

# Council/Staff Planning Session

1. Meeting Date And Time

- 1.I. June 14, 2023 6:00 P.m., Council Chambers, 105 Milwaukee Mall Note: Mayor, Council And Staff Will Be Attending This Meeting In Person In The Council Chambers. Public Can Attend In Person Or They Can Attend The Meeting Via Zoom.com: Meeting ID 787 065 8066 Phone Number To Call To Participate Via Telephone: 312-626-6799 Note: This Meeting Will Convene Immediately Following Adjournment Of A Special Meeting Held At 6:00 P.m.

2. Call To Order

3. Mayor's Comments

4. Transit Agreement Renewals

Documents:

[AIS - TRANSIT RENEWAL\(PACKET\)CIRCLE K.PDF](#)

5. Facade Application From Prologue

Documents:

[FACADE APPLICATION 2023 PROLOGUE USE.PDF](#)

6. Discuss Housing Department Writing Their Own Checks

7. Pat Callahan - CIP Discussion

Documents:

[AIS - CIP MEETING 2 - INITIAL CIP PROJECT REVIEW AND RANKING.PDF](#)

8. City Administrator Report

9. Board, Commission Or Committee Reports

10. Adjourn

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## AGENDA ITEM SUMMARY

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### Subject: Transit Agreement with Circle K -Renewal

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#### Background Summary:

Attached is the annual contract for renewal with Circle K communications to provide day to day oversight of our transit system. The contract is the same as in previous years with exception of two things:

- Adding the Friday after Thanksgiving to the days the transit service is not running. We have been reviewing this since Circle K took over the operation a few years ago. We feel this would be in the best interests of the transit due to:
  - NIACOG services and officer are closed that day. No support for transit
  - City Hall is closed for the day. No support for transit
  - Ridership has been exceedingly low on this day as observed over the last few years
- The monthly contract price we pay to Circle K which is increasing by 3.1% to \$5,745.71. this amount is within the budgeted amount for FY24.

Attached is an update from Tammy on the recent operations. She will also be available at the workshop on the 15<sup>th</sup> to review and answer questions.

**MEMORANDUM OF UNDERSTANDING**  
**Contract for Transportation Services**

Between The City of Charles City and Circle K Communications, Inc.

RECITALS

WHEREAS, City of Charles City, hereinafter referred to as the "City", has an interest in the provision of transportation services to the general public within the City of Charles City and within the Region 2 Planning District Counties (Cerro Gordo, Floyd, Franklin, Hancock, Kossuth, Mitchell, Winnebago, and Worth)

WHEREAS, the North Iowa Area Council of Governments is officially designated as the regional transit system for Region 2 Planning District, and has contracted with the City to provide for the operation of public transportation services to the general public;

WHEREAS, Circle K Communications, Inc. is interested in serving as an independent contractor of the City for the purpose of providing day to day operational support and oversight to the City public transportation services to the general public upon the terms and conditions set forth herein;

NOW, THEREFORE, THE PARTIES DO HEREBY MUTUALLY AGREE AS FOLLOWS:

**A. Purpose and Timeframe**

1. The purpose of this contract is to arrange for public transit services under the auspices of the designated public transit system via Circle K Communications, Inc., hereinafter referred to as "transit system subcontractor."
2. The contract period shall begin on **July 1, 2023 and continue through June 30, 2024**. Any extension or renewal of this contract shall be in writing and mutually agreed upon by both parties.

**B. Description of Service**

1. All transit services will be provided in vehicles open to the public without discrimination.
2. Service shall be provided Monday through Friday except on the following holidays, should they fall on a weekday: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, **Day After Thanksgiving**, Christmas Eve, and Christmas Day.
3. Service hours under this contract shall be 7:00 a.m. - 4:00 p.m. Service hour changes made by the transit system subcontractor are not effective until approval from the City.
4. Service shall be: daily demand-responsive transportation within the City of Charles City and within the Region 2 Planning District.
5. Access to service shall be obtained by calling the transit system's subcontractor, CHARLES CITY TRANSIT for ride reservations at least 24 hours in advance.
6. Service fares shall be as follows:  
Elderly/Disabled (white ticket)                      \$1.00 per one way ride

**Commented [SD1]:** Adding this day to the list of holidays.  
Reasons: 1) NIACOG services and offices are closed this day;  
2)City Hall is closed; 3) Ridership has been exceedingly low for transit that day as observed the last few years.

