

City of Mt. Vernon, Iowa

Meeting:	Mt. Vernon City Council Meeting
Place:	Mt. Vernon City Hall, 213 First Street NW, Mt. Vernon, Iowa 52314
Date/Time:	February 18, 2020 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	February 14, 2020

Mayor:	Jamie Hampton	City Administrator:	Chris Nosbisch
Mayor Pro-Tem:	Tom Wieseler	City Attorney:	Robert Hatala
Councilperson:	Stephanie West	Assis. Admin/City Clerk:	Sue Ripke
Councilperson:	Scott Rose	Deputy City Clerk:	Marsha Dewell
Councilperson:	Deb Herrmann	Chief of Police:	Doug Shannon
Councilperson:	Eric Roudabush		

A. Call to Order

B. Agenda Additions/Agenda Approval

C. Communications:

1. Unscheduled
2. LBC Grand Opening Event – February 23, 2020

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

D. 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 of City Council Minutes – February 4, 2020 Regular Council Meeting

E. Public Hearing

1. Public Hearing for the Consideration of the City of Mount Vernon FY 2020-2021 Maximum Property Tax Dollars
 - i. Close Public Hearing – Proceed to G-1

F. Ordinance Approval/Amendment

1. None

G. Resolutions for Approval

1. Resolution #2-18-2020A: Approving the City of Mount Vernon FY 2020-2021 Maximum Property Tax Dollars

H. Mayoral Proclamation

1. Proclamation Celebrating the 100 Year Anniversary of the League of Women Voter's

I. Old Business

1. None

J. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Pay Application #14 – Lester Buresh Family Community Wellness Center – Council Action as Needed
3. Discussion and Consideration of Change Order #53 – Lester Buresh Family Community Wellness Center – Council Action as Needed
4. Discussion and Consideration of Change Order #55 - Lester Buresh Family Community Wellness Center – Council Action as Needed
5. Discussion and Consideration of Architecture Service Proposals – Public Works – Council Action as Needed
6. Discussion and Consideration of Forming a Signage Taskforce – Council Action as Needed
7. Discussion and Consideration of Setting a Public Hearing Date for March 3, 2020 to Consider the Vacation and Sale of a 16 Foot East-West Alley Right of Way Adjacent to 709 and 713 1st Ave N – Council Action as Needed

K. Reports to be Received/Filed

1. Mt. Vernon Police Report
2. Mt. Vernon Public Works Report
3. Mt. Vernon Parks and Rec Report

L. Discussion Items (No Action)

1. Possible Budget Discussions

M. Reports of Mayor/Council/Administrator

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Administrator's Report

N. 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 895-8742 to arrange for accommodations.

D. Consent Agenda

The Mount Vernon City Council met February 4, 2020 at the Mount Vernon City Council Chambers with the following members present: Roudabush, West, Wieseler, Herrmann and Rose.

Call to Order. At 6:30 p.m. Mayor Jamie Hampton called the meeting to order.

Agenda Additions/Agenda Approval. Motion to approve the Agenda made by Rose, seconded by Wieseler. Motion carries.

Consent Agenda. Motion to approve the Consent Agenda made by West, seconded by Herrmann. Motion carries.

Approval of City Council Minutes – January 20, 2020 Regular Council Meeting
Approval of Liquor License – Kernoustie Golf Club

Resolutions for Approval

Resolution #2-4-2020A: Approving the Disposal of Municipal Property. The Police and Fire Departments have additional items they would like to dispose of. The PD added a Baby Grand Piano and miscellaneous office furniture, lights, door locks/knobs and shelving. The FD added a fill station and air compressor with a minimum bid of \$5,000.00. Motion to approve Resolution #2-4-2020A made by Wieseler, seconded by Herrmann. Roll call vote. Motion carries.

Resolution #2-4-2020B: Approving the Amended Lease Agreement with LSC Financial Services for Additional Equipment. An updated lease agreement needs to be approved and re-submitted because some changes have been made to the LBC cardio equipment. Motion to approve Resolution #2-4-2020B made by Herrmann, seconded by Rose. Roll call vote. Motion carries.

Resolution #2-4-2020C: Directing the Sale of \$500,000 (Subject to Adjustment per Terms of Offering) General Obligation Urban Renewal Bonds, Series 2020. Representing Speer Financial, Maggie Burger was present to answer questions Council had regarding the sale of the \$500,000.00 GO Urban Renewal bond. Two local banks bid on the \$500,000.00 borrowing which will be used for the remainder of the LBC funding. Mount Vernon Bank and Trust Company submitted the low bid with a True Interest Rate of 1.8305%. Hills Bank and Trust Company was the second bidder with a True Interest Rate of 1.8330%. Motion to approve Resolution #2-4-2020C made by West, seconded by Herrmann. Roll call vote. Motion carries.

Motions for Approval

Consideration of Claims List – Motion to Approve. Motion to approve the Claims List made by Wieseler, seconded by Rose. Motion carries.

ADAM DAKE	TRAINING-FD	291.94
AHLERS & COONEY P.C.	STONEBROOK URP	98.00
AIRGAS INC	WELDING SUPPLIES-PW	65.69
ANDY PITLIK	TRAINING-FD	235.07
ASI	DONOR RECOGNITION-LBC	17,614.72
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-LBC	771.52
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-LBC	590.50
BATA	PITCHING MACHINE-LBC	3,838.21

BETHANY CAMPBELL-TVEDT	TRAINING-FD	477.73
BRADY LANHAM	ELECTRICAL-PD CONSTR	4,895.62
BRAUN INTERTEC CORP	CONSTRUCTION & MATERIALS TESTING	1,339.50
BSN SPORTS COLLEGIATE PACIFIC	PORTABLE BLEACHERS-LBC	4,930.00
CAMERON WEAVER	TRAINING-FD	447.39
CARGILL INCORPORATED	SALT-RUT	7,848.86
CARPET KING INC	PURCHASE/INSTALL CARPET TILES	10,375.60
CASEY O'CONNOR	TRAINING-FD	64.45
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PD CONSTR	640.20
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	206.45
CHRIS NOSBISCH	MILEAGE-P&A	132.82
CHRISTOPHER NOLL	TRAINING-FD	83.41
CHRISTOPHER SANTIS	TRAINING-FD	223.70
CITY OF MV	LBC START UP CASH	300.00
CLIFF WEAVER	TRAINING-FD	599.05
DAVE HEEREN	TRAINING-FD	60.66
DEPOSIT REFUNDS	DEPOSIT REFUND-WAT	63.84
DEREK BOREN	TRAINING-FD	527.01
DIESEL TURBO SERVICES INC	HAND CRANK OIL PUMP-RUT	250.00
DIESEL TURBO SERVICES INC	HYDRAULIC CYLINDER-RUT	198.00
DIESEL TURBO SERVICES INC	HOSE-RUT	190.29
FIRE SERVICE TRAINING BUREAU	HAZMAT CERT FEES-FD	50.00
FOSTERS HEATING & AIR CONDITIONG	HVAC MAINT-PD CONSTR	3,152.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	75.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	75.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-PD CONSTR	75.00
FUTURE LINE TRUCK EQUIPMENT	SALT SPREADER-LBC	233.00
GALLS INC	UNIFORMS-PD	34.18
GARY'S FOODS	SUPPLIES-P&A	30.20
GORDON LUMBER COMPANY	BLDG SUPPLIES-PD,RUT	281.51
GRAYBILL COMMUNICATIONS	RADIO REPAIR-RUT	138.51
HAWKEYE COMMUNITY COLLEGE	TRAINING-PD	125.00
HEIMAN FIRE EQUIPMENT INC	HYDRANT VALVE-FD	1,072.85
HENDERSON PRODUCTS INC	CYLINDER-RUT	723.25
HOME APPLIANCE CENTER	WASHER, DRYER-LBC	1,988.00
IA DEPT OF PUBLIC HEALTH	POOL REGISTRATION	620.00
IOWA MUNICIPAL FINANCE OFFICER	DUES-P&A	50.00
IOWA MUNICIPAL FINANCE OFFICER	DUES-P&A	50.00
IOWA ONE CALL	LOCATES-WAT,SEW	23.40
IOWA SOLUTIONS INC	MAINT-ALL DEPTS	675.00
JACOB BUSTER	TRAINING-FD	219.91
JACOB MASTERS	REFEREE-P&REC	60.00
JASON BLINKS	TRAINING-FD	352.61
JAYDEN CASEY	TRAINING-FD	163.03
JEROD LYNCH	TRAINING-FD	288.15
JOAN BURGE	CLEANING SERVICE-P&A	75.00
JOAN BURGE	CLEANING SERVICE-P&A	75.00
JOAN BURGE	CLEANING SERVICE-PD CONSTR	75.00
JORDAN AXTELL	REFEREE-P&REC	60.00
KEITH HUEBNER	TRAINING-FD	91.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-PD	142.07
LIBERTY DOORS, INC	INSTALLATION-PD CONSTR	550.00
LINN CO-OP OIL CO	FUEL-PW	2,067.66
LORI LYNCH	TRAINING-FD	128.91

LUKE MURRAY	TRAINING-FD	272.99
MARK KROB	TRAINING-FD	117.54
MARSHA DEWELL	LABOR LAW POSTERS	440.93
MARSHA DEWELL	FITNESS MEMBERSHIP-ALL DEPTS	100.00
MARTIN GARDNER ARCHITECTURE	CONCEPT PLAN-PD CONSTR	3,750.00
MEDIACOM	PHONE/INTERNET-P&A	281.55
MEDIACOM	PHONE/INTERNET-PD	106.72
MEDIACOM	PHONE/INTERNET-WWTP	206.64
MEDIACOM	PHONE/INTERNET-P&REC	180.60
MEHRDAD ZARIKAR	TRAINING-FD	371.56
MENARDS	SUPPLIES-LBC	12.69
MICHAEL BUSER	TRAINING-FD	106.16
MV BUSINESS CENTER OWNERS ASSOC	PARKING LOT OVERLAY-LOST	14,420.00
NATHAN GOODLOVE	TRAINING-FD	269.19
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	57.90
NEIRL	MEMBERSHIP-P&A	20.00
NICK BOREN	TRAINING-FD	109.95
NOLAN JACKSON	REFEREE-P&REC	60.00
OLD BRICK MANOR	TABLECLOTHS-LBC	60.00
PAYROLL	CLAIMS	72,884.85
PAYROLL	CLAIMS	4,270.28
PITNEY BOWES	POSTAGE METER LEASE-ALL DEPTS	146.61
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	405.16
PRACTICAL SECURITY SYSTEMS	DVR REPAIR,BATTERY BACKUP SYSTEM	1,053.00
PREMIER CARPET CARE	CLEAN,SEAL FLOOR-FD	1,958.53
RAUD KASHEF	REFEREE-P&REC	582.50
ROBERT STUDD	TRAINING-FD	265.40
SEAN BOREN	TRAINING-FD	83.41
SEAN DIETRICH	TRAINING-FD	212.32
SHOEMAKER & HAALAND	SOUTH ALLEY DESIGN CHANGES	8,104.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-SEW	2,420.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,359.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	895.50
STAPLES ADVANTAGE	PAPER,CLIPS-P&A	83.42
STOREY KENWORTHY	TAX FORMS-P&A	25.90
TIM KEEGAN	TRAINING-FD	318.48
TITAN MACHINERY	BLADES-RUT	622.00
TITAN MACHINERY	PUSHER-RUT	576.80
TODD GEHRKE	TRAINING-FD	360.19
TODD WEAVER	TRAINING-FD	458.77
TREASURER STATE OF IOWA	WET TAX	2,570.00
TREASURER STATE OF IOWA	SALES TAX	1,333.00
TRI-CITY ELECTRIC CO OF IOWA	WELLNESS CENTER-LOST III	17,436.30
US BANK	CREDIT CARD PURCHASES	5,661.99
US CELLULAR	CELL PHONE-P&REC,WAT,SEW	170.89
VAN METER INC	SUPPLIES-SEW	1,458.72
VAN METER INC	SUPPLIES-WAT,SEW	318.92
VAN METER INC	SUPPLIES-WAT,SEW	32.09
VEENSTRA & KIMM INC	1ST ST RR BRIDGE REPAIR DESIGN	14,504.50
VEENSTRA & KIMM INC	WWTP FACILITY IMPROVEMENTS	10,951.16
VEENSTRA & KIMM INC	HWY 30 BYPASS COORDINATION	5,915.48
VEENSTRA & KIMM INC	WAGON PASS DEMOLITION	4,351.80
VEENSTRA & KIMM INC	WWTP IMPROVEMENTS	2,056.00
VEENSTRA & KIMM INC	NATURE PARK TRAIL DESIGN	643.54

VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	352.00
VEENSTRA & KIMM INC	BRYANT ROAD IMPROVEMENTS	144.00
WAPSI WASTE SERVICE	GB,RECY-SW	22,110.81
WAPSI WASTE SERVICE	GB-PD CONSTR	434.25
WELTER STORAGE EQUIPMENT CO	FILES-PD CONSTR	709.00
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS	1,289.33
ZATYK HOLUB	REFEREE-P&REC	60.00
TOTAL		281,715.29

COMMUNITY CENTER OPERATIONS	701.06
GENERAL FUND	21,674.24
LOST III COMMUNITY CENTER-CONSTR	49,998.06
LOST III TRAILS	643.54
LOST III UR & STREETScape	22,524.00
PAYROLL	77,155.13
POLICE STATION CONSTR	24,994.69
ROAD USE TAX FUND	37,545.56
SEWER FUND	5,815.91
SOLID WASTE	23,448.37
STORM WATER FUND	84.30
WATER FUND	4,123.27
WWTP UV DISINFECTION	13,007.16
TOTAL	281,715.29

Discussion and Consideration of Pay Application #8 – 2019 Wastewater Treatment Plant Improvements – Council Action as Needed. Pay Application #8 is in the amount of \$61,780.36 and is recommended be paid by V&K Engineering. Motion to approve Pay Application #8 made by Rose, seconded by Herrmann. Motion carries.

