

**AGENDA**

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Approval of the September 15, 2015 agenda.
5. Approval of the Consent Agenda – All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.
  - a. Approval of September 1, 2015 regular meeting minutes.
  - b. Resolution 5862 authorizing payment of bills and transfers.
  - c. Liquor License:
    - i. Pilot Travel Centers, LLC-dba Pilot Travel Center #637 – Expires 10-19-2016
  - d. Accept and place on file the minutes and reports from the following Departments, Boards, and Commissions (n/a = not available): Ambulance & Fire Report (Aug), Building Inspection Report (Aug), Clerk/Treasurer Report (n/a), Parks & Rec Dept. (n/a), Police Dept. (Aug), Library (n/a), Water Works (Aug/Aug Special), Evansdale Municipal Housing (n/a), and Planning & Zoning (July).
6. Resolution 5863 authorizing the mayor to sign a contract with the Iowa Northland Regional Council of Governments (INRCOG) for the general administration of the community development owner occupied housing rehabilitation contract with the Iowa Economic Development Authority.
7. Resolution 5864 of the City Council of Evansdale, Iowa, Adopting an Equal Opportunity Policy for Evansdale, Iowa.
8. Resolution 5865 of the City Council of Evansdale, Iowa, Adopting an Anti-Residential Displacement and Relocation Assistance Plan for Evansdale, Iowa.
9. Resolution 5866 of the City Council of Evansdale, Iowa, Adopting Policy on the Prohibition of the Use of Excessive Force.
10. Resolution 5867 of the City Of Evansdale, Iowa, Adopting a Lobby Policy Governing The Lobbying of Housing and Urban Development Personnel and/or Department of Commerce Personnel, for the City of Evansdale, Iowa.
11. Resolution 5868 of the City Council of the City Of Evansdale, Iowa, Actively Promoting Fair Housing for the City of Evansdale, Iowa.

12. Resolution 5869 of the City Council of the City of Evansdale, Iowa, Adopting a Procurement Policy for the City of Evansdale, Iowa.
13. Resolution 5870 of the City Council of Evansdale, Iowa, Adopting a Code of Conduct for the Officers and Employees of the City of Evansdale, Iowa.
14. Resolution 5871 approving FY2015 Street Finance Report.
15. Rescind Resolution 5827 authorizing the installation of street light at approximately 845 Hunter Drive.
16. Resolution 5872 authorizing the installation of street light at approximately 845 Hunter Drive in the amount not to exceed \$1,114.23 (Francis Glaser has agreed to pay \$500 of the cities cost, so our cost will not exceed \$614.23).
17. Request from City Clerk to have the State of Iowa Auditors office conduct the FY2015 Audit.
18. Public discussion
19. Adjournment

CITY HALL  
EVANSDALE, IOWA, SEPTEMBER 1, 2015  
CITY COUNCIL  
DOUG FAAS, MAYOR, PRESIDING

The City Council of the City of Evansdale, Iowa met in regular session, according to law, the rules of said Council and prior notice given each member thereof, in the Council Chambers of City Hall of Evansdale, Iowa at 6:00 P.M. on the above date. Council members present in order of roll call: Seible, Dewater, Loftus, Walker, and Nichols. Quorum present.

Loftus/Seible approving the September 1, 2015 agenda. Roll call vote: Ayes-Five. Motion carried.

Loftus/Seible to approve the following items on the September 1, 2015 consent agenda with the exception of item b) Resolution 5856 authorizing payment of bills and transfers: a) Approval of August 18, 2015 regular meeting minutes. c) Approval of liquor license for Pronto Market. Roll call vote: Ayes-Five. Motion carried.

Seible/Dewater to approve Resolution 5856 authorizing payment of bills and transfers in the amount of \$276,244.96. Councilman Seible questioned the invoice to P & K Midwest for maintenance to mower. Mayor Faas responded that the maintenance was for the John Deere mower and snow blower that was just purchased and needed maintenance check before being put into service, and maintenance on the Sewer Dept. John Deere Loader. Councilman Dewater stated that we should have received an estimate for repairs before purchase of the mower. Councilman Loftus asked for more clarification on invoices submitted. Councilman Seible asked that we receive competitive bids, even possible a quote on a new mower, before making purchases in the future. Councilman Walker stated that additional item purchased for the mower would be additional if purchased new as well. Roll call vote: Ayes-Five. Motion carried.

Dewater/Seible to approve Kwik Star #278 – New Class C Beer Permit (BC), Class B Wine Permit, and Sunday Sales. License - Expires 10/04/2016 – Contingent on Final building and fire inspection. Roll call vote: Ayes-Five. Motion carried.

Loftus/Walker to approve Resolution 5857 rescheduling the November 3rd Council meeting for November 4, 2015 due to the City Election. Roll call vote: Ayes-Five. Motion carried.

Loftus/Dewater to approve Resolution 5858 to approve 1st payment to Peterson Contractors, Inc. of Reinbeck, IA, for the Dubuque Road Bridge Repair Project in the amount of \$241,480.23. Roll call vote: Ayes-Five. Motion carried.

Loftus/Seible to approve Resolution 5859 authorizing the installation of a street light arm at the Southeast corner of W. Gilbert Drive and River Forest Road for a monthly charge of \$10.02 (250 W). Roll call vote: Ayes-Five. Motion carried.

Dewater/Loftus to approve Resolution 5860 authorizing the installation of street light arm at 119 Ellendale Drive for a monthly charge of \$7.28. Roll call vote: Ayes-Five. Motion carried.

Walker/Loftus to approve Resolution 5861 approving property tax abatement for 930 Fox Avenue. Roll call vote: Ayes-Five. Motion carried.

Walker/Seible to approve the request to set the date of Trick or Treat for October 31, 2015 from 6-8 p.m. Motion carried.

Walker/Nichols to approve the first reading of Ordinance 643 modification to Chapter 46 – Minors Curfew with a slight modification to change the word provide to serve. The Mayor explained the need for the change in the ordinance. Currently the guardian is contacted if minors are breaking the curfew by certified mail and the ordinance allows a 10 day waiting period after the notice is sent. Roll call vote: Ayes-Five. Motion carried.

Walker/Seible to approve that rules requiring ordinances to be considered and voted for at two prior meetings be suspended. Councilman Nichols stated that the public should be able to be present for at least two readings of an ordinance. City Attorney, Craig Ament stated that you can make a motion to waive the rules and then make a motion to adopt the ordinance. Roll call vote: Ayes-Four. Nays-One (Nichols). Motion carried.

Walker/Dewater to approve Ordinance 643 modification to Chapter 46 – Minors Curfew, be received, filed, and passed for the second and third times and adopted. Roll call vote: Ayes-Four. Nays-One (Nichols). Motion carried.

Loftus/Dewater to approve request to Repair/Replacement of Sanitary Sewer Manhole on Central Avenue near the intersection of Ayers in an amount not to exceed \$1,450. The Mayor stated that we requested bids from six (6) vendors and only received one quote. Councilman Dewater stated that the cost is not out of line and if no one else desires to bid we need to accept the bid we received so we can get the repairs completed. Roll call vote: Ayes-Five. Motion carried.

Discussion: New street light placement. Mayor Faas stated that MidAmerican Energy no longer offers underground fed wood street light poles. If designated pole placement requires the new underground fed gray pole, up-front pole cost will be \$1,114.23 plus \$7.28 per month. The Mayor questioned the council if we need to prepare another ordinance addressing the responsibility to new development owners and amending development agreements to include the new pole fees for underground fed poles. Councilman Nichols stated that it should be the responsibility of the homeowner and or developers of the development.

Public Discussion: Mayor Faas updated the council members on current projects to include: New lighted stop sign at the corner of McCoy and Evansdale Drive, Norma Avenue extension project should start on the 8<sup>th</sup> of September, and the Dubuque Road Bridge project should be completed within the next two weeks or at least by the end of the month. The Mayor also expressed to council that the Doris Drive Lot 3 development project has fell through, if they know of anyone interested in this lot to let him know.

Councilman Nichols questioned the restocking of fish at Meyers Lake. The Mayor expressed what the DNR had explained about the algae bloom and that the fish would not survive if placed in the lake at this time. Councilman Seible stated that the diffusers placed in the lake recently will help with the algae. Nichols also inquired if we could utilize TIF to clean up our downtown area. The Mayor stated that there are programs and funding for downtown projects, but we have to have cooperation with the business owners. Councilman Walker expressed appreciation for being updated about the development agreement on Lot 3 Doris Drive and would like to know the status of all the development agreements with the city.

There being no further discussion, Loftus/Seible to adjourn the meeting at 7:15 p.m. Motion carried.

**ATTEST:**

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**Doug Faas, Mayor**

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**DeAnne Kobliska, City Clerk**

**RESOLUTION 5862**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, THAT  
THE FOLLOWING BILLS BE PAID AND THE TRANSFERS ARE HEREBY ALLOWED.**

ABC EMBROIDERY	PD-EMBROIDERY UNIFORM	23.00
	FD-EMBROIDERY UNIFORM	102.00
	<b>TOTAL</b>	<b>125.00</b>
ADVANCED AUTOMOTIVE SRV	PD-HEADLAMP HARNESS/BULB #12	105.46
	PD-REPLACE 2 BATTERIES #13	561.90
	FD-LOF AMBULANCE/DIESEL	159.00
	<b>TOTAL</b>	<b>826.36</b>
ADVANCED SYSTEMS	FD-COPIER CONTRACT	33.60
AUTO PLUS	RU-LOF#64	55.44
BH WASTE DISPOSAL	CH-PORTA POTTY FRISBEE GOLF	99.17
	SR-DUMPSTER/ROOF	40.60
	SR-SAND CLEANUP	170.77
	AUGUST WASTE	16,055.55
	AUGUST RECYCLE	3,822.75
	<b>TOTAL</b>	<b>20,188.84</b>
BOUND TREE MEDICAL	FD-MED SUPPLY	479.28
	FD-ECG PADS	177.96
	FD-ELECTRODES	15.79
	<b>TOTAL</b>	<b>673.03</b>
CAMPBELL SUPPLY	RU-BANDIT REPAIR KIT	330.18
	RU-BANDIT REPAIR KIT	(316.70)
	<b>TOTAL</b>	<b>13.48</b>
CARD CENTER	FD-TV WALL MOUNT	85.59
	FD-TV WALL MOUNT	(85.59)
	FD-TV WALL MOUNT	47.99
	FD-BATTERIES FOR DEWALT TOOLS	335.98
	FD-BATTERIES FOR DEWALT TOOLS	335.98
	BI-FY16 MEMBERSHIP-IAEI	120.00
	CH-HOTEL-CLRK SCHOOL-KOBLISKA	177.62
	CH-POSTAGE STAMPS	295.85
	CH-RECORDING FEE	26.00
	CH-OVERNIGHT DOCS TO DORSEY	16.95
	CH-STATEMENT FEE	35.00
	RU-IA LEAGUE ANNUAL CONF	195.00
	SR-SHIP PKG TO TELEDYNE	75.92
	<b>TOTAL</b>	<b>1,662.29</b>
CEDAR BEND HUMANE SOCIETY	AC-QUARANTINE DOG	325.00
CINTAS	RU-UNIFORMS	61.37
	SR-UNIFORMS	32.33
	<b>TOTAL</b>	<b>374.80</b>
COURIER	PY-8/18 MINUTES/BILLS	100.22
	CH-PUBLISH ORD 643	19.49
	<b>TOTAL</b>	<b>119.71</b>

