

City of Charles City City Council Agenda Council Chambers, City Hall

1. Meeting Date And Time

A. June 20, 2016 7:00 P.m.

2. Call To Order

3. Citizen/Public Comments (Limited To 5 Minutes Per Comment)

An opportunity for citizens, groups or representatives or organizations to address the Governing Body on any issue which is not on the agenda

4. Mayor's Welcome

5. Consider Approval Of The Agenda

Discussion
Motion

6. Consider Approval Of The Minutes

A. Minutes Of The May 23, June 1 And June 6 Meetings

Discussion
Motion

Documents: [SKMBT_50116062008140.PDF](#)

7. Consider Approval Of The Consent Calendar

A. Approve 5/16 Financials For City Of Charles City And CC Public Employees Health Plan

Documents: [SKMBT_50116062008160.PDF](#)

B. Approve The Following Cigarette Permits

Buy Low North, Casey's General Store #1138, Casey's General Store #2480
Fareway, Dollar General, HyVee Food Store, HyVee Gas, Kwik Star #419,
Kwik Star #468, Liquor Beer and Tobacco Outlet, Prime Mart and Liberty Supply

C. Approve Renewal Of Veterans Of Foreign Wars Post #3914 Class C Liquor License W/
Outdoor Service And Sunday Sales

D. Payment Of Claims

Documents: [SKMBT_50116062008150.PDF](#)

8. Business Of The Mayor

A. Reappoint Vonda Cummins And Leonard Erickson To Library Board And Appoint
Collette Schmidtke To Replace Heidi Worrall On The Library Board

B. Appoint Bruce Hovden To Replace Ann Troge On The Planning And Zoning Commission

C. Proclamation For Sarcoma Awareness Month For July

Documents: [SKMBT_50116062008161.PDF](#)

9. Petitions, Public Hearings, Communications, Awards And Requests

- A. Request From Chamber To Use Golf Carts On The Ci Ty Streets For The 4th Of July Parade
 - Discussion
 - Motion

Documents: [SKMBT_50116062008170.PDF](#)

10. Ordinances And Resolutions

- A. Consider 3rd And Final Reading Of Ordinance 1091 Amending The Zoning Classification Of Two Parcels Located In Block 8 In The Original Plat Of St. Charles, Now Incorporated As Charles City, Iowa From B-2, General Business District, To R-3 Multi Family Resident District And COS, Conservation Open Space District, Respectively
 - Discussion
 - Motion

Documents: [SKMBT_50116062008171.PDF](#)

- B. Consider 3rd And Final Reading Of Ordinance 1092 Amending Section IV, General Provisions, Of The Charles City Zoning Ordinance By Adding A New Subsection To Allow Ramps And Other Structures Providing Accessibility To Residential Structures For Handicapped Individuals In Situations Where Such Structures Might Otherwise Violate Provisions Of The Zoning Ordinance
 - Discussion
 - Motion
 - Consider motion to adopt and publish Ordinance 1092
 - Discussion
 - Motion

Documents: [SKMBT_50116062008172.PDF](#)

- C. Consider 2nd Reading Of Ordinance 1093 Amending Section 91.05 Of The Charles City Code Of Ordinances By Amending Provisions Pertaining To Meter Settings
 - Discussion
 - Motion

Documents: [SKMBT_50116062008180.PDF](#)

- D. Consider 1st Reading Of Ordinance 1094 Amending Chapter 105 Of The Charles City Code Of Ordinances By Repealing Section 105.05 And Adopting A New Section 105.05 Which Modifies The Repealed Section By Redefining The Exceptions To The Restrictions On Open Burning
 - Discussion
 - Motion
 - Consider motion to waive second and third readings of Ordinance 1094
 - Discussion
 - Motion
 - Consider motion to adopt and publish Ordinance 1094

Documents: [SKMBT_50116062008181.PDF](#)

- E. Consider 1st Reading Of Ordinance 1095 Amending Section 50.07 Of The Charles City Code Of Ordinances For The Purpose Of Permitting The Posting Of Subsequent Notices To Abate In A Conspicuous Location On The Property In The Event Thenuisance To Be Abated Is The Growth Of Weeds, Grasses Or Other Vegetation
 - Discussion
 - Motion

Documents: [SKMBT_50116062008190.PDF](#)

F. Consider Resolution 52-16 Setting Salaries For Non-Bargaining Unit Employees For FY17

Discussion
Motion

Documents: [SKMBT_50116062008200.PDF](#)

G. Consider Resolution 53-16 Approving Local Feasibility Study With Smart Source Consulting For Community Broadband Engagement And Education Project

Discussion
Motion

Documents: [SKMBT_50116062008220.PDF](#)

H. Consider Resolution 54-16 Approving Transfer Of Tax Rebate Agreement From BDH To Walderbach Properties LLC

Discussion
Motion

Documents: [SKMBT_50116062008230.PDF](#)

I. Consider Resolution 55-16 Authorizing And Approving A Loan Agreement And Providing For The Issuance Of A \$253,355 General Obligation Corporate Purpose Note

Discussion
Motion

Documents: [SKMBT_50116062008250.PDF](#)

11. Other Business

- A. Miscellaneous Correspondence
- B. Attorney's Report
- C. City Clerk's Report
- D. City Administrator's Report
- E. Board, Commission or Committee Reports

12. Adjournment

COUNCIL PROCEEDINGS
MAY 23, 2016

Charles City City Council met in a planning session on May 23, 2016 at 7:00 p.m. in council chambers. Mayor James Erb presided and the following council members were present: Jerry Joerger, Keith Starr, DeLaine Freeseaman, Mike Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Ralph Smith.

Housing director Heidi Nielsen was present to review the proposed area for the next CDBG housing rehab grant. The area being considered is near the Middle School and an income survey will be conducted to be sure this area would qualify. This rehab program has helped 47 low-income homes to have repairs done to prevent further deterioration. The proposed budget is yet unknown but IEDA has placed a cap of 6 homes on each grant. The maximum amount of grant per home is still at \$24,999. An 80% response rate to the income survey is requested by IEDA. We had a 69% response the last time. A windshield survey will also be conducted to assess the exterior of the homes in the target area.

City staff is recommending switching our water meters to the Badger brand of meters with use of the iTron readers. Water staff continues to experience issues with our current meters and spends a lot of time doing re-reads and repairing the meters. New software from DataTech will need to be purchased to process the readings from the new readers and still process the current brand of meters still in use. The city of Clear Lake is interested in our used Sensus meters, we have about 130 available that we aren't able to return to the supplier. It would be too costly to litigate against the supplier to take these back and Clear Lake has agreed to purchase them for \$25 each. City Attorney Smith has drafted a bill of sale for this transaction. Ralph has also reviewed the contract for the new iTron meter readers and says it's a standard contract. Water Superintendent Cory Spieker has made a table on our lost revenues due to old meters that are running slow and it shows we are at a 12% loss of water revenues. Last year we found some fairly large leaks in the city mains and that did help to reduce our lost revenues. Average life of a water meter is 15-20 years and using age alone, 48% of our meters are too old. Staff is recommending replacing about 1400 meters to start and continue with a set amount of replacements each year until all are replaced with Badger meters. Approximate cost to replace all of the Sensus readers would be \$100,000. Discussion on just replacing everything all at once but then there would be an issue for future replacement coming all at once. The sale of the old meters and the contract for the new Badger meters will be on the next regular council meeting for action.

Staff has been in discussions with Simply Essentials concerning their proposed chicken processing plant and the requirements needed to be met as far as their discharges into the city's sanitary sewer system. They would like to start with one shift processing about 336,000 per week by the end of November and expanding operation by spring of 2017 to approximately 660,000 chickens per week. The city's waste water system is close to capacity now and staff has been working with Fox Engineering the past few months to draft a facility plan. Given the time constraint we are facing to have any new plant in operation, one of the options discussed was to require Simply Essentials to put in their own pre-treatment process. Realistically, the option that would work best for the city for the long term would take 3 years. Several council members expressed concern over rushing into a construction decision to satisfy a company that won't be the best solution for the city in the long run. The representatives from Simply Essentials will be asked to attend a planning session in the near future to discuss needs with the council.

Mayor Erb commented that the council had set the formulation of a comprehensive plan as a priority a few years ago and he wanted to remind them that there are 3 or 4 capital projects coming down the pike for this area that will involve the city. Need to keep those issues in mind as we proceed with the upcoming joint venture with the county on a law enforcement center.

City Administrator Diers stated that 4 proposals had been received from 16 solicitations for the study of a joint law enforcement center. A joint meeting with the Floyd County board of supervisors has been scheduled for June 1 at 5:00 in city council chambers. It is planned to form a sub-committee to conduct interviews of the top firms that will be decided at this joint meeting. Hope to start the actual work on this project in August and have more definite information by November for budgeting purposes. Diers also stated that he has ordered the tablets for city council and city staff.

There being no further business, meeting was adjourned.

James A. Erb, Mayor

Attest:

Trudy O'Donnell, City Clerk

COUNCIL MINUTES
SPECIAL SESSION
JUNE 1, 2016

Charles City city council met in a special joint session with the Floyd County Board of Supervisors on June 1, 2016 at 5:00 p.m. in council chambers. Mayor James Erb presided for the city and Chair Mark Kuhn presided for the board of supervisors. Council members present were Jerry Joerger, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Keith Starr was absent. Board of supervisor members present were Roy Schwickerath and Doug Kamm. Other city and county officials and employees present were Floyd County Auditor Gloria Carr, City Administrator Steve Diers, City Engineer John Fallis, police chief Hugh Anderson, chief deputy Jeff Crooks and acting city attorney Brad Sloter.

Motion by Freeseaman, second Joerger to approve the agenda. Ayes - 4

Motion by Schwickerath, second Kamm to approve the agenda. Ayes - 3

Mayor Erb commented that the focus today is the county's need for a new jail and the possibility of a joint law enforcement center. The city currently has other joint efforts going, so he feels there is a need to address those, too, in this joint effort for a joint law enforcement center.

Supervisor Chair Mark Kuhn stated that the county officials were glad to be here working with the city.

City Administrator Steve Diers reviewed the process to date for the study of a joint law enforcement center. A joint meeting was held last November to discuss the needs of the city and county. A jail study was done for the county and a joint facilities study was also done for the city. For the city's community survey list of priorities, a joint law enforcement center was third on the list. Doug Kamm and Steve Diers drafted an RFP for a joint law enforcement study, which was sent out in March to 16 firms. Proposals were received from 4 firms and those were sent out to both boards. The price quotes were kept sealed so that the firms could first be judged on their qualifications and credentials. Kamm commented that all the quotes came from different perspectives and had different methods of conducting the study (two were totally done in house while the others had a team approach). Kuhn stated that auditor Gloria Carr talked to the state jail inspector and he asked if any of the firms had jail experience. One of the team members for Skott Anderson had jail experience but they themselves didn't. Much discussion on how many to interview and what exactly we would have them research. The county is very interested in having unified law enforcement be included in the study. The city isn't really ready to look at that option at this time for several reasons, the main one being that the city is too large for unified law enforcement and we can justify having our own police force. But the council is in agreement that a joint law enforcement facility should be investigated, could reap some good cost savings by sharing a facility. Kuhn commented that in November, it was discussed putting all options on the table and that this is a good time to look at unified law enforcement. It was also stated that unified law enforcement is not easy to implement and that the city of Washington, which is comparable to Charles City, was in unified law enforcement but pulled out because it wasn't working. Schwickerath agreed that a shared building would be a plus and the more services you can share, the better. Mallaro commented that we really should decide exactly what we want included in the study before we interview. Kamm stated that the bottom line is that the county needs a new jail and police chief Hugh Anderson agreed. Kamm also stated it will be tough to eliminate any of the firms now without talking to them further. Schwickerath stated that we should interview all four since there is no real consensus on the top firms. Question on whether those interview would be conducted in an open or closed session and Slotter replied it would have to be open. Diers suggested not having a quorum of either governing body so that it wouldn't have to be open, that would be the most productive. Carr stated that she was told to have a Farm Bureau member involved on the interview committee so that when it came time for a bond issue, they would be involved and have all the information. Consensus of the group was to wait for that until we actually hire a firm and get the process started. It was decided that the interview committee would be comprised of one board of supervisor and another representative they would choose, two council members, police chief Anderson, chief deputy Crooks, Carr and Diers. Interviews will be conducted in June with the actual study starting in July. City council representatives on the sub committee will be DeLaine Freeseaman and Keith Starr with Michael Hammond as alternate. Once interviews are completed, another joint meeting will be set to receive the recommendation of the sub committee and to choose a firm. The committee needs a standardized list of questions to ask each firm.

Motion by Joerger, second Hammond to adjourn. Ayes - 4

James A. Erb, Mayor

Attest:

Trudy O'Donnell, City Clerk

COUNCIL MINUTES
REGULAR SESSION
JUNE 6, 2016

Charles City City Council met in regular session on June 6, 2016 at 7:00 p.m. in council chambers. Mayor James Erb presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Mike Hammond and Dan Mallaro. Also present was city administrator Steve Diers, city engineer John Fallis and acting city attorney Brad Sloter.