Student (blue ticket)	\$1.50 per one way ride
General Public (cash only)	\$4.00 per one way ride
County Service: Elderly/Disabled/Student (pink tickets)	\$2.00 per one way ride
Regional Service: Elderly/Disabled/Student (yellow tickets)	\$3.00 per one way ride
County Service: General Public	\$4.00 per one way ride
Regional Service: General Public	\$5.00 per one way ride

**C. Responsibilities of Transit System Subcontractor**

1. The transit system subcontractor shall serve as an independent contractor of the City, providing day to day operational support and oversight to the transit system.
2. The transit system subcontractor shall ensure each vehicle is safe and in presentable condition. Vehicles are required to provide the services described above, including backup. Vehicle usage shall be limited to the normal, daily services which transit system subcontractor shall provide to participants.
3. The transit system subcontractor shall ensure that each driver for the transit system has received appropriate training in coordination with the City and shall ensure each employee is well groomed and is capable of providing the services described above. Each driver shall have a valid commercial vehicle driver's license with passenger endorsement.
4. The transit system subcontractor shall follow the City's drug and alcohol testing requirements of all personnel performing safety sensitive duties under this agreement. The testing program shall conform to all requirements of the Federal Transit Administration and shall be coordinated by the City.
5. The transit system subcontractor shall operate all services described above, including but not limited to scheduling and dispatching support.
6. The transit system subcontractor shall notify City in the event of any unavoidable interruption or delay in service.
7. The transit system subcontractor shall notify City of any incidents relating to passengers served under this contract.
8. The transit system subcontractor shall accept all risk and indemnify and hold City harmless from all losses, damage, claims, demands, liabilities, suits, or proceedings, including court costs, attorney's and witness fees relating to loss or damage to property or to injury or death of any person arising out of the acts or omissions of the transit system subcontractor or its employees or agents.
9. The transit system subcontractor shall maintain accounting and records for all services rendered and shall furnish monthly operating costs and system statistics during the term of this Agreement.
10. The transit system subcontractor shall provide to City a monthly billing for services rendered in the previous month. The City shall reimburse the transit system subcontractor at the rate of \$5,745.71 per month for services provided during the term of this agreement.
11. During the term of this Agreement, the transit system subcontractor shall permit inspection of its vehicles, services, books, and records by the City, or by agencies providing funding to City, upon the request of the City.

Commented [SD2]: 3.1% increase for FY24

12. The transit system subcontractor shall provide information about the availability of the above described services as well as other services of the transit system to the general public.
13. The transit system subcontractor shall comply with all applicable state and federal laws, including but not limited to, equal employment opportunity laws, nondiscrimination laws, traffic laws, motor vehicle equipment laws, confidentiality laws and freedom of information laws.
14. The transit system subcontractor shall make tickets available to sell to the general public at their place of business and on each vehicle providing services under the transit system. Proceeds from ticket sales shall be submitted to the City on a nightly basis.
15. The transit system subcontractor shall be responsible for ensuring that passengers purchasing and using tickets stamped with "FGP" are used for Foster Grandparent eligible-locations only.
16. The transit system subcontractor shall maintain a minimum of \$1,000,000 of its own General Liability Coverage and a minimum of \$75,000 of Uninsured/underinsured motorist coverage. This shall include coverage for accidents resulting from actions of the transit system subcontractor. The City of Charles City shall be listed as an additional insured.
17. The transit system subcontractor shall be responsible for furnishing and reporting the following information directly to NIACOG during the term of this Agreement for services conducted within the City limits of Charles City, Iowa, and for services conducted within Region 2 and outside of the City limits of Charles City, Iowa
  - a. Monthly operating costs and system statistics, which information shall be submitted to NIACOG by the 10<sup>th</sup> day of the following month.
  - b. A monthly transit report on a form provided by NIACOG detailing total miles traveled, total one-way trips provided, total hours of service, total personnel expenses, etc. Said report shall be supplied to NIACOG by the 10<sup>th</sup> day of the following month in which the service was provided.
18. The transit system subcontractor shall be responsible for storing vehicles provided for the transit system.
19. The transit system subcontractor shall be bound and obligated by the terms and conditions of the Transit Services Agreement between the City and NIACOG, a copy of which has been provided to and reviewed by the transit system subcontractor.