COVENANT MEDICAL	FD-DRUG BAGS	671.48
DEN HERDER VETERINARY	PD-CANINE FOOD	31.98
EMSLRC	FD-CPR CARDS	16.00
EVANSDALE WATER WORKS	PD-WATER/SEWER/GARBAGE	325.03
	PD-SEWER/WATER TOWER EXP	39.60
	FD-WATER/SEWER/GARBAGE	325.02
	FD-SEWER/WATER TOWER EXP	39.60
	PK WATER/SEWER/GARBAGE	273.44
	CH-SEWER/WATER TOWER EXP	39.60
	RU-SEWER/WATER TOWER EXP	39.60
	SR-SEWER/WATER TOWER EXP	39.60

**TOTAL 1,121.49**

Approved by Council  
09/01/2015

**FRICKSON BROS. EXCAVATING**  
IMWCA

**SR-MANHOLE RPR CENTRAL/AYERS 1,450.00**

RU-WORK COMP	1,038.00
RU-STREET CLEAN-WORK COMP	87.00
PD-WORK COMP	140.00
PD-CLERICAL-WORK COMP	10.00
PD-411-WORK COMP	647.00
FD-WORK COMP	1,038.00
AMB-WORK COMP	249.00
BI-WORK COMP	130.00
AC-HOSPITAL- VETERINARY&DR	10.00
LIB-WORK COMP	11.00
PK-CAMP FEE-WORK COMP	93.00
MAYOR-WORK COMP	8.00
AUTOMOBILE	73.00
PY-WORK COMP	19.00
BLDG MAINT-WORK COMP	11.00
NON-STATUTORY VOLUNTEER	19.00
SR-WORK COMP	101.00

**TOTAL 3,684.00**

Approved by Council  
08/04/15

IOWA STATE UNIVERSITY  
**KNM SERVICES**  
LJ'S WELDING  
LOCKSPERTS

CH-TRAINING KOBLISKA/STRADER 130.00

**RU-REBUILT ECM FOR TRK#58 3,140.70**

SR-DOOR AT SEWER PLANT	53.00
RU-LOCKS-CITY DOOR PROJECT	210.00
SR-LOCKS-CITY DOOR PROJECT	210.00

**TOTAL 420.00**

MENARDS

FD-PAINT/LANDSCAPING MTRL	98.11
RU-BOLTS/INSUL-CITY DOOR PRJ	77.61

**TOTAL 175.72**

Approved by Council  
07/21/15

**MID-IOWA SOLID WASTE EQUIP**  
MIDAMERICAN ENERGY

**150 RECYCLE CARTS 7,572.50**

911 S EVANS RD	608.77
544 GRAND BLVD	34.04
911 S EVANS RD	608.78
123 N EVANS RD (LB)	104.83
O W GILBERT - SKATE PARK	8.91
1000 ELMER - ISLAND	577.90
1236 RIVER FOREST RD	574.32
1244 RIVER FOREST RD	3,508.97
1000 ELMER AVE	31.77
1238 RIVER FOREST RD.	241.04
1250 RIVER FOREST RD.	27.16
1200 RIVER FOREST RD.	10.99

	1914 6TH ST.	18.56
	0 COLLEEN AVE.	6.16
	1250 RIVER FOREST RD	34.21
	714 AYERS AVE-GARDNER PK	10.60
	123 N EVANS RD (PY)	259.97
	399 N EVANS RD	12.40
	3579 LAFAYETTE RD	3,174.71
	1 DORIS DR.	31.59
	130 BROWN ST	235.72
	130 1/2 BROWN ST.	10.00
	640 ARBUTUS AVE	344.84
	111 TIMBER CREEK-LIFT STN	14.05
	449 EVANSDALE DR.	59.60
	140 EASTEND AVE	130.14
	1648 MICHIGAN DR.	152.62
	210 N EVANS RD.	16.95
	4280 LAFAYETTE RD.	52.83
	1212 RIVER FOREST RD.	3,466.15
	<b>TOTAL</b>	<b>14,368.58</b>
MUNICIPAL PIPE TOOL	SR-EMERGENCY TELEWISE APR/JUN	546.00
	SSR-JET A LINE/TELEWISE NORMA	500.50
	<b>TOTAL</b>	<b>1,046.50</b>
MUTUAL WHEEL	RU-PLUG ADAPTER MOWER TRLR	9.78
STATE ARCHAEOLOGIST	ANGEL PK BRIDGE ARCH STUDY	150.00
P & K MIDWEST	PD-CAB FOR GARDEN TRACTOR	313.34
	FD-CAB FOR GARDEN TRACTOR	313.33
	RU-COUPLER FOR 544K BRACKET	19.04
	RU-MOWER PARTS/ PULLEY	211.48
	RU-CAB FOR GARDEN TRACTOR	313.33
	SR-LOF/HYD FILTER 5101E	261.91
	<b>TOTAL</b>	<b>1,432.43</b>
PCC, INC.	CH-AUGUST AMBULANCE BILLING	1,711.31
RITEPRICE OFFICE SUPPLY	CH-RUBBER BANDS/ROLODEX CARD	10.97
ROBERTS, STEVENS, PRENDERGAST & C	PD-CASE LEGAL FEES	200.50
RYDELL CHEVROLET	SR-LOF 2012 FORD	36.15
SAFEGUARD SUPPLY	CH-LETTERHEAD	181.36
STETSON BUILDING PROD	RU-TRAIL REPAIR	24.68
	RU-LIMESTONE ETC/TRAIL REPAIR	168.33
	<b>TOTAL</b>	<b>193.01</b>
STOCKS, PHIL	SR-GRADE III OPERATOR	400.00
STOKES WELDING	RU-MATERIAL TREE LIFT BASKET	875.00
SUPERIOR WELDING	FD-HYDRO TEST SCBA TANKS	870.00
	RU-WELDING SUPPLIES/OXY REFILL	147.62
	<b>TOTAL</b>	<b>1,017.62</b>
TED'S HARDWARE	PD-MAGNETS	4.98
	PD-WASP SPRAY	11.49
	FD-TV MOUNT HRDWR	2.28
	FD-WASP SPRAY	11.48
	FD-BOAT MAINTENANCE SUPPLIES	12.47
	FD-WATERBALL MAINTENANCE	22.30
	AC-COLLARS AND LEASHES	24.95
	AC-FLEA SPRAY/COLLAR/TREATS	52.25
	PK-RECEPT COVER AMVETS SHLTR	11.99

	PK-SPARK PLUG	2.49
	PK-KEYS	7.48
	PK-KEYS	(7.48)
	CH-WASP SPRAY	5.99
	CH-PAINT SUPPLIES WALL REPAIR	7.67
	RU-WASP SPRAY	8.98
	RU-WASHERS FOR SHOP	5.20
	RU-KEY CLIP	4.78
	RU-CAUTION TAPE	8.49
	SR-AMP METER	59.99
	<b>TOTAL</b>	<b>257.78</b>
TELEDYNE ISCO	SR-COMPOSITE SAMPLER REPAIR	498.51
UTILITY EQUIPMENT	SR-CONCRETE DONUT	45.05
VERIZON	FD-CELL PHONE	42.89
W.P. & R.S. MARS	FD-BATTERIES FOR SCBA TANK	65.96
WEBER PAPER	LIB-SOAP	22.39
	CH-SOAP	22.39
	<b>TOTAL</b>	<b>44.78</b>
WEX BANK	PD-FUEL	1,433.65
	FD-FUEL	122.51
	BI-FUEL	119.38
	PK-FUEL	201.55
	RU-FUEL	1,614.37
	EWV-FUEL GROUNDS	-
	SR-FUEL	180.17
	<b>TOTAL</b>	<b>3,671.63</b>
YOUNG PLUMBING	SR-PVC PIPE-LIFT STN FOGDALL	9.37
	001 GENERAL FUND	17,441.30
	002 CAPITAL IMPROVEMENT	728.67
	005 STREETS	3,218.70
	009 K-9	31.98
	110 ROAD USE TAX	8,759.11
	112 EMPLOYEE BENEFIT	2,458.00
	610 SEWER FUND	9,045.04
	670 LANDFILL/GARBAGE	27,450.80
	<b>TOTAL</b>	<b>69,133.60</b>
<b>PREPAYS</b>		
78099 COLLECTION SRV CENTER	PR LIAB	188.80
78100 MEDIACOM	RU-INTERNET	45.71
	<b>TOTAL PREPAYS</b>	<b>234.51</b>

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, ON THIS 15TH DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Doug Faas, Mayor

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

**Applicant License Application ( BC0026021 )**

<b>Name of Applicant:</b> <u>Pilot Travel Centers LLC</u>		
<b>Name of Business (DBA):</b> <u>Pilot Travel Center #637</u>		
<b>Address of Premises:</b> <u>445 Evansdale Dr</u>		
<b>City</b> <u>Evansdale</u>	<b>County:</b> <u>Black Hawk</u>	<b>Zip:</b> <u>5070700</u>
<b>Business</b> <u>(319) 291-7714</u>		
<b>Mailing</b> <u>Pilot Travel Centers LLC</u>		
<b>City</b> <u>Knoxville</u>	<b>State</b> <u>TN</u>	<b>Zip:</b> <u>37939</u>