Citizen Comments – Julie Morton spoke to the council about a recent attack on her pet rabbit by a neighbor's pit bulls. She asked the council to revisit the animal ordinance and put in more restrictions. Debi Lincoln and Jill Streich also commented on their experiences with vicious dogs.

Motion by Freeseaman, second Mallaro to approve the agenda. Ayes – 5

Motion by Hammond, second Joerger to approve the minutes of the May 16 meeting. Ayes – 5

Motion by Joerger, second Freeseaman to approve the consent calendar. Ayes – 5. Consent calendar consisted of the following: approve filing a lien for unpaid utility bill \$153.74 Acct 5015600001 and payment of claims (including those approved by other boards):

Business of the Mayor – Connie Burney, co-chair, was present to request a proclamation for Relay for Life on June 17th. Shawn Heide was also present to request a proclamation for Flag Day on June 14. Motion by Freeseaman, second Mallaro to approve the proclamations as presented. Ayes – 5 Mayor Erb read the proclamations.

Mayor Erb also commented that the city continues work on alliances up and down stream on the Cedar River to improve water quality.

Karen Andersen, co-shair of Relay for Life, presented a request for street closures for the event on June 17. They would like to close the one block sections of the streets that border Central Park (Blunt, Kelly and N. Jackson) from 5:00 pm to 10:00 pm for the safety of the walkers and also to have pedal cars on the block of N. Jackson. Motion by Freeseaman, second Mallaro to approve the request. Ayes – 5

Craig Hamm presented a request for a street closure for a car show on July 30. He is requesting to close Spriggs Street one block north of Trinity United Methodist church from 7:00 a.m. to 3:00 p.m. Motion by Joerger, second Freeseaman to approve the request. Ayes – 5

Chamber director Mark Wicks was present to make several requests for the 4th of July events scheduled July 1 to July 4. Street closures include: parade route on Main St. starting at 13th Avenue down to Riverside Drive, Riverside Drive to N. Jackson up to Lane Street, Kelly and Blunt around Central Park to be closed July 1-4 for food vendors and bandshell with these blocks remaining closed throughout the entire weekend, N. Jackson along Central Park closed during the day July 1-4 but reopening at end of the day, Firecracker 5K on July 4 needs to close Salisbury Ave/Comet Drive from Clark to 1st Ave, 11th Ave from F to N. Grand, N. Main St. from N. Grand to Court Street, Court St. from Main to S. Illinois and S. Illinois from Court to Grove from 7:00 a.m. to 9:00 a.m. They are also requesting to close Main Street bridge for the fireworks on July 3 like they did last year. Mark stated that this worked very well and allowed the use of larger shells for a better show. Motion by Freeseaman, second Hammond to approve the request as presented. Ayes – 5

Mayor Erb opened the public hearing for Ordinance 1091 AMENDING THE ZONING CLASSIFICATION OF TWO PARCELS LOCATED IN BLOCK 8 IN THE ORIGINAL PLAT OF ST. CHARLES, NOW INCORPORATED AS CHARLES CITY, IOWA, FROM B-2, GENERAL BUSINESS DISTRICT, TO R-3, MULTI-FAMILY RESIDENCE DISTRICT, AND COS, CONSERVATION AND OPEN SPACE DISTRICT, RESPECTIVELY. Affidavit of publication dated 5/25/16 was informally filed. Mayor asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Hammond to close the hearing. Ayes – 5 This ordinance will re-zone parcels in the 300 block of N. Jackson from B-2 to R-3 and COS respectively. This request has been submitted to planning and zoning and after holding a public hearing on the matter, they are recommending approval of this request. The parcels being changed to COS are the arts center and the adjacent empty lot while the rest of the parcels will be

changed to R-3. Motion by Freeseaman, second Mallaro to approve the send reading of Ordinance 1091. Ayes – 5. Council member Freeseaman read the ordinance.

Mayor Erb opened the public hearing on Ordinance 1092 AMENDING SECTION IV, GENERAL PROVISIONS, OF THE CHARLES CITY ZONING ORDINANCE BY ADDING A NEW SUBSECTION TO ALLOW RAMPS AND OTHER STRUCTURES PROVIDING ACCESSIBILITY TO RESIDENTIAL STRUCTURES FOR HANDICAPPED INDIVIDUALS IN SITUATIONS WHERE SUCH STRUCTURES MIGHT OTHERWISE VIOLATE PROVISIONS OF THE ZONING ORDINANCE. Affidavit of publication dated 5/25/16 was informally filed. Mayor asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Hammond to close the hearing. Ayes – 5 This ordinance will make it easier for residents to construct ramps for wheel chair accessibility to a single family home. Often times, the area needed to obtain the proper slope for a ramp causes an encroachment into the required front yard setback. This would require a variance be received from the board of adjustment and a \$75 fee to be paid. This amendment would allow the zoning administrator to approve a ramp contingent upon the ramp being removed once the resident requiring the ramp no longer lives in the home. Planning and zoning held a public hearing on this ordinance and they are recommending approval of the ordinance. Motion by Hammond, second Mallaro to approve the second reading. Ayes – 5 Council member Hammond read the ordinance.

A contract for the purchase of the new iTron water meter readers has been received and reviewed by city attorney Smith. Some of these readers have been installed on our meters and the water department reports that they are performing great, much more reliable than the old ones. Once we return the signed contract, we can order our own scanner. Council member Freeseaman introduced Resolution 47-16 entitled, “RESOLUTION APPROVING CONTRACT WITH ITRON FOR NEW WATER METER READERS” and moved for adoption. Second to adopt Mallaro. Resolution duly passed on roll call vote as follows: Ayes – Joerger, Freeseaman, Hammond, Mallaro, Starr. Nays – none

The city of Clear Lake is interested in our old Sensus meter readers. We can't return the readers that have been installed and aren't working properly, so staff is recommending selling them to Clear Lake for \$25 each. We have about 130 now. Motion by Joerger, second Freeseaman to approve selling our old meter readers to the city of Clear Lake for \$25 each. Ayes – 5

An amended 28E agreement for the SW TIF district has been drafted by the SW TIF administrative board and reviewed by the city and county attorneys. One major change is the ownership of property which will now be held by the city if it's located in city limits or in the county's name if it is in the county. Board membership will be comprised of one county supervisor and another elected county official and one council member and a resident of the city (which will likely be another council member as is now). Council member Joerger introduced Resolution 48-16 entitled, “RESOLUTION APPROVING REVISED 28E AGREEMENT BETWEEN CITY OF CHARLES CITY AND FLOYD COUNTY FOR SW TIF DISTRICT” and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes – Hammond, Mallaro, Starr, Joerger, Freeseaman. Nays – none

The 2016 sanitary sewer lining project was awarded to VisuSewer for \$177,174.00. This price was below the budgeted amounts available for this project so to utilize the favorable low prices, staff is recommending adding some more mains that need lining. An additional 2,633 feet of mains were identified for an additional cost of \$61,179.25 and staff is recommending a change order to increase the contract by this amount. Council member Joerger introduced Resolution 49-16 entitled, “RESOLUTION APPROVING CHANGE/EXTRA WORK ORDER #1 FOR THE 2015 SANITARY SEWER LINING PROJECT, CHARLES CITY, IOWA” and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes – Mallaro, Starr, Joerger, Freeseaman, Hammond. Nays – none

Water superintendent Cory Spieker is recommending a change to the city's water meter ordinance to require that a shut off valve is installed on both sides of the water meter in new construction going forward. This will make future meter change outs better by avoiding the draining out of the customer's

water pipes. Question on requiring this for more than just new construction and water superintendent Spieker did not recommend that. Motion by Hammond, second Freeseaman to approve the first reading of Ordinance 1093 AMENDING SECTION 91.05 OF THE CHARLES CITY CODE OF ORDINANCES BY AMENDING PROVISIONS PERTAINING TO METER SETTINGS. Ayes - 5. Council member Hammond read the ordinance.

The SRF application for the UV Disinfection project is ready to be submitted. It is for \$1,745,000 which is below the limit of \$1,790,000 set at the public hearing. This will be a 20 year loan with a 1.75% interest rate with a .25% service fee payable to IFA for a total rate of 2.0%. Ron Fiscus acted as the financial advisor for this issuance. Council member Starr introduced Resolution 50-16 entitled, "RESOLUTION APPROVING APPLICATION FOR SRF CONSTRUCTION LOAN FOR THE UV DISINFECTION PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Hammond. Resolution duly passed on roll call vote as follows: Ayes - Joerger, Freeseaman, Hammond, Mallaro, Starr. Nays - none

A subcommittee has been formed to conduct interviews of the consulting firms interested in the joint law enforcement facility for the city and county. DeLaine Freeseaman and Keith Starr have been chosen to represent the city with Mike Hammond as alternate. Motion by Joerger, second Mallaro to approve these appointments. Ayes - 5

The SRF loan for the UV disinfection project is ready to be approved. It is a not to exceed amount of \$1,745,000 at a total rate of 2.0% for 20 years and will be paid back with sewer revenues. The public hearing on this issuance was held May 16. Council member Freeseaman introduced Resolution 51-16 entitled, "RESOLUTION AUTHORIZING AND APPROVING A LOAN AND DISBURSEMENT AGREEMENT AND PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$1,745,000 SEWER REVENUE BONDS, SERIES 2016" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes-Hammond, Mallaro, Starr, Joerger, Freeseaman. Nays - none

City Clerk O'Donnell reported that the next planning session will be held June 15 at 7:00 p.m.

City administrator Diers reported that the executives from Simply Essentials will be at the June 15 planning session to present their plans and answer any questions the council may have. Broadband commission meets this week and will be at the next workshop to make a recommendation on the local feasibility study.

Motion by Starr, second Freeseaman to adjourn. Ayes - 5

James A. Erb, Mayor

Attest:

Trudy O'Donnell, City Clerk

FUND#	TITLE	LAST REPORT ON HAND	REVENUE	EXPENSES	THIS MONTH CASH BALANCE
	GENERAL	928,383.43	236,573.36	211,062.12	953,894.67
102	PETTY CASH	885.00	.00	.00	885.00
103	POLICE DISPATCH	31,083.30-	35,953.36	30,454.65	25,584.59-
104	K-9 UNIT	.00	.00	.00	.00
105	POLICE SAFETY EDUCATIO	5,717.09	.00	824.82	4,892.27
107	PARK & REC C/I HOTEL/M	43,218.24	52.81	.00	43,271.05
109	COMMUNCIATION EQUIP FU	27,096.87	1,200.50	.00	28,297.37
110	HOTEL MOTEL TAX	114,992.51	140.52	12.33	115,120.70
130	NUISANCE ABATEMENT RES	.00	.00	.00	.00
150	POLICE PURCHASE RESERV	.00	.00	.00	.00
151	FIRE PURCHASE RESERVE	.00	.00	.00	.00
152	STREET PURCHASE RESERV	.00	.00	.00	.00
153	PARK & REC PURCHASE RE	.00	.00	.00	.00
154	ADMIN PURCHASE RESERVE	.00	.00	.00	.00
99	PAYROLL CLEARING	.00	.00	.00	.00
110	ROAD USE TAX	803,499.68	60,565.23	71,754.39	792,310.52
111	STEP GRANT	.00	.00	.00	.00
112	EMPLOYEE BENEFITS	339,954.15	69,787.72	65,780.25	343,961.62
113	CVTC OPERATING FUND	43,704.15	7,802.87	3,003.43	48,503.59
114	FEMA BUYOUT-SUBSTANTIA	.00	.00	.00	.00
115	FEMA BUYOUT NON SUBS	.00	.00	.00	.00
116	2008 FLOOD	.00	.00	.00	.00
119	EMERGENCY	62,610.01	4,266.65	.00	66,876.66
120	WPC FLOOD WAL	.00	.00	.00	.00
121	LOCAL OPTION SALES TAX	3,090,297.47	55,553.12	.00	3,145,850.59
122	2013 FLOOD	6,131.49	.00	.00	6,131.49
123	RIVERSIDE TIF	692,540.12	14,910.85	.00	707,450.97
126	SW BYPASS TIF	1,209,801.07	1,579.46	.00	1,211,380.53
127	SOUTH GRAND TIF	30,479.32	873.24	.00	31,352.56
128	EAST PARK TIF	56,011.70	68.45	.00	56,080.15
129	PARK AVENUE TIF	406,044.39	1,202.34	.00	407,246.73
139	CARRIE CHAPMAN CATT	.00	.00	.00	.00
160	CW REC TRAIL	.00	.00	.00	.00
163	CEBA GRANT	.00	.00	.00	.00
167	LIBRARY TRUST FUNDS	240,448.64	1,309.07	4,086.70	237,671.01
168	ROUK	.00	.00	.00	.00
170	FGP ADVISORY	12,028.17	72.00	1,834.31	10,265.86
171	FGP FEDERAL ADMINISTRA	27,350.14-	26,572.54	28,643.83	29,421.43-
172	*PUBLIC HOUSING SEC DEP	39,593.29	283.36	200.00	39,676.65
173	PUBLIC HOUSING	2,260,231.06	58,400.60	33,117.61	2,285,514.05
174	SECTION 8 VOUCHER	110,807.21	55,102.72	54,693.27	111,216.66
177	POLICE ASSET FORFEITUR	15.21	4,209.30	.00	4,224.51
178	DWELLING STRUCTURE	.00	.00	.00	.00
179	2012 REHAB GRANT	2,133.42-	.00	.00	2,133.42-
183	06 CAPITAL FUND	.00	.00	.00	.00
184	07 CAPITAL FUND	.00	.00	.00	.00
185	08 CAPITAL FUND	.00	.00	.00	.00
186	2009 CAPITAL FUND	.00	.00	.00	.00
187	2010 CAPITAL FUND	.00	.00	.00	.00
188	2011 CAPITAL FUND	.00	.00	.00	.00
190	CABLE TV	178,387.16	.00	38,082.81	140,304.35
191	DEBT SERVICE	453,182.84	26,707.22	.00	479,890.06
192	SUSPENSION BR	.00	.00	.00	.00

