Renewal Report for Fiscal Year ending June 30, 2020
Motion by Cummins, second by Paustian to approve Resolution No. 111620A, the resolution to accept and approve 2020 annual Urban Renewal Report for fiscal year ending June 30, 2020. Following the roll call vote the motion passed unanimously.

2. Resolution No. 111620B: Resolution approving an internal loan from the City's "Fund 630, Electric Distribution" to "Fund 001-150, General Fund – Fire Department" for the final payment of the Impel Pumper Fire Truck

Motion by Paustian, second by Cummins to approve Resolution No. 111620B, the resolution approving an internal loan from the City's "Fund 630, Electric Distribution" to "Fund 001-150, General Fund – Fire Department" for the final payment of the Impel pumper fire truck. The motion passed with the following roll call vote:

Aye: Paustian, McNeill, Cummins, Anderson
Nay: Hembry

3. Resolution No. 111620C: Resolution authorizing easement acquisition from ARHC PHTIPIA01, LLC d/b/a Prairie Hills Senior Living & Memory Care (*SAGR Project*)

Motion by Hembry, second by Anderson to approve Resolution No. 111620C, the resolution authorizing easement acquisition from ARHC PHTIPIA01, LLC d/b/a Prairie Hills Senior Living & Memory Care for the SAGR Project. Following the roll call vote the motion passed unanimously.

4. Resolution No. 111620D: Resolution authorizing easement acquisition from Conservative Publishing Company (*SAGR Project*)

Motion by Hembry, second by McNeill to approve Resolution No. 111620D, the resolution authorizing easement acquisition from Conservative Publishing Company for the SAGR Project. Following the roll call vote the motion passed unanimously.

5. Resolution No. 111620E: Resolution authorizing easement acquisition from Custom Builders Partnership (*SAGR Project*)

Motion by Anderson, second by McNeill to approve Resolution No. 111620E, the resolution authorizing easement acquisition from Custom Builders Partnership for the SAGR Project. Following the roll call vote the motion passed unanimously.

6. Storage of the fireworks and shooting them off July 4, 2021

Motion by Cummins, second by McNeill to approve that J & M Displays store and shoot off the fireworks on July 4, 2021. Following a roll call vote motion passed unanimously.

7. 2019-2020 Annual Financial Report

Motion by McNeill, second by Anderson to approve the 2019-2020 Annual Financial Report. Following the roll call vote the motion passed unanimously.

8. ECIA's grant writing proposal for a Transportation Alternatives Program (TAP) grant application for a trail project. Motion by Anderson, second by McNeill to approve ECIA's grant writing proposal for a Transportation Alternatives Program (TAP) grant application for a trail project. The motion passed with the following roll call vote:

Aye: McNeill, Anderson, Paustian
Nay: Hembry
Abstain: Cummins

Reports of Mayor/Council/Manager/Department Heads

1. Mayor Carney thanked the Tipton Fire Department for the great displays of fireworks put off in all the past years.

2. Finance Director Armstrong asked for clarification from the Council regarding their motion concerning the Hardacre building's utility expenses from the November 2nd council meeting. The motion included waiving the basic charges and usage charges.

3. Water/Wastewater Superintendent Brennan gave an update on the sludge harvesting. The south cell is done. And, working on the north cell now, which is going to have a 20% to a 25% over-run.

Adjourn:

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

Meeting adjourned at 6:06 p.m.

Mayor_____

Attest:_____

City Clerk

Tipton Library
Board of Trustees Meeting
October 19,2020

Meeting was called to order at 6:34 by Dale Jedlicka;

Members present- Marcus H., Holly K., Heather S- W., Dale J., and Denise S.

Approval of Agenda; Marcus moved to accept; Holly 2nd; motion passed

Approval of last meeting minutes and special meeting minutes- Marcus moved, Holly 2nd; motion passed.

Director's Report-

- Library will be closed November 11- Veterans Day
- Denise will be absent November 5 through the 11
- Library has hosted 2 virtual events with West Branch Library
- Cedar County Library meeting October 19th at 7:00

Education- Legal Matters- Marcus moved to accept; Holly 2nd; motion carried

Financial Report- Holly moved to accept; Marcus 2nd; motion passed

Financial Committee- Budget has been set and ready for approval; Holly moved to accept budget for 2021-2022; Heather 2nd; motion passed

Personnel Committee- No report

Maintenance committee- no report

Friends of the Library- This is Friends of the Library Week. A Thank you will be sent to them thanking them for all their support.

Old Business- Dale called Ron Challis- will check the lights and clean the gutters

Dale Called Mike Fogg about the heating tapes- Denise has bill from him

Steps on the West Side- The city council approved accepting our proposal from IIW engineers.

New Business-

Reviewed Volunteer Policy – Heather moved to accept; Holly 2nd; motion passed

Next Meeting- November 16th at 6:30

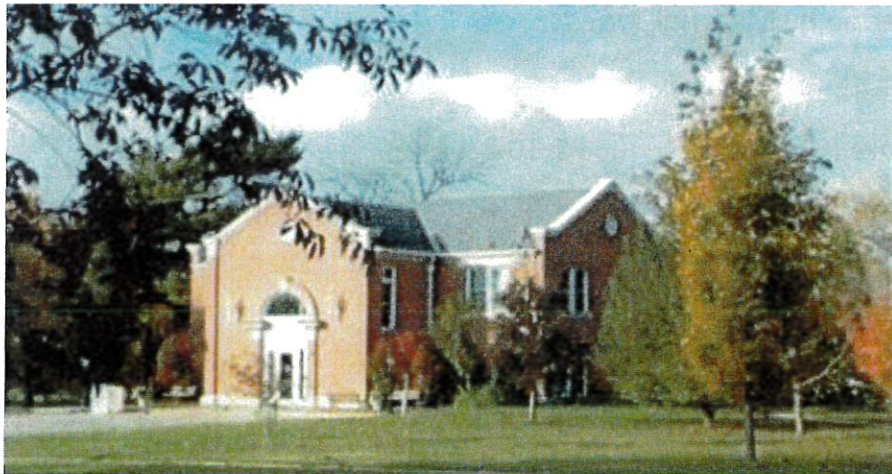
Holly moved to adjourn.

TIPTON PUBLIC LIBRARY

Check it out!

October 2020

Director's Report



Prepared by Denise Smith

Library Director

To

Library Board, Mayor Carney, Council Members and City Manager

November 2020

Statistics Oct. 2020

	Oct.	YTD
Total Circulation	660	2,837
Bridges Circ	126	656
Tipton Residents Circ.	407	1,710
Cedar County Residents Circ.	157	827
Computer Use	39	176
WiFi Usage	190	766
Attendance of Programs	0	15
Transactions for Copies made	25	138
Transactions for Faxes Sent	0	24
Transactions for Keurig Drinks	0	0
Transactions for Friends of Library	0	0
Door Count	64	332

Circulation by Material Types

	Oct.	YTD
Adult books	257	1,102
Teen Books	18	109
Children's books	291	1,235
DVDs	82	337
CDs	11	49
Magazines	1	5

MISSION STATEMENT

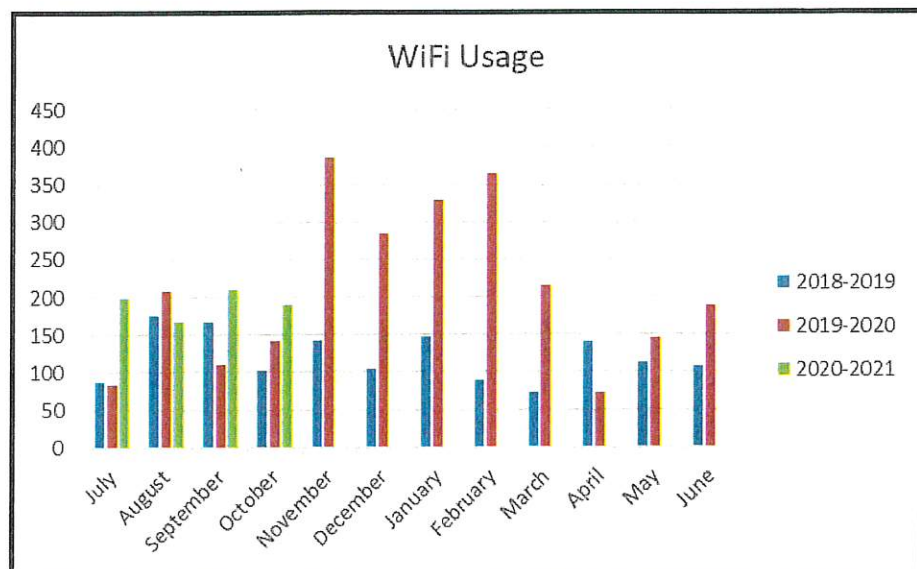
The Tipton Public Library will provide all the people of its community, a welcoming place where access to a balanced collection, technology, programming and other resources will serve their educational, cultural and recreational needs.

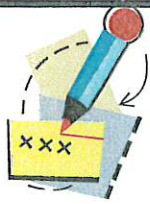
Library Staff

Denise Smith
Director
Tryeann Schultz
Library Assistant
Amy Wallace
Library Assistant
Keely Scott
Library Assistant
Cindy Kunde
Library Assistant Sub
Marcie Jedlicka
Library Assistant Sub
John Barnum
Custodian

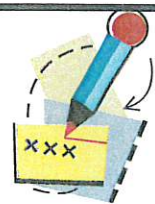
Library Board of Trustees

Dale Jedlicka-President
Heather Sloma-Weber
Jim McCollough-Vice President
Sherry Hall
Matt McCall
Marc Hertert
Holly Kerns-Secretary





General Fund-Revenues



	October	YTD
Grants	\$0	\$0
Rural Funding	\$14,173.49	\$14,173.49
Fines and Fees	\$0	\$0
Donations	\$195.18	\$195.18
Enrich Iowa	\$2,035.98	\$2,035.98
Reimbursements	\$2.00	\$408.64
Refunds	\$0	\$1,326.38
Miscellaneous	\$130.15	\$423.80
Utilities	\$440.29	\$1,761.19
Total Revenues	\$14,941.11	\$20,324.66

General Fund-Expenses

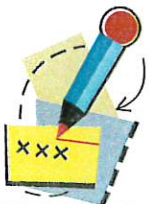
	October	YTD
Staff	\$6,478.80	\$30,055.86
Staff Benefits	\$981.17	\$4,425.52
Materials	\$1,517.45	\$8,559.51
B. Maintenance	\$0	\$0
G. Maintenance	\$0	\$0
Technology	\$1,326.38	\$2,777.14
Programming	\$0	\$0
Miscellaneous	\$3,689.74	\$20,156.81
Software	\$0	\$0
CIP	\$14,000	\$14,000
Total Expenses	\$26,667.16	\$79,974.84

Trust Fund Revenue- \$7.74

Trust Fund Balance- \$9,419.41

Monies Spent on Library Materials

	October	YTD
Books	\$1,663.49	\$6,865.10
DVDs	\$29.92	\$156.72
CDs	\$90.00	\$273.75
Mag./News.	\$417.82	\$417.82



Tipton Development Report November/December 2020

- Continue to process TRIP, DRIP, Tax Abatements and Revolving Loans and assist applicants
- Attending Green Space meetings
- Attending Wage Compensation meetings
- Attending Business Growth meetings – I'm a board member representing Cedar County
- Attending Hardacre meetings
- Continue to work with Jeff Thompson with AirNetix with the sound system downtown
- Organized Christmas decorating downtown on November 18th. Community Christmas Tree came from Kelly Tree Farm
- Attended Build Grant debrief meeting on November 20th
- Toured the High School on October 27th
- Working on new banners for downtown
- Community Guide has been sent to be printed
- Small Business Saturday, Chamber Parade of Lights and Lighting of the Community Christmas Trees has held on November 28th
- Assisted IIW engineer Jon Lutz with TAP Grant requests
- Attended Broadband meeting on December 1st
- Was contacted by Ashlyn Morse with Storm Lake Honda. They are promoting a summer riding challenge to their customers. The goal for their customers is to drive to as many Freedom Rocks locations in the State of Iowa. Ashlyn wanted to spotlight Tipton businesses/restaurants. I provided her with information to promote Tipton

Scarecrows posted on Facebook (16 businesses participated)

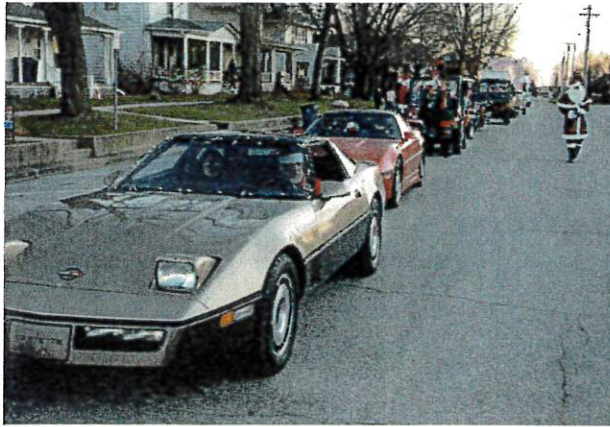
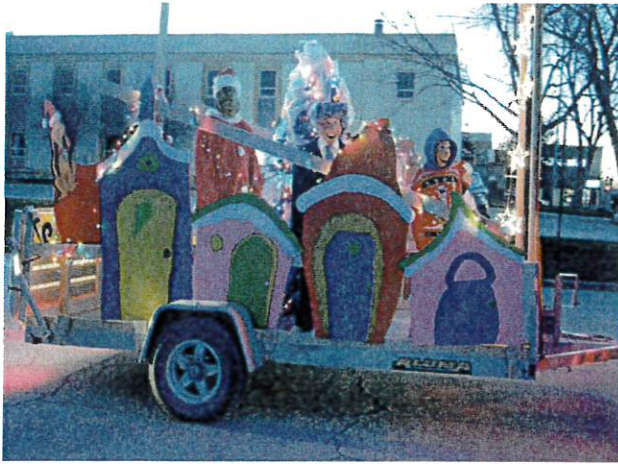


Fidelity Bank



Tipton Greenhouse

Chamber Parade of Lights - November 28th



Lighting the Community Christmas Tree
with Mayor Bryan Carney and his children Kasen and Brynlee



AGENDA ITEM

AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

DATE:	City Council Meeting on December 7, 2020.
AGENDA ITEM:	Discussion/possible action concerning the purchase of a replacement computer
ACTION:	Approve, deny, or table to get more info.

SYNOPSIS:

Linda currently has a laptop computer that is non-repairable. It was recommended to us to proceed with replacing the computer.

OMC has provided the attach quote which offered three different desktop modules and two monitor options.

We would recommend proceeding with the purchase of the i5 desktop model at a cost of \$860.00

We have asked OMC to quote the price of a 27" monitor for better visual picture when reviewing documents such as excel sheets. That quote has not been received yet but should be with the department head purchase authority.

PREPARED BY: MA

DATE PREPARED: 12/02/2020



OFFICE MACHINE CONSULTANTS, INC

3624 Blackhawk Road
Rock Island, IL 61201
P: 309-786-5534

SALES QUOTE

Sales Quote No: QT22579

Date: 11/9/20

Account No: CO01

Bill To: City of Tipton
407 Lynn St.
Tipton, IA 52772

Ship To: City of Tipton
407 Lynn St.
Tipton, IA 52772

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On		
Connie Denkmann		Best Way	15 Days	12/9/20		
Notes						
Item No	Description	Quantity	UM	Price	Disc	Amount
7HX44UT#ABA	HP PRODESK 400 G6 SFF I5-9500 256GB SSD DVD 8GB W10P6	1.00	Each	\$760.00	0.00	\$760.00
7FV00UT#ABA	HP Business Desktop ProDesk 400 G5 Desktop Computer - Core i5 i5-9500T - 8 GB RAM - 1 TB HDD - Deskt	1.00	Each	\$860.00	0.00	\$860.00
7PJ84UT#ABA	HP Business Desktop ProDesk 600 G5 Desktop Computer - Core i7 i7-9700T - 8 GB RAM - 256 GB SSD - Des	1.00	Each	\$1,095.00	0.00	\$1,095.00
9UJ12A8#ABA	HP P22h G4 21.5" Full HD LCD Monitor - 16:9 - In-plane Switching (IPS) Technology - 1920 x 1080 - 25	1.00	Each	\$145.00	0.00	\$145.00
S24E450D	Samsung S24E450D 24" Full HD LED LCD Monitor - 16:9 - Black - Twisted Nematic Film (TN Film) - 1920	1.00	Each	\$174.00	0.00	\$174.00
					Subtotal	\$3,034.00
					Discount	\$0.00
					Freight	\$0.00
					Sales Tax	\$0.00
					Sales Order Total	\$3,034.00

3624 Blackhawk Road Rock Island, IL 61201 309-786-5534

AGENDA ITEM

AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

DATE:	City Council Meeting on December 7, 2020.
AGENDA ITEM:	Discussion/possible action concerning quote to repair alarm issues at JKFAC
	Approve, deny, or table to get more info.
ACTION:	

SYNOPSIS:

Lectronics performed our annual alarm test in November at JKFAC. While performing the test, they identified the following issues that need addressed:

- 1 duct smoke detector and test switch that failed
- 1 duct smoke detector that needs remounted
- 6 pull stations that have bad contacts

Due to the height of the duct smoke detectors, a lift is also needed.

This quote is a not to exceed price. Jeff from Lectronics will be on the call on Monday to answer any additional questions.

PREPARED BY: MA

DATE PREPARED: 12/03/2020

Lectronics, Inc.

P.O. Box 3057
522 North 2nd Street
Clinton, IA 52732
(563) 242-1223

1305 - 1st Avenue
Rock Falls, IL 61071
(815) 625-0560

December 3, 2020

Tipton Aquatics
Attn: Melissa
marmstrong@tiptoniowa.org

Replace one (1) duct smoke detector and test switch that failed to trip during the inspection.
Remount one (1) duct smoke detector that has been removed from the duct. Replace six (6) pull stations that have bad contacts.