Discussion and Consideration of Membership Donation for Mount Vernon HS Football – Lester Buresh Family Community Wellness Center – Council Action as Needed. This Agenda item and the next are requests for one month membership donations from local institutions. Because this could set precedent Council was asked to consider the requests until a formal policy can be considered. Herrmann motioned to approve the two requests for membership donations for one month value to the LBC, seconded by Wieseler. Motion carries.

Discussion and Consideration of Membership Donation for St. John's Church – Lester Buresh Family Community Wellness Center – Council Action as Needed. See the previous Agenda item.

Discussion and Consideration of Fee Reduction for National Resilience Institute – Lester Buresh Family Community Wellness Center – Council Action as Needed. There were not any representatives from the National Resilience Institute present. City Administrator Nobsch explained that the National Resilience Institute will be in Mount Vernon working with both school districts and wanted to rent space for a meeting but did not know very much about them. Council wanted more information and so asked that this be tabled until someone from the Institute could be present.

Discussion and Consideration of Membership Fees – Lester Buresh Family Community Wellness Center – Council Action as Needed. Nobsch explained that a resident has questioned the City's policy of limiting a

family to six members. Motion to approve eliminating the maximum number of children on a family membership plan to the LBC made by Rose, seconded by West. Motion carries.

Discussion and Consideration of Setting a Public Hearing Date for March 3, 2020 to Consider the City of Mt. Vernon Fiscal Year 2020-2021 Proposed Budget – Council Action as Needed. Nosbisch explained that the date should be for March 2, 2020, not March 3, 2020 as listed. Wieseler motioned to approve setting a Public Hearing for March 2, 2020 for the proposed FY21 budget, seconded by West. Motion carries.

Discussion and Consideration of Mt. Vernon Bulk Water Sales Policy – Council Action as Needed. During construction season the PW Department receives several requests for bulk water sales. At this time the City does not have a bulk water rate; water that is used is billed to the company for payment. Staff researched other community practices and is recommending flat rates for future sales. Motion to approve the bulk water sales policy made by Rose, seconded by Wieseler. Motion carries.

Discussion and Consideration of Bond Counsel Engagement Agreement – Council Action as Needed. The bond counsel the City will be using for the LBC \$500,000.00 borrowing will be Ahlers & Cooney. Their fee associated with this bond will not exceed \$5,000.00. Motion to approve the Bond Counsel Engagement Agreement made by Rose, seconded by West. Motion carries.

Discussion Items (No Action)

Possible Budget Discussions. Council reviewed an updated budget worksheet for FY21. Budget discussions continue.

Reports of Mayor/Council/Administrator

Mayor's Report. There was an EMA meeting on 1-21-2020 to review their budget.

Council Reports. Wieseler stated that the Sustainability Committee will meet every other month. The next meeting will be on February 19, 2020 at 6:30 p.m. at City Hall. Herrmann said the Housing Committee will be bringing a request to the City to establish the rehabilitation fund again. West said that the CDG Marketing Committee is researching the weather cam to be placed in Mount Vernon.

City Administrator's Report. The LBC opened Friday, January 31, 2020. Full access to the building will likely occur the following Monday. Lisbon and Mount Vernon will be attending an event hosted by CDG regarding laDOT regulations on Wednesday, 5, 2020 at Gwen's in Lisbon.

Closed Session - Pursuant to Chapter 20, Exempt Session for Employee Relations. Motion to go into Closed Session made by Wieseler, seconded by West the time being 7:20 p.m. Motion carries. Exit Closed Session. Motion to come out of Closed Session made by Rose, seconded by Herrmann the time being 7:51 p.m. Motion carries.

As there was no further business to attend to the meeting adjourned the time being 7:52 p.m., February 4, 2020.

Respectfully submitted,
Sue Ripke
City Clerk

E. Public Hearing

AGENDA ITEM # E – 1 and G - 1

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 18, 2020
AGENDA ITEM:	Public Hearing – Maximum Property Tax Dollars
ACTION:	Motion

SYNOPSIS: The State of Iowa approved additional reporting requirements for Cities for the 2021 fiscal year. If the proposed maximum tax dollars requested increases by 2% or more from one fiscal year to the other, the City must further justify/explain the our reasoning for the increase. The City of Mt. Vernon’s proposed maximum property tax dollars will increase .49% and the tax levy is expected to stay the same at \$12.99 per thousand. It is important to note the “calculated 384.15A Maximum Tax Rate” does not include the emergency levy, capital equipment levy or debt service levy.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: See Resolution #2-18-20

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20

G. Resolutions for Approval

RESOLUTION #2-18-2020A

Approval of FY 2020-2021 Maximum Property Tax Dollars.

WHEREAS, the City Council of the City of Mount Vernon have considered the proposed FY 2020-2021 city maximum property tax dollars for the affected levy total, and

WHEREAS, a notice concerning the proposed city maximum property tax dollars was published as required and posted on city web site and social media accounts if applicable,

WHEREAS, a public hearing concerning the proposed city maximum property tax dollars was held on February 18, 2020,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Mount Vernon that the maximum property tax dollars for the affected tax levies for FY21 shall not exceed the following total:

Total maximum levy for affected property tax levies – 0.49%

The Maximum Property Tax dollars requested in the total maximum levy for affected property tax levies for FY 2020-2021 does not represent an increase of greater than 102% from the Maximum Property Tax dollars requested for FY 2020-2021.

Motion made by _____, seconded by _____ to _____
Resolution #2-18-2020A

Resolution #2-18-2020A _____ On February 18, 2020, by the following roll call vote:

YES:

NO:

ABSTAIN:

ABSENT:

MOUNT VERNON CITY COUNCIL
MOUNT VERNON, IOWA

Jamie Hampton, Mayor

ATTEST:

Sue Ripke
Assistant City Administrator/Clerk

CITY NAME Mount Vernon	NOTICE OF PUBLIC HEARING -PROPOSED PROPERTY TAX LEVY Fiscal Year July 1, 2020 - June 30, 2021	CITY CODE 57-548
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The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 2/18/2020	Meeting Time: 6:30 p.m.	Meeting Location: Mount Vernon City Hall Chambers
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At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the Council will publish notice and hold a hearing on the proposed city budget.

City Web Site (if available): www.cityofmtvernon-ia.gov		City Telephone Number: 319-895-8742		
Iowa Department of Management	Current Year Certified Property Tax 2019/2020	Budget Year Effective Property Tax 2020/2021**	Budget Year Proposed Maximum Property Tax 2020/2021	Annual % CHG
Regular Taxable Valuation	1 141,655,440	144,340,131	144,340,131	
Tax Levies:				
Regular General	2 \$1,147,409	\$1,147,409	\$1,169,155	
Contract for Use of Bridge	3 \$0	\$0		
Opr & Maint Publicly Owned Transit	4 \$0	\$0		
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	5 \$0	\$0		
Opr & Maint of City-Owned Civic Center	6 \$0	\$0		
Planning a Sanitary Disposal Project	7 \$0	\$0		
Liability, Property & Self-Insurance Costs	8 \$150,000	\$150,000	\$75,000	
Support of Local Emer. Mgmt. Commission	9 \$0	\$0		
Emergency	10 \$38,247	\$38,247	\$38,972	
Police & Fire Retirement	11 \$0	\$0		
FICA & IPERS	12 \$154,000	\$154,000	\$145,600	
Other Employee Benefits	13 \$172,000	\$172,000	\$241,060	
*Total 384.15A Maximum Tax Levy	14 \$1,661,656	\$1,661,656	\$1,669,787	0.49%
Calculated 384.15A Maximum Tax Rate	15 \$11.73027	\$11.51209	\$11.56842	

Explanation of significant increases in the budget:

If applicable, the above notice also available online at:
Facebook and Twitter.

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

H. Mayoral Proclamation

100 Year Anniversary of the League of Women Voter's Proclamation

WHEREAS, 100 years ago the League of Women Voters, a non-partisan civic organization, was created just six months before the final passage of the 19th Amendment to the U.S. Constitution granting women the right to vote; and

WHEREAS, the League of Women Voters have worked since 1920 to improve our system of government and assure that eligible women and men are registered to vote; and

WHEREAS, the League of Women Voters of Linn County serve the citizens of Mount Vernon by providing information on candidate issues and by furnishing a non-partisan platform from which all School Board, State, County, Mayor and City Council candidates may be seen and heard; and

WHEREAS, the League of Women Voters of Linn County, including both female and male members, collaborates with other organizations to achieve voter education, increase civic participation, voting, create lasting change in the community and make democracy work.

NOW, THEREFORE, I, Jamie Hampton, Mayor of the City of Mount Vernon, Iowa, on behalf of the City Council, do hereby recognize the 100th Anniversary of the

“League of Women Voter’s”

in the City of Mt. Vernon, and encourage residents to pay tribute and respect to the League of Women Voters for all they do to make our community informed, vibrant and strong.

Jamie Hampton
Mayor of Mt. Vernon, Iowa

Sue Ripke
City Clerk of Mt. Vernon, Iowa

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, FEBRUARY 18, 2020

PAYROLL	CLAIMS	76,580.97
PUSH-PEDAL-PULL	FITNESS EQUIP-LBC	70,988.63
WRH, INC	WWTP IMPROVEMENTS 2019	61,780.36
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	16,256.94
UNITED RENTALS	SCISSOR LIFT-LBC	15,514.99
ASI SIGNAGE	LBC SIGNAGE	6,077.00
CARGILL	SALT-RUT	6,057.28
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	3,857.30
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	3,460.71
LEISURE ZONE	SUPPLIES-LBC	2,339.20
STATE HYGIENIC LAB	TESTING-SEW	2,233.00
ASI SIGNAGE	SIGNAGE-LBC	1,906.74
CARGILL	SALT-RUT	1,766.18
OVERHEAD DOOR	DOOR REPAIR-RUT	1,350.00
GRAYBILL COMMUNICATIONS	END LOADER MOBILE UNIT-RUT	1,126.90
ALLIANT ENERGY	ENERGY USAGE-FD	1,068.77
MENARDS	TOOLS-LBC	1,030.70
SARAH BOOTS	REIMBURSEMENT- SUPPLIES LBC	697.38
IOWA SOLUTIONS	COMPUTER MAINT-PD	558.10
CARQUEST OF LISBON	VEHICLE MAINT-ALL DEPTS	427.84
ROBERT BUSER	TRAINING/MEMBERSHIPS-EMA	420.00
RESTORE-ALL, INC	FINAL CLEANING-LBC	360.00
MENARDS	NEW PD CONSTRUCTION	320.34
IOWA SOLUTIONS	MAINT-PD	270.00
HAWKEYE FIRE & SAFETY	FIRST AID SUPPLIES-ALL DEPTS	264.90
VERIZON CONNECT	INFORMATION SYSTEMS-PW	227.40
HENDERSON PRODUCTS	EQUIP MAINT-RUT	205.98
CARQUEST OF LISBON	WELDING EQUIP-RUT	184.29
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	184.20
ZATYK HOLUB	REFEREE-P&REC	180.00
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	178.89
US CELLULAR	CELL PHONE-PD	165.02
HAWKEYE COMMUNITY COLLEGE	TRAINING-PD	125.00
SPRAYLAND USA	BRINE EQUIP-RUT	124.00
COGRAN SYSTEMS	ONLINE REG FEES-P&REC	118.00
STORM STEEL	CHIPPER SUPPLIES-RUT	109.20
JAKE MASTERS	REFEREE-P&REC	90.00
NOLAN JACKSON	REFEREE-P&REC	90.00
JORDAN AXTELL	REFEREE-P&REC	90.00
MATT SIDERS	MILEAGE-P&REC	75.40
TRYSTIN LASHLEY	REFEREE-P&REC	75.00
RYDER BUNCH	REFEREE-P&REC	75.00
STAPLES	SUPPLIES-P&A	67.00
AIRGAS	CYLINDER RENTAL FEE-PW	64.93
CARQUEST OF LISBON	EQUIP MAINT-RUT	60.01
CENTURY LINK	PHONE CHARGES-PD	56.16
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	46.26
MACHELE PELKEY	SUPPLIES-MVHPC	42.26
ALLIANT ENERGY	ENERGY USAGE-P&REC	26.70
LBC BANKCARD 8076	CREDIT CARD FEES-LBC	17.22
CARQUEST OF LISBON	VEHICLE MAINT-RUT	3.00
TOTAL		279,395.15

OVER.....