FUND#	TITLE	LAST REPORT ON HAND	REVENUE	EXPENSES	THIS MONTH CASH BALANCE
303	STREET RELATED C/I	624,012.24-	.00	53,690.53	677,702.77-
306	CLARK STREET TRAIL	.00	.00	.00	.00
308	RIVERFRONT PROJECT	15,285.15-	.00	.00	15,285.15-
309	PEDESTRIAN BRIDGE	.00	.00	.00	.00
310	I-JOBS FIRE STATION	.00	.00	.00	.00
313	2005 CDBG HOUSING REHA	.00	.00	.00	.00
314	LAW ENFORCEMENT GRANT	.00	.00	.00	.00
315	2008 CDBG GRANT	.00	.00	.00	.00
316	05 S MAIN	.00	.00	.00	.00
317	2011 PERMEABLE PAVING	.00	.00	.00	.00
318	9TH ST PERMEABLE PAVIN	.00	.00	.00	.00
319	NET ZERO HOUSING PROJE	.00	.00	.00	.00
320	MASTER FACADE PROJECT	.00	.00	.00	.00
321	2011 CAPITAL PROJECT	.00	.00	.00	.00
322	2012 CAPITAL PROJECT	.00	.00	.00	.00
323	2013 CAPITAL FUND	102.82	.00	.00	102.82
324	2014 CAPITAL PROJECT	.20-	.00	.00	.20-
325	2015 CAPITAL PROJECT	.00	.00	.00	.00
326	2016 CAPTIAL PROJECT	.00	.00	.00	.00
350	CAPITAL PROJECT-MCQUIL	13,000.00-	.00	.00	13,000.00-
600	WATER	2,472,926.02	157,047.24	59,386.37	2,570,586.89
602	UTILITY IMPROVEMENTS P	72,516.08	.00	.00	72,516.08
603	WATER METER DEPOSITS	50,733.67	1,260.00	1,320.00	50,673.67
610	SEWER	2,158,839.73	106,699.75	58,616.85	2,206,922.63
611	SEWER IMPROVEMENT	.00	.00	.00	.00
612	UV DISINFECTION PROJEC	1,270,726.32-	.00	30,461.31	1,301,187.63-
613	WWTP EXPANSION FUND	.00	.00	4,200.00	4,200.00-
670	WASTE FUND	84,842.44	28,876.51	45,163.82	68,555.13
690	TRANSIT	21,381.05	1,000.00	13,246.00	9,135.05
740	STORM WATER	298,794.92	13,832.52	19,439.36	293,188.08
741	FIRE EXTINGUISHER	10,685.22	900.20	1,083.51	10,501.91
Report Total		14,343,291.45	972,803.51	830,158.27	14,485,936.69

CITY OF CHARLES CITY
 REVENUE REPORT
 CALENDAR 5/2016, FISCAL 11/2016
 BUDGET MTD

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	4,370,941.00	236,573.36	2,922,524.57	66.86	1,448,416.43
	PETTY CASH TOTAL	.00	.00	.00	.00	.00
	POLICE DISPATCH TOTAL	420,433.00	35,953.36	376,745.33	89.61	43,687.67
	K-9 UNIT TOTAL	.00	.00	.00	.00	.00
	POLICE SAFETY EDUCATION TOTAL	5,300.00	.00	5,463.00	103.08	163.00-
	PARK & REC C/I HOTEL/MOTE TOTA	48,750.00	52.81	788.66	1.62	47,961.34
	COMMUNCIATION EQUIP FUND TOTA	14,500.00	1,200.50	13,357.80	92.12	1,142.20
	HOTEL MOTEL TAX TOTAL	120,750.00	140.52	107,736.64	89.22	13,013.36
	NUISANCE ABATEMENT RESERV TOTA	50,000.00	.00	.00	.00	50,000.00
	POLICE PURCHASE RESERVE TOTAL	20,000.00	.00	.00	.00	20,000.00
	FIRE PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	STREET PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	PARK & REC PURCHASE RESER TOTA	.00	.00	.00	.00	.00
	ADMIN PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	ROAD USE TAX TOTAL	877,548.00	60,565.23	860,846.26	98.10	16,701.74
	EMPLOYEE BENEFITS TOTAL	1,087,882.00	69,787.72	1,102,437.32	101.34	14,555.32-
	CVTC OPERATING FUND TOTAL	121,714.00	7,802.87	73,835.26	60.66	47,878.74

CITY OF CHARLES CITY
 REVENUE REPORT
 CALENDAR 5/2016, FISCAL 11/2016
 BUDGET MTD BALANCE

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	FEMA BUYOUT SUBSTANTIAL TOTAL	.00	.00	.00	.00	.00
	FEMA BUYOUT NON SUBS TOTAL	.00	.00	.00	.00	.00
	2008 FLOOD TOTAL	.00	.00	.00	.00	.00
	EMERGENCY TOTAL	65,444.00	4,266.65	66,876.66	102.19	1,432.66-
	WPC FLOOD WAL TOTAL	.00	.00	.00	.00	.00
	LOCAL OPTION SALES TAX TOTAL	660,000.00	55,553.12	680,440.13	103.10	20,440.13-
	2013 FLOOD TOTAL	4,279.00	.00	4,279.04	100.00	.04-
	RIVERSIDE TIF TOTAL	194,373.00	14,910.85	188,938.78	97.20	5,434.22
	SW BYPASS TIF TOTAL	61,500.00	1,579.46	63,104.29	102.61	1,604.29-
	SOUTH GRAND TIF TOTAL	21,329.00	873.24	21,185.41	99.33	143.59
	EAST PARK TIF TOTAL	21,430.00	68.45	20,642.13	96.32	787.87
	PARK AVENUE TIF TOTAL	286,506.00	1,202.34	163,731.06	57.15	122,774.94
	CARRIE CHAPMAN CATT TOTAL	.00	.00	.00	.00	.00
	CW REC TRAIL TOTAL	.00	.00	.00	.00	.00
	CEBA GRANT TOTAL	.00	.00	.00	.00	.00
	LIBRARY TRUST FUNDS TOTAL	25,719.00	1,309.07	21,188.31	82.38	4,530.69
	ROUK TOTAL	.00	.00	.00	.00	.00

CITY OF CHARLES CITY
 REVENUE REPORT
 CALENDAR 5/2016, FISCAL 11/2016
 BUDGET

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	FGP ADVISORY TOTAL	6,750.00	72.00	4,248.05	62.93	2,501.95
	FGP FEDERAL ADMINISTRATIO TOTA	483,329.00	26,572.54	224,312.46	46.41	259,016.54
	PUBLIC HOUSING SEC DEP TOTAL	7,000.00	283.36	6,073.27	86.76	926.73
	PUBLIC HOUSING TOTAL	742,900.00	58,400.60	672,251.77	90.49	70,648.23
	SECTION 8 VOUCHER TOTAL	692,500.00	55,102.72	628,630.03	90.78	63,869.97
	POLICE ASSET FORFEITURE TOTAL	1,000.00	4,209.30	4,209.30	420.93	3,209.30-
	DWELLING STRUCTURE TOTAL	.00	.00	.00	.00	.00
	2012 REHAB GRANT TOTAL	133,208.00	.00	131,858.00	98.99	1,350.00
	06 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	07 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	08 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	2009 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	2010 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	2011 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	CABLE TV TOTAL	65,045.00	.00	62,779.77	96.52	2,265.23
	DEBT SERVICE TOTAL	1,070,540.00	26,707.22	2,643,100.36	246.89	1,572,560.36-
	SUSPENSION BR TOTAL	.00	.00	.00	.00	.00

CITY OF CHARLES CITY
 REVENUE REPORT
 CALENDAR 5/2016, FISCAL 11/2016
 BUDGET

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	STREET RELATED C/I TOTAL	1,191,219.96	.00	421,219.66	35.36	770,000.30
	CLARK STREET TRAIL TOTAL	.00	.00	.00	.00	.00
	RIVERFRONT PROJECT TOTAL	43,644.00	.00	30,128.39	69.03	13,515.61
	PEDESTRIAN BRIDGE TOTAL	.00	.00	.00	.00	.00
	I-JOBS FIRE STATION TOTAL	.00	.00	.00	.00	.00
	2005 CDBG HOUSING REHAB TOTAL	.00	.00	.00	.00	.00
	2008 CDBG GRANT TOTAL	.00	.00	.00	.00	.00
	2011 PERMEABLE PAVING TOTAL	.00	.00	.00	.00	.00
	9TH ST PERMEABLE PAVING TOTAL	.00	.00	.00	.00	.00
	NET ZERO HOUSING PROJECT TOTA	.00	.00	.00	.00	.00
	MASTER FACADE PROJECT TOTAL	.00	.00	.00	.00	.00
	2011 CAPITAL PROJECT TOTAL	.00	.00	.00	.00	.00
	2012 CAPITAL PROJECT TOTAL	.00	.00	.00	.00	.00
	2013 CAPITAL FUND TOTAL	53,936.00	.00	53,936.60	100.00	.60
	2014 CAPITAL PROJECT TOTAL	132,829.00	.00	116,502.12	87.71	16,326.88
	2015 CAPITAL PROJECT TOTAL	30,000.00	.00	.00	.00	30,000.00
	2016 CAPTIAL PROJECT TOTAL	.00	.00	.00	.00	.00

CITY OF CHARLES CITY
 REVENUE REPORT
 CALENDAR 5/2016, FISCAL 11/2016
 BUDGET

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	CAPITAL PROJECT-MCQUILLEN TOTA	.00	.00	.00	.00	.00
	WATER TOTAL	2,174,901.08	157,047.24	2,039,419.98	93.77	135,481.10
	UTILITY IMPROVEMENTS PLAN TOTA	.00	.00	.00	.00	.00
	WATER METER DEPOSITS TOTAL	20,000.00	1,260.00	21,960.00	109.80	1,960.00-
	SEWER TOTAL	1,325,017.00	106,699.75	1,249,337.84	94.29	75,679.16
	SEWER IMPROVEMENT TOTAL	.00	.00	.00	.00	.00
	UV DISINFECTION PROJECT TOTAL	1,469,552.00	.00	.00	.00	1,469,552.00
	WWTP EXPANSION FUND TOTAL	.00	.00	.00	.00	.00
	WASTE FUND TOTAL	336,150.00	28,876.51	311,443.02	92.65	24,706.98
	TRANSIT TOTAL	101,670.00	1,000.00	19,085.00	18.77	82,585.00
	STORM WATER TOTAL	168,400.00	13,832.52	154,513.00	91.75	13,887.00
	FIRE EXTINGUISHER TOTAL	6,000.00	900.20	6,166.48	102.77	166.48-
	TOTAL REVENUE BY FUND	<u>18,733,989.04</u>	<u>972,803.51</u>	<u>15,495,295.75</u>	<u>82.71</u>	<u>3,238,693.29</u>

CITY OF CHARLES CITY
 BUDGET REPORT
 CALENDAR 5/2016, FISCAL 11/2016

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	4,372,371.00	211,062.12	3,582,061.72	81.92	790,309.28
	PETTY CASH TOTAL	.00	.00	.00	.00	.00
	POLICE DISPATCH TOTAL	469,249.00	30,454.65	375,518.38	80.03	93,730.62
	K-9 UNIT TOTAL	.00	.00	.00	.00	.00
	POLICE SAFETY EDUCATION TOTAL	3,500.00	824.82	2,943.64	84.10	556.36
	PARK & REC C/I HOTEL/MOTE TOTA	70,695.00	.00	42,893.61	60.67	27,801.39
	COMMUNCIATION EQUIP FUND TOTA	34,100.00	.00	34,038.30	99.82	61.70
	HOTEL MOTEL TAX TOTAL	120,105.00	12.33	15,551.03	12.95	104,553.97
	NUISANCE ABATEMENT RESERV. TOTA	.00	.00	.00	.00	.00
	POLICE PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	FIRE PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	STREET PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	PARK & REC PURCHASE RESER TOTA	.00	.00	.00	.00	.00
	ADMIN PURCHASE RESERVE TOTAL	.00	.00	.00	.00	.00
	PAYROLL CLEARING TOTAL	.00	.00	.00	.00	.00
	ROAD USE TAX TOTAL	848,549.00	71,754.39	729,827.87	86.01	118,721.13
	STEP GRANT TOTAL	.00	.00	.00	.00	.00