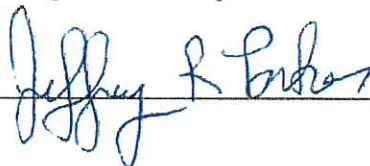
1 BK-D4120 Duct Detector
1 BK-RTS151 Key Remote Test Switch
1 BK-DTS5 Sampling Tube
6 FL-BG12LOB Pull Station

Price not to Exceed \$2,685.00

Scissor Lift and Trailer (1) one day - \$200.00

All prices are subject to sales tax if applicable

Lectronics, Inc.
Authorized Signature



Accepted By
Authorized Signature

Date Accepted

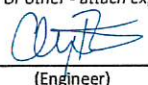
Contractor's Application for Payment No.				SIX (6)	
Application Period: 10/24/2020 to 11/30/2020		Application Date: 12/1/2020			
To (Owner):	City of Tipton 407 Lynn Street, Tipton, IA 52772	From (Contractor):	Woodruff Construction, LLC 501 Greenfield Drive, Tiffin, IA 52340	Via (Engineer):	McClure Engineering Company 1740 Lininger Lane, North Liberty, IA 52317
Owner's Contract Number:	CWSRF No. 1920928-01	Contractor's Contract Number:	20-032	Engineer's Project Number:	3315001-05
Project: Wastewater Treatment Plant Improvements 2018			Contract:	Wastewater Treatment Plant Improvements 2018	

Application For Payment - Change Order Summary		
Approved Change Orders		
Number	Additions	Deductions
001	\$ -	\$ 283,450.00
002	\$ -	\$ 84,876.00
Totals:	\$ -	\$ 368,326.00
Net Change by Change Order:	\$	(368,326.00)

Contractor's Certification	
<p>The undersigned Contractor certifies, to the best of its knowledge, the following:</p> <p>(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;</p> <p>(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and</p> <p>(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.</p>	
By: <u>Emily Nelson</u>	Date: 12/3/2020

1. Original Contract Price.....	\$	7,269,000.00
2. Net change by Change Orders.....	\$	(368,326.00)
3. Current Contract Price (Line 1 ± 2).....	\$	6,900,674.00
4. Total Completed and Stored to Date (Column F on Progress Estimate).....	\$	3,416,065.78
5. Retainage		
a. 5.0% X \$ 3,203,253.55 Work Completed.....	\$	160,162.67
b. 5.0% X \$ 212,812.23 Stored Material.....	\$	10,640.61
c. Early Release of Retainage.....	\$	-
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$	170,803.28
6. Amount Eligible to Date (Line 4 - Line 5d).....	\$	3,245,262.50
7. Less Previous Payments (Line 6 from prior Application).....	\$	2,302,366.57
8. Amount Due This Application.....	\$	942,895.93
9. Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above).....	\$	3,655,411.50

Payment of: \$942,895.93
(Line 8 or other - attach explanation of the other amount)

is recommended by:  12/3/2020
(Engineer) (Date)

Payment of: _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding Agency (if applicable) (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	Wastewater Treatment Plant Improvements 2018				Application Number:	SIX (6)		
Application Period:	10/24/2020	to	11/30/2020		Application Date:	12/1/2020		
A		B	Work Completed		E	F		G
Specification Section Number	Description	Scheduled Value (\$)	C From Previous Application (C+D)	D This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F/B)	Balance to Finish (B - F)
Division 1 - General Requirements								
01.01	Bonds & Insurance	\$ 46,032.00	\$ 46,032.00	\$ -	\$ -	\$ 46,032.00	100.00%	\$ -
01.02	Mobilization	\$ 106,250.00	\$ 106,250.00	\$ -	\$ -	\$ 106,250.00	100.00%	\$ -
01.03	General Conditions	\$ 439,738.00	\$ 219,870.00	\$ 43,974.00	\$ -	\$ 263,844.00	60.00%	\$ 175,894.00
01.04	Project Supervision	\$ 102,340.00	\$ 51,170.00	\$ 10,234.00	\$ -	\$ 61,404.00	60.00%	\$ 40,936.00
01.05	Project Management	\$ 64,990.00	\$ 32,495.00	\$ 6,499.00	\$ -	\$ 38,994.00	60.00%	\$ 25,996.00
Division 2 - Site Work								
02.01	Demolition	\$ 15,449.00	\$ -	\$ 3,089.80	\$ -	\$ 3,089.80	20.00%	\$ 12,359.20
Division 3 - Concrete								
03.01	Concrete Reinforcement	\$ 20,134.00	\$ 16,107.20	\$ 3,020.10	\$ -	\$ 19,127.30	95.00%	\$ 1,006.70
03.02	Concrete Foundation and Slab on Grade	\$ 116,652.00	\$ 87,489.00	\$ 29,163.00	\$ -	\$ 116,652.00	100.00%	\$ -
03.03	Grout Infill	\$ 4,282.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 4,282.00
03.04	Transformer/Generator Pad	\$ 21,000.00	\$ 16,800.00	\$ 4,200.00	\$ -	\$ 21,000.00	100.00%	\$ -
Division 4 - Masonry								
04.01	Masonry	\$ 65,711.00	\$ -	\$ 19,713.30	\$ -	\$ 19,713.30	30.00%	\$ 45,997.70
Division 5 - Metals								
05.01	Miscellaneous Metals	\$ 10,500.00	\$ -	\$ 8,400.00	\$ -	\$ 8,400.00	80.00%	\$ 2,100.00
05.02	Aluminum Grating	\$ 46,210.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 46,210.00
Division 6 - Wood, Plastics, and Composites								
06.01	Rough Carpentry (Truss Assembly)	\$ 28,332.00	\$ -	\$ -	\$ 7,515.00	\$ 7,515.00	26.52%	\$ 20,817.00
06.02	Rough Carpentry (SAGR Walls)	\$ 110,105.00	\$ 79,811.95	\$ 30,293.05	\$ -	\$ 110,105.00	100.00%	\$ -
Division 7 - Thermal and Moisture Protection								
07.01	Thermal & Moisture Protection	\$ 16,890.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 16,890.00
07.02	Metal Roofing and Flashings	\$ 48,433.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 48,433.00
Division 8 - Openings								
08.01	Aluminum Windows	\$ 2,850.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 2,850.00
08.02	Aluminum Doors & Frames	\$ 42,310.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 42,310.00
08.03	Roll Up Doors	\$ 18,240.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 18,240.00
Division 9 - Finishes								
09.01	Gypsum Board Assemblies	\$ 16,900.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 16,900.00
09.02	Painting/Coatings	\$ 19,890.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 19,890.00

A		B	Work Completed		E	F		G
			C	D				
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F/B)	Balance to Finish (B - F)
Division 10 - Specialties								
10.01	Specialties	\$ 1,219.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,219.00
Division 22 - Plumbing								
22.01	Sewer Service	\$ 3,295.00	\$ 500.00	\$ -	\$ -	\$ 500.00	15.17%	\$ 2,795.00
22.02	Plumbing Fixtures	\$ 825.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 825.00
22.03	Water Service	\$ 3,680.00	\$ 500.00	\$ -	\$ -	\$ 500.00	13.59%	\$ 3,180.00
Division 23 - Heating, Ventilating, and Air Conditioning								
23.01	Equipment/Controls	\$ 41,057.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 41,057.00
23.02	Ductwork	\$ 3,421.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 3,421.00
23.03	Testing & Balancing	\$ 1,829.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,829.00
Division 26 - Electrical								
26.01	Electrical Systems (Conduit & Wiring)	\$ 108,027.00	\$ 10,802.70	\$ 10,802.70	\$ -	\$ 21,605.40	20.00%	\$ 86,421.60
26.02	Lighting & Wiring Devices	\$ 26,438.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 26,438.00
26.03	Standby Generator	\$ 77,850.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 77,850.00
26.04	Radio Antenna Poles	\$ 37,550.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 37,550.00
Division 31 - Earthwork								
31.01	Site Demolition	\$ 38,150.00	\$ 34,335.00	\$ -	\$ -	\$ 34,335.00	90.00%	\$ 3,815.00
31.02	Rough Grading	\$ 67,500.00	\$ 54,000.00	\$ 6,750.00	\$ -	\$ 60,750.00	90.00%	\$ 6,750.00
31.03	Finish Grading	\$ 19,740.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 19,740.00
Division 32 - Exterior Improvements								
32.01	SWPPP/Erosion Control	\$ 15,645.00	\$ 10,750.00	\$ 2,000.00	\$ -	\$ 12,750.00	81.50%	\$ 2,895.00
32.02	Seeding/Stabilization	\$ 23,705.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 23,705.00
Division 33 - Utilities								
33.01	Water Services	\$ 16,910.00	\$ 11,146.00	\$ -	\$ -	\$ 11,146.00	65.91%	\$ 5,764.00
33.02.1	Sewer Services - 4" Diameter Piping	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 8,000.00
33.02.2	Sewer Services - 12" Diameter Piping	\$ 25,630.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	19.51%	\$ 20,630.00
33.02.3	Sewer Services - 16" Diameter Piping	\$ 222,550.80	\$ -	\$ -	\$ 23,747.84	\$ 23,747.84	10.67%	\$ 198,802.96
33.02.4	Sewer Services - 18" Diameter Piping	\$ 72,375.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 72,375.00
33.02.5	Sewer Services - 24" Diameter Piping	\$ 318,550.00	\$ -	\$ -	\$ 36,435.84	\$ 36,435.84	11.44%	\$ 282,114.16
33.03	Manholes & Structures	\$ 201,600.00	\$ -	\$ -	\$ 17,294.55	\$ 17,294.55	8.58%	\$ 184,305.45
33.04	Storm Sewer Piping	\$ 27,250.00	\$ 13,625.00	\$ -	\$ -	\$ 13,625.00	50.00%	\$ 13,625.00
Division 40 - Process Interconnections								
40.01	Above Grade Air Process Piping	\$ 39,600.00	\$ -	\$ -	\$ 26,914.00	\$ 26,914.00	67.96%	\$ 12,686.00
40.02	HDPE Air Piping	\$ 35,700.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 35,700.00
40.03	Process Valves	\$ 342,000.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 342,000.00
40.04	Controls Submittal/Design	\$ 19,500.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 19,500.00
40.05	Controls & Integration East Lagoon	\$ 62,472.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 62,472.00
40.06	Controls & Integration West Lagoon	\$ 315,373.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 315,373.00

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E Materials Presently Stored (not in C or D)	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed and Stored to Date (C + D + E)	% (F/B)	
40.07	Controls Startup/Training	\$ 17,540.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 17,540.00
Division 41 - Material Processing and Handling Equipment								
41.01	Cranes & Hoists	\$ 1,890.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 1,890.00
Division 46 - Water and Wastewater Equipment								
46.01	Open Channel Grinders	\$ 72,500.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 72,500.00
46.02.1	Aerated Lagoon Equipment (Material and Labor)	\$ 364,331.00	\$ 10,833.20	\$ 39,864.55	\$ 40,385.00	\$ 91,082.75	25.00%	\$ 273,248.25
46.02.2	Lagoon Baffle Curtain	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	\$ -
46.03.1	SAGR (Material and Labor)	\$ 909,717.00	\$ 279,004.65	\$ 489,220.65	\$ 50,520.00	\$ 818,745.30	90.00%	\$ 90,971.70
46.03.2	SAGR Stone	\$ 725,000.00	\$ 435,000.00	\$ 282,750.00	\$ -	\$ 717,750.00	99.00%	\$ 7,250.00
46.03.3	SAGR Geosynthetic Liner	\$ 285,780.00	\$ 211,875.50	\$ 49,615.50	\$ 10,000.00	\$ 271,491.00	95.00%	\$ 14,289.00
46.03.4	SAGR Mulch	\$ 19,430.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 19,430.00
46.04	Ultraviolet Disinfection Equipment	\$ 205,880.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 205,880.00
Lump Sum Included Unit Prices								
UP-1	Base Excavation 1 LS @ \$287,000.00/LS	\$ 287,000.00	\$ 272,650.00	\$ -	\$ -	\$ 272,650.00	95.00%	\$ 14,350.00
UP-2	Overexcavation of Unsuitable Backfill Materials 5,000 CY @ \$19.95/CY CO-002: 1,800 CY @ \$19.95/CY	\$ 35,910.00	\$ 35,910.00	\$ -	\$ -	\$ 35,910.00	100.00%	\$ -
UP-3	Soil Amendment - Farming 5,000 CY @ \$4.73/CY CO-001: 0 CY @ \$4.73/CY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
UP-4	Soil Amendment - Chemical Treatment 5,000 CY @ \$27.30/CY CO-001: 0 CY @ \$27.30/CY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
UP-5	Imported Backfill 5,000 CY @ \$13.65/CY	\$ 68,250.00	\$ 23,400.00	\$ -	\$ -	\$ 23,400.00	34.29%	\$ 44,850.00
UP-6	Off-Site Disposal of Unsuitable Backfill Materials 10,000 CY @ \$7.88/CY	\$ 78,800.00	\$ 78,800.00	\$ -	\$ -	\$ 78,800.00	100.00%	\$ -
UP-7	East WWTP Sludge Removal and Disposal 910,000 Gal @ \$0.12/Gal	\$ 109,200.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 109,200.00
UP-8	West WWTP Sludge Removal and Disposal 990,000 Gal @ \$0.11/Gal	\$ 108,900.00	\$ -	\$ 128,146.70	\$ -	\$ 128,146.70	117.67%	\$ (19,246.70)
UP-9	Crushed Stone Paving 480 TN @ \$29.40/TN	\$ 14,112.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 14,112.00

A		B	Work Completed		E	F		G
			C	D				
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F/B)	Balance to Finish (B - F)
UP-10	Security Fence 1,450 LF @ \$20.28/LF	\$ 29,406.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 29,406.00
UP-11	Sanitary Sewer Gravity Main, Trenched, PVC, 10" Diameter 860 LF @ \$115.87/LF	\$ 99,648.20	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 99,648.20
Project Allowances								
CA-1	Contingency Allowance	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 50,000.00
Contract Change Orders								
CO-001	Change Order #1 - Value Engineering	\$ (123,300.00)	\$ (98,640.00)	\$ (10,000.00)	\$ -	\$ (108,640.00)	88.11%	\$ (14,660.00)
	Total	\$ 6,900,674.00	\$ 2,040,517.20	\$ 1,162,736.35	\$ 212,812.23	\$ 3,416,065.78	49.50%	\$ 3,484,608.22

Contractor's Application

EJCDC® C-620 Contractor's Application for Payment
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Page 6 of 7

Contractor's Application

For (Contract):	Wastewater Treatment Plant Improvements 2018					Application Number:	SIX (6)
						Application Date:	12/1/2020
Application Period:	From:	10/24/2020	To:	11/30/2020	Contractor:	Woodruff Construction, LLC 501 Greenfield Drive, Tiffin, IA 52340	

Original Contract Amount:	\$	7,269,000.00
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Approved Change Orders:

[illegible]

Revised Contract Amount: \$ 6,900,674.00

Pay Estimates Paid-to-Date

[illegible]

Total Estimates Paid to Date: \$ 2,302,366.57

Total Construction Cost: \$ 2,302,366.57

Mellen & Associates, Inc.

3404 South 11th Street
Council Bluffs, IA 51501

Phone: (712) 322-9333
Fax: (712) 322-6557
www.melleninc.com

Invoice

Customer No.: WOODRUFF
Invoice No.: 25897

Bill To: **Woodruff Construction**
1920 Philadelphia St.
Suite 102
AMES, IA 50010

Ship To: **Woodruff Construction**
ATTN: Niko Mucogllava
901 W. South Street
TIPTON, IA 52772

Tipton

Date		P.O. Number		Ship Via		Terms	
10/22/20		20032-1		FFA		Net 30	
Quantity			Item Number	Description	Unit Price	Amount	
Required	Shipped	B.O.					
2	2			8" ID x 6" FF Mercer Style 501BB Style Single Unfilled Arch Expansion Joint, Butyl Tube/Cover, 150# ASA, Galvanized Retaining Rings, 2 Galv. Control Rods ORDER CODE: 8"ID X 6" FF 501BB-CR	4146.00	8292.00	
3	3			4" ID x 6" FF Mercer Style 501BB Style Single Unfilled Arch Expansion Joint, Butyl Tube/Cover, 150# ASA, Galvanized Retaining Rings, 2 Galv. Control Rods ORDER CODE: 4"ID X 6"FF 501BB-CR	3660.00	10980.00	
2	2			6" ID x 6" FF Mercer Style 501BB Style Single Unfilled Arch Expansion Joint, Butyl Tube/Cover, 150# ASA, Galvanized Retaining Rings, 2 Galv. Control Rods ORDER CODE: 6"ID X 6" FF 501BB-CR	3821.00	7642.00	

Invoice subtotal 26914.00

Invoice total 26914.00

Past due invoices will be subject to a service charge of 1.5% per month.

INVOICE



(800) 289-2569 Fax: (715) 443-3768
P.O. BOX 100
MARATHON, WI 54448-0100

SHIPPED	INVOICE DATE	ORDER NO.
11/16/20	11/16/20	3520058-00
	P.O. NO.	PAGE #
73	SC	1 of 1

CUST #: 50086

IC073-0095-20

SHIP TO: WWTP IMPROVEMENTS
ZONE 5
TIPTON IA 52772

TRIPLE B CONSTRUCTION CORP
710 AYRES PROGRESS DRIVE
WILTON IA 52778

BILL TO:

LINE NO.	PRODUCT AND DESCRIPTION	QTY. SHIPPED	QTY. U/M	UNIT PRICE	AMOUNT (NET)
1	SP73-0095-007B-73-20 SECONDARY SAGR EFFLUENT MH 1 Mono Base 8T(72) Spec. 52/60H Keyed	1.00	each	2640.32	2640.32
2	SP73-0095-005B-73-20 SECONDARY SAGR EFFLUENT MH 3 Mono Base 8T(72) Spec. 52/60H Keyed	1.00	each	2455.32	2455.32
3	SP73-0095-005A-73-20 SECONDARY SAGR EFFLUENT MH 3 Riser 72-46H Spec. Flat top Keyed bot	1.00	each	1088.33	1088.33
4	SP73-0095-003B-73-20 PRIMARY SAGR EFFLUENT MH 1 Mono Base 8T(72) Spec. 60/68H Keyed	1.00	each	2457.86	2457.86
5	720272 GASKET SELF LUBE 72" (809372)	3.00	EA	0.00	0.00
6	COM	1.00	each	0.00	0.00
	41169				
7	COM	1.00	each	0.00	0.00
CALL CONTRACTOR WHEN LEAVING COUNTY YARD					
Total					8641.83
Invoice Total					8641.83

INVOICE



(800) 289-2569 Fax: (715) 443-3768
P.O. BOX 100
MARATHON, WI 54448-0100

SHIPPED	INVOICE DATE	ORDER NO.
11/13/20	11/13/20	3520055-00
	P.O. NO.	PAGE #
73	SC	1 of 1

CUST #: 50086

IC073-0095-20

SHIP TO: WWTP IMPROVEMENTS
ZONE 5
TIPTON IA 52772

TRIPLE B CONSTRUCTION CORP
710 AYRES PROGRESS DRIVE
WILTON IA 52778

BILL TO:

LINE NO.	PRODUCT AND DESCRIPTION	QTY. SHIPPED	QTY. U/M	UNIT PRICE	AMOUNT (NET)
1	SP73-0095-004B-73-20 PRIMARY SAGR EFFLUENT MH 2 Mono Base 8T(72) Spec. 60/68H Keyed	1.00	each	2642.86	2642.86
2	SP73-0095-004A-73-20 PRIMARY SAGR EFFLUENT MH 2 Riser 72-66H Spec. Flat top Keyed bot	1.00	each	1562.88	1562.88
3	SP73-0095-006B-73-20 SECONDARY SAGR EFFLUENT MH 4 Mono Base 8T(72) Spec. 52/60H Keyed	1.00	each	2270.32	2270.32
4	SP73-0095-006A-73-20 SECONDARY SAGR EFFLUENT MH 4 Riser 72-46H Spec. Flat top Keyed bot	1.00	each	1088.33	1088.33
5	SP73-0095-007A-73-20 SECONDARY SAGR EFFLUENT MH 1 Riser 72-46H Spec. Flat top Keyed bot	1.00	each	1088.33	1088.33
7	720272 GASKET SELF LUBE 72" (809372)	2.00	EA	0.00	0.00
8	COM	1.00	each	0.00	0.00
9	46633 COM	1.00	each	0.00	0.00
CALL CONTRACTOR WHEN LEAVING COUNTY YARD					
Total					8652.72
Invoice Total					8652.72



INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # M982806
Invoice Date 11/11/20
Account # 227405
Sales Rep CHRISTOPHER RICHTER
Phone # 319-362-1698
Branch # 235 Cedar Rapids, IA
Total Amount Due \$43,699.14

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

453 1 MB 0.439 E0447X 10853 D6829163841 S2 P7830955 0001:0002



TRIPLE B CONSTRUCTION CORP
710 AYRES PROGRESS DR
WILTON IA 52778-9362

Shipped to:
TIPTON WWTP IMPROVEMENTS 2018
TIPTON, IA

CUSTOMER JOB- TIPWWTP TIPTON WWTP

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
9/09/20	11/10/20	TIFFIN WWTP	TIPTON WWTP	TIPWWTP		CORE & MAIN LP	M982806

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
24AFBNKS16304	16 304SS HEX BOLT & NUT KIT BID SEQ# 1250	32	32		742.12000	EA	23,747.84
24AFBNKS24304	24 304SS HEX BOLT & NUT KIT BID SEQ# 3220	28	28		618.78000	EA	17,325.84
24AFBNKS08	8 316SS HEX BOLT & NUT KIT BID SEQ# 5950	22	22		101.89000	EA	2,241.58
24AFBNKS06	6 316SS HEX BOLT & NUT KIT BID SEQ# 5970	2	2		101.89000	EA	203.78
24AFBNKS04	4 316SS HEX BOLT & NUT KIT	2	2		90.05000	EA	180.10

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ADVANTAGE

- Pay Online
- Paperless Billing
- Invoice Reprints
- Signed Delivery Receipts

Remit payment to the address shown on this invoice or access your account in Online Advantage to pay online.

Freight	Delivery	Handling	Restock	Misc.
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Subtotal:	43,699.14
Other:	0.00
Tax:	0.00
Invoice Total:	\$43,699.14

Terms: NET 30

Ordered By: BRAD

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted.
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



DUPLICATE
INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Backordered from:

11/19/20 N340235

TRIPLE B CONSTRUCTION CORP
710 AYRES PROGRESS DR
WILTON IA 52778 9362

Invoice # N386868
Invoice Date 11/23/20
Account # 227405
Sales Rep CHRISTOPHER RICHTER
Phone # 319-362-1698
Branch #235 Cedar Rapids, IA
Total Amount Due \$5,460.00

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

Shipped To:
811 W. South Street
563 260 9450
attention: brian
TIPTON, IA

CUSTOMER JOB- TIPWWTP TIPTON WWTP

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
11/12/20	11/19/20	TIFFIN WWTP	TIPTON WWTP	TIPWWTP		DIRECT	N386868

Product Code	Description	Quantity		Price	UM	Extended Price
		Ordered	Shipped			

CORE & MAIN PO#- 0075028

022425W	24 PVC C900 DR25 PIPE (G) 20' PC165	120	120	45.50000 FT	5,460.00
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Freight Delivery Handling Restock Misc

Subtotal: 5,460.00
Other: .00
Tax: .00

Terms: NET 30
Ordered By: BRIAN

Invoice Total: 5,460.00

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DUPLICATE
INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # N340235
Invoice Date 11/19/20
Account # 227405
Sales Rep CHRISTOPHER RICHTER
Phone # 319-362-1698
Branch #235 Cedar Rapids, IA
Total Amount Due \$15,855.00

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

TRIPLE B CONSTRUCTION CORP
710 AYRES PROGRESS DR
WILTON IA 52778 9362

Shipped To:
811 W. South Street
563 260 9450
attention: brian
TIPTON, IA

CUSTOMER JOB- TIPWWTP TIPTON WWTP

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
11/12/20	11/17/20	TIFFIN WWTP	TIPTON WWTP	TIPWWTP		DIRECT	N340235

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
CORE & MAIN PO#- 0075028							
021225W	12 PVC C900 DR25 PIPE (G) 20' PC165	180	180		12.25000 FT		2,205.00
021625W	16 PVC C900 DR25 PIPE (G) 20' PC165	480		480	21.25000 FT		.00
021825W	18 PVC C900 DR25 PIPE (G) 20' PC165	400		400	26.50000 FT		.00
022425W	24 PVC C900 DR25 PIPE (G) 20' PC165	420	300	120	45.50000 FT		13,650.00

Freight Delivery Handling Restock Misc

Subtotal: 15,855.00
Other: .00
Tax: .00

Terms: NET 30

Ordered By: BRIAN

Invoice Total: \$15,855.00

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AGENDA ITEM:

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	12/07/20
AGENDA ITEM:	FY 21-22 Proposed Budget Schedule
ACTION:	Motion to Approve, Deny or Table

SYNOPSIS: Attached is the proposed FY 21-22 Budget schedule. Additional explanations will be provided during the council meeting.