**Contact Person**

<b>Name</b> <u>David Enkema</u>	<b>Email</b> <u>david.enkema@pilottravelcenters.com</u>
<b>Phone:</b> <u>(865) 588-7488</u>	

**Classification** Class C Beer Permit (BC)

**Term:** 12 months

**Effective Date:** 10/20/2015

**Expiration Date:** 10/19/2016

**Privileges:**

- Class B Wine Permit
- Class C Beer Permit (BC)
- Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>	
<b>Corporate ID Number:</b> <u>252565</u>	<b>Federal Employer ID</b> <u>34-1953155</u>

**Ownership**

**Mitchell Steenrod**

**First Name:** Mitchell                      **Last Name:** Steenrod  
**City:** Knoxville                      **State:** Tennessee                      **Zip:** 37934  
**Position:** SVP, CFO  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**James Haslam III**

**First Name:** James                      **Last Name:** Haslam III  
**City:** Knoxville                      **State:** Tennessee                      **Zip:** 37919  
**Position:** CEO  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**Pilot Corporation**

**First Name:** Pilot                      **Last Name:** Corporation  
**City:** Knoxville                      **State:** Tennessee                      **Zip:** 37909

**Position:** Member

**% of Ownership:** 40.67%

**U.S. Citizen:** **Yes**

**Kristen Seabrook**

**First Name:** Kristen

**Last Name:** Seabrook

**City:** Knoxville

**State:** Tennessee

**Zip:** 37934

**Position:** VP, General Counsel,

**% of Ownership:** 0.00%

**U.S. Citizen:** **Yes**

**Propeller Corp**

**First Name:** Propeller

**Last Name:** Corp

**City:** New York

**State:** New York

**Zip:** 10019

**Position:** Member

**% of Ownership:** 36.79%

**U.S. Citizen:** **Yes**

**FJ Management, Inc.**

**First Name:** FJ Management,

**Last Name:** Inc.

**City:** Salt Lake City

**State:** Utah

**Zip:** 84411

**Position:** Member

**% of Ownership:** 17.04%

**U.S. Citizen:** **Yes**

**Insurance Company Information**

**Insurance Company:** First Western Insurance

**Policy Effective Date:**

**Policy Expiration**

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**

**EVANSDALE FIRE RESCUE**  
**Financial Summary - 08/01/15 to 08/31/15**

	<b>Aug-15</b>	<b>Totals</b>
<b>Beginning AR</b>	\$38,389.83	\$38,389.83
<b>Charges</b>	\$10,120.00	\$10,120.00
<b>Contractual Adjustments</b>	(\$12,650.15)	(\$12,650.15)
<b>Gross Net Charges</b>	(\$2,530.15)	(\$2,530.15)
<b>Courtesy Discounts</b>	\$0.00	\$0.00
<b>Bad Debt Write Off</b>	\$0.00	\$0.00
<b>Bankruptcy</b>	\$0.00	\$0.00
<b>Misc Adjustments</b>	\$0.00	\$0.00
<b>Adjusted Charges</b>	(\$2,530.15)	(\$2,530.15)
<b>Insurance Refunds</b>	\$0.00	\$0.00
<b>Patient Refunds</b>	\$0.00	\$0.00
<b>Returned Checks</b>	\$0.00	\$0.00
<b>Total Refunds</b>	\$0.00	\$0.00
<b>Insurance Payments</b>	(\$13,470.35)	(\$13,470.35)
<b>Patient Payments</b>	(\$1,789.10)	(\$1,789.10)
<b>Bad Debt Recovery</b>	\$0.00	\$0.00
<b>Total Payments</b>	(\$15,259.45)	(\$15,259.45)
<b>Net Payments</b>	(\$15,259.45)	(\$15,259.45)
<b>Ending A/R</b>	\$20,600.23	\$20,600.23
<b>COLLECTIONS ACTIVITY</b>		
<b>Beginning Collections</b>	\$0.00	\$0.00
<b>Accounts Sent to Collections</b>	\$0.00	\$0.00
<b>Adjustments</b>	\$0.00	\$0.00
<b>Bad Debt Recovery</b>	\$0.00	\$0.00
<b>Ending Collections</b>	\$0.00	\$0.00
<b>OPERATING RATIOS</b>		
<b>Total # of Claims Filed</b>	39	39
<b>Total Lines Filed on Claims</b>	108	108
<b>Runs</b>	15	15
<b>Denials (# of Lines)</b>	16	16
<b>Clean Claim Percentage</b>	85.19 %	85.19 %
<b>Gross Days in AR</b>	25.13	
<b>Avg Charge / Transport</b>	\$674.67	\$674.67
<b>Avg Revenue / Transport</b>	\$1,017.30	\$1,017.30
<b>ALS Emergent</b>	6.00	6.00
<b>AMBULANCE RESPONSE, TREATMENT</b>	2.00	2.00
<b>BLS Emergent</b>	7.00	7.00
<b>Mileage ALS</b>	43.20	43.20
<b>Mileage BLS</b>	58.90	58.90

AMBULANCE		
8/1/2015	312 Saunders	Transport
8/3/2015	628 Central	No Transport
8/3/2015	133 Marion St	Transport
8/4/2015	Independence Ave.	Transported
8/5/2015	3816 Gilbertville Rd	Transport
8/5/2015	3452 Lafayette Rd	Transport
8/6/2015	204 Randall Ave	No No Transport
8/7/2015	6735 Fenton Rd	No Transport
8/7/2015	Interstate 380	Call Cancelled
8/7/2015	461 Grand Blvd	Transport
8/9/2015	615 River forest road	Transport
8/10/2015	636 McCoy Rd.	Transport
8/12/2015	455 Morrell Ave	Transport
8/13/2015	Street	Transport
8/15/2015	3640 Lafayette Rd.	No Transport
8/15/2015	3640 Lafayette Rd.	Call Cancelled
8/16/2015	158 S. Roosevelt	Transport
8/16/2015	211 Landmark Dr	Transported
8/17/2015	316 15th Ave Apt 4	Transport
8/17/2015	3011 Gilbertville RD	Transport
8/20/2015	1417 4TH Ave	Call Cancelled
8/20/2015	2008 6TH St	Transport
8/20/2015	338 earl	Transported
8/20/2015	6501 Lafayette Rd	Transport
8/24/2015	3407-B Lafayette Rd	Transport
8/24/2015	741 S Ordway Rd	Transport
8/27/2015	313-35 Central Ave	Transport
8/28/2015	Interstate 380 MM 68.1	Call Cancelled
8/28/2015	121 Wema	No No Transport
8/28/2015	1026 McCoy Road	Transported
8/31/2015	715 Central Ave	Transported

FIRE		
8/11/2015	116 Randall	Burn Complaint
8/26/2015	3300 Block Lafayette	Vehicle fire
8/28/2015	1380	MVA
8/31/2015	500 Block River Forest	MVA

**CITY OF EVANSDALE**  
**Building Permit Summary**

**08/01/2015 TO 08/31/2015**



**BUILDING**

Date Issued	Name	Address/Location	Type Of Construction	Contractor	Value	Permit #	Fee
08/04/2015	DAN BECKER	418 GRAND BLV.	REROOF		\$0.00	15-222	\$97.00
08/04/2015	CHUCK	945 RIVER FOREST RD.	REROOF		\$2,000.00	15-223	\$83.00
08/06/2015	BRIAN AMES	215 WEMA AVE.	WINDOWS	CITY BUILDERS	\$500.00	15-225	\$24.00
08/06/2015	COREY RUSSEL	313 EVANS RD.	WINDOWS	CITY BUILDERS	\$1,500.00	15-226	\$54.00
08/10/2015	DAN WILSON	117 4TH	Remodel Kitchen	JIM WIMDER	\$3,500.00	15-228	\$97.00
08/11/2015	BILL RAMSEY REALTORS	136 EARLE	REROOF	HELMUTH CONSTRUCTION	\$8,700.00	15-230	\$167.00
08/11/2015	MARY EATEN	515 TRAIL AVE.	VINYL SIDING		\$850.00	15-231	\$36.00
08/12/2015	BILL HUGHES	750 CENTRAL	WINDOWS DRYWALL AND REMODEL BATHROOM	TOWN AND COUNTRY HOME	\$14,000.00	15-232	\$237.00
08/13/2015	JELINEK, DENISE	214 3RD STREET	SUNROOM	RONEY, STACY	\$4,300.00	15-235	\$111.00
08/19/2015	JIM GERHOLAT	920 MACOY	SUNROOM	TOWN AND COUNTRY HOME	\$27,250.00	15-245	\$422.00
08/21/2015	JERRY WILSON	136 MORRIS	WOOD DECK	JERRY WILSON	\$2,500.00	15-246	\$83.00
08/24/2015	EMHA	326 BELLFONTAIN	APPROACH	MOEN CONCRETE, INC.	\$0.00	15-248	\$15.00
08/24/2015	EMHA	328 BELLFONTAIN	APPROACH	MOEN CONCRETE, INC.	\$0.00	15-249	\$15.00
08/25/2015	SARA JUNAID	306 BELLFONTAIN	NEW ROOF	ROBERT CASTRO	\$1,300.00	15-250	\$48.00
08/27/2015	AVIS HUSSMAN	838 EVANS ROAD	VINYL SIDING	PINECREST CONST	\$8,854.00	15-251	\$167.00
08/27/2015	MEL VONDRUCEK	510 EASTEND	REROOF		\$1,500.00	15-253	\$54.00
08/31/2015	TODD EICHELBERGER	219 5TH ST	REPLACE BOARDS		\$0.00	15-254	\$0.00
08/31/2015	FRANK HEEBER	234 SIPPEL	REROOF	SCHWERTZ	\$4,900.00	15-255	\$111.00
<b>Value Total:</b>					<b>\$81,654.00</b>	<b>Total Fee's :</b>	<b>\$1,821.00</b>