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, FEBRUARY 18, 2020

GENERAL FUND	4,848.99
ROAD USE TAX FUND	12,113.58
LOST III COMMUNITY CENTER	117,997.94
WWTP UV DISINFECTION	61,780.36
POLICE STATION CONSTR	3,106.50
WATER FUND	422.04
SEWER FUND	2,470.70
SOLID WASTE	56.85
PAYROLL	76,580.97
COMMUNITY CENTER OPERATIONS	17.22
TOTAL	279,395.15

AGENDA ITEM # J - 2

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 18, 2020
AGENDA ITEM:	Pay Application #14 – The LBC
ACTION:	Motion

SYNOPSIS: Pay application #14 is in the amount of \$91,852.30, leaving approximately \$97,000 of the contract on top of the 5% retainage. We are working with OPN and Garling to finalize the substantial completion paperwork, including an agreement to withhold portions of the retainage until the remaining spring exterior improvements are complete. The punch list items continue to decrease daily, although we have a few substantial items remaining.

BUDGET ITEM: LBC

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Pay Application #14

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20

APPLICATION AND CERTIFICATE FOR PAYMENT
AIA DOCUMENT G702

TO (OWNER): CITY OF MT VERNON 213 FIRST ST NW MT VERNON, IA 52314	PROJECT: Lester Buresh Wellness Center 855 Palsades Dr. SW Mount Vernon, IA 52314
FROM: Jeffrey L Ketels (CONTRACTOR) Garling Construction, Inc. 1120 11th Street Belle Plaine, IA 52208 CONTRACT FOR: General Construction	ARCHITECT: OPN ARCHITECTS 200 5TH AVE SE 201 CEDAR RAPIDS, IA 52401
APPLICATION NO: 14 INVOICE NO: 001103 PROJECT NO: 54086 ARCHITECT PROJECT NO: OWNER PO NO: 54086	CONTRACT DATE: FROM: 1/1/2020 TO: 1/30/2020

CONTRACTOR'S APPLICATION FOR PAYMENT

Change Orders approved in previous months by Owner	APPROVED	DEDUCTIONS
Total	\$139,646.00	(\$9,885.00)
Approved this Month		
Number	Date Approved	
TOTALS		
Net change by Change Orders		\$129,761.00

The undersigned contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **GARLING CONSTRUCTION, INC.**
 BY: *Tony R* DATE: **2-3-20**

Application is made for Payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$7,059,000.00
2. Net change by Change Orders \$129,761.00
3. CONTRACT SUM TO DATE (Line 1 + - 2) \$7,188,761.00
4. TOTAL COMPLETED & STORED TO DATE \$7,091,890.00
 (Column I on G703)
5. RETAINAGE:
 - a. 5.00% of Completed Work \$354,594.53
 (Column F + G on G703)
 - b. 5.00% of Stored Material
 (Column H on G703)
 Total Retainage (Line 5a + 5b or Total in Column L of G703) \$354,594.53
6. TOTAL EARNED LESS RETAINAGE \$6,737,295.47
 (Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
 (Line 6 from prior Certificate).....

8. CURRENT PAYMENT DUE \$6,645,443.17
 (Line 6 from prior Certificate).....
9. BALANCE TO FINISH, PLUS RETAINAGE \$91,852.30
 (Line 3 less Line 6)..... \$451,465.53

State of: IA
 Subscribed and sworn to before me this 3rd day of February 2020
 Notary Public: *Amber Miller*
 My Commission Expires: 3-6-20



AMOUNT CERTIFIED \$ 91,852.30
 Ninety One Thousand Eight Hundred Fifty Two Dollars and Thirty Cents

ARCHITECT: _____ (Attach explanation if amount certified differs from the amount applied for.)
 By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

ARCHITECTS CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest doll:
 Use Column L on Contracts where variable retainage for lin

CONTRACT DATE: 01/01/2020
 FROM: 01/30/2020
 TO:

APPLICATION NO: 14
 INVOICE NO: 001103
 PROJECT NO: 54086
 ARCHITECT PROJECT NO:

PAGE 2 of 8

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH			TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	BALANCE	RETAINAGE
1	General Requirements												
2	Bond	010009	32,875.00	100%	32,875.00	100%			32,875.00	100%	1,643.75		
3	Permit	010001	31,000.00	100%	31,000.00	100%			31,000.00	100%	1,550.00		
4	Temp Site clean up		12,500.00	100%	12,500.00	100%			12,500.00	100%	625.00		
5	Temp heat/humidity control		85,000.00	100%	85,000.00	100%			85,000.00	100%	4,250.00		
6	Dunnaster and clean up		28,000.00	100%	28,000.00	100%			28,000.00	100%	1,400.00		
7	Equipment rental		36,000.00	100%	36,000.00	100%			36,000.00	100%	1,800.00		
8	Mobilization		2,000.00	100%	2,000.00	100%			2,000.00	100%	100.00		
9	Site sign		1,000.00	100%	1,000.00	100%			1,000.00	100%	50.00		
10	Electronic Submittal		6,500.00	100%	6,500.00	100%			6,500.00	100%	325.00		
11	Utilities		1,520.00	100%	1,520.00	100%			1,520.00	100%	76.00		
12	Admin, Sup, PM	010050	200,699.00	100%	200,699.00	100%			200,699.00	100%	10,034.98		
13	Layout and Staking	020050	19,250.00	100%	19,250.00	100%			19,250.00	100%	962.50		
14	Site Fence/Concrete Washout	020087	9,900.00	100%	9,900.00	100%			9,900.00	100%	495.00		
15	Site Furnishings	020074	17,109.00	80%	13,687.20	80%	3,421.80		17,109.00	100%	855.45		
16	Trash Enclosure/Fence		51,635.00	80%	41,308.00	80%	10,327.00		51,635.00	100%	2,581.75		
17	Earthwork Site Utilities	020052	138,788.00	95%	131,848.60	95%	6,939.40		138,788.00	100%	6,939.41		
18	Grading Labor		42,958.00	95%	40,810.10	95%	2,147.90		42,958.00	100%	2,147.91		
19	Sanitary Materials		68,500.00	95%	65,075.00	95%	3,425.00		68,500.00	100%	3,425.00		
20	Sanitary Labor		14,036.00	100%	14,036.00	100%			14,036.00	100%	701.80		
21	Sanitary Equipment		11,350.00	100%	11,350.00	100%			11,350.00	100%	567.50		
22	Water Material		8,463.00	100%	8,463.00	100%			8,463.00	100%	423.15		
23	Water Labor		22,688.00	100%	22,688.00	100%			22,688.00	100%	1,134.40		
24	Water Equipment		8,350.00	100%	8,350.00	100%			8,350.00	100%	417.50		
25	Storm Materials		12,960.00	100%	12,960.00	100%			12,960.00	100%	648.00		
26	Storm Labor		35,370.00	100%	35,370.00	100%			35,370.00	100%	1,768.51		
27	Storm Equipment		11,509.00	100%	11,509.00	100%			11,509.00	100%	575.45		
28	Storm Material		14,605.00	100%	14,605.00	100%			14,605.00	100%	730.25		
29	Storm Labor		8,124.00	100%	8,124.00	100%			8,124.00	100%	406.20		
30	Footing Equipment		9,423.00	100%	9,423.00	100%			9,423.00	100%	471.15		
31	PAGE TOTALS		\$942,112.00	97%	\$915,850.90	97%	\$26,261.10		\$942,112.00	100%	\$47,105.66		
32	CHANGE ORDERS		\$7,059,000.00	97%	\$6,855,557.35	97%	\$106,571.65		\$7,059,000.00	99%	\$348,106.48		
33	GRAND TOTALS		\$7,189,761.00	97%	\$6,995,203.35	97%	\$96,686.65		\$7,189,761.00	99%	\$354,594.53		

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest doll:
 Use Column L on Contracts where variable retainage for lin

CONTRACT DATE: 01/01/2020
 FROM: 01/30/2020
 TO:

APPLICATION NO: 14
 INVOICE NO: 001103
 PROJECT NO: 54086
 ARCHITECT PROJECT NO:

PAGE 3 of 8

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH			TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	BALANCE	RETAINAGE
36	Concrete Pavers	020113	23,358.00	65%	15,182.70	8,175.30		23,358.00	100%	1,350.00	1,67.91		
37	Pavement markings	020090	2,700.00	50%	1,350.00			1,350.00	50%	63,464.00	67.50		
38	Plantings	020063	63,464.00							22,057.00			
39	Seeding												
40	Concrete												
41	Cast In Place Concrete												
42	Material	030150	96,210.00	100%	96,210.00			96,210.00	100%	4,810.50			
43	Labor		140,000.00	100%	140,000.00			140,000.00	100%	7,000.00			
44	Equipment		18,000.00	100%	18,000.00			18,000.00	100%	900.00			
45	Textured Concrete Coating		10,000.00							10,000.00			
46	Concrete Paving												
47	Material		67,000.00	100%	67,000.00			67,000.00	100%	3,350.00			
48	Labor		113,000.00	100%	113,000.00			113,000.00	100%	5,650.00			
49	Equipment		14,850.00	100%	14,850.00			14,850.00	100%	742.50			
50	Concrete Floor Finishes		12,850.00	100%	12,850.00			12,850.00	100%	642.50			
51	Precast Concrete												
52	Wall Panels		319,150.00	100%	319,150.00			319,150.00	100%	15,957.51			
53	Hollow Core Deck		171,850.00	100%	171,850.00			171,850.00	100%	8,592.50			
54	Masonry												
55	Masonry												
56	Material Block	040325	130,000.00	100%	130,000.00			130,000.00	100%	6,500.00			
57	Material Brck		75,000.00	100%	75,000.00			75,000.00	100%	3,750.00			
58	Labor		285,000.00	100%	285,000.00			285,000.00	100%	14,250.00			
59	Equipment		36,839.00	100%	36,839.00			36,839.00	100%	1,841.95			
60	Metals												
61	Structural Steel Materials	050353	448,274.00	100%	448,274.00			448,274.00	100%	22,413.70			
62	Metal Hand Rails		87,000.00	95%	82,650.00	4,350.00		87,000.00	100%	4,350.00			
63	Structural Steel and Precast Erect.	050350	287,854.00	100%	287,854.00			287,854.00	100%	14,392.70			
64	Carpentry												
65	Rough Carpentry												
66	Material	060400	24,217.00	100%	24,217.00			24,217.00	100%	1,210.85			
67	Labor		35,000.00	100%	35,000.00			35,000.00	100%	1,750.00			
68	Equipment		3,500.00	100%	3,500.00			3,500.00	100%	175.00			
69	Wood Casework												
70	Material	060408	32,350.00	100%	32,350.00			32,350.00	100%	1,617.50			
PAGE TOTALS			\$2,519,523.00	96%	\$2,410,126.70	\$12,525.30	0%	\$2,422,652.00	96%	\$96,871.00	\$121,132.62		
REGULAR ITEM TOTALS			\$7,059,000.00	97%	\$6,855,557.35	\$106,571.65	2%	\$6,962,129.00	99%	\$96,871.00	\$348,106.48		
CHANGE ORDERS			\$129,761.00	108%	\$139,646.00	(\$9,885.00)	-8%	\$129,761.00	100%	\$96,871.00	\$6,498.05		
GRAND TOTALS			\$7,189,761.00	97%	\$6,995,203.35	\$96,586.65	1%	\$7,091,890.00	99%	\$96,871.00	\$354,594.53		

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing CONTRACT DATE: 01/01/2020 FROM: 01/30/2020 TO: 01/30/2020 ARCHITECT PROJECT NO: 54086

Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar.