BUDGET ITEM: Not Applicable

RESPONSIBLE DEPARTMENT: Administration

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

ATTACHMENTS: FY 21-22 Proposed Budget Schedule Calendar & Timeline

PREPARED BY: MA

DATE PREPARED: 11/30/20

FY 21-22 Proposed Budget Schedule

S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa
JANUARY							FEBRUARY							MARCH						
					1	2		1	2	3	4	5	6		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28							28	29	30	31			
31																				
<div> <div></div>Denotes the holidays City Offices are closed </div>																				
<div> <div></div>Holiday observed but City Offices are open for normal business and regularly scheduled council meeting </div>																				
<div> <div></div>Regularly Scheduled Council Meeting </div>																				
<div> <div></div>Budget Workshop </div>																				

January 4th – Regular Council Meeting

January 18th – Regular Council Meeting (Set 1st public hearing for February 22 per SF634)

February 3rd – Publish 1st public hearing requirement per SF634, including City Website and City Facebook Pages (10/20-day requirement)

February 8th – Regular Council Meeting

February 11th – Budget Workshop: Department heads present proposed FY 21-22 budgets

February 22nd - Regular Council Meeting (Public hearing on maximum property tax dollars to certify for levy and approval of resolution (SF634)

*Council also sets the budget public hearing & the preliminary FY21-22 Budget

March 3rd – Publish the 2nd public hearing requirement for the notice of hearing on adoption of the FY21-22 Budget (10/20-day requirement)

March 8th – Regular Council Meeting

March 22nd - The public hearing and adoption of final budget resolution

March 31st - The state budget certification deadline.

Budget: FY 21-22
City of Tipton
December 7, 2020

DEPT HEADS: Below is the timeline for the FY 21-22 Budget Process. Some dates are subject to change as circumstances may dictate.

Timeline:

December 10th—Drafts of all proposed budgets are due. You are welcome to arrange appointments with Brian and/or myself beforehand if you have any questions about your budget. In the time between December 10th and whenever we present a budget draft to the Council, we will be meeting with various Dept. Heads in case further work is needed to propose a balanced budget.

Meeting dates:

The Council can conduct special meetings, work sessions, and/or committee meetings as it sees best. However, we are working toward a March 31 deadline for certifying a budget to the County Auditor's Office. We are also required to do two public hearings instead of the normal one.

Prior to the March 31, 2020 deadline, we are proposing the following schedule for the Council's regular meetings in January, February and March:

- * January 4, 2021
- * January 18, 2021
- * February 8, 2021
- * February 22, 2021
- * March 8, 2021
- * March 22, 2021

The council will use its meeting on January 18th to set the first public hearing for Feb 22 as required by SF 634. This hearing and resolution will establish our maximum property tax dollars to certify for levy.

A special budget work session will be conducted on Thursday, Feb 11th. It is then that department heads will present their FY 21-22 budget to the Council.

The Council can use its meeting on Monday, Feb. 22nd or a special meeting to set a preliminary budget. At this meeting, the council could pass a resolution to adopt a preliminary budget and set the date of the public hearing on the finalized budget. After this point, the budget can be reduced, but not increased.

We must publish the notice concerning the public hearing on the preliminary budget in the newspaper at least 10 days but no more than 20 days prior to the public hearing.

Again, in order to finalize the budget process, the Council must complete these steps by not later than March 31:

- a.) Conduct 1st public hearing on the maximum property tax dollars to certify for levy
- b.) Approve a resolution that sets the maximum property tax dollars to certify for levy
- d.) Conduct 2nd public hearing on the proposed FY21-22 budget

- e.) Approve a resolution that sets the FY 21-22 budget and the resulting tax levy
- f.) Certify our budget to the County Auditor's Office by March 31, 2021

Please note: There is a new budget software this year. Due to the difficulties of entering data into the State's computerized budget documents, all final budget adjustments should be known 7-14 days prior to setting the public hearing on approximately Feb 22nd.

Please note: In order to avoid a special meeting in March and allow more time to work on finalizing our budget submittals, we'd like to suggest that the Council try to set its preliminary budget and public hearing if possible, by the Feb 22nd Council meeting.

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL GOVERNMENT	TREASURER OF STATE	UNCLAIMED CHECKS	263.00
			TOTAL:	263.00
POLICE DEPARTMENT	GENERAL GOVERNMENT	I.R.S.	FICA WITHHOLDING	996.44
			FICA WITHHOLDING	1,086.91
			MEDICARE WITHHOLDING	165.74
			MEDICARE WITHHOLDING	23.55
			MEDICARE WITHHOLDING	3.56
			MEDICARE WITHHOLDING	25.33
			MEDICARE WITHHOLDING	12.81
			MEDICARE WITHHOLDING	2.05
			MEDICARE WITHHOLDING	216.09
			MEDICARE WITHHOLDING	20.44
			MEDICARE WITHHOLDING	0.27
			MEDICARE WITHHOLDING	6.45
			MEDICARE WITHHOLDING	5.64
			MEDICARE WITHHOLDING	3.46
			MEDICARE WITHHOLDING	1.68
			MEDICARE WITHHOLDING	0.16
		MISC. VENDOR R.A.D. SYSTEMS	R.A.D. SYSTEMS:LICENSE REN	150.00
		IOWA LAW ENFORCEMENT ACADEMY	TRAINING	50.00
			EXECUTIVE ORDER	125.00
		IPERS	IPERS WITHHOLDING POLICE	1,568.41
			IPERS WITHHOLDING POLICE	1,661.02
		LISA DUFOUR	MILEAGE REIMBURSEMENT	152.95
		OFFICE EXPRESS	OFFICE SUPPLIES	19.98
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	770.00
			BACKUP SUPPORT/CLOUD SRVCS	38.64
			WATCHGUARD SECURITY	14.27
		PRINCIPAL	GTL_VTL INSURANCE	23.40
			PRINCIPAL DENTAL POLICY	181.02
		VERIZON	Cell, Data service	218.01
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	63.22
		CITY OF TIPTON FUNDS	Repay Admin Services	1,095.73
			PSF payment	727.08
		CITY UTILITIES	City Hall	4.06
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	3,475.87
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	4,256.40
			TOTAL:	17,165.64
FIRE DEPARTMENT	GENERAL GOVERNMENT	AAA MECHANICAL INC	BLDG MAINT SUPPLIES	700.00
		I.R.S.	FICA WITHHOLDING	55.45
			FICA WITHHOLDING	55.45
			MEDICARE WITHHOLDING	11.54
			MEDICARE WITHHOLDING	1.45
			MEDICARE WITHHOLDING	11.54
			MEDICARE WITHHOLDING	1.45
		ALEX AIR APPARATUS INC	CUTTER FOR JAWS	1,605.00
		BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	28.70
		DINGES FIRE COMPANY	BLOCKING HOOD	373.24
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	31.96
		FELD FIRE	7 BOTTLES WITH VALVES	6,529.00
		IPERS	IPERS WITHHOLDING, FIRE	62.76
			IPERS WITHHOLDING, FIRE	62.76
		KUNDE OUTDOOR EQUIPMENT	OPERATING SUPPLIES	78.77
		ELECTRONICS INC	ANNUAL ALARM INSPECTION	147.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ALARM SERVICE	30.00
		MIDWEST BREATHING AIR LLC	TEFLON O'RINGS	16.82
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	140.00
			BACKUP SUPPORT/CLOUD SRVCS	20.38
			WATCHGUARD SECURITY	8.16
		RELIANT FIRE APPARATUS INC	PUMPER TRUCK	238,656.00
		SPAHN & ROSE LUMBER CO	OPERATING SUPPLIES	31.96
			OPERATING SUPPLIES	4.68
		CITY OF TIPTON FUNDS	Repay Admin Services	311.59
		CITY UTILITIES	CITY UTILITIES	450.60
			CITY UTILITIES	295.42
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	1,196.11
			TOTAL:	250,917.79
AMBULANCE	GENERAL GOVERNMENT I.R.S.		FICA WITHHOLDING	147.17
			FICA WITHHOLDING	277.36
			MEDICARE WITHHOLDING	27.68
			MEDICARE WITHHOLDING	6.74
			MEDICARE WITHHOLDING	27.19
			MEDICARE WITHHOLDING	37.69
		AT&T MOBILITY	WIRELESS	232.15
		BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	222.72
		FAMILY FOODS	MISC SUPPLIES	36.34
		D & R PEST CONTROL	PEST CONTROL	25.00
		IPERS	IPERS WITHHOLDING EMT	238.73
			IPERS WITHHOLDING EMT	443.80
		JOHNSON COUNTY AMBULANCE SERVICE	ALS INTERCEPT	200.00
		KIRKWOOD COMMUNITY COLLEGE	TRAINING	14.00
		MASTER MEDICAL EQUIPMENT	OPERATING SUPPLIES	520.00
			LIFEPAK CABLE	165.00
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	140.00
			BACKUP SUPPORT/CLOUD SRVCS	20.38
			WATCHGUARD SECURITY	8.16
		PCC	BILLING	1,089.30
		PRAXAIR DISTRIBUTION INC	OXYGEN	58.17
		PRINCIPAL	GTL_VTL INSURANCE	3.90
			PRINCIPAL DENTAL POLICY	30.17
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	9.44
		CITY OF TIPTON FUNDS	Repay Admin Services	681.02
			PSF payment	47.90
			TRANSFERS	7,076.69
		CITY UTILITIES	CITY UTILITIES	162.35
			CITY UTILITIES	36.73
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	1,719.63
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	989.23
			TOTAL:	14,694.64
STREET DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHHOLDING	244.94
			FICA WITHHOLDING	229.23
			MEDICARE WITHHOLDING	28.12
			MEDICARE WITHHOLDING	17.07
			MEDICARE WITHHOLDING	0.40
			MEDICARE WITHHOLDING	0.66
			MEDICARE WITHHOLDING	0.61
			MEDICARE WITHHOLDING	8.76
			MEDICARE WITHHOLDING	1.65

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE WITHOLDING	25.40
			MEDICARE WITHOLDING	15.55
			MEDICARE WITHOLDING	0.19
			MEDICARE WITHOLDING	0.60
			MEDICARE WITHOLDING	2.20
			MEDICARE WITHOLDING	6.83
			MEDICARE WITHOLDING	2.85
		CINTAS LOC	UNIFORMS	45.92
			UNIFORMS	45.92
			UNIFORMS	45.92
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	21.99
		IPERS	IPERS REGULAR EMPLOYEES	275.15
			IPERS REGULAR EMPLOYEES	260.49
		PRINCIPAL	GTL_VTL INSURANCE	5.42
			PRINCIPAL DENTAL POLICY	43.23
		SPAHN & ROSE LUMBER CO	OPERATING SUPPLIES	17.85
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	12.88
		CITY OF TIPTON FUNDS	Central Stores services pa	1,898.87
			PSF payment	161.03
			TRANSFERS	25,615.41
		CITY UTILITIES	CITY UTILITIES	19.81
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	2,133.81
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,843.41
			TOTAL:	33,032.17
SIDEWALKS	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	Central Stores services pa	27.53
			TOTAL:	27.53
TREES	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	Central Stores services pa	16.94
			TOTAL:	16.94
GENERAL ADMINISTRATION	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	131.92
			FICA WITHOLDING	130.22
			MEDICARE WITHOLDING	27.20
			MEDICARE WITHOLDING	0.28
			MEDICARE WITHOLDING	1.93
			MEDICARE WITHOLDING	1.21
			MEDICARE WITHOLDING	0.22
			MEDICARE WITHOLDING	25.90
			MEDICARE WITHOLDING	0.12
			MEDICARE WITHOLDING	1.97
			MEDICARE WITHOLDING	2.08
			MEDICARE WITHOLDING	0.38
		CINTAS LOC	UNIFORMS	7.69
			UNIFORMS	7.69
			UNIFORMS	7.69
		IPERS	IPERS REGULAR EMPLOYEES	208.30
			IPERS REGULAR EMPLOYEES	207.18
		PRINCIPAL	GTL_VTL INSURANCE	2.25
			PRINCIPAL DENTAL POLICY	27.76
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	10.12
		CITY OF TIPTON FUNDS	Central Stores services pa	386.61
			PSF payment	16.10
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	871.56
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,573.59
			TOTAL:	3,649.97

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
LIBRARY	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	314.05
			FICA WITHOLDING	201.55
			MEDICARE WITHOLDING	49.34
			MEDICARE WITHOLDING	21.66
			MEDICARE WITHOLDING	2.45
			MEDICARE WITHOLDING	17.78
			MEDICARE WITHOLDING	22.61
			MEDICARE WITHOLDING	6.75
		ADVANCED DRAINAGE SYSTEMS	DRAINAGE MATERIALS	302.20
		BAKER & TAYLOR	BOOKS	459.92
			BOOKS	240.79
			BOOKS	196.50
			BOOKS	87.31
			BOOKS	156.42
			BOOKS	35.25
		BANLEACO	COPIERS CONTRACT	105.60
		CHALLIS LAWN CARE	HOLIDAY LIGHTING	350.00
		COPY SYSTEMS	BASE CHARGE	74.68
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	139.19
			OPERATING SUPPLIES	20.99
		IIW PC	LIBRARY EXTERIOR STEPS	586.50
			LIBRARY EXTERIOR STEPS	4,067.00
		IPERS	IPERS REGULAR EMPLOYEES	439.85
			IPERS REGULAR EMPLOYEES	268.03
		PRINCIPAL	GTL_VTL INSURANCE	3.90
		SCHUMACHER ELEVATOR COMPANY	MONTHLY MAINTENANCE	231.97
		SPAHN & ROSE LUMBER CO	OPERATING SUPPLIES	10.12
			OPERATING SUPPLIES	10.34
		TOTAL MAINTENANCE INC	DECEMBER SERVICE	481.83
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	7.70
		WENDLING QUARRIES INC	43.82 TON ROCK	513.71
		WINDSTREAM	MONTHLY SERVICES	148.77
		CITY UTILITIES	CITY UTILITIES	24.12
			CITY UTILITIES	30.00
			CITY UTILITIES	579.63
			TOTAL:	10,208.51
PARK	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	7.60
			FICA WITHOLDING	7.51
			MEDICARE WITHOLDING	1.58
			MEDICARE WITHOLDING	0.13
			MEDICARE WITHOLDING	0.07
			MEDICARE WITHOLDING	1.54
			MEDICARE WITHOLDING	0.13
			MEDICARE WITHOLDING	0.09
		CHALLIS LAWN CARE	SPRAYING IN THE PARK	1,300.00
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	23.94
		IPERS	IPERS REGULAR EMPLOYEES	11.92
			IPERS REGULAR EMPLOYEES	11.92
		PRINCIPAL	GTL_VTL INSURANCE	0.10
			PRINCIPAL DENTAL POLICY	1.51
		VERIZON	Cell, Data service	43.27
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	0.58
		CITY OF TIPTON FUNDS	Repay Admin Services	88.39
			PSF payment	0.40
		CITY UTILITIES	CITY UTILITIES	197.54

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			CITY UTILITIES	95.95
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	95.24
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	93.93
			TOTAL:	1,983.34
RECREATION DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	67.43
			FICA WITHOLDING	62.34
			MEDICARE WITHOLDING	15.77
			MEDICARE WITHOLDING	14.58
		ACCESS SYSTEMS LEASING	COPIER AGREEMENT	48.96
		IPERS	IPERS REGULAR EMPLOYEES	106.63
			IPERS REGULAR EMPLOYEES	100.26
		PRINCIPAL	GTL_VTL INSURANCE	1.95
			PRINCIPAL DENTAL POLICY	15.09
		VERIZON	Cell, Data service	25.44
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	5.06
		CITY OF TIPTON FUNDS	Repay Admin Services	72.16
			PSF payment	3.95
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	61.35
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	538.24
			TOTAL:	1,139.21
FAMILY AQUATIC CENTER	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	291.80
			FICA WITHOLDING	287.19
			MEDICARE WITHOLDING	32.57
			MEDICARE WITHOLDING	35.67
			MEDICARE WITHOLDING	22.49
			MEDICARE WITHOLDING	36.20
			MEDICARE WITHOLDING	1.67
			MEDICARE WITHOLDING	6.81
		ACCESS SYSTEMS LEASING	COPIER AGREEMENT	48.97
		ELECTRICAL ENGINEERING & EQUIPMENT CO	BLDG MAINT SUPPLIES	148.74
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	3.29
		D & R PEST CONTROL	PEST CONTROL	45.00
		HAWKINS INC	CHEMICALS	506.07
		IPERS	IPERS REGULAR EMPLOYEES	239.40
			IPERS REGULAR EMPLOYEES	238.84
		LECTRONICS INC	ANNUAL ALARM INSPECTION	147.00
			ALARM SERVICE	30.00
		M & T DRYWALL AND CONSTRUCTION LLC	POOL REPAIRS	317.54
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	140.00
			BACKUP SUPPORT/CLOUD SRVCS	20.38
			WATCHGUARD SECURITY	8.16
			TECH SERVICES	47.50
		PRINCIPAL	GTL_VTL INSURANCE	5.85
			PRINCIPAL DENTAL POLICY	45.25
		ROYAL PUBLISHING	AD FOR CROSS COUNTRY STATE	110.00
		TIPTON HIGH SCHOOL	AD FOR THS YEARBOOK	76.00
		TIPTON CONSERVATIVE	MINUTES,FAC,ORD,LEAF PICKU	161.60
		VERIZON	Cell, Data service	25.44
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	10.81
		CITY OF TIPTON FUNDS	Repay Admin Services	815.29
			PSF payment	220.65
		CITY UTILITIES	CITY UTILITIES	4,842.63
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	61.35
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,083.96

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	10,114.12
ECONOMIC DEVELOPMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	113.12
			FICA WITHOLDING	112.28
			MEDICARE WITHOLDING	26.46
			MEDICARE WITHOLDING	26.26
		MISC. VENDOR PEG BIXBY	PEG BIXBY:OFFICE SUPPLIES	13.99
		IPERS	IPERS REGULAR EMPLOYEES	184.33
			IPERS REGULAR EMPLOYEES	184.33
		ELECTRONICS INC	ANNUAL ALARM INSPECTION	147.00
			ALARM SERVICE	30.00
		MARCIA MEYERS	DECEMBER RENT	600.00
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	70.00
		PRINCIPAL	GTL_VTL INSURANCE	3.90
			PRINCIPAL DENTAL POLICY	30.17
		SPINUTECH INC	NOV EMAIL MARKETING	25.00
		TIPTON GREENHOUSE & FLORIST	FLOWERPOT FOR DOWNTOWN	321.75
		VERIZON	Cell, Data service	50.88
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	9.13
		CITY OF TIPTON FUNDS	PSF payment	13.24
		CITY UTILITIES	CITY UTILITIES	60.86
			CITY UTILITIES	57.71
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,856.49
			TOTAL:	3,936.90
EXECUTIVE	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	23.25
			MEDICARE WITHOLDING	5.44
		IPERS	IPERS ELECTED OFFICIALS	35.40
			TOTAL:	64.09
FINANCE & ADMINISTRATI	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	69.22
			FICA WITHOLDING	68.62
			MEDICARE WITHOLDING	3.98
			MEDICARE WITHOLDING	11.60
			MEDICARE WITHOLDING	0.01
			MEDICARE WITHOLDING	0.14
			MEDICARE WITHOLDING	0.46
			MEDICARE WITHOLDING	4.15
			MEDICARE WITHOLDING	11.60
			MEDICARE WITHOLDING	0.04
			MEDICARE WITHOLDING	0.24
			MEDICARE WITHOLDING	0.02
		IPERS	IPERS REGULAR EMPLOYEES	107.25
			IPERS REGULAR EMPLOYEES	106.38
		OFFICE MACHINE CONSULTANTS INC	BACKUP SUPPORT/CLOUD SRVCS	119.87
			WATCHGUARD SECURITY	46.90
		PRINCIPAL	GTL_VTL INSURANCE	0.46
			PRINCIPAL DENTAL POLICY	3.63
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	1.49
		CITY OF TIPTON FUNDS	Repay Admin Services	229.87
			PSF payment	29.33
		CITY UTILITIES	City Hall	178.54
			City Hall	7.45
			CITY UTILITIES	2,903.15
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	176.90
			TOTAL:	4,081.30

