

City of Tipton, Iowa

Meeting: Tipton Special City Council Meeting
Place: Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772
Date/Time: Monday, May 22, 2023, 5:30 p.m.
Web Page: www.tiptoniowa.org
Posted: Friday, May 19, 2023 (Front door of City Hall & City Website)

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

<https://meet.goto.com/642904677>

You can also dial in using your phone.

Access Code:

642-904-677

United States (Toll Free):

[1 866 899 4679](tel:18668994679)

Mayor: Bryan Carney

Council at Large:	Abby Cummins-VanScoy	Council At Large:	Jason Paustian
Council Ward #1	Ron Hembry	Council Ward #2	Mike Helm
Council Ward #3	Tim McNeill	City Attorney:	Lynch Dallas, P.C.
City Manager:	Brian Wagner	Gas Utilities Supt:	Adam Fitch
Finance Director:	Melissa Armstrong	Electric Supt:	Jon Walsh
City Clerk:	Amy Lenz	Water & Sewer Supt:	Brian Brennan
Dir. Of Public Works:	Steve Nash	Ambulance Svc Dir:	Brad Ratliff
Police Chief:	Lisa DuFour	Economic Dev. Dir.	Linda Beck
Park & Recreation:	Adam Spangler	Library Director:	Denise Smith

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Agenda Additions/Agenda Approval

E. Communications:

If you wish to address the City Council regarding an issue, whether on the agenda or something not on the agenda, please approach the lectern at this time and give your name and address for the public record before discussing your item. Scheduled communications are allowed to speak up to five minutes. Unscheduled communications are allowed to speak up to three minutes.

1. Discussion and possible action concerning putting on a small fireworks show on June 3rd behind the Tipton Motel (*David Bisbee will be in attendance.*)

F. City Business

1. Resolution No. 052223A: Resolution Awarding General Obligation Purpose Bonds, Series 2023
2. Resolution No. 052223B: Resolution authorizing the submittal of the grant application and certifies local match is available (*for Mathews Memorial Airport*).
3. Discussion and possible action concerning TRIP Program Request for Dr. John Prickett, DBA: Circle P Veterinary Services, 102 Cedar Street

G. 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.

Request To Be Placed on the Council Agenda

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

Name: DAVID BISBEE

Address: 111 East South St.

Phone: (319) 202-3804

Email address: Davidbisbee.db@gmail.com

Reason for request, please be specific.


Looking to put on a small class C fireworks
show June 3rd for my daughter's graduation.

It will be behind the motel.

It will only last roughly 10 minutes.

Date of Council Meeting: _____

Today's date and time: 5-19-23 9:14 A.M.

Signature: 

May 16, 2023

Via Email

Amy Lenz
City Clerk/City Hall
Tipton, Iowa

Re: General Obligation Corporate Purpose Bonds, Series 2023
Our File No. 419554-48

Dear Amy:

We have prepared and attach the necessary proceedings to be used at the May 22, 2023 City Council meeting to report the bids received and to adopt the resolution approving the sale of General Obligation Corporate Purpose Bonds, Series 2023 (the "Bonds") to the best bidder.

The attached resolution must be completed with the name of the purchaser of the Bonds. Speer Financial, Inc. will tabulate the bid results and provide that name to you.

The proceedings attached include the following items:

1. Resolution awarding the sale of the Bonds and providing for the adjournment of action on the Bonds to June 5, 2023 for adoption of the issuance resolution.
2. Attestation Certificate with respect to the validity of the transcript.

As these proceedings are completed, please return one fully executed copy to our office.

If you have any questions, please contact Erin Regan, Cheryl Ritter or me.

Best regards,

John P. Danos

Attachments

cc: Brian Wagner
Melissa Armstrong
Speer Financial, Inc.
Diana VanVleet

MINUTES TO RECEIVE BIDS AND
SELL BONDS

419554-48

Tipton, Iowa

May 22, 2023

The City Council of the City of Tipton, Iowa, met on May 22, 2023, at _____ o'clock
____.m., at the _____, Tipton,
Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the
following Council Members present and absent:

Present: _____

Absent: _____.

This being the time and place fixed by the City Council for the consideration of bids for
the purchase of the City's General Obligation Corporate Purpose Bonds, Series 2023, the Mayor
announced that bids had been received and canvassed on behalf of the City at the time and place
fixed therefore.