Use Column L on Contracts where variable retainage for lin

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH			TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	BALANCE	RETAINAGE
71	Labor		32,130.00	100%	32,130.00	100%	375.00		32,130.00	100%		1,606.50	
72	Countertops		7,500.00	95%	7,125.00	95%			7,500.00	100%		375.00	
73	Thermal Moisture & Protection												
74	Water Proofing	070476	40,000.00	96%	38,422.80	96%	1,577.20		40,000.00	100%		2,000.00	
75	Thermal Insulation	070478	42,236.00	95%	40,124.20	95%	2,111.80		42,236.00	100%		2,111.80	
76	Membrane Roofing												
77	Material	070480	206,864.00	95%	196,520.80	95%	10,343.20		206,864.00	100%		10,343.20	
78	Labor		100,246.00	95%	95,233.70	95%	5,012.30		100,246.00	100%		5,012.31	
79	Equipment		20,000.00	100%	20,000.00	100%			20,000.00	100%		1,000.00	
80	Caulking & Firestopping		37,250.00	100%	37,250.00	100%			37,250.00	100%		1,862.49	
81	Doors & Windows												
82	Metel Frames & Wood Doors												
83	Hollow Metal Frames	080502	17,144.00	100%	17,144.00	100%			17,144.00	100%		857.20	
84	Doors		20,000.00	100%	20,000.00	100%			20,000.00	100%		1,000.00	
85	Hardware		37,800.00	100%	37,800.00	100%			37,800.00	100%		1,890.00	
86	Labor		15,000.00	100%	15,000.00	100%			15,000.00	100%		750.00	
87	Aluminum Glazing Panels												
88	Material	080500	215,000.00	95%	204,250.00	95%	10,750.00		215,000.00	100%		10,750.00	
89	Labor		211,000.00	95%	200,450.00	95%	10,550.00		211,000.00	100%		10,550.00	
90	Equipment		16,000.00	95%	15,200.00	95%	800.00		16,000.00	100%		800.00	
91	Skylights	080506	96,870.00	100%	96,870.00	100%			96,870.00	100%		4,843.51	
92	Colling Door		2,200.00	100%	2,200.00	100%			2,200.00	100%		110.00	
93	Finishes												
94	Light Gage Steel Stud Framing	090552	48,975.00	100%	48,975.00	100%			48,975.00	100%		2,448.75	
95	Gypsum Wallboard	090550	19,300.00	100%	19,300.00	100%			19,300.00	100%		965.00	
96	Tiling												
97	Material	090575	18,000.00	100%	18,000.00	100%			18,000.00	100%		900.00	
98	Labor		23,927.00	100%	23,927.00	100%			23,927.00	100%		1,196.35	
99	ACT												
100	Material	090564	16,000.00	100%	16,000.00	100%			16,000.00	100%		800.00	
101	Labor		45,065.00	100%	45,065.00	100%			45,065.00	100%		2,253.25	
102	Sound Panels		19,000.00	100%	19,000.00	100%			19,000.00	100%		950.00	
103	Studle Hardwood Floor	090560	12,240.00	100%	12,240.00	100%			12,240.00	100%		612.00	
104	Wood Athletic Floor												
105	Material	090563	22,500.00	100%	22,500.00	100%			22,500.00	100%		1,125.00	
PAGE TOTALS			\$1,342,247.00	97%	\$1,300,727.50	97%	\$41,519.50		\$1,342,247.00	100%		\$67,112.36	
CHANGE ORDERS			\$7,059,000.00	97%	\$6,855,557.35	97%	\$106,571.65		\$6,962,129.00	99%		\$348,106.48	
GRAND TOTALS			\$7,189,761.00	108%	\$6,995,646.00	108%	(\$19,885.00)		\$7,091,890.00	100%		\$6,488.05	
				97%	\$6,995,203.35	97%	\$96,686.65		\$7,091,890.00	99%		\$354,594.53	

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest doll.
 Use Column L on Contracts where variable retainage for lfm

CONTRACT DATE: 01/01/2020
 FROM: 01/30/2020
 TO:

APPLICATION NO: 14
 INVOICE NO: 001103
 PROJECT NO: 54086
 ARCHITECT PROJECT NO:

PAGE 5 of 8

A	B	C	D	E	F	G	H	I	J	K	L	M
ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE	PREVIOUS APPLICATION	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	TOTAL COMPLETE AND STORED TO DATE	PERCENT COMPLETE	BALANCE	RETAINAGE
106	Labor		59,920.00	59,920.00	100%				59,920.00	100%		2,956.00
107	Resilient Floor, Carpet, Turf	090561	25,654.00	25,654.00	100%				25,654.00	100%		1,282.70
108	FRP	090567	524.00	524.00	100%				524.00	100%		26.20
109	Painting											
110	Material		28,000.00	28,000.00	100%				28,000.00	100%		1,400.00
111	Labor		71,800.00	68,210.00	95%	3,590.00		5%	71,800.00	100%		3,590.00
112	Equipment		4,000.00	4,000.00	100%				4,000.00	100%		200.00
113	Specialties											
114	Specialties Materials		34,200.00	34,200.00	100%				34,200.00	100%		1,710.00
115	Labor		9,797.00	9,797.00	100%				9,797.00	100%		489.85
116	Equipment											
117	Gym Equipment Material		45,000.00	45,000.00	100%				45,000.00	100%		2,250.00
118	Gym Equipment Labor		47,700.00	47,700.00	100%				47,700.00	100%		2,385.00
119	Finishes											
120	Blinds Material		18,120.00	18,120.00	100%	20,000.00		100%	18,120.00	100%		906.00
121	Blinds Labor		20,000.00						20,000.00	100%		1,000.00
122	Special Construction											
123	Climbing Wall Material		55,000.00	55,000.00	100%				55,000.00	100%		2,750.00
124	Climbing Wall Labor		37,405.00	37,405.00	100%				37,405.00	100%		1,870.24
125	Elevators											
126	Passenger Elevator Material		38,000.00	38,000.00	100%				38,000.00	100%		1,900.00
127	Passenger Elevator Labor		45,990.00	45,990.00	100%				45,990.00	100%		2,299.51
128	Mechanical											
129	Plumbing and Piping		53,988.00	53,988.00	100%				53,988.00	100%		2,699.40
130	Labor		100,265.00	100,265.00	100%				100,265.00	100%		5,013.25
131	Plumbing Fixtures		38,000.00	38,000.00	100%				38,000.00	100%		1,900.00
132	Labor		29,650.00	29,650.00	100%				29,650.00	100%		1,482.50
133	HVAC Piping		41,300.00	41,300.00	100%				41,300.00	100%		2,065.00
134	HVAC Equipment		34,000.00	34,000.00	100%				34,000.00	100%		1,700.00
135	Labor		37,500.00	37,500.00	100%				37,500.00	100%		1,875.00
136	Geo Thermal Well Field		50,000.00	50,000.00	100%				50,000.00	100%		2,500.00
137	Labor		37,000.00	37,000.00	100%				37,000.00	100%		1,850.00
138	HVAC Sheetmetal		290,850.00	290,850.00	100%				290,850.00	100%		14,542.49
139	Labor		184,000.00	184,000.00	100%				184,000.00	100%		9,200.00
140	Insulation		45,600.00	45,600.00	100%				45,600.00	100%		2,280.00
PAGE TOTALS			\$1,483,263.00	\$1,459,673.00	98%	\$23,590.00		2%	\$1,483,263.00	100%		\$74,163.14
REGULAR ITEM TOTALS			\$7,059,000.00	\$6,855,557.35	97%	\$106,571.65		2%	\$6,962,129.00	99%		\$348,106.48
CHANGE ORDERS			\$129,761.00	\$139,646.00	108%	(\$9,885.00)		-8%	\$129,761.00	100%		\$6,488.05
GRAND TOTALS			\$7,188,761.00	\$6,995,203.35	97%	\$96,686.65		1%	\$7,091,890.00	99%		\$354,594.53

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column L on Contracts where variable retainage for lin.

CONTRACT DATE: 01/01/2020 FROM: 01/30/2020 TO: 01/30/2020

APPLICATION NO: 14 INVOICE NO: 001103
 PROJECT NO: 54086 ARCHITECT PROJECT NO:

PAGE 6 of 8

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH			TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	BALANCE	RETAINAGE
141	Controls		45,800.00	95%	43,510.00	95%	2,290.00		5%	45,800.00	100%		2,290.00
142	Test and Balance		7,715.00	95%	7,329.25	95%	385.75		5%	7,715.00	100%		385.75
143	Mobilization/Permits		24,385.00	100%	24,385.00	100%				24,385.00	100%		1,219.24
144	Sprinkler	150766	59,305.00	100%	59,305.00	100%				59,305.00	100%		2,965.25
145	Electrical												
146	Mobilization	160800	3,000.00	100%	3,000.00	100%				3,000.00	100%		150.00
147	Temporary Power		7,000.00	100%	7,000.00	100%				7,000.00	100%		350.00
148	Trenching Boring & Pole Bases		35,750.00	100%	35,750.00	100%				35,750.00	100%		1,787.50
149	Power Distribution Materials		43,650.00	100%	43,650.00	100%				43,650.00	100%		2,182.50
150	Labor		41,000.00	100%	41,000.00	100%				41,000.00	100%		2,050.00
151	VFD Materials		4,700.00	100%	4,700.00	100%				4,700.00	100%		235.00
152	Branch Circuits Material		38,000.00	100%	38,000.00	100%				38,000.00	100%		1,900.00
153	Labor		54,000.00	100%	54,000.00	100%				54,000.00	100%		2,700.00
154	Lighting Material		100,200.00	100%	100,200.00	100%				100,200.00	100%		5,010.00
155	Labor		85,000.00	100%	85,000.00	100%				85,000.00	100%		4,250.00
156	Telecom Material		20,750.00	100%	20,750.00	100%				20,750.00	100%		1,037.45
157	Labor		35,000.00	100%	35,000.00	100%				35,000.00	100%		1,750.00
158	AV Material/Labor		117,500.00	100%	117,500.00	100%				117,500.00	100%		5,875.00
159	Fire Alarm Material		21,500.00	100%	21,500.00	100%				21,500.00	100%		1,075.00
160	Labor		19,000.00	100%	19,000.00	100%				19,000.00	100%		950.00
161	Equipment		8,600.00	100%	8,600.00	100%				8,600.00	100%		430.00
162													
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175													
PAGE TOTALS			\$771,855.00	100%	\$769,179.25	100%	\$2,675.75		0%	\$771,855.00	100%		\$38,592.70
REGULAR ITEM TOTALS			\$7,059,000.00	97%	\$6,855,557.35	97%	\$106,571.65		2%	\$6,962,129.00	99%		\$348,106.48
CHANGE ORDERS			\$129,761.00	108%	\$139,646.00	108%	(\$9,885.00)		-8%	\$129,761.00	100%		\$6,488.05
GRAND TOTALS			\$7,188,761.00	97%	\$6,995,203.35	97%	\$96,686.65		1%	\$7,091,890.00	99%		\$354,594.53

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulators below, amounts are stated to the nearest dollar.
 Use Column L on Contracts where variable retainerage for line items may apply.