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
BUILDING MAINTENANCE	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	1.47
			FICA WITHOLDING	3.90
			MEDICARE WITHOLDING	0.34
			MEDICARE WITHOLDING	0.91
		D & R PEST CONTROL	PEST CONTROL	35.00
		ELECTRONICS INC	ANNUAL ALARM INSPECTION	147.00
			ALARM SERVICE	30.00
		OFFICE EXPRESS	OFFICE SUPPLIES	19.97
		WALMART COMMUNITY	MISC SUPPLIES	26.88
			TOTAL:	265.47
AMBULANCE TRUST	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	7,076.69
			TOTAL:	7,076.69
TRANSFER-COMM/LOCAL AC	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	2,083.33
			TOTAL:	2,083.33
STREET DEPARTMENT	ROAD USE TAX FUND	GARDEN & ASSOCIATES INC	MULBERRY STREET	10,630.41
		MC CLINTOCK TRUCKING & EXCAVATING INC	PAY APP NO 2	2,027.92
		TRIPLE B CONSTRUCTION CORPORATION	PAY APP NO 4	11,328.23
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	1,924.44
			TOTAL:	25,911.00
TRAFFIC SERVICE MAINT.	ROAD USE TAX FUND	I.R.S.	FICA WITHOLDING	4.12
			FICA WITHOLDING	3.93
			MEDICARE WITHOLDING	0.79
			MEDICARE WITHOLDING	0.08
			MEDICARE WITHOLDING	0.09
			MEDICARE WITHOLDING	0.62
			MEDICARE WITHOLDING	0.03
			MEDICARE WITHOLDING	0.04
			MEDICARE WITHOLDING	0.22
		IPERS	IPERS REGULAR EMPLOYEES	6.63
			IPERS REGULAR EMPLOYEES	6.29
		PRINCIPAL	GTL_VTL INSURANCE	0.11
			PRINCIPAL DENTAL POLICY	0.90
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	0.26
		CITY OF TIPTON FUNDS	Central Stores services pa	9.16
			PSF payment	4.13
		CITY UTILITIES	CITY UTILITIES	58.48
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	34.39
			TOTAL:	130.27
SNOW AND ICE REMOVAL	ROAD USE TAX FUND	I.R.S.	FICA WITHOLDING	51.01
			FICA WITHOLDING	50.10
			MEDICARE WITHOLDING	10.49
			MEDICARE WITHOLDING	0.41
			MEDICARE WITHOLDING	0.03
			MEDICARE WITHOLDING	0.45
			MEDICARE WITHOLDING	0.55
			MEDICARE WITHOLDING	8.95
			MEDICARE WITHOLDING	0.17
			MEDICARE WITHOLDING	0.25
			MEDICARE WITHOLDING	1.41
			MEDICARE WITHOLDING	0.95
		IPERS	IPERS REGULAR EMPLOYEES	81.95

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			IPERS REGULAR EMPLOYEES	80.31
		PRINCIPAL	GTL VTL INSURANCE	1.71
			PRINCIPAL DENTAL POLICY	13.09
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	3.73
		CITY OF TIPTON FUNDS	Central Stores services pa	210.66
			PSF payment	61.24
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	1,130.22
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	520.26
			TOTAL:	2,227.94
STREET CLEANING	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	Central Stores services pa	71.17
			PSF payment	77.07
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	828.84
			TOTAL:	977.08
TRANSFER/OTHER SOURCES	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	TRANSFERS	2,333.34
			TOTAL:	2,333.34
TRANSFERS/OTHER SOURCE	TRUST AND AGENCY F	CITY OF TIPTON FUNDS	TRANSFERS	35,346.92
			TOTAL:	35,346.92
TRANSFER	Emergency Fund	CITY OF TIPTON FUNDS	TRANSFERS	2,689.25
			TOTAL:	2,689.25
TRANSFERS/OTHER SOURCE	LOCAL OPTION TAX	CITY OF TIPTON FUNDS	TRANSFERS	23,256.01
			TOTAL:	23,256.01
TRANSFERS/OTHER SOURCE	TIF SPECIAL REVENUE	CITY OF TIPTON FUNDS	TRANSFERS	9,109.58
			TOTAL:	9,109.58
TRANSFERS/OTHER SOURCE	FIRE ENTERPRISE TR	CITY OF TIPTON FUNDS	TRANSFERS	2,083.33
			TOTAL:	2,083.33
WW/AKA SEWER	WASTEWATER PROJECT	DORSEY & WHITNEY LLP	18-21 SANITARY SEWER PROJE	14,000.00
		TERRACON CONSULTANTS INC	WEST WWTP IMPROVEMENTS	848.00
			TOTAL:	14,848.00
WATER DISTRIBUTION	WATER OPERATING	I.R.S.	FICA WITHOLDING	250.54
			FICA WITHOLDING	247.70
			MEDICARE WITHOLDING	52.13
			MEDICARE WITHOLDING	2.17
			MEDICARE WITHOLDING	2.00
			MEDICARE WITHOLDING	2.29
			MEDICARE WITHOLDING	50.93
			MEDICARE WITHOLDING	0.11
			MEDICARE WITHOLDING	1.04
			MEDICARE WITHOLDING	5.86
		CINTAS LOC	UNIFORMS	7.64
			UNIFORMS	7.64
			UNIFORMS	291.50
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	10.73
		IOWA ONE CALL	LOCATES	42.90
		IPERS	IPERS REGULAR EMPLOYEES	402.01
			IPERS REGULAR EMPLOYEES	401.77
		LYNCH DALLAS PC	LEGAL SERVICES	190.50
		MUNICIPAL SUPPLY INC	LAW CENTER METER & RESETTE	2,385.20

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		OFFICE MACHINE CONSULTANTS INC	BACKUP SUPPORT/CLOUD SRVCS	52.49
			WATCHGUARD SECURITY	20.39
		PRINCIPAL	GTL_VTL INSURANCE	7.18
			PRINCIPAL DENTAL POLICY	39.92
		SPAHN & ROSE LUMBER CO	MISC SUPPLIES	2.29
		VERIZON	Cell, Data service	152.64
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	18.94
		CITY OF TIPTON FUNDS	Repay Admin Services	1,354.89
			PSF payment	197.86
		CITY UTILITIES	City Hall	4.06
			CITY UTILITIES	593.44
			CITY UTILITIES	626.47
			CITY UTILITIES	1,016.43
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	450.95
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	2,361.72
			TOTAL:	11,254.33
WATER BILL/COLLECT	WATER OPERATING	I.R.S.	FICA WITHOLDING	67.22
			FICA WITHOLDING	68.14
			MEDICARE WITHOLDING	14.16
			MEDICARE WITHOLDING	0.87
			MEDICARE WITHOLDING	0.67
			MEDICARE WITHOLDING	0.03
			MEDICARE WITHOLDING	14.33
			MEDICARE WITHOLDING	1.04
			MEDICARE WITHOLDING	0.57
		IPERS	IPERS REGULAR EMPLOYEES	108.96
			IPERS REGULAR EMPLOYEES	110.22
		PRINCIPAL	GTL_VTL INSURANCE	2.74
			PRINCIPAL DENTAL POLICY	21.13
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	5.46
		CITY OF TIPTON FUNDS	Repay Admin Services	218.99
			PSF payment	38.86
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	916.98
			TOTAL:	1,590.37
TRANSFER/OTHER SOURCES	WATER OPERATING	CITY OF TIPTON FUNDS	TRANSFERS	3,675.00
			TRANSFERS	353.83
			TOTAL:	4,028.83
WASTEWATER/AKA SEWER	WASTEWATER/AKA SEW	I.R.S.	FICA WITHOLDING	258.25
			FICA WITHOLDING	255.60
			MEDICARE WITHOLDING	53.34
			MEDICARE WITHOLDING	0.12
			MEDICARE WITHOLDING	2.88
			MEDICARE WITHOLDING	2.55
			MEDICARE WITHOLDING	1.48
			MEDICARE WITHOLDING	53.39
			MEDICARE WITHOLDING	0.07
			MEDICARE WITHOLDING	0.46
			MEDICARE WITHOLDING	1.12
			MEDICARE WITHOLDING	4.71
		IOWA DEPARTMENT OF NATURAL RESOURCES	NPDES PERMIT APP FEE	85.00
		IPERS	IPERS REGULAR EMPLOYEES	415.36
			IPERS REGULAR EMPLOYEES	415.34
		MISSISSIPPI VALLEY PUMP INC	PUMP MAINTENANCE WEST LAGO	908.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		POWER LINE SUPPLY	SMALL TOOLS	225.40
		PRINCIPAL	GTL_VTL INSURANCE	19.39
			PRINCIPAL DENTAL POLICY	121.05
		SWICK CABLE CONTRACTOR'S INC	BORING IN TRAILER PARK	26,945.68
		TERRY DURIN COMPANY	UNDERGROUND SUPPLIES	5,475.00
		VERIZON	Cell, Data service	315.06
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	54.47
		CITY OF TIPTON FUNDS	Repay Admin Services	8,300.53
			PSF payment	596.53
		CITY UTILITIES	CITY UTILITIES	18.75
			City Hall	5.08
			CITY UTILITIES	187.93
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	969.24
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	4,220.88
			TOTAL:	57,844.44
ELECTRIC POWER PLANT	ELECTRIC OPERATING I.R.S.		FICA WITHOLDING	100.65
			FICA WITHOLDING	101.83
			MEDICARE WITHOLDING	20.81
			MEDICARE WITHOLDING	0.87
			MEDICARE WITHOLDING	1.87
			MEDICARE WITHOLDING	21.66
			MEDICARE WITHOLDING	2.16
		BARTON SOLVENTS INC	ANTI FREEZE	796.54
		D & R PEST CONTROL	PEST CONTROL	31.03
		IPERS	IPERS REGULAR EMPLOYEES	161.33
			IPERS REGULAR EMPLOYEES	161.33
		PRINCIPAL	GTL_VTL INSURANCE	2.64
			PRINCIPAL DENTAL POLICY	20.29
		THOMAS HEATING & AIR	HANGING HEATER IN POWER PL	2,150.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	7.69
		CITY OF TIPTON FUNDS	Repay Admin Services	1,090.14
			PSF payment	111.39
		CITY UTILITIES	CITY UTILITIES	373.82
			CITY UTILITIES	15.00
			CITY UTILITIES	15.00
			CITY UTILITIES	1,156.58
			CITY UTILITIES	897.90
			CITY UTILITIES	39.62
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	116.78
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	589.03
			TOTAL:	7,985.96
ELECTRIC BILL/COLLECT	ELECTRIC OPERATING I.R.S.		FICA WITHOLDING	134.98
			FICA WITHOLDING	138.04
			MEDICARE WITHOLDING	27.17
			MEDICARE WITHOLDING	0.87
			MEDICARE WITHOLDING	3.47
			MEDICARE WITHOLDING	0.06
			MEDICARE WITHOLDING	29.25
			MEDICARE WITHOLDING	0.36
			MEDICARE WITHOLDING	1.68
			MEDICARE WITHOLDING	0.25
			MEDICARE WITHOLDING	0.73
		IPERS	IPERS REGULAR EMPLOYEES	217.56
			IPERS REGULAR EMPLOYEES	221.18

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		PRINCIPAL	GTL_VTL INSURANCE	4.53
			PRINCIPAL DENTAL POLICY	33.24
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	10.33
		CITY OF TIPTON FUNDS	Repay Admin Services	403.83
			PSF payment	74.15
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	81.74
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,271.25
			TOTAL:	2,654.67
LOUISA GENERATING STAT ELECTRIC OPERATING MIDAMERICAN ENERGY COMPANY			Est cash request	11,900.00
			Est cash request	19,720.00
			Est cash request	340.00
			Est cash request	2,040.00
			TOTAL:	34,000.00
TRANSFER/OTHER SOURCES ELECTRIC OPERATING CITY OF TIPTON FUNDS			TRANSFER FOR FIRE TRUCK	238,656.00
			TRANSFERS	21,840.00
			TRANSFERS	36,120.41
			TRANSFERS	7,156.63
			TOTAL:	303,773.04
GAS DISTRIBUTION	GAS OPERATING	I.R.S.	FICA WITHOLDING	430.25
			FICA WITHOLDING	428.83
			MEDICARE WITHOLDING	81.77
			MEDICARE WITHOLDING	0.35
			MEDICARE WITHOLDING	6.54
			MEDICARE WITHOLDING	3.47
			MEDICARE WITHOLDING	8.48
			MEDICARE WITHOLDING	81.91
			MEDICARE WITHOLDING	4.59
			MEDICARE WITHOLDING	4.11
			MEDICARE WITHOLDING	9.29
			MEDICARE WITHOLDING	0.10
			MEDICARE WITHOLDING	0.29
		CINTAS LOC	UNIFORMS, SHOP TOWELS, MAT	44.47
			UNIFORMS, SHOP TOWELS, MAT	44.47
			UNIFORMS, SHOP TOWELS, MAT	53.94
		JOHN DEERE FINANCIAL	BOOTS	139.09
		GROEBNER & ASSOCIATES INC	METER SUPPLIES	29.44
			METER SUPPLIES	324.37
		IOWA UTILITIES BOARD	GAS ASSESSMENT	1,949.00
		IOWA ONE CALL	LOCATES	42.90
		IPERS	IPERS REGULAR EMPLOYEES	674.43
			IPERS REGULAR EMPLOYEES	676.26
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	140.00
			BACKUP SUPPORT/CLOUD SRVCS	20.38
			WATCHGUARD SECURITY	8.16
		PRINCIPAL	GTL_VTL INSURANCE	10.23
			PRINCIPAL DENTAL POLICY	49.51
		VAN METER INC	TRAINING	275.00
			TRAINING	330.00
		VERIZON	Cell, Data service	50.88
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	31.29
		CITY OF TIPTON FUNDS	Repay Admin Services	3,644.67
			PSF payment	169.88
		CITY UTILITIES	CITY UTILITIES	28.28

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			City Hall	5.08
			CITY UTILITIES	93.96
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	570.02
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	2,758.89
			TOTAL:	13,224.58
GAS BILL/COLLECT	GAS OPERATING	I.R.S.	FICA WITHOLDING	80.56
			FICA WITHOLDING	81.48
			MEDICARE WITHOLDING	16.34
			MEDICARE WITHOLDING	0.84
			MEDICARE WITHOLDING	1.60
			MEDICARE WITHOLDING	0.03
			MEDICARE WITHOLDING	17.45
			MEDICARE WITHOLDING	1.02
			MEDICARE WITHOLDING	0.57
		IPERS	IPERS REGULAR EMPLOYEES	130.41
			IPERS REGULAR EMPLOYEES	131.68
		PRINCIPAL	GTL_VTL INSURANCE	3.08
			PRINCIPAL DENTAL POLICY	23.68
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	6.37
		CITY OF TIPTON FUNDS	Repay Admin Services	219.11
			PSF payment	38.86
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,001.90
			TOTAL:	1,754.98
GAS PEAK SHAVING PLANT GAS OPERATING		CITY UTILITIES	CITY UTILITIES	61.15
			TOTAL:	61.15
TRANSFER/OTHER SOURCES GAS OPERATING		CITY OF TIPTON FUNDS	TRANSFERS	9,916.67
			TOTAL:	9,916.67
INVALID DEPARTMENT	GAS RESERVE	CITY OF TIPTON FUNDS	TRANSFERS	5,083.33
			TOTAL:	5,083.33
AIRPORT	AIRPORT OPERATING	I.R.S.	FICA WITHOLDING	13.44
			MEDICARE WITHOLDING	3.14
		IPERS	IPERS REGULAR EMPLOYEES	20.46
		OFFICE MACHINE CONSULTANTS INC	BACKUP SUPPORT/CLOUD SRVCS	17.53
			WATCHGUARD SECURITY	6.12
		SPAHN & ROSE LUMBER CO	MISC SUPPLIES	2.29
		WRIGHT LAWN CARE	CONTRACT PAY DECEMBER	358.33
		CITY UTILITIES	CITY UTILITIES	182.06
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	115.58
			TOTAL:	718.95
TRANSFER/OTHER SOURCES AIRPORT OPERATING		CITY OF TIPTON FUNDS	TRANSFERS	353.83
			TOTAL:	353.83
GARBAGE COLLECTION	GARBAGE COLLECTION	I.R.S.	FICA WITHOLDING	171.15
			FICA WITHOLDING	171.42
			MEDICARE WITHOLDING	34.77
			MEDICARE WITHOLDING	0.30
			MEDICARE WITHOLDING	2.21
			MEDICARE WITHOLDING	2.48
			MEDICARE WITHOLDING	0.31
			MEDICARE WITHOLDING	37.60

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE WITHOLDING	0.23
			MEDICARE WITHOLDING	0.23
			MEDICARE WITHOLDING	1.16
			MEDICARE WITHOLDING	0.87
		CINTAS LOC	UNIFORMS	8.25
			UNIFORMS	8.25
			UNIFORMS	8.25
		IPERS	IPERS REGULAR EMPLOYEES	278.99
			IPERS REGULAR EMPLOYEES	278.78
		PRINCIPAL	GTL_VTL INSURANCE	5.19
			PRINCIPAL DENTAL POLICY	40.17
		TIPTON CONSERVATIVE	MINUTES,FAC,ORD,LEAF PICKU	248.85
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	13.42
		CITY OF TIPTON FUNDS	Repay Admin Services	1,132.35
			Central Stores services pa	1,535.12
			PSF payment	272.43
		CITY UTILITIES	City Hall	4.06
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	7,307.65
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,948.28
			TOTAL:	13,512.77
RECYCLING	GARBAGE COLLECTION I.R.S.		FICA WITHOLDING	54.00
			FICA WITHOLDING	54.52
			MEDICARE WITHOLDING	7.05
			MEDICARE WITHOLDING	3.65
			MEDICARE WITHOLDING	0.17
			MEDICARE WITHOLDING	1.76
			MEDICARE WITHOLDING	8.48
			MEDICARE WITHOLDING	3.65
			MEDICARE WITHOLDING	0.17
			MEDICARE WITHOLDING	0.45
		IPERS	IPERS REGULAR EMPLOYEES	63.15
			IPERS REGULAR EMPLOYEES	63.15
		PRINCIPAL	GTL_VTL INSURANCE	1.57
			PRINCIPAL DENTAL POLICY	12.06
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	3.07
		CITY OF TIPTON FUNDS	PSF payment	92.37
		CITY UTILITIES	CITY UTILITIES	27.81
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	4,871.78
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	622.81
			TOTAL:	5,891.67
TRANSFER OUT/SINKING F GARBAGE COLLECTION CITY OF TIPTON FUNDS			TRANSFERS	2,858.33
			TRANSFERS	1,733.25
			TOTAL:	4,591.58
STORM WATER	STORM WATER	I.R.S.	FICA WITHOLDING	19.27
			FICA WITHOLDING	19.28
			MEDICARE WITHOLDING	4.08
			MEDICARE WITHOLDING	0.01
			MEDICARE WITHOLDING	0.10
			MEDICARE WITHOLDING	0.32
			MEDICARE WITHOLDING	3.75
			MEDICARE WITHOLDING	0.01
			MEDICARE WITHOLDING	0.19
			MEDICARE WITHOLDING	0.55

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		IPERS	IPERS REGULAR EMPLOYEES	30.98
			IPERS REGULAR EMPLOYEES	31.03
		PRINCIPAL	GTL_VTL INSURANCE	0.74
			PRINCIPAL DENTAL POLICY	5.54
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	1.56
		CITY OF TIPTON FUNDS	Repay Admin Services	160.07
			PSF payment	36.70
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	0.29
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	228.87
			TOTAL:	543.34
OTHER SOURCES	STORM WATER	CITY OF TIPTON FUNDS	TRANSFERS	600.83
			TRANSFERS	99.50
			TOTAL:	700.33
INT SRVC-OTHER BUSINES CENTRAL GARAGE		I.R.S.	FICA WITHOLDING	68.55
			FICA WITHOLDING	65.62
			MEDICARE WITHOLDING	13.19
			MEDICARE WITHOLDING	1.37
			MEDICARE WITHOLDING	1.49
			MEDICARE WITHOLDING	10.35
			MEDICARE WITHOLDING	0.55
			MEDICARE WITHOLDING	0.74
			MEDICARE WITHOLDING	3.72
		BAUER BUILT TIRE	TIRES #35	1,668.00
		CEDAR COUNTY ENGINEER	DIESEL	207.76
			DIESEL	1,258.48
		CENTRAL IOWA DISTRIBUTING INC	SHOP SUPPLIES	608.00
		CINTAS LOC	UNIFORMS	8.04
			UNIFORMS	45.19
			SHOP SUPPLIES	56.62
			UNIFORMS	8.04
		EASTERN IOWA TIRE	TIRES #138	1,985.08
		JOHN DEERE FINANCIAL	OPERATING SUPPLIES	11.99
			REPAIR PARTS	194.39
		HARRY'S FARM TIRE INC	TIRE REPAIR #18	196.00
		HENDERSON PRODUCTS INC	REPAIR PARTS #27 & #28	147.48
		IPERS	IPERS REGULAR EMPLOYEES	110.46
			IPERS REGULAR EMPLOYEES	104.76
		J J NICHTING COMPANY	REPAIR PARTS	24.00
			REPAIR PARTS #18	300.00
		MITCHELL 1	WEB SUBSCRIPTION	260.80
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	210.00
			BACKUP SUPPORT/CLOUD SRVCS	55.19
			WATCHGUARD SECURITY	22.43
		PRINCIPAL	GTL_VTL INSURANCE	1.72
			PRINCIPAL DENTAL POLICY	15.10
		SPAHN & ROSE LUMBER CO	ROOFING MATERIALS FOR SHOP	3,481.14
		VERIZON	Cell, Data service	257.64
		VERMEER SALES & N. MISSOURI	REPAIR PARTS #102	40.28
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	4.45
		CITY OF TIPTON FUNDS	Repay Admin Services	721.79
			PSF payment	3.95
		CITY UTILITIES	CITY UTILITIES	174.22
			CITY UTILITIES	30.96
			CITY UTILITIES	60.77