CITY OF CHARLES CITY
 BUDGET REPORT
 CALENDAR 5/2016, FISCAL 11/2016

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EMPLOYEE BENEFITS TOTAL	1,060,161.00	65,780.25	959,210.89	90.48	100,950.11
	CVTC OPERATING FUND TOTAL	131,214.00	3,003.43	60,423.65	46.05	70,790.35
	FEMA BUYOUT SUBSTANTIAL TOTAL	.00	.00	.00	.00	.00
	FEMA BUYOUT NON SUBS TOTAL	.00	.00	.00	.00	.00
	2008 FLOOD TOTAL	.00	.00	.00	.00	.00
	EMERGENCY TOTAL	65,941.00	.00	.00	.00	65,941.00
	WPC FLOOD WAL TOTAL	.00	.00	.00	.00	.00
	LOCAL OPTION SALES TAX TOTAL	989,808.00	.00	.00	.00	989,808.00
	2013 FLOOD TOTAL	.00	.00	29,225.35	.00	29,225.35-
	RIVERSIDE TIF TOTAL	254,893.00	.00	58,351.03	22.89	196,541.97
	SW BYPASS TIF TOTAL	357,000.00	.00	148,182.83	41.51	208,817.17
	SOUTH GRAND TIF TOTAL	2,000.00	.00	.00	.00	2,000.00
	EAST PARK TIF TOTAL	21,180.00	.00	18,892.85	89.20	2,287.15
	PARK AVENUE TIF TOTAL	132,451.00	.00	91,205.29-	68.86-	223,656.29
	CARRIE CHAPMAN CATT TOTAL	.00	.00	.00	.00	.00
	LIBRARY TRUST FUNDS TOTAL	18,400.00	4,086.70	18,761.98	101.97	361.98-
	FGP ADVISORY TOTAL	13,783.00	1,834.31	12,433.95	90.21	1,349.05

CITY OF CHARLES CITY
 BUDGET REPORT
 CALENDAR 5/2016, FISCAL 11/2016

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	FGP FEDERAL ADMINISTRATIO TOTA	472,212.00	28,643.83	253,297.09	53.64	218,914.91
	PUBLIC HOUSING SEC DEP TOTAL	7,200.00	200.00	5,455.58	75.77	1,744.42
	PUBLIC HOUSING TOTAL	612,969.00	33,117.61	511,656.88	83.47	101,312.12
	SECTION 8 VOUCHER TOTAL	689,717.00	54,693.27	599,102.32	86.86	90,614.68
	POLICE ASSET FORFEITURE TOTAL	2,000.00	.00	2,025.27	101.26	25.27-
	DWELLING STRUCTURE TOTAL	.00	.00	.00	.00	.00
	2012 REHAB GRANT TOTAL	34,605.00	.00	34,604.21	100.00	.79
	06 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	07 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	08 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	2009 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	2010 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	2011 CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	CABLE TV TOTAL	75,375.00	38,082.81	59,080.15	78.38	16,294.85
	DEBT SERVICE TOTAL	3,333,600.96	.00	2,285,322.00	68.55	1,048,278.96
	SUSPENSION BR TOTAL	.00	.00	.00	.00	.00
	STREET RELATED C/I TOTAL	1,135,103.00	53,690.53	1,113,079.41	98.06	22,023.59

CITY OF CHARLES CITY
 BUDGET REPORT
 CALENDAR 5/2016; FISCAL 11/2016

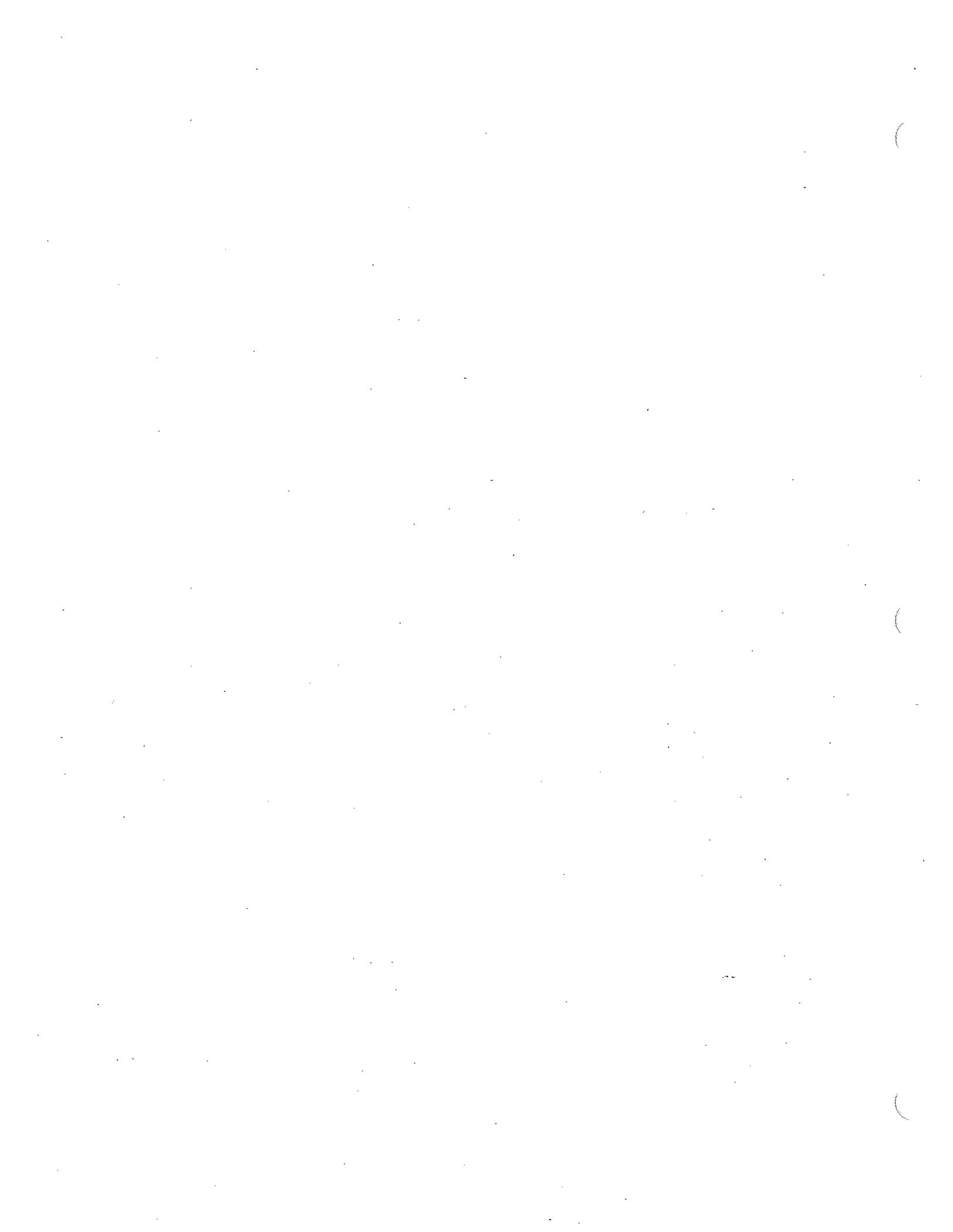
ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	CLARK STREET TRAIL TOTAL	.00	.00	.00	.00	.00
	RIVERFRONT PROJECT TOTAL	91,727.00	.00	91,634.92	99.90	92.08
	PEDESTRIAN BRIDGE TOTAL	.00	.00	.00	.00	.00
	I-JOBS FIRE STATION TOTAL	.00	.00	.00	.00	.00
	2005 CDBG HOUSING REHAB TOTAL	.00	.00	.00	.00	.00
	LAW ENFORCEMENT GRANT TOTAL	.00	.00	.00	.00	.00
	2008 CDBG GRANT TOTAL	.00	.00	.00	.00	.00
	05 S MAIN TOTAL	.00	.00	.00	.00	.00
	2011 PERMEABLE PAVING TOTAL	.00	.00	.00	.00	.00
	9TH ST PERMEABLE PAVING TOTAL	.00	.00	.00	.00	.00
	NET ZERO HOUSING PROJECT TOTA	.00	.00	.00	.00	.00
	MASTER FACADE PROJECT TOTAL	.00	.00	.00	.00	.00
	2011 CAPITAL PROJECT TOTAL	.00	.00	.00	.00	.00
	2012 CAPITAL PROJECT TOTAL	.00	.00	.00	.00	.00
	2013 CAPITAL FUND TOTAL	53,936.00	.00	53,833.78	99.81	102.22
	2014 CAPITAL PROJECT TOTAL	132,829.00	.00	116,502.32	87.71	16,326.68
	2015 CAPITAL PROJECT TOTAL	30,000.00	.00	.00	.00	30,000.00

CITY OF CHARLES CITY
 BUDGET REPORT
 CALENDAR 5/2016, FISCAL 11/2016

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	2016 CAPTIAL PROJECT TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECT-MCQUILLEN TOTA	15,600.00	.00	13,000.00	83.33	2,600.00
	WATER TOTAL	1,900,458.00	59,386.37	993,154.02	52.26	907,303.98
	UTILITY IMPROVEMENTS PLAN TOTA	72,516.08	.00	.00	.00	72,516.08
	WATER METER DEPOSITS TOTAL	22,000.00	1,320.00	22,649.68	102.95	649.68-
	SEWER TOTAL	1,183,428.00	58,616.85	771,580.39	65.20	411,847.61
	SEWER IMPROVEMENT TOTAL	.00	.00	.00	.00	.00
	UV DISINFECTION PROJECT TOTAL	1,128,659.00	30,461.31	960,345.52	85.09	168,313.48
	WWTP EXPANSION FUND TOTAL	.00	4,200.00	4,200.00	.00	4,200.00-
	WASTE FUND TOTAL	319,197.00	45,163.82	295,954.60	92.72	23,242.40
	TRANSIT TOTAL	98,470.00	13,246.00	76,164.51	77.35	22,305.49
	STORM WATER TOTAL	246,696.00	19,439.36	210,097.36	85.16	36,598.64
	FIRE EXTINGUISHER TOTAL	7,000.00	1,083.51	7,900.01	112.86	900.01-
	TOTAL EXPENSES BY FUND	<u>20,630,698.04</u>	<u>830,158.27</u>	<u>14,477,751.81</u>	<u>70.18</u>	<u>6,152,946.23</u>

**FINANCIAL REPORT
MAY 2016
CHARLES CITY
PUBLIC EMPLOYEES
HEALTH PLAN**

	MONTHLY TOTALS 5/1/16-5/31/16	PLAN YEAR TOTALS 7/1/15-6/30-16	TOTALS TO DATE 5/1/82-6/30/16
Balance 4/30/2016	\$361,428.11	\$327,399.22	\$0.00
RECEIPTS			
Contributions Paid	\$71,725.45	\$781,042.87	\$14,488,886.87
Refunds/Voids/Stop Loss	\$18.20	\$4,364.67	\$2,207,090.48
Interest-checking	\$458.96	\$4,556.56	\$116,603.92
Interest-CD	\$0.00	\$0.00	\$33,066.21
Transfers	\$0.00	\$0.00	\$365,000.00
TOTAL	\$72,202.61	\$789,964.10	\$17,210,647.48
EXPENDITURES			
Premiums/fees/admin.	\$34,942.46	\$216,664.79	\$4,082,814.66
Claims	\$98,145.58	\$600,155.85	\$12,095,416.84
Refunds-adj./stop loss	\$0.00	\$0.00	\$326,803.27
Transfers	\$0.00	\$0.00	\$255,037.03
Checks/bank fees/investment	\$0.00	\$0.00	\$150,033.00
TOTAL	\$133,088.04	\$816,820.64	\$16,910,104.80
INVESTMENTS			
	\$0.00	\$0.00	\$0.00
Balance 4/30/2016	\$300,542.68	\$300,542.68	\$300,542.68
Bank Balance	\$330,107.85		
Add Deposits in Transit	\$0.00		
Less Outstanding Checks	\$29,565.17		
Add Investments	\$0.00		
Revised Balance	\$300,542.68		