CONTRACT DATE: 01/01/2020
 FROM: 01/30/2020
 TO:

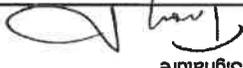
APPLICATION NO:
 INVOICE NO:
 PROJECT NO:
 ARCHITECT PROJECT NO:

ITEM NO	DESCRIPTION OF WORK	CHANGE ORDER NUMBER	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH		TOTAL COMPLETE AND TO DATE		BALANCE TO FINISH	
				AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	COMPLETE	BALANCE
1	CO#01	0001		37,932.00	100%	37,932.00	100%			37,932.00	100%		
2	CO#02	02		7,659.00	100%	7,659.00	100%			7,659.00	100%		
3	CO#03	Change Order 03		18,205.00	100%	18,205.00	100%			18,205.00	100%		
4	CO#04	04		20,167.00	100%	20,167.00	100%			20,167.00	100%		
5	CO#05	05		39,191.00	100%	39,191.00	100%			39,191.00	100%		
6	CO#06	06		16,492.00	100%	16,492.00	100%			16,492.00	100%		
7	CO#07	07		(9,885.00)				(9,885.00)		(9,885.00)			
8													
9													
10													
11													
12													
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29													
30													
31													
32													
33													
34													
35													
PAGE TOTALS				\$129,761.00	108%	\$139,646.00	108%	(9,885.00)		\$129,761.00	100%		\$6,488.05
CHANGE ORDER TOTAL				\$129,761.00	108%	\$139,646.00	108%	(9,885.00)		\$129,761.00	100%		\$6,488.05
REGULAR ITEMS TOTAL				\$7,059,000.00	97%	\$6,855,557.35	97%	\$106,571.65		\$7,059,000.00	99%		\$348,106.48
GRAND TOTALS				\$7,188,761.00	97%	\$6,995,203.35	97%	\$95,686.65		\$7,091,890.00	99%		\$354,594.53

MODIFIED MA G703 - CONTINUATION SHEET FOR G702

PARTIAL WAIVER AND RELEASE OF LIENS AND CLAIMS

In consideration of the payment by CITY OF MT VERNON (the Owner) of \$91,852.30 dollars, the Undersigned waives and releases, in accordance with and subject to the terms of this Partial Waiver and Release of Liens and Claims, "any and all lien rights which it may now have or may subsequently acquire under the laws of the State of or any other state or local government. This waiver and release relates to the Undersigned's work "under its Subcontract or Purchase Order with the Owner on the Project known as Lester Buresh Family Community Wellness Center located in Mount Vernon, IA. This waiver and release extends to any and all rights to claims, including bond claims against the Owners' surety, if any, or to claim a lien on the property and/or contract funds or against the Company, or the General Contractor, for any materials furnished or labor performed by us on the Property pursuant to the above-referenced Subcontract with the Owner on or before January 30, 2020, provided that payment for such materials furnished or labor performed has been made to the Undersigned by the Owner in accordance with our Applications for Payment # 1 - M45, previously submitted to the Owner. In addition, for and in consideration of the amount and sums received, the Undersigned hereby waives, releases and relinquishes any and all claims, rights of causes of action whatsoever arising out of or in the course of the work performed on the above-mentioned Project, Contract or event transpiring prior to the date hereof, excepting the right to receive payment for retainage. This Partial Waiver and Release of Liens and Claims does not waive or release any lien rights or rights to file a claim for any work performed or materials furnished to the Project by us after the date noted above.

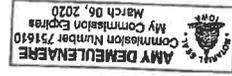
Subcontractor(typed)		Garling Construction, Inc.	
Name(typed)		Troy Pins	
Title(typed)		President	
Signature			
Date(mo.,day,yr)		01/30/2020	

STATE OF IOWA

COUNTY OF BENTON

On this 30 day of January, 2020, before me personally appeared Troy Pins who being by me duly sworn, did depose and say that he is the President and is authorized to execute the above instrument.

(Seal)



Notary Public



AGENDA ITEM # J – 3

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 18, 2020
AGENDA ITEM:	Change Order #53 – The LBC
ACTION:	Motion

SYNOPSIS: Change Order #53 had already been approved in the fall, but we are now working to complete the supporting paperwork. Areas along the retaining wall remained very wet (even with de-watering efforts) throughout the construction process, leading Braun Intertec to recommend coring out of the existing material and backfilling with new.

BUDGET ITEM: LBC

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: COR #53

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20



GARLING
CONSTRUCTION, INC.

General Contractors

1120 11th Street • Belle Plaine, IA 52208 • Phone: (319) 398-3340 319-444-3409 • Fax: (319) 398-3363 319-444-2437

COR #. 0053

Date	Tuesday, January 28, 2020
Project:	Lester Buresh Family Community Wellness Center
Core out 30' x 30' east side and backfill with lime	

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00057	Core out and Backfill	Sub Expense		0.000	1517.800	5.0000	\$1,593.69
00057	2% performance bond	Insurance Expense		0.000			\$31.87

PROPOSAL SUMMARY	
Subcontract Expense	\$1,593.69
Insurance Expense	\$31.87
Net Costs	\$1,625.56

Proposal Total **\$1,625.56**

PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER

Architect: x _____ Date: _____

OPN ARCHITECTS

Owner: x _____ Date: _____

PM: x _____ Date: 1/28/2020

Jeff Ketels, Project Manager

Special Inspection Daily Report

1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314

Activity Date: 09/24/2019

City of: Mt Vernon

Report Number: 39

Technician: Schlesselman, Matthew

Braun Intertec PM: Ben Butler

Weather: sunny 79

Coverage	Frequency	Notes
Soils	Periodic	bottom observation

Architect/engineer authorized changes to approved plans?: **No**

Work Completed Description:

Performed bottom observations for east retaining wall footing in grids A15-J15. Observed contractor removal of previous placement rock below footing grade and water saturation removal. Discussed with Client and Ben Butler/ Tim Wiles (Braun Intertec) with water into footing excavation and acceptable rock compaction and amount needed under footing grade. Observed the Contractor probed at bottom depth of 1ft road stone rock and 3.5ft of river rock below footing grade to assure load compaction for footing and proper saturation removal.

Tests Performed:

N/A

Outstanding discrepancies on this project?: No

Report discussed with and sent to contractor?: No

Attachments

See Wellness center 9-24 bottom ob.pdf in the documents section at the end of this report.

Map

1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314



Area of rock/water removal

Special Inspection Daily Report

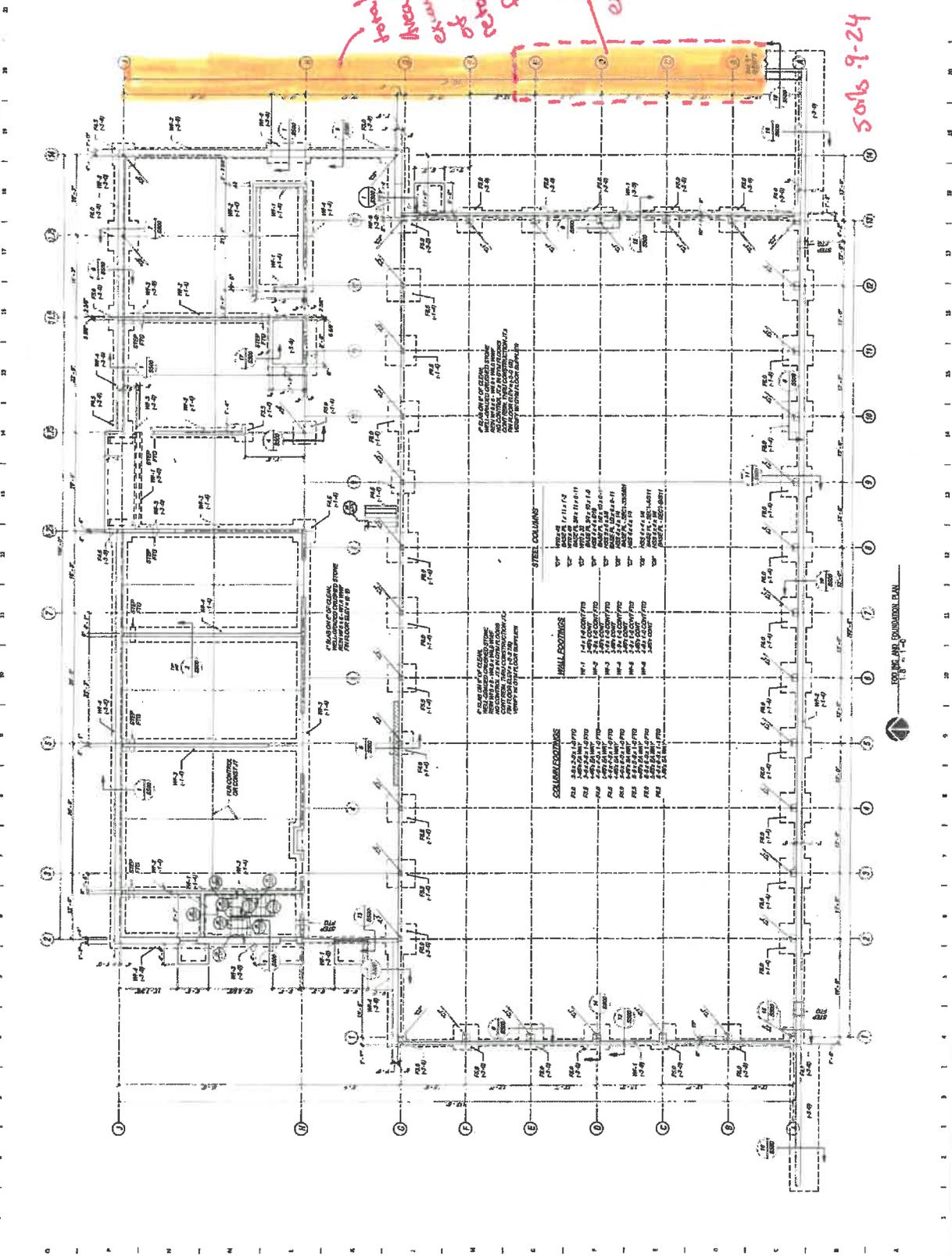
1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314

To the best of our knowledge, work inspected was done in accordance with the approved plans, specifications and applicable workmanship provisions of the current IBC, except as noted above.

Martin Schuchman



Retaining wall
Area of concrete formwork
Area excavated

Soils 9-24

COLUMNS	WALL FOOTINGS	STEEL COLUMNS
101 12x12	101 12x12	101 12x12
102 12x12	102 12x12	102 12x12
103 12x12	103 12x12	103 12x12
104 12x12	104 12x12	104 12x12
105 12x12	105 12x12	105 12x12
106 12x12	106 12x12	106 12x12
107 12x12	107 12x12	107 12x12
108 12x12	108 12x12	108 12x12
109 12x12	109 12x12	109 12x12
110 12x12	110 12x12	110 12x12
111 12x12	111 12x12	111 12x12
112 12x12	112 12x12	112 12x12
113 12x12	113 12x12	113 12x12
114 12x12	114 12x12	114 12x12
115 12x12	115 12x12	115 12x12
116 12x12	116 12x12	116 12x12

SOILS AND FOUNDATION PLAN

Special Inspection Daily Report

1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314

Activity Date: 09/26/2019
Technician: Erlandson, Jarod

City of: Mt. Vernon
Braun Intertec PM: Ben Butler

Report Number: 40
Weather: Clear 70

Coverage	Frequency	Notes
Special Cases	Periodic	<p>Open trench east side of site bedding placement and compaction. Was there for visualization and verification of the placement for the bedding and compaction of the bedding. Images are attached to the end of this report of the trench. Arrived on site when roughly 1/4 of the bedding along the east side of the building was placed. The bedding was then placed continuously along the entire length of the trench at roughly 6"-8" lifts and was measured with a rod utilizing a GPS system. The GPS system was set so that the bedding would be roughly 1" above the bottom the footing.</p> <p>A drainage system was set up to drain the water out of the trench which can be seen in the attachment. It appeared that where the water was standing near the drain was the water table, roughly 2' below the bedding and clay that was set on top. However, as seen in the attachments, there was a large amount of standing water towards the north-east side of the trench. As the skid-steer and other large equipment rolled over the location, it seemed more water drained to that location creating the standing water.</p> <p>A vibrating steel drum was used for the compaction of the material resulting in a displacement average of about 1" except for one location that can be viewed in the attachments. The specific location referenced in the attachment suffered about a 2"-2.5" displacement.</p>

Architect/engineer authorized changes to approved plans?: **No**

Work Completed Description:

Observed bedding placement and compaction for a trench located on the east side of the building structure.