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	573.15
			TOTAL:	13,013.46
INT SRVC-OTHER BUSINES ADMINISTRATIVE SER I.R.S.			FICA WITHHOLDING	108.93
			FICA WITHHOLDING	92.25
			MEDICARE WITHHOLDING	20.21
			MEDICARE WITHHOLDING	0.17
			MEDICARE WITHHOLDING	1.85
			MEDICARE WITHHOLDING	3.23
			MEDICARE WITHHOLDING	14.47
			MEDICARE WITHHOLDING	0.15
			MEDICARE WITHHOLDING	0.53
			MEDICARE WITHHOLDING	6.42
		CLIFTON LARSON ALLEN LLP	AUDIT	8,600.00
		HINSON CONSULTING LLC	PROGRESS PAYMENT #4	1,500.00
		IPERS	IPERS REGULAR EMPLOYEES	172.93
			IPERS REGULAR EMPLOYEES	147.56
		LYNCH DALLAS PC	LEGAL SERVICES	2,070.00
			LEGAL SERVICES	385.50
			LEGAL SERVICES	930.00
		OFFICE EXPRESS	OFFICE SUPPLIES	30.93
		OFFICE MACHINE CONSULTANTS INC	MONTHLY MAINTENANCES	560.00
			BACKUP SUPPORT/CLOUD SRVCS	117.10
			WATCHGUARD SECURITY	46.90
			TECH SERVICES	118.75
		PRINCIPAL	GTL_VTL INSURANCE	3.79
			PRINCIPAL DENTAL POLICY	29.26
		SPEER FINANCIAL INC	SERVICES IN CONNECTION W/	350.00
		TIPTON CONSERVATIVE	MINUTES,FAC,ORD,LEAF PICKU	847.82
		VERIZON	Cell, Data service	614.49
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	7.24
		WINDSTREAM	MONTHLY SERVICES	834.21
		CITY OF TIPTON FUNDS	PSF payment	7.66
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	9.17
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,440.79
			TOTAL:	19,072.31
NON-DEPARTMENTAL	PAYROLL ACCOUNT	I.R.S.	FEDERAL WITHHOLDING	7,242.22
			FEDERAL WITHHOLDING	7,142.45
			FICA WITHHOLDING	5,020.96
			FICA WITHHOLDING	5,077.65
			MEDICARE WITHHOLDING	1,174.27
			MEDICARE WITHHOLDING	1,187.55
		AFLAC	AFLAC AFTER TAX PY W/HOLDI	214.67
			AFLAC AFTER TAX PY W/HOLDI	214.67
			AFLAC PY PRETAX WITHHOLDING	347.42
			AFLAC PY PRETAX WITHHOLDING	343.54
			AFLAC AFTER TAX DEDUCTION	108.18
			AFLAC AFTER TAX DEDUCTION	108.18
		AXA EQUI-VEST PROCESSING OFFICE	DEF. COMP PRETAX	485.00
			DEF. COMP PRETAX	485.00
		COLLECTION SERVICES CENTER	CHILD SUPPORT- SPANGLER-96	96.73
			CHILD SUPPORT- SPANGLER-96	96.73
		IPERS	IPERS WITHHOLDING, FIRE	41.87
			IPERS WITHHOLDING, FIRE	41.87
			IPERS ELECTED OFFICIALS	23.59

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			IPERS REGULAR EMPLOYEES	3,755.41
			IPERS REGULAR EMPLOYEES	3,628.71
			IPERS WITHHOLDING EMT	159.23
			IPERS WITHHOLDING EMT	296.02
			IPERS WITHHOLDING POLICE	1,046.15
			IPERS WITHHOLDING POLICE	1,107.92
		PRINCIPAL	GTL_VTL INSURANCE	381.88
			PRINCIPAL DENTAL POLICY	816.81
			VISION POLICY	239.72
		TREASURER, STATE OF IOWA	STATE WITHHOLDING	3,259.00
			STATE WITHHOLDING	3,234.00
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INSURANCE PYM	1,870.00
		CITY OF TIPTON	MISC. EMPLOYEE REIMBURSEME	200.00
			TOTAL:	49,447.40

===== FUND TOTALS =====

001	GENERAL GOVERNMENT	360,720.64
110	ROAD USE TAX FUND	31,579.63
112	TRUST AND AGENCY FUND	35,346.92
119	Emergency Fund	2,689.25
121	LOCAL OPTION TAX	23,256.01
125	TIF SPECIAL REVENUE FUND	9,109.58
192	FIRE ENTERPRISE TRUST	2,083.33
303	WASTEWATER PROJECT	14,848.00
600	WATER OPERATING	16,873.53
610	WASTEWATER/AKA SEWER REVE	30,017.85
630	ELECTRIC OPERATING	406,258.11
640	GAS OPERATING	24,957.38
642	GAS RESERVE	5,083.33
660	AIRPORT OPERATING	1,072.78
670	GARBAGE COLLECTION	23,996.02
740	STORM WATER	1,243.67
810	CENTRAL GARAGE	13,013.46
835	ADMINISTRATIVE SERVICES	19,072.31
860	PAYROLL ACCOUNT	49,447.40

 GRAND TOTAL: 1,070,669.20

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-TIPTON, IA
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 11/17/2020 THRU 12/04/2020
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 11/17/2020 THRU 12/04/2020

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: CLAIMS REGISTER
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

RESOLUTION NO. 120720A

A RESOLUTION ADOPTING COMPENSATION STUDY RECOMMENDATIONS

WHEREAS, the City Council believes in providing fair and equitable compensation for all employees; and

WHEREAS, the City of Tipton hired Hinson Consulting to assist with a compensation study to update the City's compensation structures and policies; and

WHEREAS, after extensive study and discussion, the Compensation Study Committee has reached unanimous agreement on a plan of action; and

WHEREAS, these recommendations were further presented to the City Council Personnel Committee for review on November 16, 2020, and are recommended for approval by that committee as well.

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

Section 1. The City Council approves the pay grade and wage scale recommendations of the Compensation Study Committee and City Council Personnel Committee, as well as the policy recommendations presented therein.

Section 2. The City Council hereby approves each of the job descriptions that were updated in the Compensation Study process.

Section 3. The City Council establishes legislative intent to incorporate the compensation study results into the FY22 budget, with the changes therein being effective July 1, 2021.

PASSED AND APPROVED this 7th day of December, 2020.

Bryan Carney, Mayor

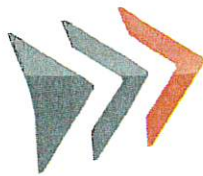
ATTEST:

Amy Lenz, City Clerk

CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Resolution No. _____, which was passed by the Tipton City Council this 7th day of December, 2020.

Amy Lenz, City Clerk



HINSON CONSULTING, LLC

LOCAL GOVERNMENT HIRING, PLANNING & FINANCE

Memorandum

December 3, 2020

To: Mayor & City Council; City of Tipton, Iowa

Brent Hinson
Hinson Consulting, LLC

Re: Compensation Study Results

Dear Mayor and City Council:

Following an extensive and participative process, we are bringing you recommendations on modifications of the employee compensation system for the City of Tipton. This process involved several primary components:

- 1) Update of all job descriptions- these are uploaded at: <http://bit.ly/TiptonJD>. This includes some position title changes.
- 2) Salary survey of comparable entities, and review & incorporation of results from other relevant salary surveys.
- 3) Scoring of each position according to a standard matrix, with separate criteria for FLSA Exempt and Non-Exempt.
- 4) Placement of all positions within new scales for Exempt and Non-Exempt, which include 7 grades and 7 distinct steps within each grade, rather than each employee's pay floating within a grade.

The overall finding of the salary survey was that Tipton is compensating well overall for its positions. However, there are several problem areas, and scales attempt to alleviate these issues. Part of these recommendations include accelerated scales for Police, Electric, and Gas employees, and a standard adjustment of the scale each year according to the U.S. Bureau of Labor Statistics' Midwest Consumer Price Index for All Urban

Hinson Consulting, LLC
hinsonconsultingllc@gmail.com

Consumers (CPI-U). This has averaged around 3% over the past 10 years. We further recommend limiting the minimum change to the scale to be 0% and the maximum to be 5%. This will help make the scale more predictable from an employee standpoint and also limit the amount that salaries will rise in any one year.

The overall effect on the City budget of the proposed changes will be relatively minor, and will ideally be offset in future years by savings and organizational stability from better retention of employees in high market demand positions.

The City Council's Personnel Committee reviewed the plan on November 16 and recommended approval. There have been a two minor adjustments since the committee met related to the CPI. I am recommending an adjustment in the averaging of the CPI. Previously, we were using a six-month average, but I took a look at what a 12-month average (November to October) would look like. The bottom-line average of the last 10 years goes from 3.03% with a six-month average to 2.97% with a twelve-month average, but it significantly smooths out the year-to-year changes. The other change to what the Personnel Committee reviewed is that the Bureau of Labor Statistics came out with the October numbers, which adjusts the CPI average to 2.65%. This adjusted all the scales from the previous assumption of 2%.

If approved, the recommended changes would be made with the start of FY22 on July 1, 2021.



HINSON CONSULTING, LLC

LOCAL GOVERNMENT HIRING, PLANNING & FINANCE

Tipton Compensation Study Schedule As of 12/3/2020

#	Task	Responsible Party	Date	Completed ?
1	Council consideration of proposal	City Council	June 15	X
2	First committee meeting; discuss Verisight study, areas in need of improvement, etc. Review population statistics & comparable city listing, discuss survey methodology & timing, begin discussion of compensation structure	Consultant (in person)/ Committee	July 2 at 8 AM	X
3	Committee meeting; review job description edits and discuss comparable entities	Consultant (virtual)/ Committee	July 16 at 8 AM	X
4	Submission of monthly report for Council packets	Consultant	July 26	X
5	Committee meeting; City staff provides list of HR contacts for each city to be surveyed, work on job classifications	Committee	July 30 at 8 AM	X
6	Committee meeting; finalize survey, work on job classifications, etc.		August 20 at 8 AM	X
7	Submission of monthly report for Council packets	Consultant	September 1	X
8	Send survey to HR contacts at each city	Consultant	September 1	X
9	Follow up email to HR contacts	Consultant	September 7	X
10	Survey return date	HR Contacts	September 9	X
11	Follow up as needed with any HR contacts to obtain all responses requested	Consultant/ City Manager	By September 14	X

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<u>#</u>	<u>Task</u>	<u>Responsible Party</u>	<u>Date</u>	<u>Completed</u> ?
12	Committee meeting; finalize survey results; discuss position scoring & draft grades	Consultant/ Committee	October 15 at 8 AM	X
13	Committee meeting; discuss grade system & pay plan	Consultant/ Committee	October 22 at 8 AM	X
14	Committee meeting; discuss grade system & pay plan	Consultant/ Committee	October 29 at 8 AM	X
15	Personnel Committee discussion of plan (Consultant present at meeting)	Consultant/ Committees	November 16 at 4:00 PM	X
16	Council consideration of pay plan (Consultant present virtually)	Council	December 7 at 5:30 PM	
17	Submission of final report	Consultant	By December 20	

Proposed Position Scoring & Grades

Exempt Positions	Totals	Verisight	Init Grade	Narrow to 7 Grades	Survey, Qual. & Scale Effect	Adjusted Grade
City Manager	80.00	89.58	E11	E07	0	E07
Fin Dir/ACM	66.00	49.55	E10	E06	-	E05
Chief of Police	64.50	54.33	E10	E06	0	E06
Dir of Emerg Med Services	60.00	47.13	E9	E05	--	E03
Economic Dev Director	54.50	30.49	E7	E03	0	E03
Library Director	53.50	N/A	E7	E03	--	E01
Parks & Recreation Director	53.00	47.43	E7	E03	-	E02
Director of Public Works	52.50	48.08	E7	E03	0	E03
Electric Superintendent	52.50	48.92	E7	E03	++	E05
Gas Superintendent	52.50	48.92	E7	E03	+	E04

Non-Exempt Positions	Totals	Verisight	Init Grade	Narrow to 7 Grades	Survey Effect	Adjusted Grade
Police Sergeant	80.50	73.77	N11	N07	+	N07
Paramedic	70.50	N/A	N10	N05	-	N04
Fleet Manager	70.50	52.86	N10	N05	0	N05
Gas Operator IV	67.50	N/A	N10	N05	+	N06
Water/Wastewater Supt	67.50	32.61	N10	N05	+	N06
Generation Operator	66.00	51.36	N10	N05	0	N05
Line Mechanic Foreman	66.00	62.49	N10	N05	++	N07
Police Officer Investigator	66.00	65.56	N10	N05	+	N06
Police Officer Senior	65.00	70.02	N10	N05	+	N06
Police Officer K9	65.00	65.56	N10	N04	+	N05
City Worker IV	62.50	N/A	N09	N04	+	N05
Gas Operator III	62.00	N/A	N09	N04	+	N05
Police Officer	58.50	61.63	N07	N03	++	N05
AEMT	58.00	N/A	N07	N03	-	N02
City Worker III	57.00	66.42	N07	N03	+	N04
Aquatic Center Supervisor	53.50	24.99	N05	N03	-	N01
Line Mechanic	53.50	52.56	N05	N03	+++	N06
EMT	50.50	N/A	N03	N02	-	N01
Gas Operator II	49.00	N/A	N03	N02	+	N03
City Clerk	44.50	26.77	N03	N02	+	N03
City Worker II	44.00	46.68	N03	N02	+	N03
Account Clerk II	43.50	45.40	N03	N02	0	N02
Gas Operator I	39.00	55.12	N03	N02	+	N03
Apprentice Line Person	37.00	49.49	N03	N02	+++	N05
Account Clerk I	35.50	45.40	N02	N02	0	N01
City Worker I	34.00	32.60	N02	N02	0	N02
Metering Technician	31.00	45.11	N02	N02	+	N03
Administrative Asst. II	27.00	46.12	N02	N01	0	N01
Administrative Asst. I	27.00	46.12	N02	N01	0	N01

City of Tipton
FY22 Projected Grades & Steps

2.65% 12/3/2020 22:14

Exempt Positions

Grade	1	2	3	4	5	6	7	Mid Diff	Spread
City Mgr	Min			Midpt.			Max		
E07	\$75,285.60	\$82,784.82	\$90,274.27	\$97,773.50	\$105,272.73	\$112,762.18	\$120,261.41	12.50%	60.00%
E06	\$69,527.82	\$75,324.71	\$81,112.90	\$86,909.78	\$92,706.66	\$98,494.85	\$104,291.74	10.00%	50.00%
E05	\$63,207.11	\$68,477.01	\$73,739.00	\$79,008.89	\$84,278.78	\$89,540.78	\$94,810.67	7.50%	50.00%
E04	\$58,797.31	\$63,699.54	\$68,594.42	\$73,496.64	\$78,398.87	\$83,293.74	\$88,195.97	12.50%	50.00%
E03	\$52,264.28	\$56,621.81	\$60,972.81	\$65,330.35	\$69,687.88	\$74,038.88	\$78,396.42	12.50%	50.00%
E02	\$48,199.28	\$51,491.93	\$54,778.77	\$58,071.42	\$61,166.63	\$64,267.64	\$67,362.85	12.50%	40.00%
E01	\$42,843.80	\$45,770.60	\$48,692.24	\$51,619.04	\$54,370.34	\$57,126.79	\$59,878.09		40.00%

Non-Exempt Positions

Police Sergeant, Lineman Foreman	1	2	3	4	5	6	7	Mid Diff	Spread
Police Sr/Inv, Journeyman Lineman, Gas Op IV, W-WW Supt	Min			Midpt.			Max		
City Worker IV, Apprentice Lineman, Power Pl Op, Fleet Mgr, Gas Op III, Pol Officer I									
City Worker III, Gas Op I/II, Paramedic									
City Worker I/II, Maint Worker I/II, Meter Reader, City Clerk									
Admin Asst II, Ut Clerk II, AEMT									
Admin Asst I, Aq Supv., Util Clerk I, EMT									

Goal- 30-year scale, 15-yr midpoint

Electric Linemen										
Grade	Min	2	3	Midpt.	4	5	6	7	Max	Spread
N06	\$53,793.48	\$58,278.52	\$62,756.82	\$67,241.86	\$71,726.89	\$76,205.20	\$80,690.23	12.50%		50.00%
Journeyman										

	Hire/Min.	After 2 yrs	After 4 yrs	After 6 yrs	\$71,724.65	12.50%	50.00%
NOS	\$47,816.43	\$51,803.13	\$55,783.84	\$59,770.54	\$63,757.23	\$67,737.95	\$71,724.65

[illegible]

		Gas Op III- After 6 yrs		
N04	Hire/Min.	\$47,109.81	\$50,116.93	\$53,129.37
	After 1 yr		After 2 yrs	After 4 yrs
		\$44,097.38	\$55,961.16	\$58,798.27
				\$61,630.07
				12.50%
				40.00%

[illegible]

* Cedar County Pays \$28.50- 32.12 for deputies	\$23.67	\$25.65	\$27.62	\$29.59	\$31.56	\$33.53
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* Cedar County Pays \$28.50- 32.12 for deputies

[illegible][illegible]

EMT									
N01	\$31,674.88	\$33,838.70	\$35,998.69	\$38,162.51	\$40,196.57	\$42,234.45	\$44,268.51		40.00%
	\$15.23	\$16.27	\$17.31	\$18.35	\$19.33	\$20.31	\$21.28		
	Hire/Min	After 2 yrs	After 4 yrs	After 6 yrs					

	£13.25	£16.27	£17.51	£18.33	£19.33	£20.51	£21.28
Hire/Min		After 2 yrs	After 4 yrs	After 6 yrs			

Bureau of Labor Statistics

City of Tipton
Examination of Midwest CPI-U
For Adjusting Scales Annually

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	12-Mo Ave*	Yr Over Yr	Effect to Scale
2010	206.564	206.563	207.359	207.777	207.987	207.886	208.211	208.639	208.788	208.689	208.816	209.270			
2011	210.388	211.090	212.954	214.535	215.899	215.954	216.099	216.586	216.968	215.653	215.614	215.473	213.684		
2012	216.368	216.855	218.975	219.405	219.145	219.017	218.956	220.462	221.125	220.375	219.483	219.033	218.456	4.77%	4.77%
2013	219.282	221.599	222.121	221.931	223.049	223.775	222.902	223.046	223.252	222.171	221.718	221.194	221.804	3.35%	3.35%
2014	222.247	223.493	225.485	226.214	226.565	227.588	226.997	226.587	226.913	225.793	224.396	222.821	225.066	3.26%	3.26%
2015	221.545	222.301	223.550	223.797	224.732	225.946	225.853	225.830	225.184	225.050	224.009	222.722	224.250	-0.82%	0.00%
2016	223.301	223.196	224.621	225.609	226.476	227.835	226.786	227.097	227.636	227.358	226.673	226.794	225.554	1.30%	1.30%
2017	228.279	228.633	228.824	229.682	229.705	229.780	229.820	230.443	231.030	230.660	231.084	230.548	229.194	3.64%	3.64%
2018	232.028	232.512	232.931	233.913	235.065	235.455	235.346	235.276	235.524	235.680	234.292	233.458	233.780	4.59%	4.59%
2019	233.837	235.444	236.793	237.510	238.219	238.288	238.760	238.786	238.847	239.243	238.850	238.734	236.956	3.18%	3.18%
2020	239.690	240.421	239.163	236.474	237.291	239.259	240.430	241.362	241.878	241.740			239.608	2.65%	2.65%
															2.97%

Recommended- Minimum change of 0%, Maximum change of 5% to scale adjustment

* Scale adjustment is effective July 1, based on average Midwest CPI-U for previous November-October (usually available around November 20)