CITY CLAIMS 06/20/16

VENDOR	DESCRIPTION	AMOUNT
PAYROLL	PAYROLL ENDING 06/11/16	\$ 91,291.65
PAYROLL LIABILITIES	PAYROLL LIABILITIES	\$ 37,839.70
AUXIANT	FLEX SPENDING REIMBURSEMENTS	\$ 25.83
UTILITY DEPOSIT REFUNDS	UTILITY DEPOSIT REFUNDS	\$ 1,125.66
DATA TECHNOLOGIES	NEW METERS SOFTWARE-WTP	\$ 625.00
KWIK TRIP	FUEL-PD/P&R	\$ 1,959.96
BDH LLC	DEVELOPMENT AGREEMENT PAYMENT	\$ 3,757.64
CHARLES CITY CEDAR MALL	TAX REBATE	\$ 54,943.57
FARMERS FEED & GRAIN	REBATE DEVELOPMENT AGREEMENT	\$ 2,533.59
MACHINE TOOL ENGINEERING	DEVELOPMENT AGREEMENT PAYMENT	\$ 15,345.21
MITAS TIRES NORTH AMERICA	DEVELOPMENT AGREEMENT PAYMENT	\$ 72,432.83
PRO CATTLE PARTNERS LLC	DEVELOPMENT AGREEMENT PAYMENT	\$ 3,547.64
AGSOURCE COOPERATIVE SERVICES	TESTING SERVICES-WTP	\$ 343.00
AGVANTAGE FS	FUEL-P&R	\$ 906.35
ALEX AIR APPARATUS INC	REPAIR/OVERHAUL SPREADER-FD	\$ 210.00
UNITYPOINT-ALLEN OCCUP HEALTH	AUDIOGRAMS ON SITE-CITY DEPTS	\$ 546.00
DAVID AUCHSTETTER SR.	STRIPPED/WAXED FLOORS-CVTC	\$ 550.00
AUTOZONE	TRUCK WAX-FD	\$ 15.58
BARCO MUNICIPAL PRODUCTS	18'&28' CONES/LUTE RAKE-STREET	\$ 1,486.00
BARRON EQUIP & OVERHEAD DOOR	LABOR-MECH INSTALLATION AVD780	\$ 4,000.00
BETTY HANSON (FGP)	MILEAGE-FGP	\$ 8.32
BITUMINOUS MATERIALS & SUPPLY	CRS-2 OIL-STREET	\$ 1,631.92
BOUNDLESS NETWORK	SUMMER FRIDAY SHIRTS-CITY HALL	\$ 316.42
BRUENING ROCK PRODUCTS INC	ROAD ROCK/CHIPS-P&R/STREET	\$ 2,733.00
BUSINESS CARD	VARIOUS CHARGES-CITY DEPTS	\$ 1,211.60
CAL'S AUTO REPAIR INC	CHAIN SAW CHAIN/SHARPENING-P&R	\$ 103.50
CARQUEST AUTO PARTS	PARTS/SUPPLIES-CITY DEPTS	\$ 556.86
CC FAMILY HEALTH CENTER	WORKERS COMP-MARK DOMINO-P&R	\$ 105.00
CEDAR CREEK TREE SERVICE LLC	TREE/STUMP REMOVAL-P&R	\$ 10,210.00
CEDAR RIVER SOFTWARE	3 CAMERAS/DVD's-PD/DISPATCH	\$ 2,891.00
CEDAR VALLEY PRINT & SUPPLY	SUPPLIES-CITY DEPTS	\$ 794.63
CENTRAL IOWA DISTRIBUTING	GLOVES-CITY HALL	\$ 38.54
CENTURYLINK COMMUNICATIONS	PHONES-CITY DEPTS	\$ 2,221.09
CHARLES CITY ELECTRONICS	SEAGATE 5TB BACKUP-ENGINEERING	\$ 159.99
CHARLES CITY PRESS INC	THANK YOU AD-FGP	\$ 1,693.36
CINTAS CORPORATION #762	MATS/TOWELS-WTP	\$ 106.56
CITY MOTOR PARTS LTD	REPAIR PARTS-CVTC	\$ 2,201.94
CITY OF CHARLES CITY	WATER/SEWER-CVTC	\$ 215.40
CLASSIC CLEANERS INC	UNIFORM CLEANING-PD	\$ 24.20
COCA-COLA BOTTLING CO	POP-P&R	\$ 295.44
COLLEEN ORTMAYER	MILEAGE-FGP	\$ 75.60
COMPUTRONICS	LT OFFICE COMPUTER-PD	\$ 749.00

CROELL REDI MIX INC	CONSTRUCTION PROJ-DISTRIBUTION	\$	1,367.18
DAIRY QUEEN	63 LUNCHES-FGP	\$	409.50
DARLENE TOYNE (FGP)	MILEAGE-FGP	\$	51.84
DE LAGE LANDEN	COPIER LEASE-BUS OFF	\$	158.68
DIGITAL ALLY, INC	BODY CAMERAS/DVM800/VULINK-PD	\$	6,615.00
DISH NETWORK	TV SERVICE-P&R	\$	68.98
DON'S REPAIR	JOHN DEERE BALLFIELD CLUTCH-PR	\$	345.27
N ZIMMERMAN dba DOUBLE Z CONST	HIGH LIFT DOOR WINDOWS-CVTC	\$	14,610.85
EMBLEM ENTERPRISES INC	300 POLICE EMBLEM PATCHES-PD	\$	480.73
FAREWAY STORE	FOOD/SUPPLIES-CITY DEPTS	\$	327.43
FLOYD CO MEMORIAL HOSPITAL	WORKERS COMP-MARK DOMINO-P&R	\$	300.40
FMC COUNTY LANDFILL	GRIT & BAR SCREENINGS-WWTP	\$	354.24
FOX ENGINEERING INC	INDUSTRIAL LOCAL LIMITS-WWTP	\$	137.00
FRIEDRICH PLUMBING & HEATING	PLUMBING REPAIRS-P&R	\$	596.62
GHD SERVICES INC	CITY'S SHARE-SHAW AVE SITE	\$	4,452.71
WINGFOOT COMMERCIAL TIRE	REPAIR PARTS-STREET	\$	1,004.68
GREEN IMAGE LAWN CARE	SEEDING/MULCH LABOR,EQUIP-SWU	\$	1,771.16
HAWKINS INC	CL2 CYL-WTP	\$	1,541.78
HD SUPPLY WATERWORKS	HYDRANTS/PARTS-WTP	\$	13,783.46
HEARTLAND ASPHALT INC	2015 PCC PAVE/WATER MAIN REPAIRS	\$	7,637.78
HEWETT WHOLESALE	FOOD-P&R	\$	222.44
HOCKENSON PLUMBING	COMM GARDEN WATER INSTALLATION	\$	1,942.00
I WIRELESS	PHONE-FGP	\$	72.31
IOWA ASSOC MUNICIPAL UTILITIES	BROADBAND CONSULTATION-CABLE	\$	3,001.21
IOWA CITY/COUNTY MGMT ASSOC	DUES-STEVE DIERS-CITY ADMIN	\$	150.00
IOWA LEAGUE OF CITIES	MEMBERSHIP DUES-BUS OFF	\$	3,085.00
IOWA ONE CALL	UTILITY LOCATES-WTP	\$	103.60
IOWA POLICE CHIEFS ASSOC.	CONFERENCE-KATHY HERRICK-PD	\$	30.00
IOWA PUMP WORKS INC	MAPLE HEIGHTS PUMP BRACKET-WWT	\$	227.19
JACKSON STREET PRESS	3-MAP LAMINATION-FD TAX EXEMPT	\$	9.00
JACQUELINE FERCH (FGP)	MILEAGE-FGP	\$	26.88
JANET NIESS (FGP)	MILEAGE-FGP	\$	66.56
JEANETTE KLUNDER (FGP)	MILEAGE-FGP	\$	9.28
JENDRO SANITATION SERVICES	GARBAGE PICKUP-CITY DEPTS	\$	20,193.48
JOANIE NIELSEN (FGP)	MILEAGE-FGP	\$	41.04
JOHN DEERE FINANCIAL	SUPPLIES-CITY DEPTS	\$	375.38
JOHN A HOWE	WINDOW CLEANING-CITY HALL	\$	111.56
KAMM EXCAVATING CORP	WATERLINE REPAIRS-WWTP	\$	4,367.05
KEYSTONE LABORATORIES	WASTEWATER ANALYSIS-WWTP	\$	586.16
L&J INDUSTRIES INC	20' ANGLE IRON/ONE SAW CUT-ST	\$	261.00
LAVONNE KACER (FGP)	MILEAGE-FGP	\$	29.70
LESSIN SUPPLY COMPANY	REPAIR PARTS-CVTC	\$	1,347.25
LINDA BETELS (FGP)	MILEAGE-FGP	\$	12.96
MARCO INC	CONTRACT OVERAGE/SUPP FREIGHT	\$	87.60
MARK MCCOY	TRAVEL REIMBURSEMENT-WWTP	\$	15.71
MARY LITTERER	6-MONTHS MILEAGE REIMBURSE-FGP	\$	1,062.72
METERING TECHNOLOGY SOLUTIONS	METERS/PARTS-WTP	\$	2,778.22

MIDAMERICAN ENERGY	UTILITIES-IC SHELTER	\$	1.67
MIKE'S C&O TIRE INC	MOWER TIRE-P&R	\$	1,214.65
MILLS-INC.	A/C REPAIRS-CITY HALL	\$	75.00
NEWBAUER INC	MATS/TOWELS-WWTP/CITY HALL	\$	99.35
O'REILLY AUTO PARTS	STARTER LESS CREDIT-PD	\$	87.99
OFFICE DEPOT	OFFICE CHAIR-FD	\$	402.98
OTTO'S OASIS	DECIDUOUS TREES-P&R	\$	4,939.98
PEPSI-COLA	POP-P&R	\$	276.98
PERRY NOVAK ELECTRIC INC	ELECTRICAL SERVICES-CITY DEPTS	\$	6,015.61
POLLARD WATER	SERVICE BOX/ROD KEY-WTP	\$	198.26
POSTMASTER	UTILITY BILL POSTAGE	\$	950.00
PRODUCTIVITY PLUS ACCOUNT	BANDSHELL WINTER STORAGE-P&R	\$	700.00
PROSECUTING ATTORNEYS TRNG COORD	FORFEITED PROPERTY-PD	\$	200.00
R&R PRODUCTS INC	MOWER BEDKNIVES-P&R	\$	490.11
R&S MOWING	MOWING-WTP	\$	300.00
RADIOLOGY CONSULTANTS OF IOWA	WORKERS COMP-MARK DOMINO-P&R	\$	39.00
RAPIDS REPRODUCTIONS INC	HEW PRINTER-ENGINEERING	\$	1,750.00
RC SYSTEMS	SIRENS-SPRING MAINTENANCE-EMER	\$	1,130.65
RILEY'S INC	SUPPLIES-CITY DEPTS	\$	359.13
RISE BROADBAND	EXTRA EMAIL-CABLE	\$	16.00
RIVER CITY FENCE COMPANY	INSTALL DBL DRIVE GATES-WTP	\$	4,943.06
SAM'S CLUB/SYNCHRONY BANK	FOOD/WATER/SUPPLIES-P&R	\$	179.29
SCHUETH ACE HARDWARE	SUPPLIES-CITY DEPTS	\$	483.72
SHORT ELLIOTT HENDRICKSON INC	FIRST AVE STREET IMPROVEMENTS	\$	365.31
SHI INTERNATIONAL CORP	HPI TABLETS-COUNCIL/ENG/CLERK	\$	3,600.00
SHIELD TECHNOLOGY CORPORATION	SHIELD MAINTENANCE-DISPATCH	\$	3,300.00
SHIRLEY ORTHEL (FGP)	MILEAGE-FGP	\$	17.82
SJE-RHOMBUS	CHARLES CITY STARTUP-WTP	\$	4,125.00
SNAP-ON TOOLS/DUANE KAY	2-TON FLOOR JACKS-CVTC	\$	997.00
STAAB CONSTRUCTION CORPORATION	PROJECT 4488-WWTP	\$	44,173.20
SUBWAY	IN-SERVICE COOKIES-FGP	\$	21.60
T&C MACHINE	TRUCK AIR-LINE REPAIRS-FD	\$	75.00
TERRI NOVAK	MILEAGE-P&R	\$	142.56
UNITED STATES CELLULAR	PHONES/TABLETS-CITY DEPTS	\$	904.87
UNITYPOINT HEALTH	BROADNET CONNECT-TIF	\$	1,200.00
USA BLUEBOOK	VERTICAL RESETTER-WTP	\$	1,442.68
VAC SHACK & SEWING CENTER	ELECTROLUX BAGS-CITY HALL	\$	39.90
WERTJES UNIFORMS	SEW ON SCHWEITZER PATCHES-PD	\$	10.00
WINDSTREAM	NIGHT ANSWERING PHONE-DISPATCH	\$	55.56
	TOTAL	\$	503,383.10

ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

Housing

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
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ACCOUNTS PAYABLE CLAIMS