Whereupon, such bids were placed on file, and the substance of such bids was noted in
the minutes, as follows:

Name and Address of Bidder

Final Bid
(interest cost)

(ATTACH BID TABULATION)

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

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

RESOLUTION NO. 052223A

Resolution Awarding General Obligation Corporate Purpose Bonds, Series 2023

WHEREAS, the City of Tipton (the “City”), in Cedar County, State of Iowa, heretofore proposed to enter into a loan agreement (the “Essential Purpose Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$3,800,000 for the purpose of paying the costs, to that extent, of (a) constructing street, water system, storm water drainage, sanitary sewer system and sidewalk improvements; and (b) acquiring and installing street lighting, signage and signalization improvements, and has published notice of the proposed action and has held a hearing thereon on April 3, 2023; and

WHEREAS, the City also proposed to enter into a loan agreement (the “General Purpose Loan Agreement” and, together with the Essential Purpose Loan Agreement, the “Loan Agreements”) and to borrow money thereunder in a principal amount not to exceed \$80,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the costs, to that extent, of constructing electric utility improvements, and in lieu of calling an election upon such a proposal, has published notice of the proposed action and has held a hearing thereon, and as of April 3, 2023, no petition had been filed with the City asking that the question of entering into the General Purpose Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Aquatic Center Loan Agreement” and together with the Essential Purpose Loan Agreement, and the General Purpose Loan Agreement, the “Loan Agreements”) and to borrow money thereunder in a principal amount not to exceed \$400,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the costs, to that extent, of undertaking improvements at the municipal aquatic center, and in lieu of calling an election upon such a proposal, has published notice of the proposed action and has held a hearing thereon, and as of April 24, 2023, no petition had been filed with the City asking that the question of entering into the Aquatic Center Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to Section 384.28 of the Code of Iowa, the City Council combined the Loan Agreements into a single loan agreement (the “Loan Agreement”); and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of the General Obligation Corporate Purpose Bonds, Series 2023 (the “Bonds”) in evidence of the obligations of the City under the Loan Agreement, and the City has made provision for the approval of the P.O.S. and has authorized its use by Speer Financial, Inc. (as municipal financial advisor (the “Municipal Advisor”) to the City; and

WHEREAS, pursuant to advertisement of sale, bids for the purchase of the Bonds were received and canvassed on behalf of the City and the substance of such bids noted in the minutes; and

WHEREAS, upon final consideration of all bids, the bid of _____, _____ (the "Purchaser"), is the best, such bid proposing the lowest interest cost to the City for the Bonds;

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

Section 1. The bid of the Purchaser referred to in the preamble is hereby accepted, and the Bonds are hereby awarded to the Purchaser at the price specified in such bid, together with accrued interest, if any.

Section 2. The form of agreement of sale/official bid form (the "Sale Agreement") of the Bonds to the Purchaser is hereby approved, and the Mayor, City Clerk and/or City Manager are hereby authorized to execute the Sale Agreement for and on behalf of the City.

Section 3. Further action with respect to the approval of the Loan Agreement and the issuance of the Bonds is hereby adjourned to the City Council meeting to be held on June 5, 2023.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved May 22, 2023.

Mayor

Attest:

City Clerk

• • • •

Upon motion and vote, the meeting was adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
CEDAR COUNTY
CITY OF TIPTON

SS:

I, the undersigned, City Clerk of the City of Tipton, do hereby certify that as such City Clerk I have in my possession or have access to the complete corporate records of the City and of its City Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the sale of General Obligation Corporate Purpose Bonds, Series 2023 of the City evidencing the City's obligation under a certain Loan Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

WITNESS MY HAND this ____ day of _____, 2023.

City Clerk

(Attach here a copy of the bid of the successful bidder.)

RESOLUTION NO. 052223B

**RESOLUTION AUTHORIZING THE SUBMITTAL OF THE GRANT APPLICATION AND
CERTIFIES LOCAL MATCH IS AVAILABLE**

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

- Approved Airport Improvement Program Data sheets with the Sponsor's Signature and airfield project application with sponsor's signature.
- Certification that the local match exists if the grant is awarded,
- Authorization to submit the proposed projects for State or Federal Grants; and

WHEREAS, the City of Tipton is in a position to initiate the rehabilitation of the municipal terminal building and;

WHEREAS, an Iowa Department of Transportation (DOT) Airport Improvement Program (AIP) and General Aviation Vertical Infrastructure (GAVI) grant applications have been completed by McClure to facilitate possible State of Iowa Aviation Program funding to assist in the financing and rehabilitation of the Terminal Building at the Mathews Memorial Airport.

NOW THEREFORE, BE IT RESOLVED that the City of Tipton authorizes the submittal of the said grant applications to the Iowa DOT and certifies that the local match is available for the project if awarded the grants.

Passed and adopted this _____ day of _____, 2023.