City of Tipton
Position Pay Under New Scales

<u>Position Title</u>	<u>Yearly Salary</u>	<u>Years In Position</u>	<u>Scale Approx Current</u>	<u>Equiv FY21 Pay</u>	<u>FY22 Pay/ProJ</u>	<u>Notes</u>	<u>FY22 Diff</u>
City Manager	\$106,119.52	3	E07, Step 6	\$106,203.07	\$109,017.45		\$2,897.93
Administrative Assistant	\$41,558.40	25	N02, Step 5	\$43,074.75	\$44,216.23		\$2,657.83
Ambulance Service Director	\$52,499.20	4	E03, Step 2	\$55,160.07	\$56,621.81		\$4,122.61
Aquatic Center Supervisor	\$32,620.64	1.5	N01, Step 2	\$32,965.12	\$33,838.70		\$1,218.06
City Clerk	\$50,681.28	27	N03, Step 6	\$50,915.86	\$52,265.13		\$1,583.85
City Worker I	\$37,169.60	1	N03, Step 1	\$38,185.74	\$39,197.67		\$2,028.07
City Worker II	\$42,685.76	4.5	N03, Step 3	\$43,398.33	\$44,548.38		\$1,862.62
City Worker II	\$42,685.76	4	N03, Step 3	\$43,398.33	\$44,548.38		\$1,862.62
City Worker II	\$42,685.76	3	N03, Step 3	\$43,398.33	\$44,548.38		\$1,862.62
Maintenance Worker II - Refuse	\$42,685.76	17	N03, Step 3	\$43,398.33	\$47,226.10	Move to N03, Step 4	\$4,540.34
Chief of Police	\$81,390.40	15	E06, Step 4	\$84,666.13	\$86,909.78		\$5,519.38
Director of Public Works	\$65,657.28	15	E03, Step 5	\$67,888.83	\$69,687.88		\$4,030.60
Economic Development Dir.	\$50,768.64	5	E02, Step 3	\$53,364.61	\$54,778.77		\$4,010.13
Electric Superintendent	\$76,136.32	6	E05, Step 4	\$76,969.21	\$79,008.89		\$2,872.57
Finance Director	\$85,038.72	3	E05, Step 6	\$87,229.20	\$89,540.78		\$4,502.06
Fleet Manager	\$55,633.76	11	N05, Step 4	\$58,227.51	\$59,770.54		\$4,136.78
Foreman Lineperson	\$71,697.60	19	N07, Step 5	\$75,115.83	\$77,106.40		\$5,408.80
Gas Operator	\$55,361.28	9	N05, Step 4	\$58,227.51	\$59,770.54		\$4,409.26
Gas Superintendent	\$72,885.28	24	E04, Step 5	\$76,374.93	\$78,398.87		\$5,513.59
Library Director	\$43,992.00	16	E01, Step 2	\$44,589.00	\$45,770.60		\$1,778.60
Lineperson	\$48,582.56	1.5	N05, Step 2	\$50,465.78	\$51,803.13		\$3,220.57
Lineperson	\$43,026.88	1	N05, Step 1	\$46,582.01	\$51,803.13	Move to N05, Step 2	\$8,776.25
Meter Reader	\$48,907.04	18	N03, Step 6	\$50,915.86	\$52,265.13		\$3,358.09
Police Officer	\$50,526.84	4	N05, Step 2	\$50,465.78	\$59,770.54	Move to N05, Step 4	\$9,243.70
Police Officer	\$53,966.64	1	N05, Step 3	\$54,343.73	\$55,783.84		\$1,817.20
Police Officer	\$55,519.46	3	N05, Step 4	\$58,227.51	\$59,770.54		\$4,251.08
Police Officer	\$48,698.83	1	N05, Step 2	\$50,465.78	\$51,803.13		\$3,104.30
Police Sergeant/Investigator	\$64,120.16	18	N07, Step 3	\$65,721.95	\$67,463.59		\$3,343.43
Power Plant Operator	\$59,065.76	19	N05, Step 5	\$62,111.28	\$63,757.23		\$4,691.47
Recreation/JK/FAC Manager	\$55,226.08	15	E02, Step 4	\$56,572.26	\$58,071.42		\$2,845.34
Utility Account Clerk	\$41,202.72	4	N01, Step 6	\$41,144.13	\$42,234.45		\$1,031.73
Utility Account Clerk	\$41,202.72	4	N01, Step 6	\$41,144.13	\$42,234.45		\$1,031.73
Water/Waste Water Supervisor	\$63,957.92	8	N06, Step 4	\$65,505.95	\$67,241.86		\$3,283.94
	\$1,823,956.57						\$116,817.15
							6.40%

RESOLUTION NO. 120720B

RESOLUTION APPROVING A TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
GRANT APPLICATION TO THE REGIONAL PLANNING AFFILIATION, REGION 10 FOR THE
SISSEL-BEHRLE TRAIL AND CROOKED CREEK TRAIL

WHEREAS, The City of Tipton is interested in the development of the Sissel-Behrle Trail and the Crooked Creek Trail for the enjoyment of Tipton's citizenry, the surrounding area, and the State of Iowa; and,

WHEREAS, the City of Tipton City Council has determined that these trails will foster economic and community development; and,

WHEREAS, Transportation Alternatives Program (TAP) funding is sought to provide financial assistance for the development of such facilities while the remaining funds for this project will be provided by the City of Tipton as specified in our application.

NOW THEREFORE BE IT RESOLVED that the City of Tipton authorizes a TAP grant application according to the specifics detailed within it and further authorizes and certifies that:

- 1.) If awarded and once completed, the City will maintain the trails for a minimum of 20 years.
- 2.) The City will carry out the development in the manner described in the grant proposal unless prior approval for any change has been received and approved by the Iowa Department of Transportation.
- 3.) The City has the ability and intention to finance its share of the cost of the project (60% TAP grant, 40% City of Tipton match) and that the project will be operated and maintained at the expense of the City of Tipton for public recreational use.
- 4.) That it will maintain adequate financial records on the proposed action to substantiate claims for cost-sharing.

PASSED AND APPROVED this 7th day of December 2020.

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. _____ which was passed by the Tipton City Council this 7th day of December 2020.

Amy Lenz, City Clerk

AGENDA ITEM

AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

DATE: City Council Meeting of December 7, 2020.

AGENDA ITEM: Two agenda items:

A.) Presentation concerning the Downtown Greenspace. *(Our presentation will be led by Patrick Pierce and/or Ryan Hartberg of Commercial Recreation Specialists.)*

B.) Discussion/possible action concerning ECIA grant writing proposal for Downtown Greenspace *(For two applications: Wellmark and LWCF grants for net cost of \$2500. The agreement is attached.)*

ACTION: Approve, deny, or table to get more info.

SYNOPSIS

This synopsis covers two of our December 7 agenda items. Both items have to do with the Downtown Greenspace at the corner of Hwy 38 (Cedar) / W 4th Street.

Admittedly... The combination of COVID-19 and the Derecho storm derailed most of the goals that the Mayor and Council identified in March. But, this goal has made some progress.

The first agenda item will be presented by members of Commercial Recreation Specialists. They've worked on this concept with our local volunteer committee since last April. The overall idea incorporates a small splashpad which is mostly a trickling water feature with low-level, lighted sprayers for smaller kids and their parents. There's also covered seating, a space along the alley for a food truck, and no-maintenance padded artificial turf rather than grass. A few concept drawings are attached, but more will be presented at the meeting.

The updated budget will be presented at the meeting. But, it will be in the +\$200,000 range.

The second agenda item is ECIA's proposal to write two grant applications specifically for this project. The first is a Wellmark Grant that awards up to \$100,000. The second is a Land & Water Conservation Fund grant that awards up to \$75,000 when matched on a 1:1 basis. The cost for writing both grant applications is \$5000, but ECIA will, again, use CARES grant funds that it has access to pay for half.

To pursue this type of project, we'd like to ask Tipton's citizens to look at the Greenspace in a different way. This can be a tall order because many cities use their greenspace areas as grass lots or pocket parks.

Truly, the easiest and least expensive thing to do is nothing at all. But, ultimately, where does that leave us? It certainly doesn't make our downtown more viable.

Therefore, the idea behind this project is to try to create an interactive space that attracts people to the downtown and on a repeated basis.

The development of the Greenspace is also meant to complement other downtown attractors that we've discussed in this now-familiar list:

- 1.) The Freedom Rock.
- 2.) The new mural and any future murals.
- 3.) DRIP renovations. TRIP renovations. TIP renovations.
- 4.) The Chamber's programs such as those for planters and haybales.
- 5.) Blade signs.
- 6.) Speaker (Music) System in the downtown.
- 7.) Wayfinding signage.
- 8.) Upper-story apartment development at the Hardacre Theater.
- 9.) Restoration of the Hardacre Theater.
- 10.) City/IDOT reconstruction of Hwy 38 (Cedar Street) TBD.

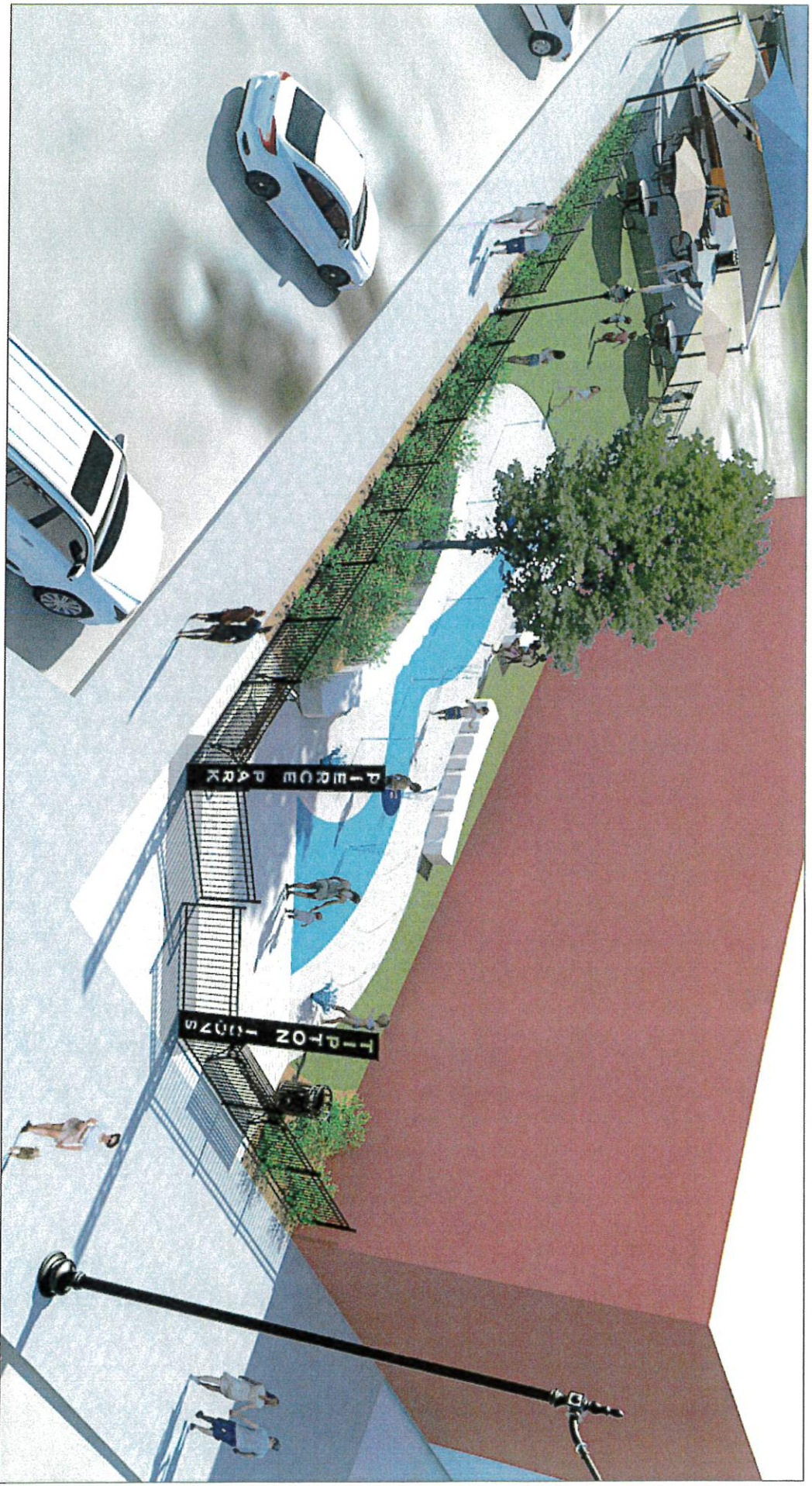
The success of each of these steps should have a catalytic impact on the others—economic, social, and community-oriented.

Downtowns like ours need help, and they are worth protecting and revitalizing.

In one way of looking at it, downtowns typically offer the highest concentration of a city's local taxable property—and; therefore, generate a large share of the tax base that we use to operate. That, alone, is worth protecting.

PREPARED BY: BW

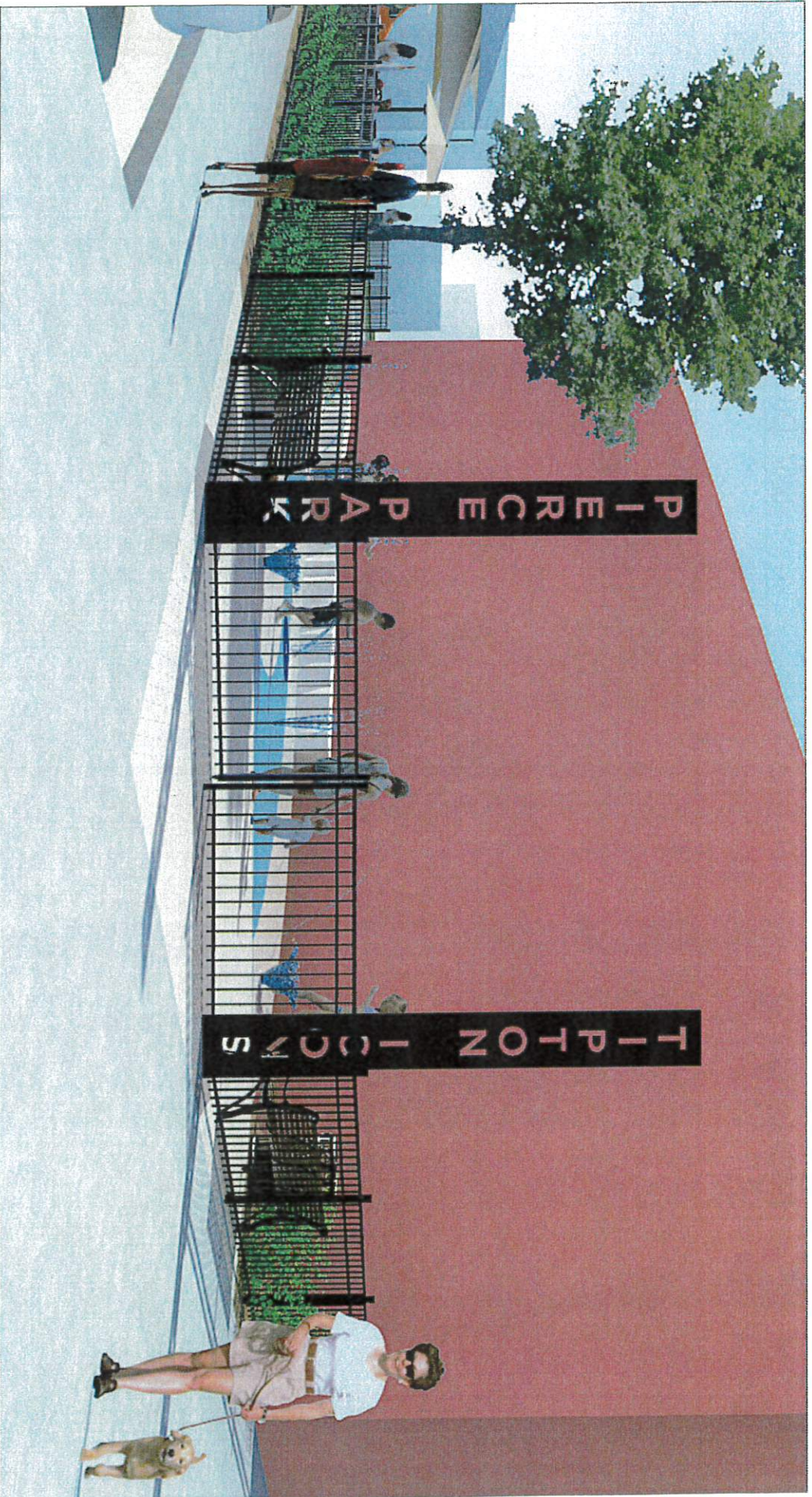
DATE PREPARED: December 4, 2020



SPLASHPAD VIEW #1

DOWNTOWN PARK • TIPTON, IA • OCT. 2020

© 2020 CRS DESIGN



SPLASHPAD VIEW #2

DOWNTOWN PARK • TIPTON, IA • OCT. 2020

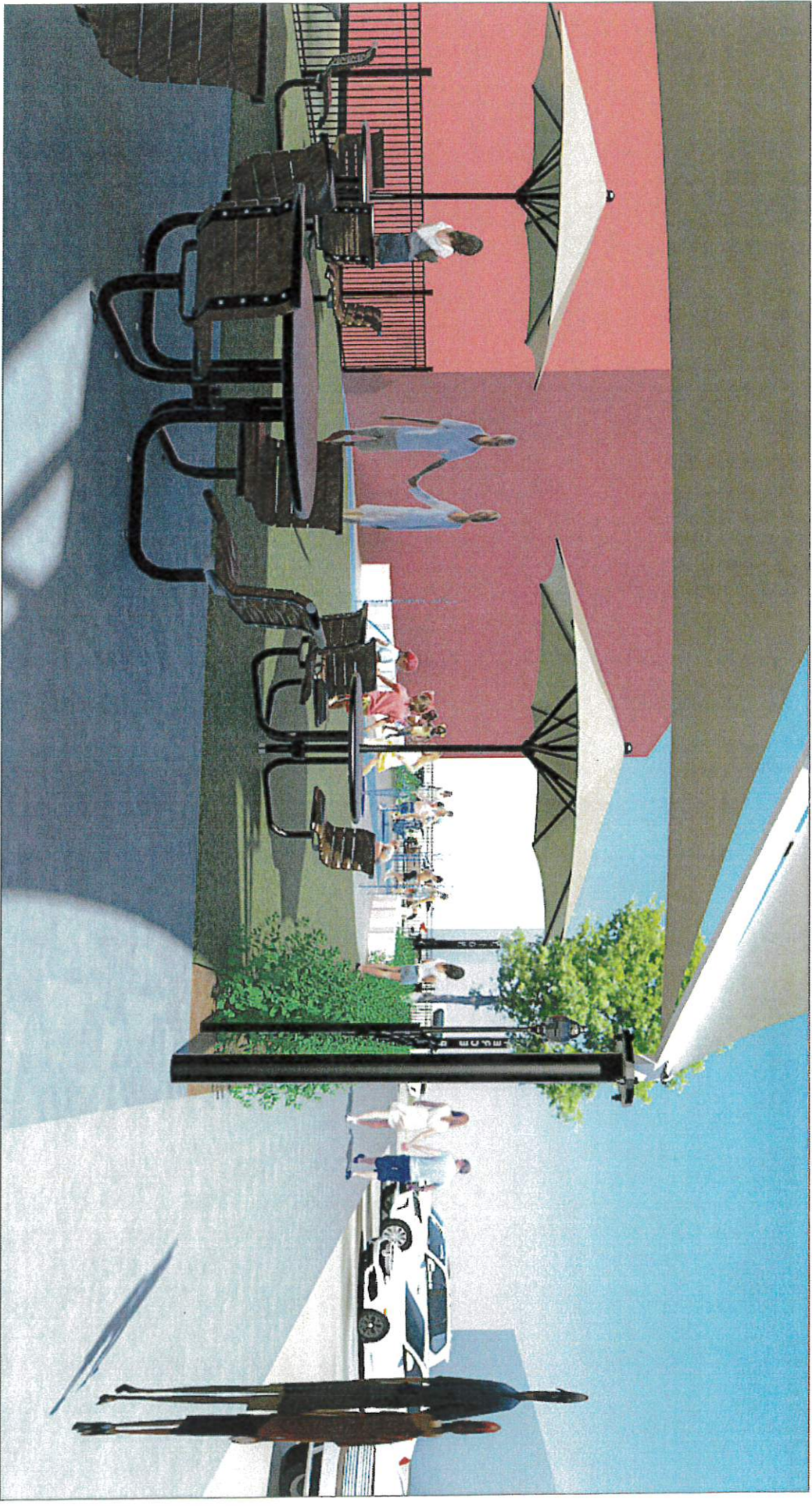
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SPLASHPAD VIEW #3