BARB MILLER	SEC DEP REFUND	211.67		
BUSINESS CARD	STAFF TRAINING-HOUSING	524.36		
C. NABER & ASSOCIATES	S8 SERVICE FEES-HOUSING	395.00		
CEDAR CREEK TREE SERVICE LLC	REMOVAL SERVICE-HOUSING	1,800.00		
CHARLES CITY HOUSING	HELD SEC DEP REF-HOUSING	260.00		
CINTAS CORPORATION #762	MAT SERVICE-HOUSING	124.84		
CITY OF CHARLES CITY	POLICE	42,255.57		
DON'S REPAIR	PARTS-HOUSING	324.29		
GE CAPITAL	LEASE-HOUSING	252.02		
HAPPY SOFTWARE INC.	SERVICE-HOUSING	5,841.00		
HOCKENSON PLUMBING	MAINTENANCE-HOUSING	638.55		
HOUDEK FLOORCOVERING	LABOR	814.48		
IDOT-CASHIER'S OFFICE	FUEL-HOUSING	105.55		
JENDRO SANITATION SERVICES	TERACES	611.00		
ARTHUR MEHMEN	SERVICE-HOUSING	130.00		
MICHAELS BAND BOX	SERVICE-HOUSING	224.46		
MIDAMERICAN ENERGY	UTILITIES-HOUSING	4,779.67		
MILLS-INC	SERVICE-HOUSING	75.00		
NAN MCKAY & ASSOCIATES	SERVICE-HOUSING	224.00		
OTTO'S OASIS	SUPPLIES-HOUSING	49.98		
PITNEY BOWES	LEASE-HOUSING	54.09		
SCHUETH ACE HARDWARE	SUPPLIES-HOUSING	291.76		
SHERWIN-WILLIAMS CO	SUPPLIES-HOUSING	160.20		
STAPLES DIRECT	SUPPLIES-HOUSING	104.50		
SUPERIOR LUMBER INC	SUPPLIES-HOUSING	135.86		
T-J SERVICE INC	SERVICE-HOUSING	104.99		
TRENT PARKER	SERVICE-HOUSING	213.75		
UNITED STATES CELLULAR	SERVICE-HOUSING	72.36		
WAGGONER & WINEINGER ARCH	SERVICE-HOUSING	220.00		
YARDI RESIDENT SCREENING	SERVICE-HOUSING	31.50		

**** SCHED TOTAL **** 61,030.45

**** REPORT TOTAL **** 61,030.45

~ PROCLAMATION ~

WHEREAS, Sarcoma cancers are rare and often aggressive, growing in the bones, muscles and soft tissues of the body; and

WHEREAS, Sarcoma cancers are often diagnosed too late for effective treatment, while early diagnosis and property treatment would lead to increased survival; and

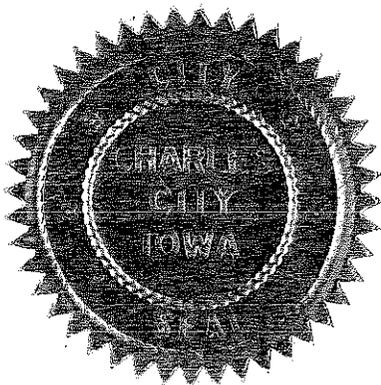
WHEREAS, Sarcoma cancers are among the most common cancers occurring in children and young adults and are too often misdiagnosed as athletic or other injuries; and

WHEREAS, Most cancers take approximately 4 months to be diagnosed. Sarcoma, however, takes an average of 14 months to be diagnosed. Consequently, this sometimes results in extreme treatments and a poor prognosis.

THEREFORE, I, James A. Erb, mayor of Charles City, do hereby proclaim the month of July as Sarcoma Awareness Month in the city of Charles City.

In Testimony Whereof, I have hereunto subscribed my name this 20th day of June, 2016.

James A. Erb, Mayor
Charles City, Iowa



MEETING DATE: 6/16/16

ITEM: 9A

AGENDA ITEM SUMMARY

Subject: Chamber request for golf carts for 4th of July

Background Summary:

Mark inadvertently left this item off of his previous request for 4th of July activities. They are asking permission to use golf carts for the parade to help judge the floats and just keep an eye on things for the parade.

CITY OF CHARLES CITY

AGENDA ITEM SUMMARY

Subject: Third and final reading for Ordinance 1091 to rezone property in the 300 block of North Jackson Street from B-2, General Business District to R-3, Multi-Family Residence District and COS, Conservation Open Space District and adoption

Background Summary:

The City recently received an inquiry to rezone a parcel at 305 North Jackson Street from B-2, General Business District, to R-3, Multi-Family Residence District, to allow for the conversion of the large single family dwelling into apartments and dwellings on the ground floor. During the review of this area, the Staff determined that the half block on the west side of Jackson Street between Kelly and Blunt Streets would be better served as a different zoning district.

The Staff recommends that the zoning for the Art Center and adjacent vacant lot be changed to Conservation Open Space to match the zoning of Central Park immediately on the east side of North Jackson Street and the remaining portion of the block be rezoned to R-3, Multi-Family Residence District.

The City Council submitted this rezoning request to the Planning and Zoning Commission for study and recommendation at the April 18th City Council Meeting. The Commission held a public hearing on the matter at their May 11th meeting and is returning to the City Council a recommendation to approve the requested rezoning.

The Council completed the first reading of Ordinance 1091 at the May 16th meeting and the second reading at the June 6 meeting.

We recommend approval of the third reading and adoption.

CITY OF CHARLES CITY

ORDINANCE NO. 1091

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF TWO PARCELS LOCATED IN BLOCK 8 IN THE ORIGINAL PLAT OF ST. CHARLES, NOW INCORPORATED AS CHARLES CITY, IOWA, FROM B-2, GENERAL BUSINESS DISTRICT, TO R-3, MULTI-FAMILY RESIDENCE DISTRICT, AND COS, CONSERVATION AND OPEN SPACE DISTRICT, RESPECTIVELY

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

SECTION 1. Change in Zoning Classification. Property legally described as:
Lot Two (2), except the Northeasterly six feet (NEly 6') thereof;

And

Lot 1 and the Northeasterly 6 feet of Lot 2; all in Block 8 of St. Charles, now incorporated as Charles City, Iowa

presently classified as B-2, General Business District, be and are hereby reclassified as R-3, Multi-family Residence District.

SECTION 2. Zoning Classification Amended. Property legally described as:
Lots Three (3) and Four (4), Block Eight (8), Original Plat of St. Charles, now incorporated as Charles City, Iowa

presently classified as B-2, General Business District, be and is hereby reclassified as COS, Conservation and Open Space District.

SECTION 3. Map Amendment. The zoning map of the City of Charles City shall be modified to reflect these changes in zoning classification upon approval of this Ordinance.

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

SECTION 5. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law and the official zoning map of the City of Charles City, Iowa shall be amended to reflect the change in zoning effected by this ordinance.

Passed by the City Council on this _____ day of _____, 2016.

James A. Erb, Mayor

ATTEST:

AGENDA ITEM SUMMARY

Subject: Third and final reading for Ordinance 1092 amending the zoning ordinance pertaining to ramps and adoption.

Background Summary:

The City Code Enforcement Department continues to receive requests for building permits to construct ramps for wheel chair accessibility to single family homes. These ramps are basically an extension of the porch but often times extend closer to the street, extending into the front yard setback area to obtain the proper slope for the ramp. This encroachment into the front yard setback area then requires a variance from the Board of Adjustment prior to obtaining a building permit to construct the ramp. A request to the Board of Adjustment also requires a \$75.00 application fee.

Ordinance 1092 adds a new subsection to Section IV of the Zoning Ordinance that allows the Zoning Administrator to approve an encroachment of a handicap ramp. The Zoning Administrator's approval will be contingent that the ramp can remain only if an occupant needing the ramp resides in the residence. The removal of the ramp will be required within six months if no one continues to reside in the residence requiring the use of ramp.

The Planning and Zoning Commission held a public hearing on the matter at their May 11th meeting and is returning to the City Council a recommendation to approve the requested ordinance amendment to Section IV of the Zoning Ordinance. The Council completed the first reading of Ordinance 1092 at the May 16th meeting and the second reading at the June 6 meeting.

We recommend approval of the third and final reading and adoption.

CITY OF CHARLES CITY

ORDINANCE NO. 1092

AN ORDINANCE AMENDING SECTION IV, GENERAL PROVISIONS, OF THE CHARLES CITY ZONING ORDINANCE BY ADDING A NEW SUBSECTION TO ALLOW RAMPS AND OTHER STRUCTURES PROVIDING ACCESSIBILITY TO RESIDENTIAL STRUCTURES FOR HANDICAPPED INDIVIDUALS IN SITUATIONS WHERE SUCH STRUCTURES MIGHT OTHERWISE VIOLATE PROVISIONS OF THE ZONING ORDINANCE

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

SECTION 1. New Subsection added. The following new subsection of Section IV, General Provisions, is adopted as follows:

P. Ramps and Other Structures Providing Accessibility to Residential Structures by Handicapped Individuals. Notwithstanding the provisions of this ordinance governing minimum yard set-backs or obstructive structures, wheelchair ramps and other structures that facilitate accessibility to a principal residence by handicapped individuals shall be allowed without the requirement of a special use determination on the following terms and conditions:

1. That the owner of the principal residence provide proof that an occupant of the residence requires the ramp or other structure to have reasonable accessibility to the residential structure. Such proof may be provided in the form of a letter from the occupant's physician or an active handicap parking certification; and
2. In submitting an application for a building permit to construct the ramp or structure that the owner provide a drawing or schematic that accurately depicts the location and specifications of the proposed structure.
3. That the zoning administrator makes a determination that such structure does not present a danger to the general public and that it complies with all applicable building codes and regulations pertaining to such structures.
4. That in the event that such structure would otherwise violate a provision of this zoning ordinance the owner will sign an agreement to remove the structure within six months after the date that the occupant who requires its use for accessibility ceases to use or occupy the residence, unless another occupant with similar needs occupies the residence within such six month time period.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law and the official zoning map of the City of Charles City, Iowa shall be amended to reflect the change in zoning effected by this ordinance.

Passed by the City Council on this _____ day of _____, 2016.

James A. Erb, Mayor

ATTEST:

Trudy O'Donnell, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 20____.

Trudy O'Donnell, City Clerk

MEETING DATE: 6/20/16

ITEM: 10C

AGENDA ITEM SUMMARY

Subject: Second reading of Water Meter ordinance 1093

Background Summary:

This Ordinance amends the current Water ordinance that would require an additional shut off valve be installed in newly constructed homes when the water meter is installed.

Currently there is one shut off valve and when a meter is changed out or otherwise removed, water flow is shut off on the supply side and not on the "home" side. The result is the draining out of the customer's water pipes which often is messy and can be avoided.

Changing the ordinance so that there are shut offs on either side would eliminate this issue for a nominal fee up front at installation.

First reading of this ordinance was done at the June 6 meeting and we are recommending approval of the second reading at this meeting.

CITY OF CHARLES CITY

ORDINANCE NO. 1093

AN ORDINANCE AMENDING SECTION 91.05 OF THE CHARLES CITY CODE OF ORDINANCES BY AMENDING PROVISIONS PERTAINING TO METER SETTINGS

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

SECTION 1. SECTION MODIFIED. Section 91.05 of the Code of Ordinances of the City of Charles City, Iowa is repealed and the following adopted in lieu thereof:

91.05 METER SETTING. The property owner shall provide all necessary piping and fittings for proper setting of the meter including a valve on each side of the meter. Meter pits may be used only upon approval of the Superintendent and shall be of a design and construction approved by the Superintendent.

SECTION 2. Applicability. The requirement that a property owner provide a valve on each side of the meter shall apply to all new building construction from and after the date of the final passage, approval and publication of this ordinance as provided by law.

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

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

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

Passed by the City Council on this _____ day of _____, 201__.

James A. Erb, Mayor

ATTEST:

Trudy O'Donnell, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 20__.

Trudy O'Donnell, City Clerk

MEETING DATE: 6/20/16

ITEM: 10D

AGENDA ITEM SUMMARY

Subject: ordinance amending open burning section of Chapter 105

Background Summary:

This open burning section of the code was changed in 2012 to allow recreational fires during certain hours, limiting the size of the fire pit, etc. However, during the recodification process in July last year, this section was inadvertently omitted and the state fire code referenced instead. We had adopted the state fire code in another section of our code and therefore Iowa Codification changed this section to follow that.

It was not our intent to change the open burning section and we all missed this change when we proofed the final draft of the recodification. This new ordinance will change that section back to the way it was prior to re-codification. We feel that this ordinance will not require the standard 3 readings at three separate meetings since it's just a correction to make the code read the way it was before. Therefore, there is an agenda item to waive the second and third readings and adopt this ordinance at this meeting.

CITY OF CHARLES CITY

ORDINANCE NO. 1094

AN ORDINANCE AMENDING CHAPTER 105 OF THE CHARLES CITY CODE OF ORDINANCES BY REPEALING SECTION 105.05 AND ADOPTING A NEW SECTION 105.05 WHICH MODIFIES THE REPEALED SECTION BY REDEFINING THE EXCEPTIONS TO THE RESTRICTIONS ON OPEN BURNING.