City of Tipton

Bryan Carney, Mayor

ATTEST:

Amy Lenz, City Clerk

May 25, 2023

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

**RE: FY2024 Iowa DOT Application Package
Mathew Memorial Airport**

Dear Brian,

Enclosed for your review and comment is a copy of the FY2024 Iowa DOT application package. After your review and approval please print out one (1) copy and sign/date each required location then submit a scanned copy of the entire application package by **4:00 pm, Thursday, May 25, 2023** in order for projects to be recommended for the Iowa DOT FY 2024 program.

Please email the completed application package to Shane.Wright@iowadot.us.

In addition, I would greatly appreciate a scanned copy sent to me at jpudenz@mcclurevision.com for our records. Please contact me at your earliest convenience at 515.964.1229 if you have any questions on the information provided.

Sincerely,

McClure



Jay A. Pudenz, P.E., LEED AP
Aviation Team Leader

Enclosures

AIRPORT STATE FUNDING CHECKLIST AND APPLICATION

Please attach the following documents with your application.

- Airport State Funding Application Checklist
- Project data sheet, including a detailed cost breakdown. Use one for each project.
- City/Sponsor resolution that endorses the project and certifies availability of matching funds.
- Five-Year Capital Improvement Program (CIP)
- Verification that project is identified in a current airport layout plan (ALP) on file with Iowa Department of Transportation Aviation (when applying for new construction of buildings or airfield expansion).
- Pavement maintenance program (verify the use of the pavement maintenance program provided by the Iowa DOT or similar program when applying for pavement preservation or reconstruction).
- Verification that you have an airport security plan on file with Iowa DOT Aviation (when applying for airport security projects).
- Protective land use zoning and/or planning (please answer the following).

Height zoning	<input type="checkbox"/> Yes	Date adopted _____	<input type="checkbox"/> No	<input type="checkbox"/> Pending
Land use planning/zoning	<input type="checkbox"/> Yes	Date adopted _____	<input type="checkbox"/> No	<input type="checkbox"/> Pending
Comprehensive plan adopted with airport land use included	<input type="checkbox"/> Yes		<input type="checkbox"/> No	<input type="checkbox"/> Pending
Other (please explain) _____				
- Provide verification that you have either updated the _____ website or submitted based aircraft N - numbers to Iowa DOT Aviation.
- Minority Impact Statement (Iowa DOT Form 1051010).

Send **one signed** copy of the application materials to the address listed below.

Please mail, fax, or email the signed application to :

AIRPORT STATE FUNDING APPLICATION

Airport Name: Mathews Memorial Airport, 8C4, Tipton, Iowa

Airport Sponsor Name: City of Tipton

Contact Person: Brian Wagner Title: City Manager

Address: 407 Lynn St

City: Tipton State: IA ZIP Code: 52772

Daytime Phone: 563-886-6564 E-mail: citymanager@tiptoniowa.org

FAX: _____

Project Description: If applying for more than one project, list in order of priority. A separate project application data sheet is needed for each project.	Project Type	Total Project Amount	State Amount Requested	Percent State Share
Terminal Building Rehabilitation	GAVI	\$138,880.00	\$118,048.00	85
				NaN
				NaN
				NaN
				NaN

The sponsor certifies that the information contained in this application is accurate and complete to the best of his/her knowledge.

Signature of Authorized Sponsor's Representative

City Manager
Title

Brian Wagner
Typed Name

Date: _____

e-Mail the signed application to: Shane.Wright@iowadot.us

**AIRPORT STATE FUNDING PROJECT
DATA SHEET**

Fiscal Year: 2024

Submit a separate data sheet for each project.

Airport: Mathews Memorial Airport, Tipton **Date:** May 11, 2023

Project Type (Check one only):
 Airport Improvement Program (AIP)
 Commercial Service Vertical Infrastructure (CSVl)
 General Aviation Vertical Infrastructure (GAVI)

Project Description:
Terminal Building Rehabilitation

Engineering Firm (If unknown, write unknown): McClure

Shown on current Airport Layout Plan (ALP) Yes No **Current ALP Date:**

Sketch: Attach separate sketch from ALP if applicable.

Project Justification (Include detailed information and data to support need):
Terminal buildings are the focal point of airports and the first impression of a community. The Tipton terminal building is in disrepair, does not meet ADA access guidelines, and is in much need of improvement (please see attached photos). This project would rehabilitate the municipal terminal building by remodeling the interior of the building. . This project would remove and replace interior walls, flooring, ceiling, lighting fixtures, flooring material, HVAC, ADA restroom facilities, ADA access improvements, and windows. The exterior of the building is in good shape but would be updated.