DOWNTOWN PARK • TIPTON, IA • OCT. 2020

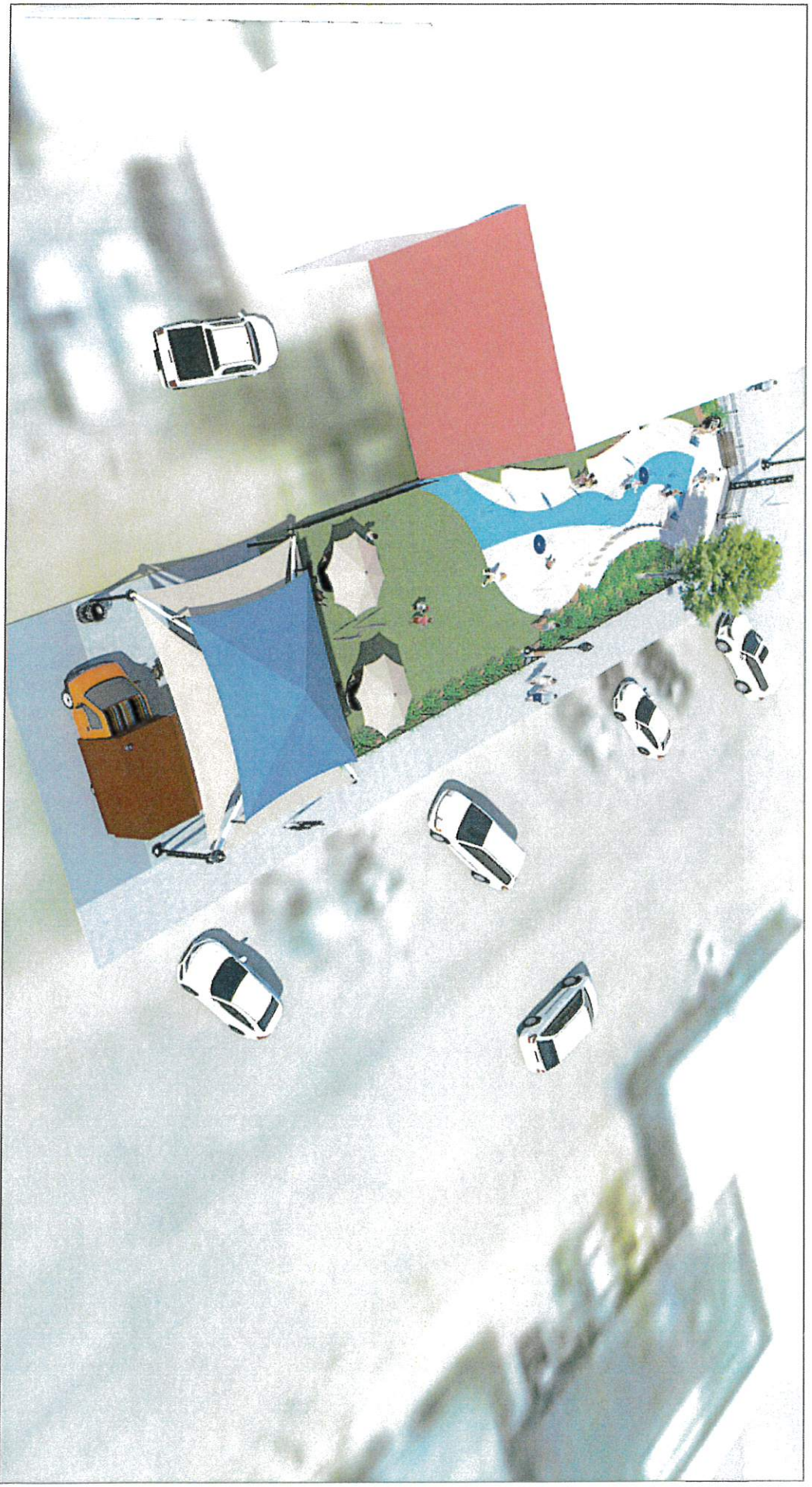
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SPLASHPAD VIEW #4

DOWNTOWN PARK • TIPTON, IA • OCT. 2020

© 2020 CRS DESIGN



SPLASHPAD VIEW #5

DOWNTOWN PARK • TIPTON, IA • OCT. 2020

© 2020 CRS DESIGN

CITY OF
TIPTON





All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



Tipton IA Splashpad - USA
Version C - 31226

Splashpad
View 1



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



Tipton IA Splashpad - USA
Version C - 31226

Splashpad
View 2



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.

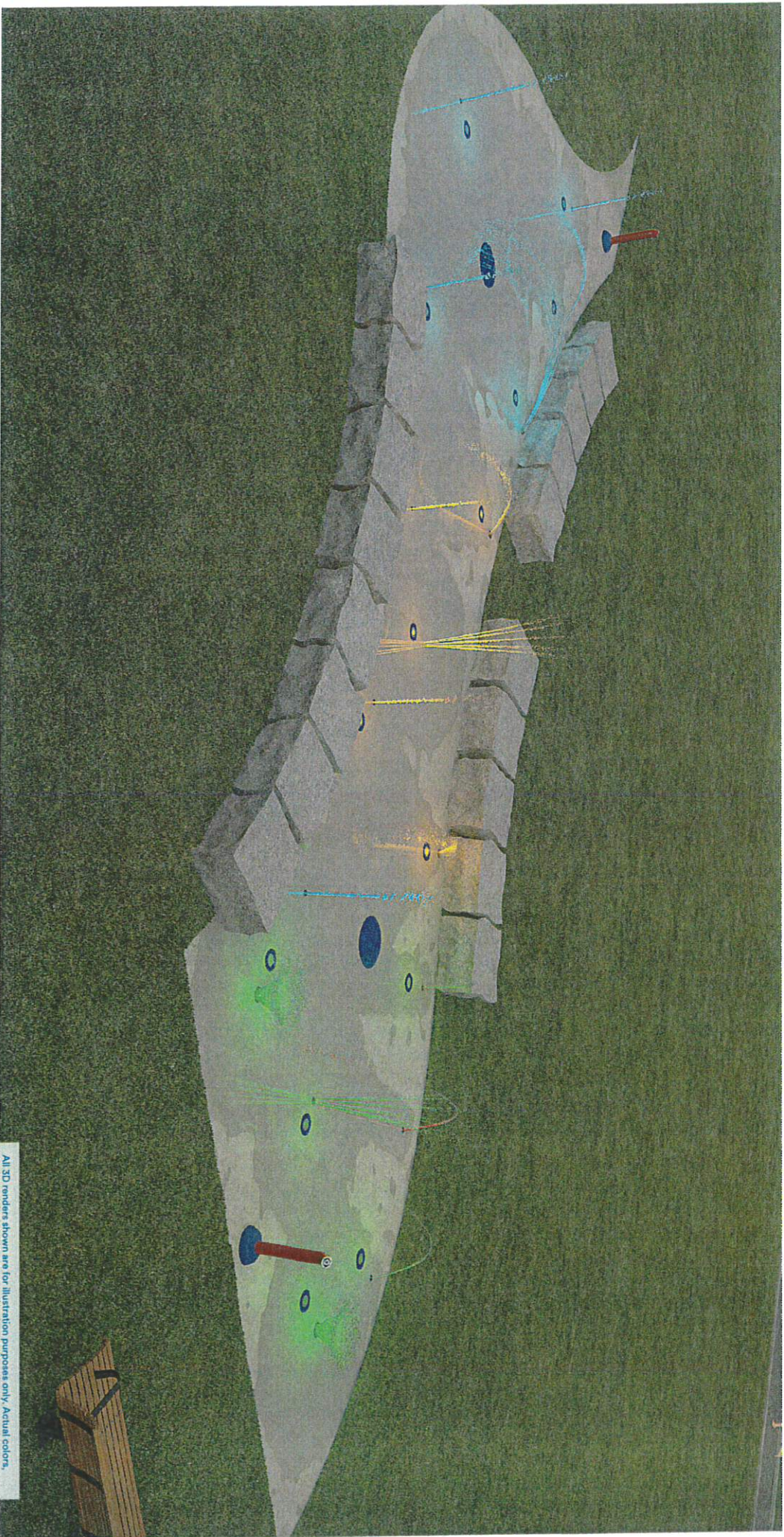


All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



Tipton LA Splashpad - USA
Version C - 31226

Splashpad
View 4



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.

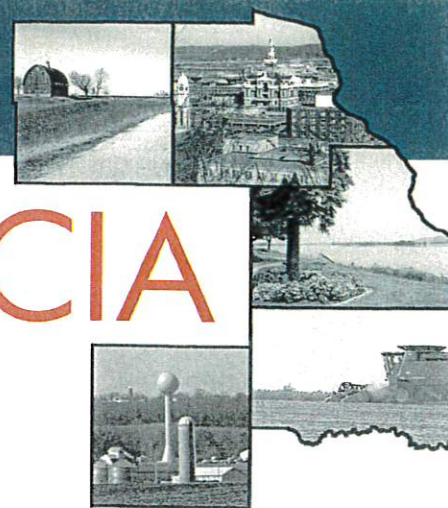


Tipton IA Splashpad - USA
Version C - 31226

Splashpad
View 5

East Central Intergovernmental Association

a regional response to local needs



November 18, 2020

Brian Wagner, City Administrator
City of Tipton
407 Lynn Street
Tipton, IA 52772

Dear Mr. Wagner:

I am pleased to provide you with a proposal for ECIA to prepare the Wellmark Foundation and the Land and Water Conservation Fund (LWCF) grant applications for the City's downtown splashpad project. The Wellmark grant is typically due in mid-late February and the LWCF grant is due March 15, at 4:30 pm and this proposal is based on meeting the specific guidelines of the grant programs.

ECIA staff will provide grant writing services for this grant program based on our ECIA approved billable hourly rates of \$89.00/hour for Project Managers. The total estimated cost for grant writing services for both grants is \$5,000. We propose to bill your organization by the hour for a total of \$2,500. The balance of \$2,500 will be covered by a new EDA Planning grant ECIA received due to the COVID-19 pandemic. Daryl Parker, Planner, will be the designated lead for the grant writing.

Scope of Work to be performed by ECIA, includes:

- Carefully reading grant guidelines;
- Writing narrative language as outlined by the guidelines;
- Establishing and communicating internal deadlines to City and any grant partner staff;
- Working with designated representatives in obtaining required attachments;
- Providing advice regarding questions or strategy for the proposal;
- Packaging full proposals and submitting **two days** prior to deadlines. *

This proposal does not include ECIA becoming involved in any fundraising aspects of the project or meeting with or attending any State meetings on behalf of your organization.

If the above scope of work and cost estimate is acceptable for preparing the grant proposals, please **sign and date as indicated on the second page of this letter**. **Keep one copy for your files and return one original to ECIA for our files**. Staff can begin work on the proposals immediately, after this agreement is signed and returned to ECIA.

Thank you for considering ECIA! If you have any questions, feel free to contact me at 563-556-4166.

Sincerely,



Kelley Hutton Deutmeyer
Executive Director

cc: Marla Quinn, Grants and Municipal Coordinator, Daryl Parker, Planner

*It is important that Daryl has final application materials two days prior to the deadline to avoid any technical difficulties and the possibility of missing the deadline.

Signed:

City of Tipton Representative

Date

Attest

Date

RESOLUTION NO. 120720C

RESOLUTION APPROVING THE FY 2022 FIVE-YEAR CAPITAL
IMPROVEMENT PROGRAM AND AIRPORT IMPROVEMENT PROGRAM
DATA SHEETS

WHEREAS, as a condition to receiving State and Federal aid for the Matthews Memorial Airport, the following provisions must be met:

- Approved 5-Year Capital Improvement Program
- Approved Airport Improvement Program data sheets with the Sponsor's Signature
- Certification that the local match exists if the grant is awarded
- Authorization to submit the proposed projects for Federal Grants; and

WHEREAS, the FY 2022 Five-Year Capital Improvement Program and Airport Improvement Program data sheet(s) is attached listing projects deemed to be in the best interest of the Matthews Memorial Airport.

NOW, THEREFORE, Be It Resolved that the City of Tipton authorizes the submittal of the attached Five-Year Capital Improvement Program for the Matthews Memorial Airport, the airport improvement program data sheets for applicable Federal Aviation Administration Grants, and certifies that the local match of 10% is available for each project awarded a grant.

PASSED AND APPROVED this 7th day of December 2020.

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. _____ which was passed by the Tipton City Council this 7^h day of December 2020.

Amy Lenz, City Clerk



1360 NW 121st Street
Clive, IA 50325
P 515.964.1229

www.mecresults.com

NORTHWEST IOWA | DES MOINES METRO | EASTERN IOWA | SIOUXLAND | SOUTHWEST IOWA | CENTRAL MISSOURI | ST. LOUIS METRO | KANSAS CITY METRO

December 1, 2020

Brian Wagner
City Manager, City of Tipton
407 Lynn Street
Tipton, IA 52772

RE: Federal FY 22 CIP Application Package
Mathews Memorial Airport

Dear Brian,

Enclosed for your review and comment is a copy of the Federal FY 22 CIP application package. After your review and approval please print out one (1) copy and sign/date each ACIP data sheet then email a scanned copy of the signed application materials to the following agencies, or mail one signed copy to the Iowa DOT Office of Aviation at the below address by **December 21, 2019**. Pre-applications will be prioritized and presented for the Iowa Transportation Commission approval and will be submitted to the FAA by February 2021.

Iowa DOT	Federal Aviation Administration
Shane Wright Program Manager Iowa Department of Transportation Office of Aviation 800 Lincoln Way Ames, Iowa 50010 shane.wright@dot.iowa.gov	Jeff Deitering, P.E. Airport Planning Engineer - Iowa Federal Aviation Administration jeff.deitering@faa.gov

In addition, I would greatly appreciate a scanned copy sent to me at jpudenz@mecresults.com for our records. Please contact me at your earliest convenience at 515.346.9312 if you have any questions on the information provided.

Sincerely,

McClure Engineering Company

Jay A. Pudenz, PE, LEED AP

Enclosures

**FEDERAL AIRPORT IMPROVEMENT PROGRAM (AIP)
PREAPPLICATION FEDERAL FISCAL YEAR 2021
CHECKLIST**

Please attach the following documents with your application.

- ☒ Sponsor Identification Sheet for the Airport
- ☒ Capital Improvement Program (CIP) Data Sheet (one for each project listed in the first three years of the CIP) and detailed cost estimate for each data sheet
- ☒ Five-Year CIP
- ☒ Long-Range Needs Assessment
- ☒ Verification of an updated airport layout plan (ALP) (when applying for new construction of buildings or airfield expansion)
- ☒ Verification of completed environmental processing in accordance with National Environmental Policy Act of 1969
- ☐ Verification of completed land acquisition or signed purchase agreement
- ☒ Verification of pavement maintenance program (when applying for pavement preservation or reconstruction)
- ☐ If requesting federal assistance for snow removal equipment, please include an inventory of the existing equipment and calculations based on Chapters 4 and 5 of the Airport Winter Safety and Operations Advisory Circular (AC) 150/5200-30 and the Airport Snow and Ice Control Equipment AC 150/5220-20 showing the minimum equipment needed, along with the Airport Capital Improvement Plan (ACIP) Data Sheet, include a copy of a completed Federal Aviation Administration's snow removal equipment spreadsheet.
- ☐ If requesting federal assistance for general aviation apron expansion, include a copy of a completed FAA apron design spreadsheet.
- ☐ If requesting pavement reconstruction, submit an engineering report showing the need for the reconstruction as part of the CIP justification.
- ☐ For revenue-producing facilities (i.e., fueling facilities and hangars), please submit:
 - 1) A statement that airside development needs are met or include a financial plan to fund airside needs over the next three years.
 - 2) A statement that runway approach surfaces are clear of obstructions (the FAA Airport 5010 should show at least a 20:1 clear approach).
 - 3) Justification for the project.
- ☒ System for Award Management (SAM) registration is up to date (www.sam.gov)

Please e-mail this form with supporting documents identified in the checklist to shane.wright@iowadot.us.

Attn.: Program Manager
Aviation Bureau
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

E-mail: shane.wright@iowadot.us
FAX: 515-233-7983
Phone: 515-239-1048

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

5-YEAR CIP

(Attach additional sheets if necessary)

Airport Name, LOCID, City, State: Mathews Memorial Airport, 8C4, Tipton, Iowa	
Prepared By: Brian Wagner	Sponsor Email: citymanager@tiptoniowa.org
Date Prepared: December 2020	Sponsor Signature:
Sponsor Phone: 563-886-6564	Printed Name:

FY	Detailed Project/Scope Description	Fund Source	Amount
2021	Land Acquisition - Phase 2	Federal	\$396,943
		State	
		Local	\$59,855
		Total	\$456,797
2023	Land Acquisition - Phase 3	Federal	\$277,740
		State	
		Local	\$41,360
		Total	\$319,100
2025	Land Acquisition - Phase 4	Federal	\$647,334
		State	
		Local	\$70,676
		Total	\$718,010

Mathews Memorial Airport (8C4), Tipton, Iowa			
Airport Name:			
Estimated FY	Project Description	Fund Source	Amount
2027	Runway 12/30 & Turnaround (Design)	Federal	\$270,000
		State	
		Local	\$30,000
		Total	\$300,000
2029	Runway 12/30 & Turnaround (Grading & Drainage) - 3,400' x 75'	Federal	\$900,000
		State	
		Local	\$100,000
		Total	\$1,000,000
2031	Runway 12/30 & Turnaround (Paving, Marking, & Lighting) - 3,400' x 75'	Federal	\$2,250,000
		State	
		Local	\$250,000
		Total	\$2,500,000

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)
AIRPORTS DIVISION - CENTRAL REGION

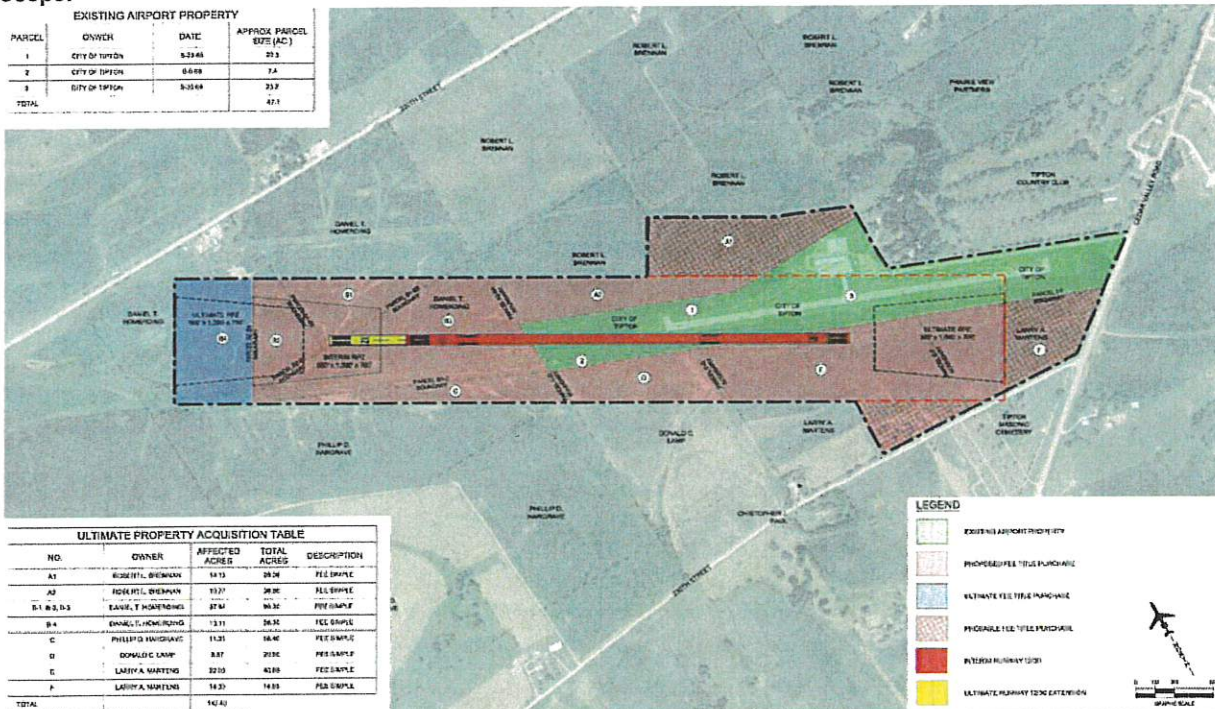
CIP DATA SHEET

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION

Airport Name, LOCID, City, State:	Mathews Memorial Airport, 8C4, Tipton, Iowa		
AIP Project Type:	Land Acquisition - Phase 2		
Local Priority:	1	Federal Share:	\$396,943
FFY Requested:	2021	State Share:	
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$59,855
		Total Project Cost:	\$456,797

Scope:

PARCEL	OWNER	DATE	APPROX. PARCEL SIZE (AC)
1	CITY OF TIPTON	5-20-66	27.3
2	CITY OF TIPTON	6-8-69	7.4
3	CITY OF TIPTON	5-20-68	23.7
TOTAL			47.1



NO.	OWNER	AFFECTED ACRES	TOTAL ACRES	DESCRIPTION
A1	ROBERT L. SHERMAN	14.13	28.24	FEES SHARED
A2	DANIEL T. HORDERN	13.31	26.36	FEES SHARED
B1 B2 B3	DANIEL T. HORDERN	27.31	54.62	FEES SHARED
B4	DANIEL T. HORDERN	13.31	26.36	FEES SHARED
C	PHILLIP D. HORDERN	13.31	26.36	FEES SHARED
D	DONALD C. LAMP	8.87	17.74	FEES SHARED
E	LARRY A. MARTINE	22.55	45.10	FEES SHARED
F	LARRY A. MARTINE	14.21	28.42	FEES SHARED
TOTAL		142.41		

Justification:

Acquire parcels for the construction of interim Runway 12/30 (75' x 3,400') and protection of the RSA, RPZ and 35' BRL.