Tests Performed:

Inspection

Outstanding discrepancies on this project?: No

Report discussed with and sent to contractor?: Yes

Attachments

Special Inspection Daily Report

1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

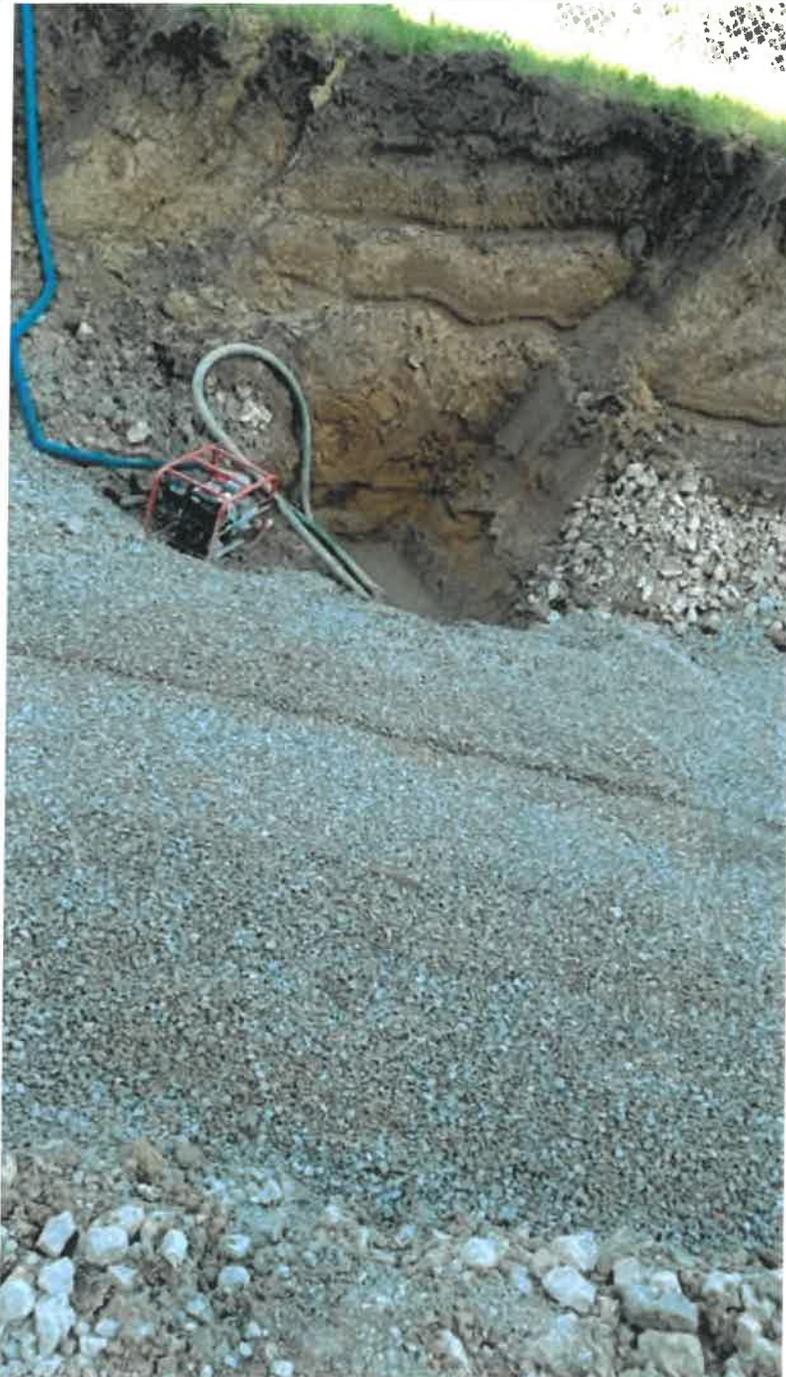
Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314



1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314



Special Inspection Daily Report

1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314



To the best of our knowledge, work inspected was done in accordance with the approved plans, specifications and applicable workmanship provisions of the current IBC, except as noted above.

Special Inspection Daily Report

1901 16th Avenue SW
Suite #2
Cedar Rapids, IA 52404
Phone: 319-365-0961
Fax: 319-365-1306

Client:
City of Mt. Vernon
213 First Street W
Mount Vernon, IA 52314

Project:
B1812364
Lester Buresh Family Community Wellness Center
1051 Palisades Rd SW
Mount Vernon, IA 52314

Activity Date: 10/01/2019
Technician: Willenbring, Michael

City of: Mt. Vernon, IA
Braun Intertec PM: Ben Butler

Report Number: 41
Weather: Cloudy 82

Coverage	Frequency	Notes
Concrete Construction	Periodic	
Soils	Periodic	

Architect/engineer authorized changes to approved plans?: **No**

Work Completed Description:

Rebar observation for retaining wall footing on E side of the building running N/S. Checked bar spacing, lap, clearance and size. Rebar appeared to meet specification.

Soil observation for the same footing. Performed a hand auger boring on the N end of the footing offset west of it. No water was encountered at 2' below TOG. No other borings were able to be performed due to the presence of clean rock.

Tests Performed:

Observation

Outstanding discrepancies on this project?: No

Report discussed with and sent to contractor?: No

To the best of our knowledge, work inspected was done in accordance with the approved plans, specifications and applicable workmanship provisions of the current IBC, except as noted above.



AGENDA ITEM # J - 4

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 18, 2020
AGENDA ITEM:	Change Order #55 – The LBC
ACTION:	Motion

SYNOPSIS: Change order #55 is in the amount of 11,630.84, and has been requested by the City. Gray protective pads cover the steel columns and other protrusions on the 1st floor of the LBC. The second floor columns were left exposed and painted white. Staff is concerned with individuals, especially children, running into and injuring themselves on the exposed steel. There are 32 additional column sections that we would like to cover with the same gray protective pads.

BUDGET ITEM: LBC

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: COR #55

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20



GARLING
CONSTRUCTION, INC.

General Contractors

1120 11th Street • Belle Plaine, IA 52208 • Phone: (319) 398-3340 319-444-3409 • Fax: (319) 398-3363 319-444-2437

COR #. 0055

Date	Wednesday, February 5, 2020
Project:	Lester Buresh Family Community Wellness Center
Per ITC 053 Add (3) Sided column mounted protection pads.	

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00059	Column Pads				8900.000	5.0000	\$9,345.00
00059	Framing Material	Material Expense			406.000	5.0000	\$426.30
00059	Framing Labor	Labor Expense	26.000	54.000	1404.000	5.0000	\$1,473.98
00059	Project Management Labor	Labor Expense	2.000	75.000	150.000	5.0000	\$157.50
00059	2% Performance Bond	Insurance Expense					\$228.06

PROPOSAL SUMMARY

	\$9,345.00
Material Expense	\$426.30
Labor Expense	\$1,631.48
Insurance Expense	\$228.06
Net Costs	\$11,630.84

Proposal Total **\$11,630.84**

✍ PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER ✍

Architect: x _____ Date: _____

OPN ARCHITECTS

Owner: x _____ Date: _____

PM: x _____ Date: 2/5/2020

Jeff Ketels, Project Manager



H2I Group
3120 Capital Way
Cedar Falls, IA 50613

To: John Bodensteiner
Garling Construction

Date: 1/27/2020
Project: Lester Buresh Wellness
Location: Mt. Vernon, IA
Architect: OPN

Per ITC-053

32 each column pads for upper track columns and 2 each Pipe wraps.
Delivered and installed for.....\$8,900

Excludes:

- 1. State Sales & Use Taxes. .
- 2. Wood framing

SEE PAGE for Terms & Conditions

This proposal is based upon usage of the AGC/ASA/ASC "Standard Form Construction Subcontract", 1996 Edition or a subcontract form otherwise acceptable to Haldeman-Homme, Inc.

TERMS: Net 30 Days

ACCEPTED: Company _____
Name _____
Date _____

RESPECTFULLY,
H2I Group, Inc.
By Todd Ellison
319-415-3378
TEllison@H2IGroup.com

Note: This quotation is offered for acceptance within 30 days and is subject to revision beyond that time.



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Website: www.h2igroup.com

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H2I Group
3120 Capital Way
Cedar Falls, IA 50613

H2I Group Inc. Terms and Conditions

General

These terms and conditions are a component part of the attached proposal and constitute the entire agreement between H2I Group Inc. (hereinafter H2I). By signing the proposal, Customer acknowledges that they understand and accept the proposal and the following terms and conditions. All work shall be done in accordance with the attached proposal unless otherwise provided for in writing and signed by H2I. Applicable sales, excise and use taxes are not included unless otherwise stated in the proposal. Tax exempt entities hereby agree to furnish tax exemption certificates when requested on non-taxable materials. Material Only Contracts: Responsibility for the unloading, handling, storage and installation of material transfers to the Customer upon shipment from the factory. Customer is responsible for receiving, unloading and inspecting materials and filing freight claim for any shortage or damage of materials. Delivery and freight charges are not included unless otherwise stated in the proposal.

Site Conditions

A smooth, level and clean sub-floor shall be provided or as required by H2I. Maintain environment at proper temperature (55-80 degrees F.) and humidity (35-50%) before, during and 30 days following installation. Delays due to circumstances beyond the control of H2I shall entitle H2I to an equitable adjustment of time and contract price.

Acceptance

This proposal may be accepted within 30 days subject to credit approval. H2I reserves the right to revoke this offer prior to acceptance by customer. Customer agrees that, by signing, grant authority to credit bureaus to release credit history information for the purpose of establishing credit with H2I and its subsidiaries. H2I and its subsidiaries may, if payment for work performed by H2I will pass thru from a third party require a credit application, joint check agreement with the property owner/end user if the property owner/end user is a separate entity from the Customer, a copy of the Customer's payment bond, and/or a personal guarantee, as a condition of credit approval. Customer agrees that payments received from a third party for services performed by H2I shall be held in trust and first paid to H2I for material and labor costs paid by H2I.

Installation

This proposal assumes unloading and elevator use shall be conducted during normal business hours. This proposal is based on completing the work during normal business hours. Overtime, evening and weekend work is available at additional charge. Customer agrees to provide H2I with sufficient and timely unloading facilities, dock and elevator access as needed at no additional cost to H2I. Customer shall provide temporary, secure storage for materials prior to installation. Customer shall provide adequate electrical power, lighting, water and restroom facilities during installation. Customer shall provide area that is free and clear and prepared for installation.

Engineering

All engineering, proposal drawings, specifications shall represent H2I's investment in engineering skill and development and remain the property of H2I. Such are submitted with the understanding that the information will not be disclosed or used in any way detrimental to H2I's interests.

Changes

Any requests for changes to the scope of work shall be made in writing with signed acceptance by authorized personnel from H2I and Customer.

Liability

H2I shall not be liable for damages in any form or any other claim arising out of strikes, floods, fire, accidents, or any other causes beyond our control. H2I shall not be liable for liquidated, consequential or any other damages or penalties of any kind for delays in completion of work. H2I indemnity obligations to the Customer and owner are limited to the liability created by the gross negligence of Haldeman Homme Holdings, its employees or subcontractors. In the event the terms of this agreement conflicts with the Customer's proposal or purchase order the parties acknowledge and agree the terms of this agreement shall control.

Payment

Payment in full will be due and payable thirty (30) days from invoice date. Customer agrees to pay progress-billing invoices during the course of the project reflecting partial shipment of material and/or partial completion of labor work performed. Where materials are stored or staged temporarily at the job site or in offsite or bonded warehouse, customer shall pay for materials and reasonable storage charges. The failure of the Customer to make payments within contract terms shall entitle H2I, in addition to all other rights, to suspend all work and shipments and shall further entitle H2I to an extension of time of performance of the work. No payments shall be withheld from or penalties assessed against H2I due to causes for which H2I is not responsible.

Customer agrees that, if the billed amount is not paid within terms, a service charge will be charged on the overdue balance at a percentage rate of 1.5% (18% ANNUAL PERCENTAGE RATE) for all accounts. If the customer fails to pay the entire unpaid balance on the account when due H2I may without further notice or demand, exercise all rights and remedies available by law for the collection of the balance due on the account. H2I reserves the option to exercise its lien rights at all times in accordance with applicable law to secure collection of amounts due. Applicant will be liable for all expenses of collection with or without suit, including all court costs and reasonable attorney's fees to the extent under applicable state law. Venue shall be the State District Court of Minnesota.

Disputes

Customer and H2I hereby agree that disputes between the parties which cannot be settled amicably, shall be settled through the State District Court of Minnesota.

Cancellation

An officer of H2I must approve cancellation requests in writing. In order to compensate H2I for its investment in engineering, time, processing and administrative work, approved cancellations shall be subject to cancellation charge of 25% of the contract amount plus the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses incurred by H2I.