Detailed Cost Estimate (Attach separate sheet if necessary):
See Attached

	Amount	Percentage
Total Project Cost:	\$138,880.00	100%
Local Share:	\$20,832.00	15%
Requested State Share:	\$118,048.00	85%

Signature
City Manager

Sponsor's Title

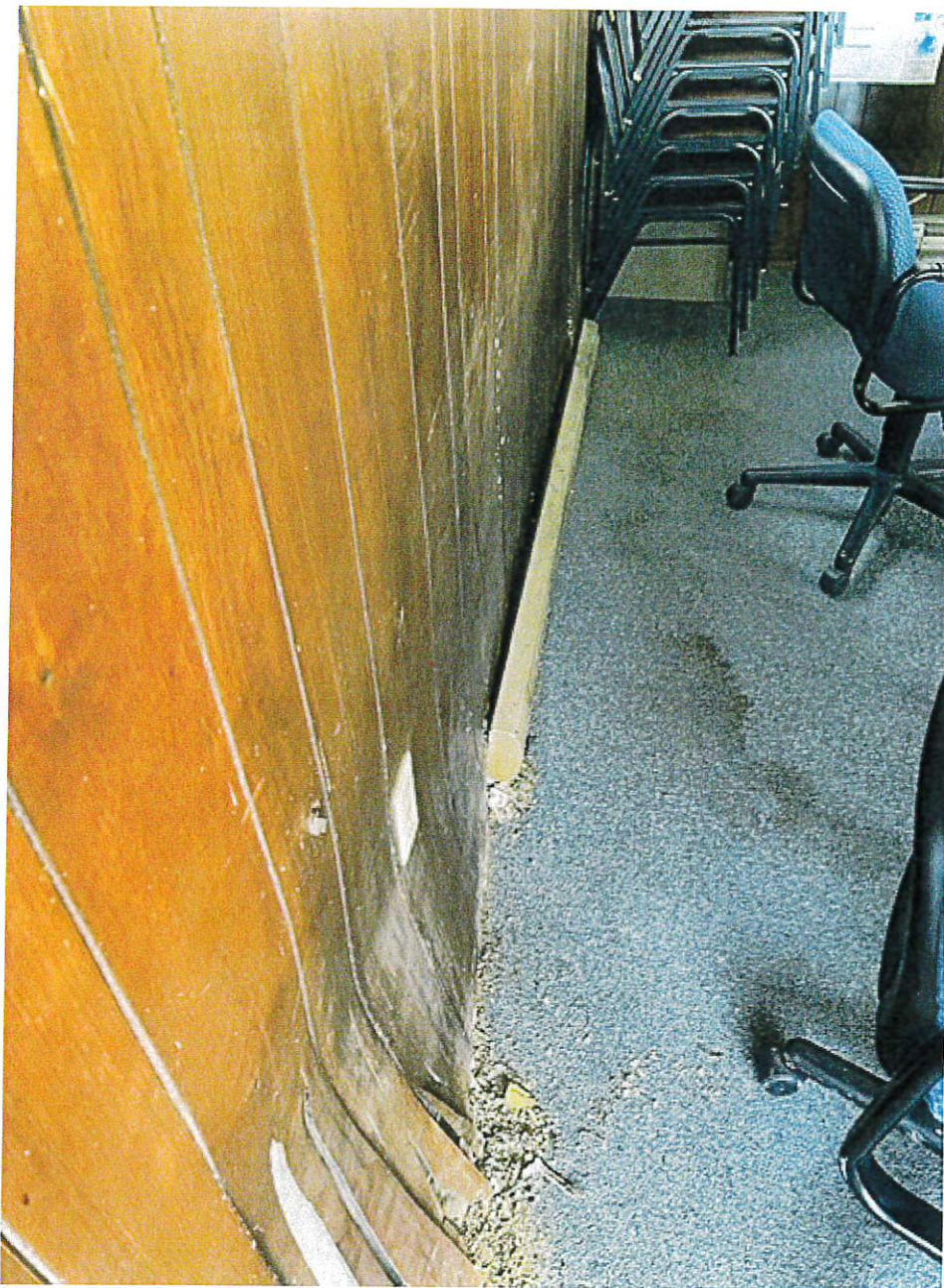
Please e-mail the signed application to: Shane.Wright@iowadot.us