Date of approved ALP with project shown

Feb 2010

Date of approved Environmental Determination with project shown

Nov 2019

SPONSOR SIGNATURE BLOCK

Signature:		Date:	
Printed Name:	Brian Wagner	Title:	City Manager
Phone Number:	563-886-6564	Email:	citymanager@tiptoniowa.org

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

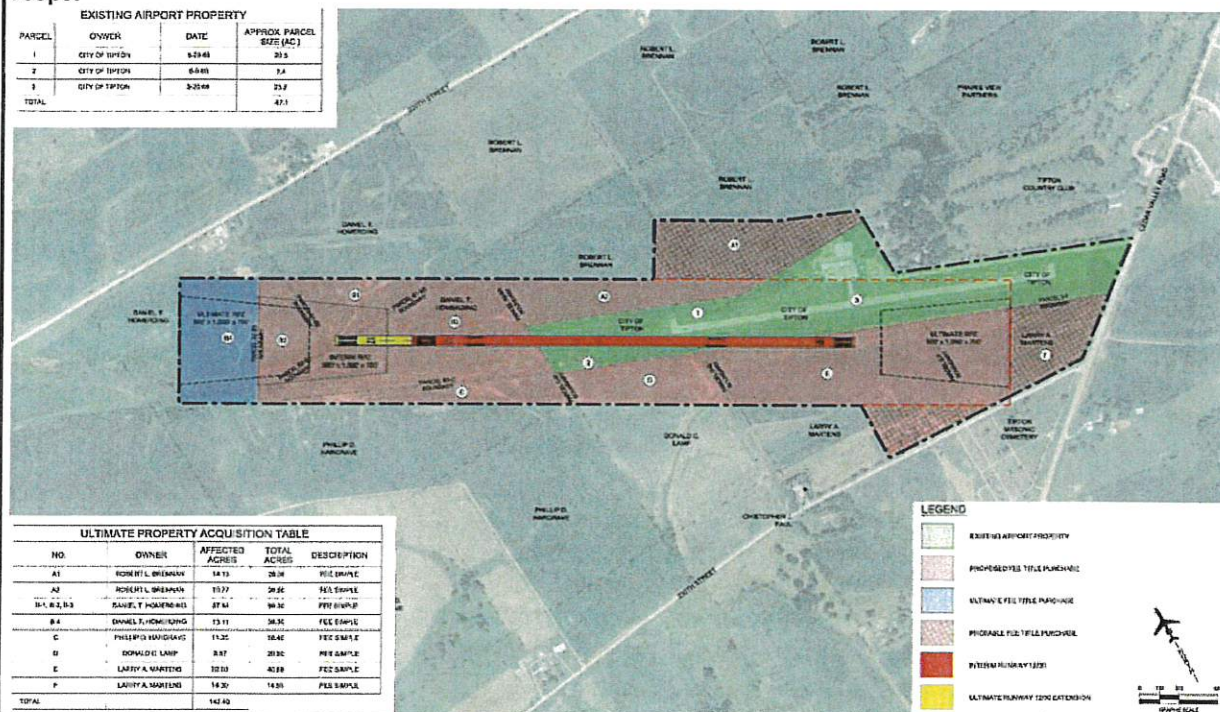
AIRPORTS DIVISION - CENTRAL REGION

CIP DATA SHEET

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION

Airport Name, LOCID, City, State:	Mathews Memorial Airport, 8C4, Tipton, Iowa		
AIP Project Type:	Land Acquisition - Phase 3		
Local Priority:	2	Federal Share:	\$277,740
FFY Requested:	2023	State Share:	
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$41,360
		Total Project Cost:	\$319,100

Scope:



Justification:

Acquire parcels for the construction of interim Runway 12/30 (75' x 3,400') and protection of the RSA, RPZ and 35' BRL.

Date of approved ALP with project shown

Feb 2010

Date of approved Environmental Determination with project shown

Nov 2019

SPONSOR SIGNATURE BLOCK

Signature:		Date:	
Printed Name:	Brian Wagner	Title:	City Manager
Phone Number:	563-886-6564	Email:	citymanager@tiptoniowa.org

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

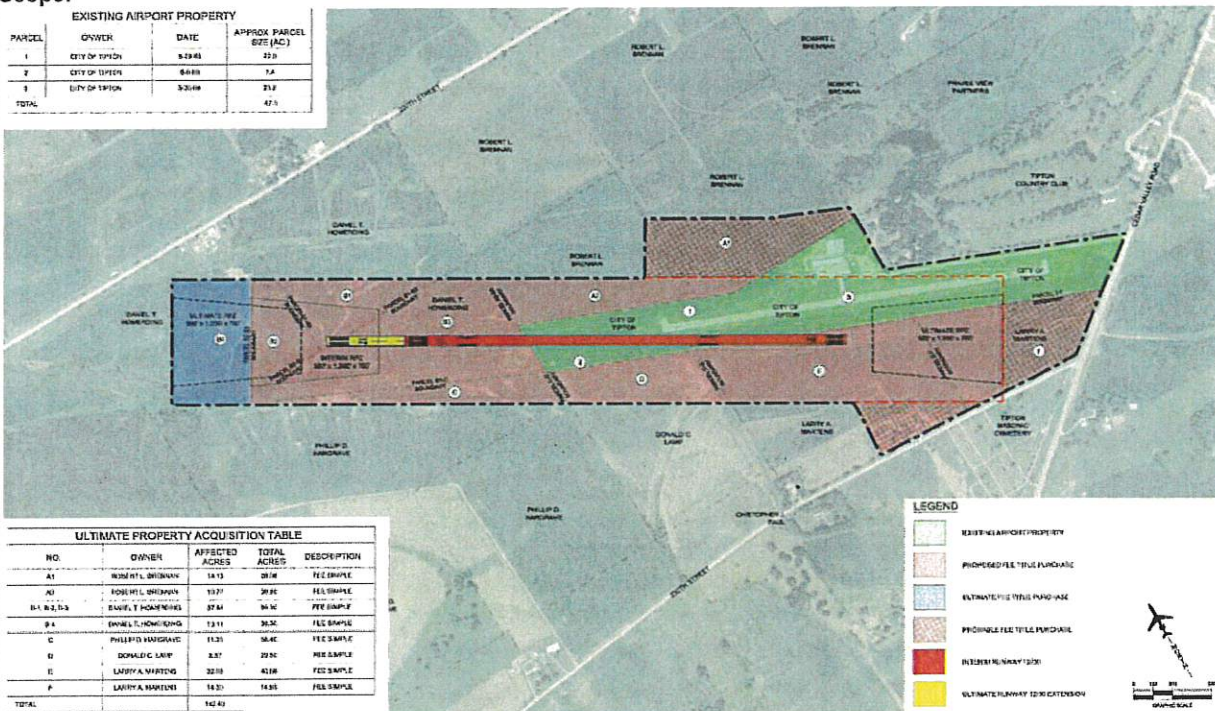
CIP DATA SHEET

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION

Airport Name, LOCID, City, State:	Mathews Memorial Airport, 8C4, Tipton, Iowa		
AIP Project Type:	Land Acquisition - Phase 4		
Local Priority:	3	Federal Share:	\$647,334
FFY Requested:	2025	State Share:	
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$70,676
		Total Project Cost:	\$718,010

Scope:

EXISTING AIRPORT PROPERTY			
PARCEL	OWNER	DATE	APPROX PARCEL SIZE (AC)
1	CITY OF TIPTON	5/23/83	23.0
2	CITY OF TIPTON	8/8/83	1.4
3	CITY OF TIPTON	3/23/89	21.5
TOTAL			45.9



ULTIMATE PROPERTY ACQUISITION TABLE				
NO.	OWNER	AFFECTED ACRES	TOTAL ACRES	DESCRIPTION
A1	ROBERT L. BRUMMAN	18.13	28.78	FEE SAMPLE
A2	ROBERT L. BRUMMAN	13.27	30.85	FEE SAMPLE
B1, B2, B3	DANIEL T. HOWARDS	37.81	86.36	FEE SAMPLE
B4	DANIEL T. HOWARDS	13.11	35.30	FEE SAMPLE
C	PHILIP D. HARGRAVE	11.31	36.46	FEE SAMPLE
D	DONALD C. LAMP	8.37	29.84	FEE SAMPLE
E	LARRY A. MARTINE	32.18	42.68	FEE SAMPLE
F	LARRY A. MARTINE	16.31	16.31	FEE SAMPLE
TOTAL		142.82		

Justification:

Acquire parcels for the construction of interim Runway 12/30 (75' x 3,400') and protection of the RSA, RPZ and 35' BRL.

Date of approved ALP with project shown

Feb 2010

Date of approved Environmental Determination with project shown

Nov 2019

SPONSOR SIGNATURE BLOCK

Signature:		Date:	
Printed Name:	Brian Wagner	Title:	City Manager
Phone Number:	563-886-6564	Email:	citymanager@tiptoniowa.org

AGENDA ITEM

AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

DATE:	City Council Meeting on December 7, 2020.
AGENDA ITEM:	Discussion/possible action concerning the request to gather cost information for a City IT position vs. contracting the services out
ACTION:	Approve, deny, or table to get more info.

SYNOPSIS:

At your November 2, 2020 Council Meeting, Council Person Hembry asked City Staff to determine the possible costs of having a full time IT position vs. contracting the services out.

In order to compare what we are currently paying vs. having a full-time position, I sent an email to the clerk community and asked if there were any towns 5000 and below that have a current IT position. I received two responses, both who stated they contract it out.

I also contacted Cedar County. They recently hired a full time IT position. The County mentioned the amount of experience and education that the position requires would set the base wage. They saw it could average anywhere from \$60,000 to \$80,000.

In addition to the wage, we would have benefit costs which I have broken out below. Included in these numbers are FICA, IPERS, health insurance and paid time off. These numbers vary considerably depending on the ages and number of people insured on a plan.

- Estimated Single Plan Benefit Costs - \$22,000 - \$28,000 annually
- Estimated Family Plan Benefit Costs - \$28,000 - \$46,000 annually

An estimated cost that includes wage and benefits for a full time IT position could range anywhere from \$82,000 to \$126,000.

Currently, the City uses Office Machine Consultants for their IT services. This company bought ITP who had provided IT services to the City for many years. When the IT department within ITP was bought out in September 2020, they confirmed they would still honor the same pricing plan we had been on with ITP through the remainder of the contract which will expire in June. Our phone service is still with ITP.

OMC provided a breakdown of our IT costs from 7/1/19 – 6/30/20 which are below:

Gold IT Agreement:

- Maint. Breakdown - \$39,008 annually

Gold MNS	39 users	\$2520
Datto Cloud BDR		\$518
NSaaS		\$204
Silver MNS		\$3
Remote Access		<u>\$15</u>
		\$3,260 monthly

- Tech Service Request @ \$95/hr. **\$7,073 annually**
- Current monthly expenditures based on prior year contracts and services:

\$3,840 month / \$46,081 annually

OMC consultants requested a meeting with Brian and myself to review our current contract. As I stated earlier, we are currently under the Gold Plan which is a monthly fee that includes the managed maintenance costs, tech service requests and labor and any project costs we have that month.

OMC is proposing to move us to what would have been the Diamond plan under the ITP contract. The proposed plan would be an all-inclusive managed service which would include managed maintenance costs, tech service requests and labor. Attached to this synopsis are two documents that details the included services.

OMC is proposing this plan at **\$2,985 a month / \$35,820 annually** for a three-year term. This is a saving of **\$10,261 annually**.

Project expenses such as computer replacements, server upgrades, wiring projects etc. would be an additional cost. The labor to do this project would be included in the current proposal so the only expenses would be the actual equipment as long as it is purchased through OMC.

City Staff is requesting council to make a motion regarding directing City Staff to continue gathering additional information for a City IT position or sign the three-year service contract with OMC.

PREPARED BY: MA

DATE PREPARED: 12/03/2020

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
Server Monitoring and Management (HaaS)			
			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

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

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

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

Network Security	
Service Commencement Date	
<input type="checkbox"/>	Security policies and configuration







NSaaS Attachment

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

Exhibit B — Services to be Provided (continued)

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

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

OMC Managed Services/SOW

The Goal of OMC's Managed Services is to be proactive about the health of your office technology. When you pay for labor by the hour; you're not going to call until there is major problem; that means down time while the issue is resolved. We don't want your people to be without the tools they need to be successful. With managed services from OMC, we are going to be actively monitoring your systems to find and solve issues, often before they cause extensive, time consuming interruptions.

Support: We are here to help. Call us for unlimited support for all the following listed services.

Help Desk Support: Placing a call to the OMC Help Desk allows you to speak directly with a technician and describe the problem at hand. In most cases, the technician is able to remotely access your PC and resolve the issue, saving you time and money. **24x7x365 monitoring.**

On-site Support Services: When on-site technical assistance is needed, OMC will dispatch an IT expert to your location. **Job Sheets signed off on services rendered.**

Software Supported: Your main software program. All Microsoft Office products, all standard email programs, all standard internet web browsers, and all current windows packages. **Reports of services updated on a regular basis will be provided.**

Security: You can't take security for granted these days with competitors, hackers, viruses, and spyware everywhere you turn. Let us manage your workstation security for you. **Reports will also be provided.**

Anti-Virus: OMC provides VIPRE Anti-Virus. It is PC Mag 4 Star top rated anti-virus. It will screen for viruses and manage the removal of all virus files. We can also use your current program if desired.

Anti-Spyware: The internet is full of trackers, profilers, and pop-ups. Get all the use of the internet without all the potential problems.

Software Patch Management: We'll keep all your supported software products listed above up to date with the current service packs and security patches.

Management: OMC has the resources and expertise to keep your workstations operating at their best so your people will be as efficient as possible. **Reports related to the management of your workstations will be provided on a semiannual basis.**

Labtech: This powerful tool has the ability to remotely detect and fix issues on your workstations and servers in the background while you work.

Proactive Maintenance: Management of all your workstations and server: anti-virus, spyware, Microsoft Security Updates and service packs, hard drive cleaning and management.

Disaster Recovery: If you ever have a server failure OMC is ready to help replace all that data and get you up and running. Data restore is an included service and there are no additional labor expenses during normal business hours. **This will be a tested process.**

Corporate Services: Managed Services isn't just about hardware and support, we want to make your office technology and technology processes run as efficiently as possible. **Annual discussions of long term planning and solutions will aid in your technology updates.**

Vendor Management: Let us handle the support calls and updates to your main ERP software for you. We have the expertise to solve your software problems, saving you time.

Consulting: OMC is here to act as your trusted advisor for all your IT and equipment needs. OMC will attend meetings with the management team to help shape a strategic corporate vision and plan technology investments.

Agreement: This is a __3__ year agreement. We believe that agreement is secondary; we want all our business partners to be satisfied to the point of recommendation.

Budgeting: One flat monthly investment covers all your IT needs, excluding special projects. Allowing you to set a technology budget that you can stick to and there are no subscription renewals. There are also no drive time fees and no extra labor fees for covered services during 8-5 M-F hours.

39 Devices to include 4 virtual servers with various P/C's & Laptops. All network infrastructure devices that are server related. Management of switches, firewalls, routers, UPC's, Wireless. Hardware not purchased thru OMC could result in additional setup fees. Hardware not purchased thru OMC could result in additional setup fees.

\$2985



OFFICE MACHINE CONSULTANTS, INC.

3624 BLACKHAWK ROAD, ROCK ISLAND, IL 61201 (309) 786-5534

MANAGED SERVICES AGREEMENT

Customer

Provider

NAME City Of Tipton

NAME Office Machine Consultants

ADDRESS 407 Lynn Street

ADDRESS 3624 Blackhawk Road

CITY Tipton COUNTY Cedar County

CITY Rock Island STATE IL

STATE Ia ZIP 52772

TELEPHONE 309-786-5534

1. MANAGED SERVICES AGREEMENT Office Machine Consultants (Provider) hereby agrees to perform attached listed services for Customer, and Customer hereby agrees to pay fixed monthly sum described below.
2. TERM AND FEES This Managed Services Agreement shall have a term of 36 Months, commencing Dec. 15th 2020 and ending Dec. 15th 2023 For services provided, Customer hereby agrees to pay to Provider the sum of \$ 2985 per month plus applicable tax, beginning on the above commencement date, and the same amount on the same day of each consecutive month thereafter for the term of Managed Services Agreement, provided that the first and last monthly payment(s) totaling \$ N/A shall be paid at the time of the signing of the Managed Services Agreement. SOW attached.
3. This Managed Services agreement cannot be canceled or terminated except as expressly provided herein. All payments and other sums payable by Customer to Provider shall be paid to Provider at the address specified above or as Provider may hereafter direct. Customer agrees that on each payment which is not fully paid within thirty (30) days after it is due, Provider may collect a late charge in an amount equal to five percent of the payment.
4. This Managed Services Agreement will automatically renew for additional term as stated above at the same monthly amount unless Customer gives Provider written notice of cancellation of this renewal provision at least thirty (30) days before the expiration of any term. All provisions applicable to the initial term shall apply to the extended term or terms.
5. Time is of the essence in this Managed Services Agreement. Any change or modification to this Managed Services Agreement must be in writing and signed by the parties hereto. All notices shall be sent by certified mail.

The undersigned agrees to all the terms and conditions set forth above and on the reverse side hereof and acknowledges receipt of a copy of the Managed Services Agreement.

ACCEPTED ON _____ 20____ DATED _____ 20____

Office Machine Consultants, Inc

City of Tipton

PROVIDER

CUSTOMERS NAME

BY _____

BY _____

TITLE _____

TITLE _____

(Continued from reverse hereof)

6. ***Limitation of Liability***

In no event shall OMC be liable to Customer for any indirect, incidental, consequential, special or punitive damages, including, without limitation, lost profits, loss of goodwill or business interruption, for any matter arising out of or related to any services or goods provided to Customer whether such liability is asserted on the basis of contract, tort or otherwise, even if OMC has been advised of the possibility of such damages by Customer. Customer's damages shall be limited to the total amount paid by the Customer to OMC under the terms of this agreement.

7. ***Termination***

If Customer cancels contract, fees (including pre-paid fees) paid to date are non refundable. Notwithstanding any termination hereunder, (a) Customer shall remain liable to pay OMC the costs and fees that have accrued under this Agreement prior to the effective date of termination, and (b) all rights and duties of the parties shall survive the termination of this Agreement.

8. ***Force Majeure***

OMC shall not be liable for failure to perform or for delay in performance due to causes beyond OMC reasonable control, including, without limitation, fire, explosion, flood, war, riot, embargo, labor or materials shortages, insurrections, governmental restrictions, limitation or regulations, Acts of God, or any other cause beyond OMC reasonable control. If any such event occurs, OMC shall be granted such additional time within which to perform as may be reasonably necessary under the circumstances.

9. Customer will not solicit employees for employment for private or off-site service after, on, or before normal business hours.

10. Customer agrees to pay, when due, all taxes on or relating to this Agreement.

11. The failure of Customer to pay payment within thirty (30) days after the date on which same shall become due, or any breach or failure of Customer to observe or perform any of its other obligations hereunder shall constitute defaults on the part of Customer. Upon the occurrence of any such default, Provider may, at its option, do any or all of the following:

- (I) accelerate the balance of payments and other sums due hereunder, thereby requiring prepayment of this Managed Services Agreement with all payments and other sums due and payable forthwith;
- (II) terminate this Managed Services Agreement;
- (III) recover from Customer as liquidated damages for the default of this Managed Services Agreement and not as a penalty, an amount equal to all unpaid payments and other sums due hereunder; and three months payments; and
- (IV) pursue any other remedy at law or equity.

In all cases of default, Customer shall also be liable for all costs and expenses incurred by Provider on account of such default and while enforcing any remedy including court costs and reasonable attorneys' fees. The rights granted Provider herein shall be cumulative and action upon one shall not be deemed to constitute an election or waiver of the other rights of action, or any other right to which Provider may be entitled.

12. ***Miscellany***

All software must be owned or licensed by Customer. OMC will only support the software and hardware owned or licensed by the Customer. This Agreement constitutes the entire understanding between the parties. Only an instrument in writing signed by both parties can modify the terms of this agreement. A waiver of a breach of any of the provisions of this Agreement shall not be construed as a continuing waiver of other breaches of the same or other provisions hereof. It is intended that each paragraph of this Agreement shall be viewed as separate and divisible, and in the event that any paragraph shall be held to be invalid, the remaining paragraphs shall continue to be in full force and effect. This Agreement shall be binding on, and inure to the benefit of, the parties' heirs, successors, assigns, and personal representatives. This Agreement shall be governed by the laws of the State of Illinois and the venue for all disputes shall be in the state courts located in Rock Island County or the federal courts located in Rock Island, Illinois.