**CITY OF EVANSDALE**  
**Building Permit Summary**

08/01/2015 TO 08/31/2015



**ELECTRIC**

Date Issued	Name	Address/Location	Type Of Construction	Contractor	Value	Permit #	Fee	
08/17/2015	DAN WILSON	117 4TH	Remodel Kitchen	ELECTRICAL SOLUTION	\$0.00	15-240	\$41.00	
08/18/2015	KUGLER CONST.	1768 TIMBERLINE	NEW HOME	WEBER ELECTRIC INC	\$0.00	15-242	\$216.00	
					<b>Value Total:</b>	<b>\$0.00</b>	<b>Total Fee's :</b>	<b>\$257.00</b>

**HEATING**

Date Issued	Name	Address/Location	Type Of Construction	Contractor	Value	Permit #	Fee	
08/10/2015	ADAM THORN	1705 MICHIGAN	AC. UNIT	MIKE FEREDAY	\$3,800.00	15-227	\$22.00	
08/12/2015	BRAD CARRIES	513 HOME ACRES	AC. UNIT	AIR SERVICES	\$0.00	15-233	\$34.25	
08/12/2015	SARAH MOLITOR	458 RIVER FOREST RD.	FURNACE	GUBBELS ONE HOUR AIR	\$5,195.00	15-234	\$35.25	
08/17/2015	EVANSDALE HOUSING	326&328 BELLEFONTAIN	AIR TEST ON METERS	DALTON PLUMBING & HTG	\$0.00	15-238	\$35.25	
08/17/2015	CECIL AMBIL	147 JOY DR.	FURNACE AND AIR	MIKE FEREDAY	\$0.00	15-239	\$47.50	
08/19/2015	KUGLER	1648 TIMBER CREEK	ELECTRIC BLOWER COIL HEAT PUMP	MIKE FEREDAY	\$1,500.00	15-243	\$51.50	
					<b>Value Total:</b>	<b>\$10,495.00</b>	<b>Total Fee's :</b>	<b>\$225.75</b>

**PLUMBING**

Date Issued	Name	Address/Location	Type Of Construction	Contractor	Value	Permit #	Fee	
08/20/2015	MR.CASTEL	1332 WYANDOTTE ST.	WATER HEATER	RODNEY CURRAN	\$0.00	15-244	\$30.75	
					<b>Value Total:</b>	<b>\$0.00</b>	<b>Total Fee's :</b>	<b>\$30.75</b>

**CITY OF EVANSDALE**  
**Building Permit Summary**

08/01/2015 TO 08/31/2015



<b>Value Total:</b>	<b>\$92,149.00</b>
<b>Total Permit Fee's :</b>	<b>\$2,334.50</b>

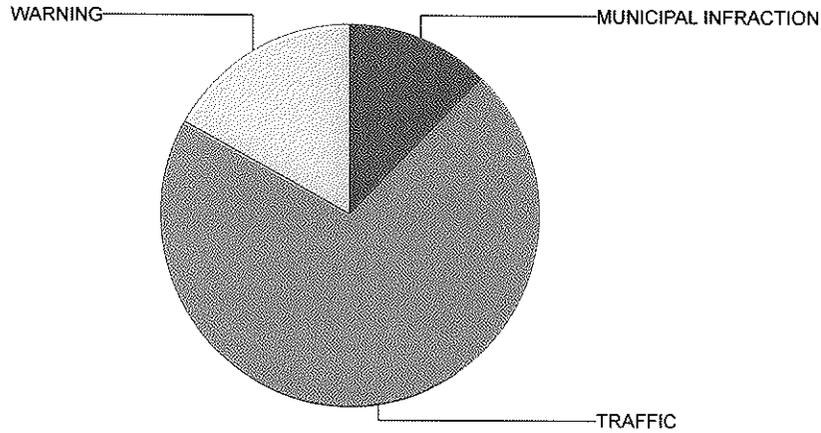
**EVANSDALE POLICE DEPARTMENT  
CITY COUNCIL REPORT  
AUGUST 2015**

CALLS FOR SERVICE	383	
ARRESTS	28	
OFFENSES	72	
OFFENSES CLEARED	94.4%	
TRAFFIC CITATIONS	43	
CRIMINAL CITATIONS	13	
MUNICIPAL INFRACTIONS	5	
WARNINGS	7	
ERO'S	0	
JULY FINES AND SURCHARGES		\$ 854.48
AUGUST FINES AND SURCHARGES		1,414.09
BUDGET YTD FINES AND SURCHARGES		\$2,268.57

EVANSDALE POLICE DEPARTMENT

Citation Summary Type/Charge

08/01/2015 thru 08/31/2015



<b>MUNICIPAL INFRACTION</b>	<b>5</b>
ANIMAL AT LARGE	1
CURFEW VIOLATION	4
<b>TRAFFIC</b>	<b>29</b>
CITY:CARELESS DRIVING	1
CITY:FAILURE TO OBEY STOP SIGN	2
CITY:NDL	2
CITY:OPEN CONTAINER(PASSENGER)	4
CITY:REGISTRATION VIOL	3
CITY:SPEED VIOLATION	4
FAIL TO HAVE VALID LICENSE	1
NO INSURANCE	5
OPERATING NON REG VEH.	3
POSS TOBACCO UNDERAGE	1
REGISTRATION-FRAUDULENT USE	1
SPEEDING\CLEAR DISTANCE	1
VIOL-FINANCIAL LIABILITY COVER	1
<b>WARNING</b>	<b>7</b>
FAIL TO MAINTAIN REG. PLATE	1
FAILURE TO OBEY STOP SIGN	1
NO FRONT PLATE	1
NO INSURANCE	1
SPEEDING 55 OR < (6 THRU 10+)	1
SPEEDING\CLEAR DISTANCE	2
<b>Total records for this report:</b>	<b>41</b>

EVANSDALE WATER WORKS  
BOARD OF TRUSTEES MEETING  
AUGUST 10, 2015

The Board of Trustees of the Evansdale Water Works met in regular session at City Hall in Evansdale, Iowa, on the above date. Chairman Chad Borwig called the meeting to order at 4:30 p.m. Members present in order of roll call: Chad J. Borwig, Sharon K. Loftus and Cecil A. Azbill. Quorum present.

Trustee Dona Frickson tendered her resignation from the Board to Mayor Doug Faas. Cecil Azbill was appointed to fill the vacancy at the August 4, 2015 City Council meeting, to complete her term. His term will expire December 31, 2019.

Loftus/Azbill to approve the August 10, 2015 agenda. Ayes – Three. Motion carried.

Borwig/Loftus to approve the following Consent Agenda items: a) Approval of the July 20, 2015 Regular Board Meeting Minutes as submitted; and b) Approval of the Accounts Reconciliation Report for July 2015. Ayes – Three. Motion carried.

Azbill/Borwig to approve and authorize payment of claims as listed: ACCO Unlimited Corp 576.20; EFTPS 761.09; Frickson Bros. Excavating 1,687.50; IMWCA 208.00; IPERS 894.48; Keystone Laboratories Inc 55.00; Manatts Inc 329.76; Menards Inc 39.89; Metlife Small Business Center 460.80; MidAmerican Energy Inc 44.31; PDCM 6,587.09; Postmaster 170.00; Shoff Consulting Engineers 10,793.75; Ted's Home & Hardware 103.97; US Cellular 75.81; Utility Equipment Co 6,082.34; Wellmark Blue Cross/Blue Shield 1,716.05; Wex Bank 151.08; Windstream 66.41; Deposits 2,544.23 and July 14 thru August 10, 2015 payroll 10,176.19. July Revenue: Deposits 2,096.00; Water Fund 33,606.08; Sewer Fund 30,967.25; and Garbage Fund 19,966.27. Ayes – Three. Motion carried.

#### 2015 Randall Avenue Water Main Loop Project Phase II

Update on project: Plant Manager Mike Ellison relayed that BPI still needs to have their fiber optic lines repaired so the hole can be filled in. The last step is seeding the whole project area, which will finish the project. Authorization to pay the 1<sup>st</sup> Pay Request for \$12,652.10: Borwig/Azbill to authorize payment of \$12,652.10 to Frickson Backhoe & Trucking. Ayes – Three. Motion carried.

#### 2015 W. Gilbert Drive Water Main Loop Project

Discuss project: Engineer Jerry Shoff explained the project and gave estimated timelines. This project will run from the hydrant near the Community Response Center's driveway on W. Gilbert Drive, extending east to the other side of the Nature Trail that intersects with W. Gilbert Drive. It will be on the north side of the road. Pass & adopt Resolution No. 369 – 2015 W. Gilbert Drive Water Main Loop Project: this resolution is to approve preliminary plans, specifications and form of contract; authorize preparation of final plans and specifications; set date of letting; authorize engineer to submit the Iowa DNR construction permit application and solicit bids; and authorizes Mr. Ellison to sign IDNR and contract documents related to the project. The bid letting will be Friday, August 21, 2015 at 2:00 p.m. in the Council Chambers at City Hall. Loftus/Borwig to pass and adopt said resolution. Ayes – Three. Motion carried.

#### Discuss updates on Capital projects

- a. Norma Avenue Extension: Mr. Ellison stated the tap from Heather Avenue (off the cul-de-sac area) to the northern portion of Michael Dean's property was done today.
- b. Water Tower Painting Project: Mr. Shoff relayed the plans and specs are done for the painting portion of the project.
- c. Software split from the City: Office Manager Sandy Clements reported that we are still waiting for a quote.
- d. Tower Lighting Project: Mr. Shoff and Mr. Ellison met with a contractor last week to get a quote which should arrive soon. Attorney Pat Galles will issue an opinion regarding AT&T's liability.
- e. Other projects: Mayor Doug Faas asked about emergency generator availability plans. The City is

exploring grant requests for the Community Response Center and cost savings due to bulk purchases could be utilized. Mr. Ellison explained we have a 2 ½ - 3 day supply of water in the tower, and a contract with a company to have one available as needed.

Discussion: Mrs. Clements relayed that the customer at 257 Randall Avenue reported today that ever since the loop was finished on his street, his water has been terrific! Although it took a long time, he expressed his thanks to the Board for addressing the issues that customers present.

Borwig/Loftus to adjourn. Ayes - Three. Motion carried. The meeting adjourned at 5:01 p.m.