**D. Responsibilities of City**

1. City shall provide the transit system subcontractor with the following:
  - a. All necessary vehicles for the transit system through agreement with NIACOG
  - b. Fuel for the transit buses
  - c. Insurance coverage on the transit buses through agreement with NIACOG

- d. All maintenance and repairs to keep vehicles in good working order and condition
- e. Drivers for the transit buses as set forth in Paragraph D.9.

The City shall make monthly payments to the transit system subcontractor as invoiced.

- 2. City shall promptly pay all justified billings under this contract including regular monthly payments to the transit system subcontractor as invoiced.
- 3. City shall comply with all state and federal laws regarding nondiscrimination in relation to the services covered by this contract.
- 4. City shall inform transit system of any changes affecting the transportation needs of the target population.
- 5. City shall assist transit system subcontractor as requested in the design and scheduling of transit services to meet the needs of the target population.
- 6. City shall assist transit system subcontractor as requested in the dissemination of information to the target population regarding the availability of services under this contract as well as other transportation services of the transit system.
- 7. City shall report to transit system subcontractor any costs incurred in carrying out its responsibilities under this contract.
- 8. City shall indemnify and hold the transit system harmless for any loss caused by the transit system's inability to provide services under emergency conditions.
- 9. The City shall be responsible for hiring and employing drivers for the transit system and shall be responsible for providing training and drug testing for the drivers.

**F. Reporting by Transit System Subcontractor**

- 1. The transit system subcontractor shall report the following items to NIACOG on behalf of the City with each monthly billing (based on the previous month of operation):
  - Total number of (units) provided
  - Total passenger revenues collected
  - Total federal, state and NIACOG transit assistance credited
- 2. Items to report to the City on an on-going basis shall include incidents involving passengers transported under this contract, and any interruption in service.

**G. Entire Agreement.** This contract contains the entire agreement between City and transit system subcontractor. There are no other agreements or understandings, written or verbal, which shall take precedence over the items contained herein unless made a part of this contract by amendment procedure.

**H. Amendments.** Any changes to this contract must be in writing and be mutually agreed upon by both City and transit system subcontractor.

**I. Termination.** Cancellation of this contract may be initiated by either party through written notice to the other party at least 30 days prior to the date of cancellation.

J. Saving Clause. Should any provision of this contract be deemed unenforceable by a court of law, all other provisions shall remain in effect.

K. Assignability. The transportation services described in this contract are to be performed by the transit system subcontractor. The transit system subcontractor may not assign its interests or obligations under this contract without the express written consent of the City.

ADOPTED BY THE PARTIES AS WITNESSED AND DATED BELOW, SUBJECT TO THE CONCURRENCE OF THE IOWA DEPARTMENT OF TRANSPORTATION, OFFICE OF PUBLIC TRANSIT.

City of Charles City:

Circle K Communications, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

Charles City Transit Updates:

June 2023

We run (3) 20 passenger City Buses.

There are (2) County/Regional Buses. One that is used for Floyd County and trips to Mason City each day. The other one is a small 9 passenger bus that is used for NEMT rides. (Non Emergency Medical Transfers).

This would be Medicare and Medicaid rides.

Taking children to and from school is still a very important part of the Charles City Transit. We already have over 63 kids signed up for this coming Fall school year. We take mostly preschoolers since they don't have transportation to the private preschools by the School Bus system. So we are full for this Fall. We will start a waiting list but I don't think we can take any more unless some move away and cancel riding with us.