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

1. Section 105.05 of the Code of Ordinances of the City of Charles City, Iowa is repealed and the following adopted in lieu thereof:

105.05 OPEN BURNING RESTRICTED. Notwithstanding the provisions of the International Fire Code, 2009 edition, no person shall allow, cause or permit open burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack, except that open burning is permitted in the following circumstances:

(IAC, 567-23.2[455B] and 567-100.2)

1. Disaster Rubbish. The open burning of rubbish, including landscape waste, for the duration of the community disaster period in cases where an officially declared emergency condition exists, provided that the burning of any structures or demolished structures is conducted in accordance with 40 CFR Section 61.145.

(IAC, 567-23.2[3a])

2. Trees, Tree Trimmings and Leaves. The open burning of trees, tree trimmings and leaves provided that the burn site is 1,000 or more feet distant from any occupied structure, provided that such burning is conducted at a City-operated burning site, and provided such burning is conducted in compliance with the rules established by the State Department of Natural Resources.

(IAC, 567-23.2[3b])

3. Flare Stacks. The open burning or flaring of waste gases, provided such open burning or flaring is conducted in compliance with applicable rules of the State Department of Natural Resources.

(IAC, 567-23.2[3c])

4. Recreational Fires. Supervised open fires for cooking, heating, pleasure, ceremonial purposes, or similar purposes between the hours of 6:00 o'clock a.m. and 12:00 o'clock a.m. (midnight); utilizing only untreated wood or wood products; having a total fuel area of three feet or less and two feet in height; and in compliance with emission limits for visible air contaminants established by the Iowa Department of Natural Resources.

(IAC, 567-23.2[3e])

5. Training Fires and Controlled Burning. Fires set for the purpose of bona fide training of public or industrial employees in the firefighting methods and the controlled burning of a demolished building, provided that the training fires and controlled burning are conducted in compliance with rules established by the State Department of Natural Resources.

(IAC, 567-23.2[3g])

6. Variance. Any person wishing to conduct open burning of materials not otherwise permitted by this section may make application for a permit to the Fire Chief of Charles City, who may issue a permit for such open burning upon making the following determinations:
- a. That the applicant has designated a specific time and place for the open burning;
 - b. That the burning will not cause unreasonable distress to citizens in proximity to the burning. For the purpose of this paragraph, there shall be a presumption that unreasonable distress will occur if occupied structures are located within 300 feet of the burning location;
 - c. That the conditions are safe for the open burning of materials, and that safeguards, including continuous supervision of the fire, are otherwise in place to prevent damage to property or injury to persons;
 - d. That the applicant has met such other requirements, as deemed necessary by the Fire Chief, for the protection of the public.

3. **SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

4. **WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the City Council on this _____ day of _____, 2016.

Approved this ____ day of _____, 2016.

James A. Erb, Mayor

ATTEST:

Trudy O'Donnell, City Clerk

MEETING DATE: 6/20/16

ITEM: 10E

AGENDA ITEM SUMMARY

Subject: First reading of Ordinance 1095 amending the method of serving notices for abatement of weeds, long grass or other vegetation

Background Summary:

This ordinance will allow the code enforcement department to more timely abate the nuisances of long grass or vegetation. It allows a notice to simply be posted on the property for a subsequent nuisance after notice was served for an initial nuisance according to state code. This will speed up the process and hopefully keep lawns from getting out of control.

We recommend approval of the first reading of this ordinance.

CITY OF CHARLES CITY

ORDINANCE NO. 1095

AN ORDINANCE AMENDING SECTION 50.07 OF THE CHARLES CITY CODE OF ORDINANCES FOR THE PURPOSE OF PERMITTING THE POSTING OF SUBSEQUENT NOTICES TO ABATE IN A CONSPICUOUS LOCATION ON THE PROPERTY IN THE EVENT THE NUISANCE TO BE ABATED IS THE GROWTH OF WEEDS, GRASSES, OR OTHER VEGETATION.

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

1. SECTION 50.07 METHOD OF SERVICE is amended to read as follows:

50.07 METHOD OF SERVICE. The notice to the property owner or occupant may be served by certified mail, by personal service as provided by Iowa Rule of Civil Procedure 1.305, by publication in the manner provided by Iowa Rule of Civil Procedure 1.310 and subject to the conditions of Iowa Rule of Civil Procedure 1.311, or by both ordinary and certified mail and posting the notice at the residence of the person being served or at the building that is the subject of the notice. In the event that the nuisance to be abated is the growth of weeds, grasses, or other vegetation, as described in Section 50.02(8) of this Code of Ordinances and a Notice to Abate has been previously served upon the owner or occupant of the property as provided in this Section, then for all subsequent occasions during the same growing year that similar nuisance conditions arise on the property, the Notice to Abate may be served by posting it in a conspicuous location on the property at least 48 hours prior to the remediation of the nuisance conditions by the City. In such case, the Notice to Abate shall contain a statement notifying the owner or occupant that he or she must abate the nuisance conditions within 48 hours of the posted date or alternatively file a written request for hearing with the City Clerk within this same 48 hour period.

2. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the City Council on this _____ day of _____, 2016.

Approved this ____ day of _____, 2016.

James A. Erb, Mayor

ATTEST:

Trudy O'Donnell, City Clerk

MEETING DATE: 6/20/16

ITEM: 10F

AGENDA ITEM SUMMARY

Subject: Wages and salaries for non-bargaining unit employees

Background Summary:

Enclosed is the resolution approving wages and salaries for non-bargaining unit employees. The raises are based on the union negotiated increase of 2.75% for all employees with the following exceptions:

Eric Whipple - \$60,436.81 (\$1,000 additional)

Marty Parcher - \$55,554.07 (\$500 additional)

Brad Worrall - \$25.35 per hour (\$1 additional)

Casey Mallory - \$24.96 per hour (\$1 additional)

In the case of Whipple and Parcher those amounts were specifically figured into the FY17 Budget. Worrall and Mallory is a more recent recommendation and is being done to keep non-union ranking officer pay higher than subordinate pay.

I recommend the approval of this resolution on wages and salaries

CITY OF CHARLES CITY

RESOLUTION NO. 416

RESOLUTION SETTING SALARIES/WAGES FOR APPOINTED OFFICERS AND NON-COLLECTIVE BARGAINING UNIT EMPLOYEES OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2016

WHEREAS, the Code of the City of Charles City sets forth that the City Council will annually establish the salaries for certain appointed officers; and

WHEREAS, the City Council sets forth the wages of certain non-collective bargaining unit employees on an annual basis; and

WHEREAS, the City Council desires to establish that the salaries/wages of the aforementioned employees are reasonable and competitive; and

WHEREAS, the City Council has received and reviewed the recommendation on salaries/wages of the aforementioned officers and employees as presented by the City Administrator.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charles City, Iowa, meeting in regular session on the 20th day of June, 2016 that the salaries/wages for non-collective bargaining unit employees of the City shall be paid to the following persons named below and the City Clerk is authorized to issue checks, less legally required or authorized deduction from the amounts set out below on a biweekly basis and make such contribution to I.P.E.R.S., ICMA-RC, FICA and/or other purposes as required by law or authorized by the City Council; all of which shall be subject to audit and review by the City Council:

NAME	POSITION	BASE WAGE
Anderson, Hugh	Public Safety Director/Police Chief	\$76,035.00/yr.
Boley, Jean	Part-time Fostergrandparent Coordinator	\$14.25/hr.
Bruner, Joel	Golf Course Supervisor	\$44,505.94/yr.
Cleveland, Stacey	Housing Specialist II	\$18.18/hr.
Cline, Julie	Housing Assistant	\$13.83/hr.
Fallis, John	City Engineer	\$64,963.80/yr.
Ferch, Joseph	Part-time Maintenance Housing	\$14.82/hr.
Franke, Brandon	Police Captain	\$58,999.05/yr.
Gohr, John	Communications Admin Supervisor	\$21.38/hr.
Guthart, Chris	Secretary/Accts Payable Clerk	\$14.49/hr.
Hendrickson, Boyd	Part-time Foster Grandparent Driver	\$13.16/hr.
Herrick, Kathryn	E911/Police Secretary	\$14.22/hr.
Hughes, Paul	Code Enforcement Officer	\$20.79/hr.
Johnson, Jacob	GIS/Planning Coordinator	\$39,158.11/yr.
Jung, David	Part-time Animal Control	\$11.45/hr.
Krueger, Paul	Part-time Foster Grandparent Driver	\$ 9.61/hr.
Lindaman, Steve	Park & Recreation Director	\$59,587.60/yr.
Litterer, Mary	Fostergrandparent Director	\$51,794.55/yr.
Mallory, Casey	Police Lieutenant	\$24.96/hr.
Nielsen, Heidi	Housing Director	\$56,883.80/yr.
Ortmayer, Colleen	Part-time Fostergrandparent Coordinator	\$8.15/hr.
Parcher, Martin	Assistant Fire Chief	\$55,554.07/yr.
Redmond, Steve	Housing Maintenance Supervisor	\$25.93/hr.
Rimrod, Daniel	Waste Water Superintendent	\$62,919.96/yr.
Spieker, Cory	Interim Water Superintendent	\$69,356.25/yr.
Titus, Virginia	Deputy City Clerk/Personnel	\$21.01/hr.
Uetz, Dirk	Street Superintendent	\$61,665.47/yr.
Webster, Jason	Code Enforcement Officer	\$23.64/hr.
Whipple, Eric	Fire Chief	\$60,436.81/yr.
Worrall, Bradley	Police Lieutenant	\$25.35/hr.
Wright, Marsha	Utility/Payroll/Accts Payable Clerk	\$14.82/hr.

AND BE IT FURTHER RESOLVED that the wages of employees covered by the collective bargaining agreement between the City of Charles City, Iowa and Teamsters Local Union No. 238 shall be paid as set forth in the Collective Bargaining Agreement BETWEEN THE CITY OF CHARLES CITY AND TEAMSTERS LOCAL UNION NO. 238 signed and dated the twentieth day of April, 2015, and the City Clerk is authorized to issue checks, less legally required or authorized deductions from the amounts set out on a biweekly basis and make such contributions to I.P.E.R.S., ICMA-RC, FICA and/or other purposes as required by law or authorized by the City Council, all of which shall be subject to audit and review by the City Council.

COUNCIL MEMBER Freese man moved the adoption of the foregoing Resolution;

COUNCIL MEMBER Starr seconded the motion to adopt, and on roll call the voting was as follows:

AYES: Mallaro, Starr, Joerger, Freese man, Hammond

NAYS: none

Passed and approved this 20th day of June, 2016.

James A. Erb, Mayor

Attest: _____
Trudy O'Donnell, City Clerk

MEETING DATE: 6/20/16

ITEM: 10 G

AGENDA ITEM SUMMARY

Subject: Local Broadband Feasibility Phase I Study – Smart Source Consulting

Background Summary:

The Charles City Broadband Commission is recommending that we move forward with the Feasibility Study for Broadband Engagement and Education with Smart Source Consulting.

As discussed Curtis Dean and his associates would work to inform and educate the community on the prospect of obtaining access to fiber broadband internet as well as cable and phone via a municipal fiber to the home (FTTH) network.

This study is being called a “pre-feasibility “ study which will just look initially at whether Charles City is interested in such an option. Based on the results of this survey we can then decide on completing the remainder of a feasibility study which would show all aspects of having a local fiber network capable of providing scalable highspeed internet to the home and local businesses. The idea for this network would be to offer an option that is reliable, fast, locally owned and built for the present and future.

Total cost of this pre-feasibility study is \$18,500 which will be paid in two installments, half up front and half once completed. The project will take roughly 6-8 weeks to complete and will position the City to address not only the need for the local feasibility study, but continued participation in the regional transport study as well.

I recommend the approval of this agreement with Smart Source Consulting

CITY OF CHARLES CITY

RESOLUTION NO. 53-16

*RESOLUTION APPROVING PARTICIPATION IN A LOCAL FEASIBILITY STUDY
WITH SMART SOURCE CONSULTING*

WHEREAS, a recent regional study showed that it would be economically beneficial for area cities to band together to provide broadband access to their residents

WHEREAS, the next step is to conduct a local pre-feasibility study to determine if the residents of Charles City are interested in pursuing this option, and;

WHEREAS, the Broadband commission has studied the proposal from Smart Source Consulting to conduct this pre-feasibility study and they are recommending that we hire them for this project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charles City, Iowa, meeting in regular session on this 20th day of June, 2016, that the City herewith approves hiring Smart Source Consulting to perform a pre-feasibility study for Charles City at a total cost of \$18,500.

COUNCIL MEMBER moved the adoption of the foregoing Resolution;

COUNCIL MEMBER seconded the motion to adopt, and on roll call the voting was as follows:

AYES:

NAYS:

Passed and approved this 20th day of June, 2016.

James A. Erb, Mayor

Attest:

Trudy O'Donnell, City Clerk

AGENDA ITEM SUMMARY

Subject: Tax Rebate Transfer from BDH to Walderbach Properties, LLC.