Warranty

THE MANUFACTURER EXPRESS WARRANTY IS PROVIDED IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY DISCLAIMED BY H2I.

Insurance

H2I maintains insurance and will provide certificates of insurance if requested on coverage and limits as provided by its insurance policy. No other insurance coverage is provided including waiver of subrogation or additional named insureds.

Codes

Customer, architect and/or contractor shall be responsible for all local, state and federal agency code compliance, permits, fees, design, engineering and testing. H2I does not provide professional liability or pollution insurance for any of these services. Costs for any and all such services are not included in this proposal.

Signature: _____ Name: _____ Date: _____
(Please Print)



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AGENDA ITEM # J - 5

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 18, 2020
AGENDA ITEM:	Architecture Services Proposal
ACTION:	Motion

SYNOPSIS: The Public Works Department has been reviewing architecture firms for the site layout and building design of the future public works site. Staff has reviewed two firms, with MGA coming out as the preferred design consultant. I have attached a memo from PW Director Nissen explaining his analysis of the firms. A design professional will be necessary, as the projected building cost will exceed the State of Iowa bidding threshold.

BUDGET ITEM: RUT Operating

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20

Memo

To: City Administrator

From: Nick Nissen

Date: 2/11/20

Re: Architect Services

Here are a few positives and negatives of each firm in order to help in the decision-making process. Also provided are both proposals from each firm.

MGA

1. Currently working with Doug on the PD.
 - a. From what staff has seen we have been impressed with the value the PD is getting for the services.
2. They work on smaller projects similar to ours for other municipalities.
3. Staff believes they can be given a budget and stick to it, or find a way to make it happen within budget constraints.
 - A. Making this fit in our budget could also be negative as maybe they will remove integral parts we will need moving forward.
 - B. Didn't ask many questions as to what we will need for an overall site plan.
 - a. Seems like they will take V & K's site plan and just run with it whether that is the best plan or not.

Neumann Monson

1. Have done multiple public works projects, on a much larger scale.
2. Asked multiple questions to assist in building a site that would benefit our needs moving forward.
3. Staff spoke with Cedar Rapids Streets Super and they like the design Neumann did for flow of vehicles and work flow **but lacks on storage needs.**
 - A. Will work with outside Architecture firm according to Cedar Rapids.
 - B. Not sure they will meet the needs of our city as our budget constraints are a little tighter than that of the larger cities.

Mount Vernon Public Works Immediate Needs

1. Space Square Footage
 - a. All fleet vehicles and equipment parked indoors
 - i. Combination of Cold and Heated storage
 - b. Shop room to install, work on and service all fleet vehicles
2. Welding Hood, fabricating area
3. Wood working area, doubles as barricade repair, and road sign prep area.

4. Wash Bay
5. Lift for Mechanic
6. Overhead Crane
 - a. Used for installing spreaders, plows, changing blades, general maintenance on equipment
7. Office Space
8. Break Room
9. Needs to be expandable
10. Fueling Station
11. Bulk Materials storage

Future Needs

1. Salt storage
2. Brine Storage

Staff recommends using MGA for our Public Works Site needs. We believe MGA can help facilitate our current and future needs. MGA will be able to provide us an overall site plan, laying out our square footage needs both now and into the future. Once the site plan is complete it is our hope to move to phase two. This would be the development of plans and specs of the cold storage building. The city is currently budgeting for a cold storage building based on estimates we solicited last fall. The public works staff has provided recommendations and ideas of what should be in each building as outlined above. These ideas have come from our various site visits over the past few years.

In looking at the future, it is good to discuss current facility conditions. The following constraints limit public works ability to deal with issues at the current facility:

1. Building layout is a long narrow building with multiple garage doors and bays that are all connected by a single pass through door.
2. The largest bay in the original building not occupying brine operations is 14 feet wide by 34 feet deep, most bays are 12 x 34.
3. The building addition built in 2010 the section where the shop is located is 40 feet wide by 34 feet deep.
 - a. If you plan to work on equipment you need to park a plow truck outside while the work is being performed.
 - b. If you are working on a plow truck you can only walk around one end of the truck with the garage door shut.
 - c. The 2010 addition was built without a floor drain.
4. Brine operations are located inside the building, occupying the old salt storage room this is the largest of the bays in the original building which is 24 x 34.
 - a. Most brine operations are stand alone to prevent corrosion.
5. The breakroom is a 12x34 garage bay.
 - a. The office space is a 7 by 7 area within that breakroom.
 - i. Public Works employees are spread out between two locations accommodate office space needs.
 - b. Also located in the breakroom is a 4 by 5 single stall restroom.
6. No wash bay is present at our current location.

- a. All vehicle and equipment washing are performed outside.
- b. Temperatures dictate when we can wash equipment most winters
- c. All training on equipment care recommends cleaning trucks immediately following snow removal operations.

It is definitely not the most ideal work environment. The Public Works crew has outgrown its current 6000 square foot location. The first step was made last year in the purchase and development of 8.5 acres on Bryant Road. The next step is hopefully moving forward with MGA and the services they can provide.



January 27, 2020

Nick Nissen
Public Works Director
Mount Vernon Public Works
1040 2nd Ave NW
Mount Vernon, IA 52314

Re: New Public Works Building

Dear Nick,

It was good to meet with you last Wednesday and discuss your new project. I hope I was able to provide some useful information that you can use approaching project. Based on our discussions, it sounds like you are not completely sure what is the best approach to begin moving to the new site. As we discussed, you initially anticipated constructing a warm storage building for storage of materials and possibly vehicle storage, but depending on multiple factors, it may be prudent to start with the construction of the shop building.

Project Scope:

I propose that we provide a two-phase project scope of services. Phase One scope is to review the existing Veenstra & Kimm preliminary site and building programming to take a closer look at your current and projected equipment to determine what is needed for building and site storage. My understanding is that the current preliminary building program is based on square footage of potential fire areas. As a part of this review, we will also look at site layout to determine what other options may be prudent to explore. The conclusion of this phase of work will provide you with the information to determine what the next steps should be. A preliminary square building cost will be included at the conclusion of this phase for comparison of building the warm storage building or starting with a shop building.

Phase Two of the scope assumes that we develop an 8,000 square foot warm storage building into a set of construction documents for bidding and construction. Building construction is anticipated to be a post and frame structure. You mentioned that a mezzanine in a portion of the building is desired. We will design this as part of this project and utilize an alternate during the bidding process to determine if it is constructed initially, or self-performed later. We are also assuming that the building will only be used for equipment and supply storage. Certain accommodations will be included in the design to maximize the building's potential future use. These accommodations would be an electrical panel for future electrical loading, a toilet and floor drain pits.



Professional Services Proposal:

For the project as described above, I am propose the following breakdown of services.

Phase One Services:

- Review existing Veenstra & Kimm site layout and building size programming.
- Determine the actual need and anticipated need for storage and shop areas based on existing and projected equipment needs.
- Optional site layout configuration for your review based on current and future needs.
- Preliminary square footage costs for anticipated shop building and storage building.

Phase Two Services:

- Development of an 8,000 square foot warm storage building including floor plans, structural plans, exterior elevations, sections, details, and specifications.
- Mechanical, electrical, and plumbing design for the building. This does not include design for vehicle storage as that requires CO2 detection and exhaust ventilation systems. Accommodations will be taken into the design for its future development.
- Project bidding. This includes development of advertisement for bids, questions during the bidding process, addendums, conducting the pre-bid and bid opening meetings, and bid review.
- Construction administration. This includes construction contract development, attend monthly meetings, review partial pay requests, review shop drawings, questions and clarifications of the drawings during construction, and perform a substantial completion punch list and final inspection meeting.

Compensation:

I propose that we provide Phase One services for the sum amount of \$5,000.00. This would be billed as this phase of work progresses. For the second phase of work, I propose a range of \$25,000.00 - \$35,000.00 depending on the final programming of the building and associated engineering fees. The final phase two fee will be determined prior to the start of the building design.

If you have any questions, please do not hesitate to give me a call. Again, thank you for this opportunity. I look forward to hearing from you soon.

Sincerely,

Mike Tucker, Senior Project Manager
MARTIN GARDNER ARCHITECTURE, P.C.
Strawberry Point Office

PUBLIC WORKS, PHASE 1 IOWA CITY, IOWA



The City of Iowa City's Public Works (ICPW) consists of a seven functional groups or departments that are located on numerous sites to house various departmental functions and equipment. ICPW expressed a desire to consolidate operations to one centralized site, allowing existing sites to be sold and eliminating the need to lease or rent other sites. A city-owned site on the south side, which currently maintains some ICPW functions, was studied and master planned.

The first phase of master plan implementation is the \$11.4M, LEED Silver project which represents the first step in consolidating Iowa City Public Works operations. It follows a 14-acre master plan Neumann Monson developed with City officials and the HDR | MDG.

The predominately concrete structure houses the Streets and Water Departments along with their associated vehicles and equipment. Program includes shop space, large-scale storage, mezzanine storage with elevator and forklift access, a fire training tower, fire pump truck training, police and fire storage, and vehicle/equipment wash bays. The 35,000sf office component will be completed in Phase 2.

Translucent polycarbonate panels mitigate energy consumption, create a better interior work environment, and respond to planning department requirements. On the highly visible Gilbert Street façade, windows modulate the structure's scale and provide nighttime lighting.

Site improvements include paved storage, security fencing, automated gates, lighting enhancements, and covered storage.



CITY OF IOWA CITY
MASTER PLAN COMPLETION 2016
PHASE I COMPLETION 2020

Client Reference

Ron Knoche, Public Works Director
319-356-5138

Project Team

Principal-In-Charge: Dave Zahradnik
Project Manager: Jesse Bulman
Programming Consultant: HDR | MDG

Building Type

New Construction

Size

100,000 SF

Full Master Plan Facility Size

PW Vehicular Storage Building: 120,000 sf
Bus Storage Building: 50,000 sf
Maintenance Building: 45,000 sf

Estimated Full Master Plan Construction Cost

\$40,312,627

CITY SERVICES CENTER CEDAR RAPIDS, IOWA



Due to damage sustained during the 2008 floods, Cedar Rapids hired Neumann Monson to assist in the assessment and replacement of their Public Works Facility.

Due to approximately \$19 million in FEMA funding and \$5 million in I-Jobs, \$24 million was available for the replacement of the existing facility. Through extensive programming studies outlining pre-flood operational deficiencies, the City opted to build a new facility to replace the existing one, which was formerly a manufacturing plant.

The building consolidates 14 city departments previously dispersed throughout the city into a highly collaborative and operationally efficient environment. Energy efficiencies were also incorporated into this new facility, with the payback on investment projected to be 1.8 years. Through sustainable design efforts the client was able to realize \$450,000 in utility rebates. Neumann Monson was instrumental in guiding the city of Cedar Rapids through this process.

Features:

- 72,000sf of offices for City Departments
- Indoor Storage for 206 Small Vehicles & 195 Large Vehicles
- Full Service Maintenance
- Vehicle Wash Bay
- Fleet Offices and Locker Facility
- Carpentry and Sign Shop
- Warm and Cold Storage
- Salt Storage
- Fuel Island

CITY OF CEDAR RAPIDS
COMPLETION 2015
344,414 SF

Project Team
Principal-In-Charge: Dave Zahradnik
Project Manager: Jesse Bulman

Building Type
New Construction

Construction Cost
\$28,500,000

LEED Silver

DES MOINES MUNICIPAL SERVICES CENTER DES MOINES, IOWA



Following an extensive master plan study, Phase 1 of this project has been completed.

This municipality operated its field services from several older and outdated facilities scattered around the city. These services include the Departments of Public Works and Parks and Recreation, plus other services such as Engineering, Fleet, Traffic and Transportation, Housing Services maintenance, satellite maintenance facilities, and other service uses. In order to develop interdepartmental teams and cooperation, and to realize organizational efficiencies (cost savings estimated at nearly \$2M/year and \$3M one time), these services have been consolidated and centrally located into a single campus location. This Phase 1 project contains 113,000 GSF. Ultimately, 397,000 GSF will be required to consolidate the various city departments into one facility.

Organizationally, the building contains essentially two components: 28,000sf of administrative offices and 85,000 sf of operational facilities. The final solution adopted two strategies which formed the basis of the final layout. First, the lab and storage spaces were organized into 'saddlebags' flanking the large central vehicle storage bay. The represented an evolution in the layout of typical municipal facilities. Secondly, the administrative 'bar' was pulled away from the operational components and connected with two 'bridges'. This allowed light to penetrate into the center of the facility where otherwise there would typically be no outside access; a criteria that was very important to the client. A glass enclosed courtyard has thus been created as an amenity for the occupants of the building.