January 2022 TOTAL RIDES 2419

(944 were Students) NEMT 12

February 2022 TOTAL RIDES 2404

(959 were Students) NEMT 25

March 2022 TOTAL RIDES 2485

(899 were Students) NEMT 48

April 2022 TOTAL RIDES 2536

(1019 were Students) NEMT 37

January 2023 TOTAL Rides 2650

(1000 were Students) NEMT 14

February 2023 TOTAL RIDES 2587

(968 were Students) NEMT 19

March 2023 TOTAL RIDES 2947

(1023 were Students) NEMT 19

April 2023 TOTAL RIDES 2509

(995 were Students) NEMT 16



May 2022 TOTAL RIDES 2205 (796 were Students) NEMT 36	May 2023 TOTAL RIDES 2481 (884 were Students) NEMT 20
June 2022 TOTAL RIDES 1704 (213 were Students) NEMT 34	
July 2022 TOTAL RIDES 1382 (96 were Students) NEMT 41	
August 2022 TOTAL RIDES 1970 (376 were Students) NEMT 39	
September 2022 TOTAL RIDES 2658 (1096 were Students) NEMT 38	
October 2022 TOTAL RIDES 2616 (1058 were Students) NEMT 29	
November 2022 TOTAL RIDES 2593 (994 were Students) NEMT 15	
December 2022 TOTAL RIDES 2275 (795 were Students) NEMT 31	

Ride totals for January – May 2022 were 12,049

Ride totals for January – May 2023 are 13,174 we are showing an increase of 1125 so far this year.

We currently have over 2000 passengers in our system that we are moving around...some maybe only once in awhile some people we see every week some every day. Students continue to be a very important part of the transit service financially as well as a delight for the drivers. And the NEMT Bus has provided transportation for a group of people that felt they were being “unserved”. We are able to schedule those medical rides that did not fit into our bus schedule in the past.

During this summer we are encouraging parents to book us for their kids rides to swimming lessons, band lessons, summer school or any summer activity.

Our busiest time of the day during school or summer time is 9:30AM-1:30PM. That seems to be when our riders book for doctors appointments, hair appointments, go to the grocery stores, during school that's the changing of morning preschool to afternoon preschool.

The County bus goes to Mason City 3 times a day leaving Charles City at 7:30AM, 10:30AM and 1:30PM. That bus is always booked a day in advance. The NEMT Bus for Medicare and Medicaid rides come in by email from NIACOG.

On an average we print out 8-10 sheets a day of booked rides. So all the drivers start their day with already scheduled rides and then we add in local rides as we get calls and available times. Always giving priority to the passengers that have standing orders or booked rides.

Thank you to City Council and the City of Charles City for supporting this very needed service in our City. So many people depend on the service in order to live independently.

Tammy Elthon

Transit Operations

Circle K Communications



FACADE IMPROVEMENT GRANT APPLICATION



Date of application **May 24, 2023**

Applicant's name: **Darci Tracey, owner of Prologue Books & Wine**

Mailing address: **213 North Main St., Charles City**

Email address: **darci@prologuebooksandwine.com**

Telephone (650) 793-6615 (Home) (641) 220-8567 (Work)

Project address: **215 North Main St., Charles City**

Does the applicant own the building? Yes \_\_\_\_\_ No **X**

If no, who does own the building? **Joanna Thompson**

Owner's address: **Charles City** Phone No. **(253) 363-6194**

Describe proposed project specifically: (attach additional sheets if necessary)

**See Attached Sheets**

Proposed starting date: **ASAP**

Proposed completion date: **August 2023**

Amount requested: **\$1,330.00** Estimated cost of project: **\$2,660.00**

Provide a brief outline of project costs: (attach additional sheets if necessary)

- 1.) **Demolition and removal of existing "awning" that goes across the park ... \$260**
- 2.) **Fencing Costs (attached) ... \$2,400**

List current assessed valuation of project property: **Unknown**

Please list the source and amount of all other funds to be supplied by the applicant or other public or private sources: (attach additional sheets if necessary)

<u>Source</u>	<u>Amount</u>
<b>Prologue Books &amp; Wine</b>	<b>\$1,330.00</b>

If the project property has been vacant, state how long: **N/A**

Is the project property properly zoned for the business? **Yes**

Number of years the applicant has been in business: **1.5 years**

Names and addresses of contractors and/or architect used for the proposed project.