Background Summary:

Walderbach Properties is interested in purchasing the property at 318 N. Main Street commonly known as the Fastenal Building, owned by BDH. Walderbach is interested in relocating his business: Synergy Therapy & Sports Medicine, P.C., to this location. This building and downtown location will allow his business to grow into needed space as he moves from his current 1612 South Grand location on the south end of town. He and his staff will be providing physical therapy services, wellness care and retail services.

Walderbach is requesting that the City continue the tax rebate incentive that was created when the building was first constructed in 2011. Under the existing agreement with BDH there is a 50% tax rebate for ten years or a maximum of \$42,285. To date \$11,281.98 in rebate has been paid back to BDH. There would be seven tax years remaining and there is a total of \$31,003.02 that could be rebated to Walderbach Properties.

As we discussed I compared the new business to the previous/existing business and found that the initial building development inputs are comparable to the ones presented by the new owner. The number of jobs is fewer however the median wage helps offset that. The new owner also anticipates spending about \$50-\$60 thousand on upgrades/modifications.

I think we would be justified in transferring the remaining rebate to the new owner.

I recommend the approval of this transfer of rebate.

RESOLUTION NO. 54-16

RESOLUTION REGARDING ASSIGNMENT OF TAX INCREMENT PAYMENTS

WHEREAS, the City Council of the City of Charles City, Iowa entered into a Development Agreement with B.D.H., L.L.C. on July 13, 2011, recorded as Document 2011-1856 in the Office of the Floyd County Recorder, regarding the following property situated within the Riverside TIF District:

The Northeasterly 10.33 feet of Lot 13, all of Lots 14, 15, and 16, Block 10, St. Charles and the Southwesterly 18.0 feet of Blunt Street bordering said Lot 16, Block 10, all now incorporated as the City of Charles City, Floyd County, Iowa

(locally known as 318 Main Street, Charles City, Iowa)

WHEREAS, under the terms of the Agreement, the City agreed to make economic development tax increment payments to B.D.H., L.L.C., in a total amount not to exceed \$42,285.00, provided that B.D.H., L.L.C. met its obligations as set forth in the Agreement, and subject to annual appropriation by the City Council;

WHEREAS, to date, B.D.H., L.L.C. has fulfilled its covenants under the Agreement;

WHEREAS, B.D.H., L.L.C. has entered into a purchase agreement with a prospective Buyer, Walderbach Properties, LLC, contingent upon the City of Charles City permitting B.D.H., L.L.C. to assign all of its right, title, and interest under the Development Agreement to the prospective Buyer;

WHEREAS, the Agreement states that it may not be assigned by either party without the express permission of the other;

WHEREAS, an Assignment and Assumption of Development Agreement between B.D.H., L.L.C., and Walderbach Properties, LLC, has been prepared and presented to the City of Charles City;

WHEREAS, the Assignment and Assumption Agreement provides that B.D.H., L.L.C. assigns, and Walderbach Properties, LLC assumes, all of B.D.H., L.L.C.'s right, obligations, and duties arising under the terms of the Development Agreement, including the right to receive from the City economic development tax increment payments payable to B.D.H., L.L.C. under the terms of the Development Agreement;

WHEREAS, it is in the best interest of the City of Charles City to approve this Assignment and Assumption Agreement;

NOW, THEREFORE BE IT RESOLVED by the City of Charles City, Iowa, that the Assignment and Assumption of Development Agreement between B.D.H., L.L.C. and Walderbach Properties, LLC, on the terms and conditions as set forth therein, be and is hereby approved, and the Mayor and City Clerk are authorized and directed to execute this agreement on the terms and conditions and contingencies set forth therein.

Passed and approved this ___ day of _____, 2016.

James A. Erb, Mayor

Attest:

Trudy O'Donnell, City Clerk

Preparer: Scott D. Brown, P.O. Box 679, Mason City, Iowa 50402-0679, (641) 423-6223
Return to: Scott D. Brown, P.O. Box 679, Mason City, Iowa 50402-0679, (641) 423-6223

ASSIGNMENT AND ASSUMPTION OF DEVELOPMENT AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION OF DEVELOPMENT AGREEMENT is entered into by and between B.D.H., L.L.C., an Iowa limited liability company, hereinafter referred to as "BDH", and Walderbach Properties, LLC, an Iowa limited liability company, hereinafter referred to as "Walderbach". The City of Charles City, Iowa, hereinafter referred to as the "City", executes this document to acknowledge its consent to the terms set forth herein.

BACKGROUND

The City and BDH entered into a Development Agreement dated effective as of the 13th day of July, 2011 and filed August 31, 2011 as Document No. 2011-1856 in the records of the Floyd County Recorder. Pursuant to the terms of the Development Agreement BDH agreed to purchase the following described real estate situated in Floyd County, Iowa, to-wit:

THE NORTHEASTERLY 10.33 FEET OF LOT 13, ALL OF LOTS 14,
15, AND 16, BLOCK 10, ST. CHARLES AND THE
SOUTHWESTERLY 18.0 FEET OF BLUNT STREET BORDERING
SAID LOT 16, BLOCK 10, ALL NOW INCORPORATED AS THE
CITY OF CHARLES CITY, FLOYD COUNTY, IOWA

which is hereinafter referred to as the "Property". BDH further agreed to construct a Facility on the Property and occupy and conduct retail business within the Property pursuant to the terms of the Development Agreement. In return, the City agreed to make economic development tax increment payments to BDH during the term of the Development Agreement.

BDH has purchased the property and constructed the Facility as required by the terms of the Development Agreement and has occupied and conducted retail business within the property as required by the terms of the Development Agreement.

BDH desires to sell to Walderbach and Walderbach desires to purchase from BDH the Property and the Facility constructed thereon. BDH further desires to assign to Walderbach and Walderbach desires to assume from BDH all of BDH's rights, obligations and duties arising

under the terms of the Development Agreement including the right to receive from the City economic development tax increment payments payable to BDH under the terms of the Development Agreement.

The City desires to acknowledge its consent to the assignment of the Development Agreement by BDH to Walderbach and the assumption by Walderbach of the Development Agreement.

IT IS THEREFORE AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. BDH hereby assigns to Walderbach all of its rights, obligations and duties arising under the terms of the Development Agreement, including the right to receive economic development tax increment payments under the terms of the Development Agreement.
2. Walderbach agrees to assume all of the rights, obligations and duties of BDH under the terms of the Development Agreement.
3. The City hereby consents to the Assignment of the Development Agreement by BDH to Walderbach and further acknowledges that BDH is not in default under any of the terms of the Development Agreement and is in good standing thereunder.
4. This Agreement is contingent upon the following:
 - a) The sale of the Property from BDH to Walderbach on or before September 1, 2016.
 - b) Approval by the City Council of the City of this Assignment and Assumption of Development Agreement as required by Iowa law.

B.D.H., L.L.C.

Dated this _____ day of June, 2016.

By: _____
Bret L. Harklau, Its President

Walderbach Properties, LLC

Dated this _____ day of June, 2016.

By: _____
Kurt M. Walderbach, Its Manager

MEETING DATE: 06/20/16

ITEM: 10 I

AGENDA ITEM SUMMARY

Subject: One day borrowing

Recommendation: Consider Resolution No. 55-16 authorizing and approving a loan agreement and providing for the issuance of a GO Corporate Purpose note

Background Summary:

As you are all aware, every year we do a one day borrowing that fulfills the state requirements of incurring debt in order to do a debt service levy. The items we purchase must be for an essential corporate purpose and typically include tree removal in the ROW, uniforms for street and police departments, ammo, cars and other equipment for the police department, equipment for the fire department and various park improvements.

This year's purchases for these types of items totals \$253,355 and consists of the following:

PD vehicle replacement fund-20000

Uniforms -9000

Ammo -5600

Fire equip - 30201

Trees (street) - 38500

Trees (parks) - 11064

Nuisance abate - 50000

Park repairs (Westwood shelters,restrooms)-12750

Street equip - 13550

Police equip - 13969

STEP - 1000

Legal fees - 2500

Riverfront stabilization - 45221

I sent out a request for quotes for a transaction fee to the 4 banks in town and received back one quote from First Citizen's for \$50.

We are recommending going with First citizen's National Bank for this transaction. Dorsey Whitney will be preparing the necessary paperwork for this issuance and we will close this on June 28.

We recommend approval of this resolution.

RESOLUTION NO. 55-16

Resolution authorizing and approving a Loan Agreement and providing for the issuance of a \$253,355 General Obligation Corporate Purpose Note

WHEREAS, the City of Charles City (the "City"), in Floyd County, Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, heretofore proposed to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$642,000 for the purpose of paying the costs, to that extent, of (1) purchasing equipment and vehicles for the municipal police department; (2) acquiring equipment for the municipal fire department; (3) removal of trees in municipal right-of-way; (4) improving and equipping existing municipal parks; (5) acquiring and maintain GIS mapping software; (6) undertaking the abatement of public nuisances; and (7) constructing water system improvements (collectively the purposes labeled 1 through 7 shall hereinafter be referred to as the "Projects"), and has published notice of the proposed action and has held a hearing thereon on March 16, 2015; and

WHEREAS, on March 16, 2015 the City Council adopted a resolution (the "Prelevy Resolution") anticipating the future authorization of the Loan Agreement and providing for the levy of taxes to pay principal thereunder, and said taxes have been collected in the 2015-2016 fiscal year of the City; and

WHEREAS, it is necessary at this time to authorize and approve the Loan Agreement and to make provision for the issuance of a \$253,355 General Obligation Corporate Purpose Note (the "Note") in evidence of the obligation of the City under the Loan Agreement;

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

Section 1. The City hereby determines to enter into the Loan Agreement with First Citizen's National Bank, Charles City, Iowa (the "Lender"), providing for a loan to the City in the principal amount of \$253,355 for the purpose or purposes set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement on behalf of the City, and the Loan Agreement is hereby approved.

Section 2. The Note is hereby authorized to be issued in the principal amount of \$253,355 and shall be dated as of the date of its delivery to the Lender (such date is anticipated to be June 28, 2016) and shall be payable in the manner hereinafter specified.

The City Clerk is hereby designated as the registrar and paying agent for the Note and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Principal of the Note shall not bear interest. All of the Principal of the Note, plus a loan initiation fee of \$50.00, shall be payable directly to the Lender on June 28, 2016.

The Note shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City

Clerk and shall be a fully registered Note without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Note shall cease to be such officer before the delivery of the Note, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Note shall be fully registered as to principal and interest in the name of the owner on the registration books of the City kept by the Registrar, and after such registration, payment of the principal thereof and interest thereon shall be made only to the registered owner or its legal representatives or assigns. The Note shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of any owners of the Note shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

Section 3. The Note shall be in substantially the following form:

(Form of Note)

UNITED STATES OF AMERICA
STATE OF IOWA FLOYD COUNTY
CITY OF CHARLES CITY

GENERAL OBLIGATION CORPORATE PURPOSE NOTE

No. 1 \$253,355

RATE	MATURITY DATE	NOTE DATE
0%	June 28, 2016	June 28, 2016

The City of Charles City (the "City"), in Floyd County, State of Iowa, for value received, promises to pay in the manner hereinafter provided to

First Citizen's National Bank
Charles City, Iowa

or registered assigns (the "Lender"), the principal sum of TWO HUNDRED FIFTY-THREE THOUSAND THREE HUNDRED FIFTY-FIVE DOLLARS.

Principal of this Note shall not bear interest. All of the Principal of this Note, plus a loan initiation fee of \$50.00 shall be payable directly to the Lender on June 28, 2016.

This Note is issued by the City to evidence its obligation under a certain Loan Agreement, dated as of the date hereof (the "Loan Agreement") entered into by the City for the purpose of paying the costs, to that extent, of (1) purchasing equipment and vehicles for the municipal police department; (2) acquiring equipment for the municipal fire department; (3) removal of trees in municipal right-of-way; (4) improving and equipping existing municipal parks; (5) acquiring and maintain GIS mapping software; (6) undertaking the abatement of public nuisances; and (7) constructing water system improvements.

This Note is issued pursuant to and in strict compliance with the provisions of Chapter 76 and Chapter 384 of the Code of Iowa, 2015, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Loan Agreement and providing for the issuance and securing the payment of this Note (the "Resolution"), and reference is hereby made to the Resolution and the Loan Agreement for a more complete statement as to the source of payment of this Note and the rights of the Holder of this Note.

This Note is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Note to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Note to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____,
Attorney, to transfer this Note on the books kept for registration thereof with full power of
substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Note in every particular, without alteration or enlargement or any change whatever.

Section 4. The Note shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon shall be delivered to the Registrar for registration and delivery to the Lender on June 28, 2016, upon receipt of the loan proceeds, and all action heretofore taken in connection with the Loan Agreement is hereby ratified and confirmed in all respects.

Section 5. The City hereby pledges the debt service property taxes received pursuant to the Prelevy Resolution for the full and prompt payment of the principal of the Note.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved on June 20, 2016.

Mayor

Attest:

City Clerk