All materials used on the interior and exterior were chosen for both economy and durability. Nearly all materials utilized are self-finishing requiring little to no maintenance.

CITY OF DES MOINES
COMPLETION 2014
113,000 SF

Project Team

Principal-In-Charge (MP): Dave Zahradnik
Project Manager: Brian Warthen

Building Type

Master Plan
New Construction

Construction Cost

\$15,167,497

LEED Silver

City of Mount Vernon Public Works Facility

20.005

OUTLINE PROPOSAL OF PROFESSIONAL SERVICES:

Pre-Design Services

Data Collection / Programming (hourly rate estimated at \$3,000-\$5,000)

- Preparation
- Analysis of owner provided equipment data
- Interviews
- Site information gathering
- Code research
- Analysis/Report

Benchmark Tours (hourly rate estimated at 1/2 to 1 day - \$2,000-\$4,000)

- Preparation
- Site Visits of selected PW facilities
- Analysis/Report

Master Planning

Site Analysis/ Master Planning (hourly rate estimated at \$4,000-\$14,000)

- Identify intended future site used to be accommodated
- Analysis of required site maneuverability
- Analysis of current and intended site storage
- Develop/review proposed site master plan options (up to 3)
- Analysis/Report w/ rendered site plan

Option A

Preparation of Bidding Documents for PEMB (hourly rate estimated at \$6,000-\$18,000)

- Based on identified maximum construction cost - develop outline specifications for owner to use to solicit bids for a PEMB (Pre-Engineered Metal Building)

Option B

Provide professional design services including Architectural, Civil, MEP & Structural engineering (hourly rate estimated at \$35,000-\$50,000)

- Provide basic services as out lined in AIA A-B101 -2017
- Develop full set of bidding and construction documents
- Assist in bidding procedures
- Provide contract administrative services during construction
- Provide close-out / substantial completion documentation
- Warranty inspection

Reimbursable expenses for mileage and printing (estimated at \$2,000 as needed)

AGENDA ITEM # J - 6

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 18, 2020

AGENDA ITEM: Signage Task Force

ACTION: Motion

SYNOPSIS: At the conclusion of the CDG signage meeting last week, Councilpersons West and Herrmann suggested the City create a signage taskforce. This taskforce could make recommendations on wayfinding signage, entrance signage and any possible joint ventures with the City of Lisbon.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20

AGENDA ITEM # J - 7

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	February 18, 2020
AGENDA ITEM:	Set Public Hearing Date – Alley Vacation and Purchase
ACTION:	Motion

SYNOPSIS: This is the time to set a public hearing for March 2, 2020 for the vacation of an east-west alley right of way adjacent to 709 and 713 1st St NW. The alley currently serves as the driveway for the business located at 713 1st St. NW.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20

K. Reports-Received/File



JANUARY 2020
POLICE REPORT

Vehicle Collisions

There were 5 reported collisions in January. The first collision occurred in the 1700 block of Palisades Rd SW when a vehicle was travelling eastbound on Palisades Rd and lost control of her vehicle and left the roadway, coming to rest in the creek. The driver was transported by ambulance for minor injuries. The driver was determined to be intoxicated at the time of this collision. Damage was estimated at \$500.00. The second collision occurred in the 100 block of 2nd Ave NW when a City snowplow slid on ice and collided with a parked vehicle. Damage was estimated at \$2000 and no injuries were reported. The third collision occurred at Business 30 & 10th Ave SW. This collision occurred when travelling westbound on Business 30 attempted to turn right onto 10th Ave SW. The vehicle lost traction due to the roads being ice covered and was unable to maneuver the curve, sliding across the traffic circle and colliding with a retaining wall. Damage was estimated at \$1,000 and no injuries were reported. The fourth collision occurred on the off ramp of Hwy 30 EB to Hwy 1. This collision occurred when traffic was stopped on the off ramp for the traffic signal and a vehicle failed to stop assured clear distance and collided with a vehicle that was stopped in traffic, resulting in a vehicle behind the striking vehicle to collide with their vehicle. Damage was estimated at \$17,000 and minor injuries were reported. The fifth collision occurred at Business 30 and Hwy 1 when a vehicle travelling eastbound on Business 30 failed to yield to a vehicle that was travelling southbound on Hwy 1 and in the traffic circle. Damage was estimated at \$4,000 and no injuries were reported.

Incidents/Arrest

There were 18 reported incidents in January. Reporting included: Theft, animal issue, criminal mischief (x2), vehicle tow-storage, juvenile committal (x2), fraud, OWI, emergency committal, Assault (x3), Dog bite, harassment, agency assist, found drugs, and domestic disturbance info.

During January, Mount Vernon officers charged 3 juveniles for assault causing bodily injury, charged 1 juvenile for criminal mischief, arrested 1 adult for driving while barred, and arrested 1 adult for assault-domestic abuse.

K-9 Report

There was no K9 activity for January. Officer Moel was on vacation for 2 weeks.

Community Service/Training/Misc.:

- Chief Shannon attended the E911 meeting on 1/2/2020
- Staff met with Martin Gardner regarding design development of the PD.



Mount
Vernon
IOWA

Chris Noshisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

**Eric Roudabush
Scott Rose
Tom Wieseler
Stephanie West
Deb Herrmann**

GTSB:

Officers worked 4 hours of STEP in January 2020. This traffic enforcement effort resulted in 3 speed violations, 1 stop sign/light violation, 1 other traffic violation, 1 equipment violation, and 1 insurance violation.

LISBON (28E Contracted Services):

Per the 28E agreement our department provided the following service to Lisbon in January 2020:

- Patrol: 2,220 minutes
- Calls for service: 200 minutes (11 calls for service)
- Administrative time: None

Total time for January 2020: 2,420 minutes = 40.33hrs. x \$40/hr. = Total: \$1,613.20

Respectfully Submitted,

Chief of Police



Mount
Vernon
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

Eric Roudabush
Scott Rose
Tom Wieseler
Stephanie West
Deb Herrmann

Public Works Report
2/18/20

Snow Removal

To date the city has used 212 tons of salt in a combination of brine and rock salt placed during winter maintenance.

Equipment Maintenance

Crews fabricated a new brine tank and trailer that works on the trails. The trailer replaces the 3-point tank previously on the John Deere tractor.

Fabrication

Crews are almost done building a chip box/leaf box for the F-550. Currently we have a chip box on the F-450 the additional leaf box will be used during the heavy leaf drop in the fall. Along with an additional option for brush week.

ROW Maintenance

Crews picked up Christmas trees around town. Tree's set curb side after January will need to be called in for special pickup.

New PD

Crews helped with the move in. Crews are now working on base trim install in the hallway areas.

LBC

Crews have helped with many projects needed for the start up of the building. The most recent project is anchoring the Rack in the Yoga studio to the wall.



Parks and Recreation Department
Directors Report
January 15 – February 15

Parks

- **Created and distributed Master Schedule for summer ball fields for Competitive Baseball / Softball coaches/teams.**

Sports

- **Boys Basketball will complete their season February 25....many thanks to all coaches, parents, players, and referees for a great season. We utilized Washington Elementary for the practices and MV Middle School for games.**
- **Youth Wrestling for ages 4-6 has 25 kids involved and will be finishing up Feb 18th.**
- **Spring soccer registration will start Feb 14th. Practices will start week of March 23rd (weather pending) and first game will be week of April 6th.**
- **Baseball / Softball...We are preparing for our seventh season playing against teams from Anamosa, Central City, Springville, Center Point, Vinton, Monticello, Olin, and Alburnett. The league meetings will be held in late Feb and mid-March.**

Pool

- **Swim lesson dates are March 29 1-4pm, April 1st 4-7pm, April 4th 8-11am @ City Hall and will be published in early March.**
- **Katey Forrest will again manage the pool for the Summer 2020 season.**
- **Employment ad to hire Assistant Pool Managers, Lifeguards, and Pool House is out now.**

Misc

School of Recreation Programs for Summer 2020

- **Summer Camps partnering with ISU Extension and Outreach-Linn County again. Some great classes on the list.**



Mount
Vernon
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

Eric Roudabush
Scott Rose
Tom Wieseler
Stephanie West
Deb Herrmann

Chalk the Walk

- ***Ongoing meetings every two weeks until April then weekly meetings will begin.***
- ***No major changes.....Community Piece has been decided and will be announced once soon.***

L. Discussion Items (No Action)

AGENDA ITEM # L - 1

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: February 18, 2020

AGENDA ITEM: Possible Budget

ACTION: None

SYNOPSIS: Library representatives have been invited, although they have a conflict for this meeting. They will either submit additional information via written documents, or be present at the March 2, 2020 Council meeting. I have included the Cole Library 2021 request and supporting documents. As I have stated previously, I believe a \$30,000 increase in one year puts undue pressure on our budget and does not allow the City the proper amount of time to review our options.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Library Request

PREPARED BY: Chris Nosbisch

DATE PREPARED: 2/13/20

DATE SUBMITTED:

CHAIR/DEPARTMENT HEAD:

**COLE LIBRARY
FY2021 SUPPORT**

1. The amount requested for FY2021 from the City of Mount Vernon is \$127,550

2. Did your support request from the City of Mount Vernon increase from the previous year? Yes our support request increased

3. If you answered yes to the above question, please explain what specific purpose those funds will be used for: See attachment:

4. Please provide a summary of your revenues from last year (please attach as a separate page).

5. Please provide a summary of your expenditures from last year (please attach as a separate page).

6. Does your organization plan to raise or solicit funds differently in this next year?
NO

7. Does your organization have plans to end its request for City assistance? Why or Why Not?
No, we are the public library.

8. Do you agree to provide the City with information or documentation, as requested, in order to verify how allocated funds were spent? yes

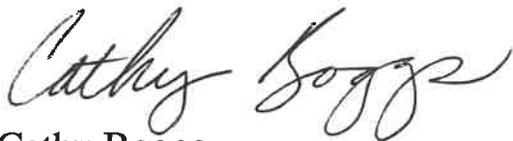
... russell d.
Cole Library ...
Mount Vernon's Public Library
Mount Vernon, Iowa

December 6, 2019

Dear Mayor and City Council Members,
Cole Library, after discussions held by both city and college leaders, is asking for an increase of \$30,000 to enhance library services to the community and to support maintenance of the building and the running of the library. Attached you will find the proposed budget with the areas of increase noted.

If you have any questions about the increase feel free to contact me at cboggs@cornellcollege.edu.

Sincerely,



Cathy Boggs

PUBLIC LIBRARY BUDGET FY2018-19

Income	Description	Budgeted	End of Year
	City of Mount Vernon	\$85,000.00	\$85,000.00
	Linn County	\$25,500.00	\$28,653.38
	State of Iowa	\$3,000.00	\$3,121.05
	Other - Donations, Book Sale Cart		\$856.60
	Printing/copying deposits	\$750.00	\$1,012.52
	Fines	\$1,200.00	\$1,259.97
	Total Income	\$115,450.00	\$119,903.52

Expenditures	Description	Budgeted	End of Year
	Personnel		
	Salaries & Benefits	\$78,109.00	\$79,326.25
	Summer Student Employees	\$3,870.00	\$3,870.00
	Supplies - Office	\$800.00	\$829.64
	Supplies - Other (copier/printing)	\$1,200.00	\$106.74
	Programming	\$2,000.00	\$2,220.29
	Acquisitions	\$11,571.00	\$15,825.15
	Expenses	\$800.00	\$505.46
	Advertising	\$800.00	\$805.00
	Cont Ed Workshops	\$300.00	\$45.72
	Overhead	\$6,000.00	\$6,000.00
	WorldShare Catalog	\$5,000.00	\$5,000.00
	Interlibrary Loan	\$5,000.00	\$5,000.00
	Totals	\$115,450.00	\$119,534.25

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
February 18, 2020**

- The Associate Planner application period has ended, and staff will begin the hiring process over the course of the next month.
- As a reminder, the Police Department auction will take place at 9 a.m. on Saturday, February 22, 2020.
- I will be working with Confluence to reschedule the joint planning commission meeting for Wednesday, March 25, 2020 (we have five Mondays in March).
- I will be attending the NE Iowa City Managers Association meeting in Oelwein on Friday, February 21, 2020.