**Included in attached sheets**

Number of new jobs (if any) the proposed project will create: **Approx. 6-7 part-time jobs**

Number of existing jobs proposed project will preserve: **2**

Applicant should be aware that additional financial data may be required if requested by the Facade Improvement Review Committee. Applicant should also be aware that no application will be considered if expenditures are incurred prior to approval of the application.

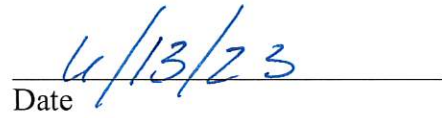
It is understood that the Applicant will have 12 months from the grant approval date to complete the project as proposed.

Applicant will be required to provide copies of project invoices upon completion of the project to verify costs prior to receiving the final 65% grant payment. If the project cost comes in significantly lower than the application stated then an adjustment may be made to the final grant payment amount.

It is understood that the Applicant will actively support and/or participate in the programs and activities of Community Revitalization.

The undersigned applicant affirms that the information submitted herein is true and accurate to the best to my (our) knowledge. I (we) have read and understand the conditions of the Community Revitalization Facade Improvement Program and agree to abide by its conditions and guidelines.

  
\_\_\_\_\_  
Signature of Applicant

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

# L & J Industries, Inc.

# Quotation

"Over 50 Years Building Trust"

P.O. Box 274  
Charles City, IA 50616  
Phone 800-362-5875  
Fax 641-228-4909

DATE 6/1/2023  
Quotation # 60123

Prepared by: Brady Garden

**Bill To:** Prologue Books & Wine  
213 N Main St  
Charles City, IA 50616

**Comments or Special Instructions:** ATTN: Darci  
FOB L&J Industries

Quantity	Description	Total
1	Fences & Gates to go on Main St & Parking Lot side of pocket park L&J Wet Pain Flat Black	\$ 2,400.00
	tax	
		\$ 2,400.00

If you have any questions concerning this quotation contact Alan Kolbet or Brady Garden

**THANK YOU FOR YOUR BUSINESS!**

Specifics of Proposed Project:

For the purposes of the facade grant, this application is for removal of items, and addition of fencing to the "Pocket Park" or green space adjacent to Prologue, and fencing (including a gate) to enclose the space for customer use.

The project for the space adjacent to the bookstore, known as the Pocket Park, includes: removal of the awning, or matching green wooden "banner," that crosses the pocket park facing Main Street which would improve the aesthetics, and give customers access to the green space. In accordance with City Ordinance and IA law, fencing is also required if my customers are to enjoy a glass of wine while outside in the pocket park. This grant application includes fencing for the front of the park (facing Main Street) and the back of the park (facing the parking lot). Not knowing whether the back fencing is eligible or not for this grant, I included it, but can remove half of the fencing costs if that portion is ineligible.

The quote for the fencing is currently from Lowe's Home Improvement Store. At the time of this application, I had not received the expected quote from L&J Industries of Charles City, who I would prefer to do the work. For the demolition and removal of the existing banner across the park, I am waiting on quotes from Do It All Services, and Joe Obermeier Construction, both of Charles City. Without their quotes, I have included, for the purposes of this grant application, the cost for my husband and I to do the work ourselves.

Since received  
and attached

These improvements to the facade of Prologue. Books & Wine will help to update and improve the exterior of the building. The improvements made to the Pocket Park will aid in the bigger project of offering outdoor seating to customers of Prologue. Books & Wine and further improve the experience and ambience at the bookstore.

Thank you for your consideration.

Respectfully submitted,



Darci A. Tracey  
Owner, Prologue. Books & Wine

**MEETING DATE: 06/14/23**

**ITEM: CIP Project Planning**

## **AGENDA ITEM SUMMARY**

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**Subject: CIP Planning with Patrick Callahan- Meeting #2**

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**Background Summary:** - Steve Diers

Tonight we will be reviewing the proposed projects presented by city staff for council consideration and initial review and ranking as we look to determine priority and place these projects ultimately into appropriate fiscal years for future budgeting and planning.

Following is a follow up letter from Patrick Callahan in regard to the process and next steps as well as the Agenda for the CIP portion of the meeting. After our meeting tonight, our next meeting to finalize project ranking will be held at the July 26<sup>th</sup> council workshop.