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Chad J. Borwig, Chairman

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Sandra E. Clements, Secretary

EVANSDALE WATER WORKS  
SPECIAL BOARD OF TRUSTEES MEETING  
AUGUST 31, 2015

The Board of Trustees of the Evansdale Water Works met in special session at City Hall in Evansdale, Iowa, on the above date. Chairman Chad Borwig called the meeting to order at 4:30 p.m. Members present in order of roll call: Sharon K. Loftus, Cecil A. Azbill and Chad J. Borwig. Quorum present.

Borwig/Azbill to approve the August 31, 2015 agenda. Ayes - Three. Motion carried.

Approve Final Plans, Receive Bids, and Award Contract for the 2015 W. Gilbert Drive Water Main Loop Project: two bids were received. Frickson Bros. Excavating submitted a bid for \$27,224.00 and Frickson Backhoe & Trucking submitted a bid for \$16,360.50. Both bids contained an error in their extended prices for Bid Item #14: Seeding and Fertilizing. The corrected bid from Frickson Backhoe & Trucking was \$15,753.00. Azbill/Loftus to take the following action on the 2015 W. Gilbert Drive Water Main Loop Project: Approve Final Plans, Receive Bids, Award Contract to the low bidder, Frickson Backhoe & Trucking, for the amount of \$15,753.00, and Authorize the engineer to issue a Notice of Award and also a Notice to Proceed. Ayes – Three. Motion carried. The project is expected to take approximately one week to complete.

Borwig/Loftus to adjourn. Ayes - Three. Motion carried. The meeting adjourned at 4:34 p.m.

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Chad J. Borwig, Chairman

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Sandra E. Clements, Secretary

Planning and zoning meeting July 28

Called to order 7:00 present Lorain Atkins, John Peverill, Mark Brandes,  
Dan Burke, Mike Cahoe

July 28 agenda approved

Application for Advanced Auto Service for service station occupancy permit  
at 202 Gilbert Drive approve by all Planning and Zoning members present  
at this meeting.

Discussion for possible change in meeting time for 6:00 discussed and all  
were in favor of keeping our meeting time for 7:00

Discussion Talked about possible of changing the status of the area of  
River Forrest and Gilbert to C2 from the current status of C1 but will discuss  
at our next Planning and Zoning meeting possibly adding to the acceptable  
establishments allowed in a C1 area rather than changing from C1 to a C2.  
~~More discussion about keeping severity in our meetings.~~

Motion to adjourn John Peverill, second MikeCahoe

**RESOLUTION 5863**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, AUTHORIZING THE MAYOR TO SIGN A CONTRACT WITH THE IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS (INRCOG) FOR THE GENERAL ADMINISTRATION OF THE COMMUNITY DEVELOPMENT OWNER OCCUPIED HOUSING REHABILITATION CONTRACT WITH THE IOWA ECONOMIC DEVELOPMENT AUTHORITY.**

**WHEREAS**, the City of Evansdale has received funding through the Iowa Economic Development Authority for a Community Development Block Grant; and

**WHEREAS**, one of the provisions of the Block Grant calls for proven ability to deal with the administration of the CDBG rules and regulations, and

**WHEREAS**, INRCOG has the personnel and experience with the Block Grant Programs;

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Evansdale, Iowa, authorizes the Mayor to sign a contract for General Administration with the Iowa Northland Regional Council of Governments for the administration of the Community Development Block Grant Owner-Occupied Housing Rehabilitation program – Contract # 15-HSG-006.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Mayor, Doug Faas

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

CONTRACT FOR SERVICES BETWEEN THE  
IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS  
AND THE  
CITY OF EVANSDALE, IOWA

THIS CONTRACT, entered into by and between the Iowa Northland Regional Council of Governments (hereinafter called the Planning Agency) and the City of Evansdale, Iowa (hereinafter called the City).

The City hereby requests the Planning Agency's assistance in carrying out this Contract and attached Scope of Services.

TERMS. This contract carries the following terms:

Section 1. Scope of Services

The Planning Agency shall provide and perform the necessary services required to carry out the Contract as set out in the Scope of Services attached.

Section 2. Time of Performance

The services of the Planning Agency shall commence on \_\_\_\_\_, 2015 and shall be completed upon completion of the Owner-occupied Housing Rehabilitation Project - Iowa Economic Development Authority (IEDA) Contract # 15-HSG-006.

Section 3. Method of Payment

Payment shall be due upon receipt of a monthly bill for actual general administration work performed to rehabilitate up to six homes within the community as defined by the City's grant agreement with the IEDA. The payment shall be based on the hourly rate plus any associated costs incurred in the administration of this contract. Total payments for general administration work shall not exceed \$14,000.00. General administration includes work that is done for the entire project including the environmental and historical processes, quarterly performance reports and draws to reimburse the City for expenses that have been incurred.

Section 4. Personnel

The Planning Agency represents that it has, or will acquire, all personnel necessary in performing the services under this Contract.

Section 5. Property

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

Section 6. Services to be Furnished to the Planning Agency

All reports, data or other public documents and information necessary to the performance of work under this Contract shall be made available to the Planning Agency.

Section 7. Access and Maintenance of Records

The Planning Agency shall maintain all required records for five years after final payments are made and all other pending matters are closed.

At any time during normal business hours and as frequently as is deemed necessary, the Planning Agency shall make available to the City, the Iowa Economic Development Authority, the State Auditor, the General Accounting Office, and the Department of Housing and Urban Development, for their examination, all of its records pertaining to all matters covered by this contract and permit these agencies to audit, examine, make excerpts or transcripts from such records, contract, invoices, payrolls, personnel records, conditions of employment, and all other matters covered by this contract.

In addition, those records which relate to any "Dispute" appeal under a grant agreement, to litigation, to the settlement of claims arising out of such performance, or to costs or items to which an audit exception has been taken shall be maintained and made available until five years after the date of resolution of such appeal, litigation, claim, or exception.

### Section 8. Civil Rights

In connection with the carrying out of this agreement, the City and the Planning Agency agree to comply with the following laws and regulations:

- A. Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which generally provides that no person shall be excluded from participation, denied benefits, or subjected to discrimination on the basis of race, color, or national origin under any program or activity receiving federal financial assistance. (Further requirements are specified in 24 CFR Part 1.)
- B. Iowa Civil Rights Act of 1965 (Iowa Executive Orders 15 and 34).
- C. Section 109 of Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), which generally provides that no person shall be excluded from participation (including employment), denied program benefits or subjected to discrimination on the basis of race, color, physical or mental disabilities, national origin or sex under any program or activity funded in whole or in part under Title I of this Act. (Further requirements are specified in 24 CFR 570.601.)
- D. The Age Discrimination act of 1975, as amended (42 U.S.C. 6101 et seq.) which generally provides that no person shall be excluded from participation, denied program benefits or subjected to discrimination on the basis of age under any program or activity receiving federal funds.
- E. Section 504 of the rehabilitation act of 1973, as amended (P.L. 93-112, 29 U.S.C. 794), which generally provides that no otherwise qualified individual shall, solely by reason of his or her handicap, be excluded from participation (including employment), denied program benefits, or subjected to discrimination under any program or activity receiving federal funds.
- F. Americans with Disabilities Act (P.L. 101-336, 42 U.S.C. 12101-12213), which generally provides equal opportunity for individuals with disabilities in public accommodations, employment, transportation, state and local government services and telecommunications.
- G. Section 3 of the Housing and Urban Development (HUD) Act of 1968, as amended (12 U.S.C. 1701u), which generally provides that, to the greatest extent feasible, opportunities for training and employment that arise through HUD-financed projects shall be given to lower-income residents of the project area. Section 3 also provides that contracts awarded in connection with such projects be awarded to substantial part, by residents of the project area.

- H. Title VIII of the Civil Rights Act of 1968, as amended, which generally prohibits discrimination in housing on the basis of race, color, religion, sex, handicap, familial status or national origin.
- I. Federal Executive Order 11063, as amended by Executive Order 12259, which generally provides that no person shall, on the basis of race, color, religion, sex or national origin, be discriminated against in housing and related facilities provided with federal assistance or discriminated against in lending practices with respect to residential property when such practices are connected with loans insured or guaranteed by the federal government.
- J. Federal Executive Order 11246 and 11375, which provides that:

"During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of the Executive Order Number 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order Number 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order Number 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order Number 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order Number 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order Number 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

K. All amendments and regulations issued thereto which apply to the project.

#### Section 9. Restriction on Lobbying Certification

"The Grantee certifies, to the best of his or her knowledge and belief, that:

- i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding or any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a Member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.
- iii. The Grantee shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352 title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure."

#### Section 10. Lead-Safe Housing Regulations

"The Grantee certifies, to the best of his or her knowledge and belief, that:

24 CFR Part 35 et al., Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally Owned Residential Properties and Housing Receiving Federal Assistance, Final Rule, will be followed to the best of the ability of both parties."

#### Section 11. Termination Clause

Either party assigned hereto shall have the authority to terminate this Contract, with just cause, by notifying the other party by registered mail within thirty (30) days of the effective termination date. The Planning Agency will be paid for the time provided and expenses incurred up to the termination date.

PASSED AND APPROVED:

IOWA NORTHLAND REGIONAL  
COUNCIL OF GOVERNMENTS

CITY OF EVANSDALE

\_\_\_\_\_  
Kevin Blanshan  
Executive Director

\_\_\_\_\_  
Doug Faas  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

ATTEST:

ATTEST:

\_\_\_\_\_  
Cindy Knox  
Housing Planner

\_\_\_\_\_  
DeAnne Kobliska  
City Clerk

## SCOPE OF SERVICES

The Planning Agency shall assist the City in compliance with the Iowa Economic Development Authority (IEDA) and other state and federal requirements; maintenance of required records and documents; and other required actions not specifically listed, but requested by the local government, including but not limited to the following activities:

### GENERAL ACTIVITIES

#### A. Program Set-Up

1. Meet with the City to review and assure understanding of terms and conditions of grant agreement with IEDA.
2. Set up a model for program schedule, assuring compliance with time limitations of grant contract.
3. Meet with the City to explain and coordinate scheduling of grant activities in accordance with IEDA contract.
4. Maintain and promote performance standards in areas such as housing, minority participation, and services to low-income families that will help the grantee secure future grants.