Sent from my iPhone



Sent from my iPhone





Sent from my iPhone



OPINION OF PROBABLE PROJECT COST

PROJECT: TERMINAL REHABILITATION 2023

AIRPORT: MATHEWS MEMORIAL AIRPORT (8C4), TIPTON, IOWA

DATE: May 2023

ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	COST/UNIT	COST
2.0	DEMOLITION	504.0	SF	\$ 21.96	\$ 11,067.84
6.0	FRAMING AND MILLWORK	504.0	SF	\$ 18.08	\$ 9,112.32
7.0	THERMAL AND MOISTURE PROTECTION	504.0	SF	\$ 32.25	\$ 16,254.00
8.1	WINDOW AND DOOR SUPPLY/INSTALL	1.0	LS	\$ 14,860.00	\$ 14,860.00
9.0	FINISHES	504.0	SF	\$ 22.75	\$ 11,466.00
22.0	PLUMBING - NEW ADA RR	504.0	SF	\$ 21.53	\$ 10,851.12
23.0	HVAC - BASEBOARD HEATER UPGRADE	2.0	EA	\$ 2,150.00	\$ 4,300.00
26.0	ELECTRICAL - MISC.	1.0	LS	\$ 3,500.00	\$ 3,500.00
32.0	EXTERIOR IMPROVEMENTS - HANDICAP RAMP, SIDEWALKS, ROOF	1.0	LS	\$ 15,950.00	\$ 15,950.00
	BUILDING CONTINGENCY	1.0	LS	\$ 7,000.00	\$ 7,000.00
TOTAL ESTIMATE OF PROBABLE CONSTRUCTION COST					\$104,361.28
	BUILDING PERMIT FEES			\$	649.00
	DESIGN PHASE ENGINEERING			\$	15,809.00
	BIDDING PHASE			\$	3,000.00
	CONSTRUCTION ADMIN/OBSERVATION			\$	14,060.00
	SPONSOR ADMINISTRATION			\$	1,000.00
	FAA INSTRUMENT APPROACH PROCEDURE DEVELOPMENT				N/A
	FAA FLIGHT INSPECTION				N/A
TOTAL ESTIMATE OF PROBABLE PROJECT COST					\$138,880.00



CUSTOM BUILDERS OF TIPTON, INC.
209 W. South Street
Tipton, Iowa 52772 • PH (563) 886-6196 • FAX (563) 886-2172
1-800-657-8004



RANDY SHUMAKER

(C)563-357-3682

QUOTE # 230516: TIPTON MUNICIPAL AIRPORT – MAIN OFFICE REMODEL

DESCRIPTION: Complete Interior Remodel of Main Office Building

- Complete interior tear out down to exterior steel
- Frame one unisex, ADA compliant bathroom in NE corner
- Install new plumbing and drain pipes in walls
 - One stool, one vanity
- Sealing of any cracks and gaps of exterior
- Install 3.5" of closed cell spray foam
- Install new wiring, outlets, lights, etc.
 - using existing 100 amp breaker panel
- Install new hvac – mini-split unit with electric baseboard backup in bathroom
- Install new wood paneling or wood interior siding on walls
- Install new drop ceiling
- Removal and Disposal Included

PROJECT TOTAL: \$56,900.00

OPTIONS:

1)POWERWASH, PAINT ROOF WITH EPOXY COATING	ADD	\$5,220.00
2)POWERWASH, PAINT SIDE WALLS	ADD	\$9,010.00
3)CHANGE INTERIOR FINISH FROM WOOD TO PAINTED SHEETROCK	DEDUCT	\$3,100.00

AGENDA ITEM

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	5/22/2023
AGENDA ITEM:	TRIP Program Request
ACTION:	Motion to approve, deny or table

SYNOPSIS:

Tipton Revitalization Incentive Program (TRIP) request to begin project

Applicant: Dr. John Prickett DBA: Circle P Veterinary Services
Building: 102 Cedar Street

Commission corresponded via email (but couldn't legally vote). However, there weren't any objections via email to proceed with granting approval with this project. The Commission is asking the City Council to make final decision regarding this application.

Total amount of project: \$33,625.00 for a Commercial Grant

Amount suggested to approve by the Commission: \$7,500.00 to begin project and reimbursement after project is completed.

Project Summary:

- 39'x100'x6" Concrete Parking Area
- 6'x100'x4" Concrete Sidewalk Along building w/6"x12" Deep Edge
- Excavation of existing Rock/Brick and hauling

BUDGET ITEM: 160-5-599-2-64995

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

MAYOR/COUNCIL ACTION: Approve, deny or Table

ATTACHMENTS: Pictures

PREPARED BY: Linda Beck

DATE PREPARED: 5/18/2023

Circle P Veterinary Services

Parking area

Before pictures