### PROGRAM ADMINISTRATION

#### A. Housing Rehabilitation Activities

1. Prepare Program Administrative Plan and submit to IEDA for its approval.
2. Perform Historical and Environmental Reviews.
3. Assist City in acquiring IEDA required contract documents.
4. Provide assistance to homeowners, determine applicant and property eligibility.
5. Assist contractors in execution of IEDA required documents and assurances.
6. Promote and document efforts at minority participation.
7. Perform close-out procedures.
8. Provide other general administrative duties as may be required.

#### B. Record Keeping

1. Assist in setting up bookkeeping system for grant funds.
2. Assist in setting up filing system for program information maintenance.
3. Regularly monitor records.
4. Prepare draw forms and authorize disbursements.
5. Meet with IEDA officials during site visits.
6. Assist in preparing monthly, quarterly and annual reports.
7. Prepare final close-out reports.

The above is a general outline, but some areas may have more detailed requirements implied, but not listed.

The Planning Agency will assist the City with these requirements unless special requests are made to the Executive Director of the Planning Agency or governing body of the grantee. The City may request assistance from the Planning Agency that is not specifically designated.

**RESOLUTION 5864**

**A RESOLUTION OF THE CITY COUNCIL OF EVANSDALE, IOWA,  
ADOPTING AN EQUAL OPPORTUNITY POLICY FOR EVANSDALE, IOWA.**

**EQUAL OPPORTUNITY POLICY STATEMENT**

It is the policy of the City of Evansdale, Iowa, to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped and to administer its programs in a manner that does not discriminate against any person because of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

The Mayor, or his designee, has ultimate responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the Mayor, or his designee's, responsibility. The Mayor, or his designee, will review all policies and procedures as they affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes.

The right of appeal and recourse is guaranteed by the City of Evansdale, Iowa. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administered by the City of Evansdale, Iowa, because of race, creed, color, religion, sex, national origin, age, disability, political affiliation, sexual orientation, or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by City Clerk, who can be contacted at (319) 232-6683.

This Equal Opportunity Policy of the City of Evansdale, Iowa, shall be posted in conspicuous places within the facility, distributed to all employees, contractors and to the persons of all advisory and policy-making groups.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Mayor, Doug Faas

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

## RESOLUTION 5865

### **A RESOLUTION OF THE CITY COUNCIL OF EVANSDALE, IOWA ADOPTING AN ANTI-RESIDENTIAL DISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR THE CITY OF EVANSDALE, IOWA.**

This Residential Antidisplacement and Relocation Assistance Plan (RARAP) is prepared by the City of Evansdale in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG1, UDAG and/or HOME-assisted projects.

#### **Minimize Displacement**

Consistent with the goals and objectives of activities assisted under the Act, the City of Evansdale will take the following steps to minimize the direct and indirect displacement of persons from their homes:

CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Target only those properties deemed essential to the need or success of the project.

#### **Relocation Assistance to Displaced Persons**

The City of Evansdale will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

#### **One-for-One Replacement of Lower-Income Dwelling Units**

The City of Evansdale will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing the City of Evansdale to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of Evansdale will make public by publication in a newspaper of general circulation] and submit to HUD and the State of Iowa, under the State CDBG Program the following information in writing:

1. A description of the proposed assisted project;

2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. *NOTE: See also 24 CFR 42.375(d).*
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the City of Evansdale will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

#### **Replacement not Required Based on Unit Availability**

Under 24 CFR 42.375(d), the City of Evansdale may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

#### **Contacts**

The City Clerk located at 123 N. Evans Rd., Evansdale, Iowa, telephone number 319-232-6683 is responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period.

The City Clerk telephone number 319-232-6683 is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

There will be not be any permanent displacement or permanent relocation of persons as a result of the Owner Occupied Housing Rehabilitation Project. The only relocation will be temporary and related to lead base paint issues.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

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Mayor, Doug Faas

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DeAnne Kobliska, City Clerk

**RESOLUTION 5866**

**A RESOLUTION OF THE CITY COUNCIL OF EVANSDALE, IOWA,  
ADOPTING AN EXCESSIVE FORCE POLICY FOR EVANSDALE,  
IOWA.**

**Policy on the Prohibition of the Use Excessive Force**

**WHEREAS**, City of Evansdale, Iowa, has received federal funding through the Community Development Block Grant (CDBG) program; and,

**WHEREAS**, Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990 requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient's jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

**WHEREAS**, all recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration; and

**WHEREAS**, City of Evansdale, Iowa, endorses a policy prohibiting the use of excessive force and will inform all law enforcement agencies within its jurisdiction of this policy,

**NOW, THEREFORE, BE IT RESOLVED**, the City of Evansdale, Iowa, hereby prohibits any law enforcement agency operating within its jurisdiction from using excessive force against any individuals engaged in nonviolent civil rights demonstrations. In addition, City of Evansdale, Iowa, agrees to enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration. City of Evansdale, Iowa, further pledges enforcement of this policy within its jurisdiction and encourages any individual or group who feels that City of Evansdale, Iowa, has not complied with this policy to file a complaint.

Information and assistance relative to excessive force complaints shall be provided by Mayor of the City of Evansdale, Iowa (319) 232-6683.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Mayor, Doug Faas

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

**RESOLUTION 5867**

**A RESOLUTION OF THE CITY OF EVANSDALE, IOWA, CITY COUNCIL ADOPTING A LOBBY POLICY GOVERNING THE LOBBYING OF HOUSING AND URBAN DEVELOPMENT PERSONNEL AND/OR DEPARTMENT OF COMMERCE PERSONNEL.**

**LOBBY POLICY**

The following is the policy of the City of Evansdale, Iowa:

1. No Community Development Funds, HOME Investment Partnership Program Funds, or Department of Commerce funds under the control of, or funds distributed to, the City of Evansdale, Iowa, shall be spent to influence or attempt to influence a federal official;
2. Any person or firm representing the City of Evansdale, Iowa, who desires to, or is hired to, lobby for the City of Evansdale, Iowa, with non-CDBG, non-HOME, or non-EDA funds is required to notify said intent to the City of Evansdale, Iowa, and is required to file a "Disclosure Form to Report Lobbying";
3. Any person or firm representing the City of Evansdale, Iowa, who desires to, or is hired to, lobby for the City of Evansdale, Iowa, with non-CDBG, non-HOME, or non-EDA funds is required to notify said intent to the City of Evansdale, Iowa, and is required to obtain a certification of compliance by the state;
4. Persons who make expenditures to influence a HUD or EDA officer or employee in the award of financial assistance or taking of a management action by the department must keep records, and report to HUD or EDA on the expenditures; and
5. Persons who are retained to influence a HUD or EDA officer or employee in the award of financial assistance or in the taking of a management action by the department must register with HUD or EDA, and report to HUD or EDA on their lobbying activities.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Mayor, Doug Faas

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

## RESOLUTION 5868

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, ACTIVELY PROMOTING FAIR HOUSING FOR THE CITY OF EVANSDALE, IOWA.

#### GRANTEE COMPLIANCE WITH FAIR HOUSING REQUIREMENTS

Title I of the Housing and Community Development Act of 1974, as amended, requires that all CDBG grantees "affirmatively further fair housing". This means that each grantee must undertake, or have undertaken, activity to promote fair housing. IEDA suggests that one or more of the following acceptable actions be done, in order to comply with the law:

- Publicize that the local government will assist persons experiencing discrimination in housing. Such assistance can be in the form of facilitating the filing of a complaint with HUD or the Iowa Civil Rights Commission.
- Develop and adopt a fair housing ordinance and identify the methods of enforcement.
- Provide housing counseling services which assist minorities and women seeking housing outside areas of concentration.
- Work with local real estate brokers to form a Voluntary Area-wide Marketing Agreement.
- Work with local banks to end "redlining" practices and to post "equal lending opportunity" advertisements.
- Use "equal housing opportunity" slogan and logo on city/county letterhead.
- Sponsor fair housing seminars and campaigns.
- Work with minority and women leaders in the area to promote housing development and increase minority and female participation.
- Help local housing developers develop outreach programs to attract minorities and females.
- Review zoning ordinance and comprehensive plans to insure they promote spatial deconcentration of assisted housing units.
- Make city-owned property located outside areas of concentration available to developers at no or nominal costs for construction of assisted units particularly for large family units.
- Develop an Area-wide Housing Opportunity Plan.
- Support fair share housing allocation plans.
- Create a local housing authority.
- Conduct studies to ensure minority and female housing needs are adequately defined.
- Adopt a code enforcement ordinance that will compel landlords to keep their units in safe and sanitary condition.
- Publicly advertise that the city is a "fair housing city" (See the sample "Public Notice").
- Work with local real estate brokers and mortgage lenders in reviewing mortgage credit analysis and underwriting criteria.

- Provide fair housing counseling programs that include information on fair housing rights and the availability of housing in a variety of locations, emphasizing housing choice.
- Modify local ordinances and land use measures in pursuit of housing opportunity.
- Support training and education programs for real estate agents, housing managers, city officials and others to increase knowledge of techniques for promoting economically and racially integrated housing. They may also carry out promotional activities to initiate housing proposals in areas outside those with a high proportion of lower-income persons.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, THAT** the City Clerk is authorized and instructed to post the attached "Public Notice" advertising that the City is a "fair housing city".

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

---

Mayor, Doug Faas

---

DeAnne Kobliska, City Clerk

**PUBLIC NOTICE**  
**AFFIRMATIVE FAIR HOUSING POLICY**

This notice is published pursuant to the requirements of Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance, and with Title VIII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in the provision of housing because of race, color, religion, sex, national origin, or handicap or familial status.

The City of Evansdale, Iowa advises the public that it will administer its assisted programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing and the provision of brokerage services.

The City of Evansdale shall assist individuals who believe they have been subject to discrimination in housing through the resources of the Iowa Civil Rights Commission or the U.S. Department of Housing and Urban Development.

The City of Evansdale has designated the following City Clerk as the contact to coordinate efforts to comply with this policy. Inquiries should be directed to:

NAME: DeAnne Kobliska  
OFFICE: City Clerk, City of Evansdale  
ADDRESS: 123 N. Evans Rd.  
CITY/STATE/ZIP CODE: Evansdale, Iowa 50707  
PHONE NUMBER: (319) 232-6683  
HOURS: 7:30 AM to 4:30 PM; Monday through Friday



## **RESOLUTION 5869**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA, ADOPTING A PROCUREMENT POLICY FOR THE CITY OF EVANSDALE, IOWA.**

#### **PROCUREMENT POLICY**

##### **PURPOSE**

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, construction, and services are obtained efficiently and economically and in compliance with applicable federal law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

##### **APPLICATION**

This policy applies to the procurement of all supplies, equipment, construction, and services of and for the City of Evansdale, Iowa, related to the implementation and administration of the CDBG award. All procurement will be done in accordance with 24 CFR; Part 85.36.

##### **POLICY**

###### **METHODS OF PROCUREMENT**

Procurement under grants shall be made by one of the following methods, as described herein: (a) small purchase procedures; (b) sealed bids (formal advertising); (c) competitive proposals; (d) noncompetitive proposals.

- A. Small purchase procedures are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in aggregate not more than \$100,000. If small purchase procedures are used for a procurement under a grant, price or rate quotations shall be obtained from an adequate number of qualified sources.
- B. In sealed bids (formal advertising), sealed bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all of the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction.
  1. In order for formal advertising to be feasible, appropriate conditions must be present, including, at a minimum, the following:
    - (a) A complete, adequate and realistic specification or purchase description is available.
    - (b) Two or more responsible bidders are willing and able to compete effectively for (Recipient's) business; and

- (c) The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can be made principally on the basis of price.
- 2. When sealed bids are used for procurement under a grant, the following requirements apply:
  - (a) A sufficient time prior to the date set for opening of bids, bids shall be solicited (publicly advertised) from an adequate number of known suppliers.
  - (b) The invitation for bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation for bids.
  - (c) All bids shall be opened publicly at the time and place stated in the invitation for bids.
  - (d) A firm-fixed-price contract award shall be made by written notice to that responsible bidder whose bid, conforming to the invitation for bids, is lowest. Where specified in the bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine low bid when prior experience of the City indicates that such discounts are generally taken.
  - (e) Any or all bids may be rejected if there are sound documented business reasons in the best interest of the program.
- C. Procurement by competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursable type contract is awarded, as appropriate. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids. If the competitive proposals method is used for a procurement under a grant, the following requirements apply:
  - 1. Requests for Proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be honored to the maximum extent practical.
  - 2. Requests for Proposals shall be solicited from an adequate number of qualified sources.
  - 3. The City shall have a method for conducting evaluations of the proposals received and for selecting awardees.
  - 4. Awards will be made to the responsible offeror whose proposal will be most advantageous to the procuring party, with price (other than architectural/engineering) and other factors considered. Unsuccessful offerors will be promptly notified in writing.
  - 5. The City may use competitive proposal procedures for qualification-based procurement of architectural/engineering (A/E) professional services whereby competitor's qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in the procurement of A/E professional services. It can not be used to

procure other types of services (e.g., administration professional services) even though A/E firms are a potential source to perform the proposed effort.

- D. Noncompetitive proposals is procurement through solicitation of a proposal from only one source, or after solicitation from a number of sources, competition is determined inadequate. Noncompetitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids (formal advertising), or competitive proposals. Circumstances under which a contract may be awarded by noncompetitive proposals are limited to the following:
1. The item is available from only a single source;
  2. After solicitation of a number of sources, competition is determined inadequate;
  3. A public exigency or emergency exists when the urgency for the requirement will not permit a delay incident to competitive solicitation; and
  4. The awarding agency (IEDA) authorizes noncompetitive proposals. (Sole source procurement for supplies, equipment, construction, and services valued at \$25,000 or more must have prior approval of the Iowa Economic Development Authority).
- E. The City will provide, to the greatest extent possible, that contracts be awarded to qualified small and minority firms, women business enterprises, and labor surplus area firms whenever they are potential sources.
- F. Any other method of procurement must have prior approval of the Iowa Economic Development Authority.

#### CONTRACT PRICING

- A. The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.
- B. The City shall perform some form of cost/price analysis for every procurement action, including modifications, amendments or change orders.

#### PROCUREMENT RECORDS

The City shall maintain records sufficient to detail the significant history of a procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Mayor, Doug Faas

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

**RESOLUTION 5870**

**A RESOLUTION OF THE CITY COUNCIL OF EVANSDALE, IOWA,  
ADOPTING A CODE OF CONDUCT FOR THE OFFICERS AND  
EMPLOYEES OF THE CITY OF EVANSDALE, IOWA.**

**CODE OF CONDUCT**

**PURPOSE**

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 24 CFR; Part 85 (85.36(b).(3)) and other applicable federal and state standards, regulations, and laws.

**APPLICATION**

This Code of Conduct applies to all officers, employees, or agents of the City of Evansdale, Iowa, engaged in the award or administration of contracts supported by federal grant funds.

**REQUIREMENTS**

No officer, employee, or agent of the City of Evansdale, Iowa, shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
- b. Any member of his/her immediate family;
- c. His/her partner; or
- d. An organization which employs, or is about to employ any of the above;

has a financial or other interest in the firm selected for award.

The City of Evansdale, Iowa, its officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

**REMEDIES**

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against the City's officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
Mayor, Doug Faas

\_\_\_\_\_  
DeAnne Kobliska, City Clerk

**RESOLUTION 5871**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA APPROVING THE STREET FINANCE REPORT FOR THE FISCAL YEAR 2015 AND AUTHORIZING THE AFFIXING OF SIGNATURES TO SAME.**

**WHEREAS**, Section 312.12 of the Iowa Code requires each city receiving allotments of Road Use Tax Funds to annually prepare and submit to the Iowa Department of Transportation Program a Street Finance Report; and

**WHEREAS**, Iowa Department of Transportation is also required to maintain an accurate accounting of the finances within each city.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Evansdale, Iowa that the Street Finance Report for the fiscal year 2015 is hereby approved.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby authorized to affix her signature to same said Street Finance Report for the fiscal year 2015 is hereby attached and thereby incorporated herein.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
**Doug Faas, Mayor**

\_\_\_\_\_  
**DeAnne Kobliska, City Clerk**

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Cover Sheet

Now therefore let it be resolved that the city council of EVANSDALE, Iowa  
(city name)

on 09/15/2015 did hereby approve and adopt the annual  
(month/day/year)

City Street Financial Report from July 1, 2014 to June 30, 2015.  
(year) (year)

**Contact Information**

Name	E-mail Address	Street Address	City	ZIP Code
DeAnne Kobliska	Evansdaleclerk@mchsi.com	123 N. Evans Road	Evansdale	50707-0000
Hours	Phone	Extension	Alternate Phone	
7:30 a.m. - 4:30 p.m.	(319) 232-6683		(319) 232-6683	

**Preparer Information**

Name	E-mail Address	Phone	Extension
DeAnne Kobliska	Evansdaleclerk@mchsi.com	(319) 232-6683	

**Mayor Information**

Name	E-mail Address	Street Address	City	ZIP Code
Doug Faas	Evansdalemayor@mchsi.com	123 N. Evans Road	Evansdale	50707-0000
Phone	Extension			
(319) 232-6683	(000) 000-0101			

Resolution Number	5871
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\_\_\_\_\_  
Signature Mayor

\_\_\_\_\_  
Signature City Clerk

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Summary Statement Sheet

Column 1    Column 2    Column 3    Column 4  
 Road Use    Other Street    Street Debt    Totals  
 Tax Fund    Monies

Column 1    Column 2    Column 3    Column 4  
 Road Use    Other Street    Street Debt    Totals  
 Tax Fund    Monies

Round Figures to Nearest Dollar

Round Figures to Nearest Dollar

<b>A. BEGINNING BALANCE</b>				
1. July 1 Balance	183,720	343,905	0	527,625
2. Adjustments (Note on Explanation Sheet)				
3. Adjusted Balance	183,720	343,905	0	527,625
<b>B. REVENUES</b>				
1. Road Use Tax	494,021			494,021
2. Transfer of Jurisdictions Fund				
3. Property Taxes				
4. Special Assessments				
5. Miscellaneous		295,700	23,402	319,102
6. Proceeds from Bonds, Notes, and Loans				0
7. Interest Earned				
<b>8. Total Revenues (Lines B1 thru B7)</b>	494,021	295,700	23,402	813,123
<b>C. Total Funds Available (Line A3 + Line B8)</b>	677,741	639,605	23,402	1,340,748

<b>EXPENSES</b>				
<b>D. Maintenance</b>				
1. Roadway Maintenance	301,243	65,171		366,414
2. Snow and Ice Removal	50,335			50,335
<b>E. Construction, Reconstruction and Improvements</b>				
1. Engineering	128,783			128,783
2. Right of Way Purchased				
3. Street/Bridge Construction		23,938		23,938
4. Traffic Services				
<b>F. Administration</b>	25,891	3,193		29,084
<b>G. Equipment (Purchased or Leased)</b>	24,275	29,893		54,168
<b>H. Miscellaneous</b>				
<b>J. Street Debt</b>				
1. Bonds, Notes, and Loans - Principal Paid		10,000	20,000	30,000
2. Bonds, Notes and Loans - Interest Paid		1,395	3,402	4,797
<b>TOTALS</b>				
<b>K. Total Expenses (Lines D thru J)</b>	530,527	133,590	23,402	687,519
<b>L. Ending Balance (Line C-K)</b>	147,214	506,015	0	653,229
<b>M. Total Funds Accounted For (K + L = C)</b>	677,741	639,605	23,402	1,340,748

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B5 on the Summary Statement Sheet) (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt	
124 Iowa DOT	4,211		
143 FEMA (Fed. Emergency Mgmt. Admin.)	3,737		
172 Labor & Services	3,418		
174 Sales Tax / Local Option	274,660		
182 Property or Buildings (Sale or Rent)	5,000		
181 Junk and Old	4,674		
195 Tax Increment Financing (TIF)		23,402	
<b>Line B5 Totals</b>	<b>295,700</b>	<b>23,402</b>	

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See instructions)	Column 2 Other Street Monies	Column 3 Street Debt	
<b>Line H Totals</b>			



Form 517007 {5-2014}  
Office of Local Systems  
Ames, IA 50010

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1 or after	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Paving & Construction	301	09/16/2010	277,515	100%	2020	205,000	30,000	4,797	30,000	4,797	175,000
			New Bond Totals		0	0	Totals	205,000	30,000	4,797	30,000	4,797	175,000



Form 517007 (5-2014)  
Office of Local Systems  
Ames, IA 50010

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

#### Section A

Check here if there are no entries for this year

Line No.	1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
1	1	12,732	Roadway Construction	Yes	2013 Street Reconstruction Project
2	2	11,206	Miscellaneous	Yes	Safe Routes to School Sidewalk Project Grand Blvd

#### Section B

Line No.	1. Project Number	Contract Work		City Labor					13. Total
		6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	
1	1	Vieth Construction	11,206						11,206
2	2	Stickfort	12,732						12,732

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Section A

Check here if there are no entries for this year

Line No.	1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
1	1	12,732	Roadway Construction	Yes	2013 Street Reconstruction Project
2	2	11,206	Miscellaneous	Yes	Safe Routes to School Sidewalk Project Grand Blvd

Section B

Line No.	1. Project Number	Contract Work			City Labor				13. Total
		6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	
1	1	Vieth Construction	11,206						11,206
2	2	Stickfort	12,732						12,732



Form 517007 (5-2014)  
Office of Local Systems  
Ames, IA 50010

## City Street Financial Report

City Name	City Number
EVANSDALE	2432

Fiscal Year
2015

### Road/Street Equipment Inventory Sheet

Check here if there are no reportable equipment

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used on Project this FY?	8. Status
	1990	Layton Asphalt Lay Down Machine	12,500					Yes	No Change
	1989	Cimline Crack Sealer	35,000					Yes	No Change
	1996	New Holland 21ft Flail Mower	75,000					No	Traded
	2010	John Deere 5105M MFWD Tractor 105HP	68,811					Yes	No Change
	2010	John Deere 544k Wheel Loader	81,852					Yes	No Change
	2011	Ford F250 4x4	27,916					Yes	No Change
	2003	Sterling Tandem Axle Dump Truck	77,360					Yes	No Change
	2000	Sterling Single Axle Dump Truck	58,990					Yes	No Change
	1997	International 4700 Dump Truck	51,800					Yes	No Change
	2006	Freightliner Dump Truck	89,961					Yes	No Change
	2009	Hustler 72" SuperZ	8,700					No	No Change
	2002	4WD Chevy Pickup	17,720					No	No Change
	1996	Tennant Street Sweeper	79,000					No	No Change
	1995	4WD Chevy pickup	14,000					No	No Change
	2011	John Deere Backhoe Loader	61,000					No	No Change
	2014	Bobcat T770 Trackloader	65,941					No	No Change
	2014	Asphalt Roller	9,637					Yes	No Change
	2008	Land Pride AFM4216 Mower	9,000					Yes	New

**RESOLUTION 5872**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVANSDALE, IOWA AUTHORIZING THE INSTALLATION OF STREET LIGHT AT APPROXIMATELY 845 HUNTER DRIVE.**

**WHEREAS**, a request has been received to have street light installed at approximately 845 Hunter Drive; and

**WHEREAS**, there will be one street light installed at approximately 845 Hunter Drive at an initial installation charge of \$1,114.23 and a monthly charge up to \$7.28 thereafter; and

**WHEREAS**, Mr. Francis Glaser, 845 Hunter Drive has agreed to pay in an amount not to exceed \$500.00 to have the new underground gray pole installed; and

**WHEREAS**, appropriate street lighting is a public safety priority and is the responsibility of the City of Evansdale; and

**WHEREAS**, the city authorizes MidAmerican Energy to install the designated street lights at the desired location; and

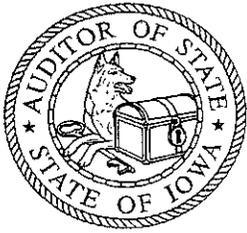
**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Evansdale, Iowa that the Mayor is authorized to contact MidAmerican Energy and order the installation of the above described streetlights.

**PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF SEPTEMBER 2015.**

**ATTEST:**

\_\_\_\_\_  
**Doug Faas, Mayor**

\_\_\_\_\_  
**DeAnne Kobliska, City Clerk**



OFFICE OF AUDITOR OF STATE

STATE OF IOWA

State Capitol Building

Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

Mary Mosiman, CPA

Auditor of State

August 26, 2015

DeAnne Kobliska, City Clerk  
City of Evansdale  
123 N. Evans Road  
Evansdale, Iowa 50707

Dear Ms. Kobliska:

You have requested an estimate of the audit costs for the operations of the City of Evansdale for the year ended June 30, 2015. This letter will provide the estimate, as well as a number of reasons why this office could furnish valuable assistance and services to your City.

Our practice consists entirely of governmental audits. Therefore, we possess a broad knowledge of practices and procedures utilized in other governmental units. This experience will be used to assist the City by proposing alternative practices or procedures, where appropriate, which may be more effective or cost-efficient than those presently used by the City.

The financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit. It is our understanding the City is on the cash basis of accounting. Our audit will be conducted in accordance with U.S. generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States and applicable Federal requirements. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit will provide a reasonable basis for our opinions.

Although the primary objective of an audit is to provide independent assurance that financial results are presented fairly and objectively and the Federal program(s) were administered properly, if applicable, other benefits will result as a part of our audit. At the conclusion of our field work, we will hold an exit conference with applicable City officials to discuss our observations and suggestions regarding internal control, operating and accounting policies and other matters worthy of management's attention. These discussions will be based on first-hand observations made by our understanding of the City and its environment, including its internal control.

We will tailor the scope of our audit according to the strengths in the system of internal controls existing at the City. Under our approach, we will obtain an understanding of the City and its environment, including its internal control and design of relevant policies and procedures will be evaluated to determine whether these relevant policies and procedures have been implemented and determine the design of further audit procedures. The results of our procedures and our recommendations, if any, will be communicated to applicable City officials in accordance with professional standards. Any findings meeting the definition of significant deficiencies and/or material weaknesses as defined by applicable professional standards will be included within the audit report, as required.

We will assess control risk for relevant financial statement assertions related to each significant account balance or transaction class, including those relating to overall compliance with laws and regulations that have a direct and material effect on the financial statements. Our evaluation procedures should provide management with some excellent suggestions for improving operating procedures.

The personnel assigned to this engagement will be those individuals who have experience, demonstrated ability and specialized skills required for satisfactory completion of your service requirements. Our professional staff includes 36 Certified Public Accountants.

We are very aware of the need to be cost efficient in our audits and to equitably bill for our services. Our fees are based upon the time spent on an engagement at hourly rates estimated to range from \$49.00 to \$82.50 per hour, depending on the level of experience and training of the individual assigned. These same hourly rates would be billed for technical assistance. We also bill for out-of-pocket expenses, at cost, and for the statutory filing fee. It is our practice to submit for payment one bill upon completion and release of the audit report. However, if you prefer, we can submit progress billings. We anticipate scheduling fieldwork during February 2016. Report preparation and office review will be performed with delivery of a mutually agreed number of copies of the final report by March 31, 2016.

Based upon the information available, we estimate the cost to perform the audit for the year ended June 30, 2015, will range from \$14,900 to \$15,700, except as specifically agreed by the City of Evansdale and the Office of the Auditor of State. This estimate does not include the required filing fee of \$425 as provided for under Iowa Code section 11.5, subsection 10.

The estimate above does not include the cost of a Single Audit, if required. If it is determined a Single Audit in accordance with Office of Management and Budget (OMB) Circular A-133 is required, an estimate will be provided at that time.

The actual bill may vary depending on the actual number of hours required to complete the work, although any assistance provided by City personnel would help reduce the final cost.

Periodic calls and/or limited consultation will not result in additional fees to the City. The City will be informed and concurrence requested prior to incurring costs above and beyond the cost to perform the audit.

We recognize the City may be able to contract for this audit at a lower fee. However, as previously stated, we believe the Office of Auditor of State is the leading authority to help assure the proper conduct of City affairs, which is the ultimate obligation of all City officials. We would fulfill our joint responsibilities in the most cost-effective manner possible.

We look forward to the opportunity to provide our services to the City of Evansdale. Please feel free to contact me or Tami Kusian if we can provide any additional information.

Sincerely,

Andrew E. Nielsen, CPA  
Deputy Auditor of State

AEN/gjp

ACCEPTANCE:

By \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_

it just takes | one.



BOYS & GIRLS CLUBS  
OF THE CEDAR VALLEY

515 Lime Street

Waterloo, IA 50703

319-234-2839

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Shay Caley

Ryan Backes

Chief Executive Officer  
Chuck Rowe

BET

Director of Operations  
Nicole Recker

Development Director  
Laura Kann

September 2, 2015

City of Evansdale

123 N Evans Rd

Evansdale, IA 50707

Dear City of Evansdale,

On behalf of area youth, the Board of Directors, and staff of the Boys & Girls Clubs of the Cedar Valley, I would like to thank you for your gift to our **2015-2016 *It Just Takes One Annual Campaign.***

Every day, staff members at the Boys & Girls Club are faced with the task of providing at-risk children with guidance, a sense of belonging and the skills they need to succeed in life at **our locations in Waterloo, Cedar Falls, Evansdale, and Dunkerton.**

Your generous contribution of \$2,500.00 allows us to help youth to develop relationships with caring professionals and to experience programs that build character. We know that it takes just one caring adult to make a lasting difference in the life of a child. Concentrating on youth who need us most, our Club provides programs in health, education, career exploration, the arts, and sports, fitness and recreation, and character development.

The Boys & Girls Clubs of Black Hawk County is exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code and contributions are tax-deductible to the extent allowed by law.

We acknowledge that you received neither goods nor services in return for this gift.

The Boys & Girls Clubs of Black Hawk County tax ID number is 42-6083723.

Your investment has helped the Club to provide positive programs and activities for youth in the community. Your investment makes a difference in the lives of Cedar Valley youth. Thank you.

Sincerely yours,

A handwritten signature in cursive script that reads "Laura Kann".

Laura Kann

Director of Development

The Boys & Girls Clubs of Black Hawk County is exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code and contributions are tax-deductible to the extent allowed by law.

We acknowledge that you received neither goods nor services in return for this gift.

The Boys & Girls Clubs of Black Hawk County tax ID number is 42-6083723.

**BE THE ONE**