Department Heads will be available to provide added detail to projects as needed.

Final pages is the full list as provided by staff.





# Callahan Municipal Consultants, LLC

417 Kaitlynn Ave Anamosa, IA 52205 Cell: 563-599-3708 callahan.cmc@gmail.com

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May 30, 2023

To: Mayor & City Council  
City Department Heads  
Charles City, Iowa

## **A. General Review of May 24<sup>th</sup> Meeting**

As you know, our initial meeting to re-start the Capital Improvements Plan (CIP) preparation process was held on May 24<sup>th</sup>. The following things were accomplished at this meeting:

1. Reviewed CIP Preparation Process
2. Set minimum cost threshold for projects in CIP - \$50,000
3. Set the CIP time frame at 5 years with option to extend to 6 years, if needed.
4. Set the due date for submitting projects – June 8<sup>th</sup>.
5. Agreed to set the date for the next CIP meeting – June 14<sup>th</sup>.

An agenda for the June 14<sup>th</sup> meeting is enclosed for your review.

## **B. Submission of Proposed Projects**

The Mayor, City Council Members and City Department Heads have all been invited to submit proposed capital projects and major equipment purchases to the City Administrator by Friday, June 8<sup>th</sup>. We will need the following information:

1. City Department/Utility
2. Project Name
3. Brief description of the project
4. Cost estimate or “ball park” number
5. Potential sources of funding
6. Your recommendation on timing – Optional

There is attached an example (Urbana) of the list of CIP projects that Steve will prepare. This CIP list will then be used by the Mayor and City Council to individually rank every proposed capital project. You will notice on the enclosed example that the last column has been left blank.

**C. The Upcoming Meeting – June 14<sup>th</sup>**

The primary purpose of the June 14<sup>th</sup> meeting will be to review all the proposed projects by Department, answer the Council questions, and review the ranking process. Each Department Head will have the opportunity to briefly explain the purpose of each project and why it is important to the City. Department Heads are welcome to prepare written comments explaining and supporting their projects that can be referenced by the Mayor and City Council when they conduct their individual ranking process.

**D. Final Comments**

As we explained on May 24<sup>th</sup>, we have this CIP preparation process on the “fast track.” Therefore, it is imperative that all projects be submitted to Steve by June 8<sup>th</sup> or sooner.

Sincerely,

Patrick Callahan  
Municipal Consultant

# **AGENDA**

## **CITY OF CHARLES CITY, IOWA**

### **CAPITAL IMPROVEMENTS PLANNING PROCESS**

**Wednesday, June 14, 2023**

**6:00 PM**

- A. Opening Comments and Updates
  - 1. Review of the May 24<sup>th</sup> Meeting
  - 2. Purpose of Today's Meeting
  
- B. Department Heads – Proposed Projects
  - 1. Library Projects
  - 2. Parks & Recreation Projects
  - 3. Public Safety (Police Fire, Ambulance) Projects
  - 4. Wastewater Plant WRRF
  - 5. Sanitary Sewer Collections Projects
  - 6. Water Utility Projects
  - 7. Street Department Projects
  - 8. Housing Department Projects
  - 9. City Hall & Administration Projects
  - 10. City Council Members' Projects
  
- C. Review of Potential Funding Sources of Projects
  - 1. Available Sources of Revenue
  - 2. Potential New Revenues
  
- D. The Ranking of Proposed Projects
  - 1. Review of A, B, C, & D Rankings
  - 2. Decision on limitation on the number of A, B, & C Ranking Process
  - 3. Due date to send rankings to City Administrator
  
- E. Next Step in CIP Process
  - 1. Complete CIP ranking process
  - 2. Continue to analyze City's ability to finance projects
  - 3. Calculate impact on property taxes, water rates, & sewer rates
  - 4. Next meeting – July 26<sup>th</sup> – 6:00 PM

**EXHIBIT A - CITY OF CHARLES CITY, IOWA – CAPITAL IMPROVEMENTS PLAN 2023 – YEAR BY YEAR SUMMARY – Updated June 12, 2023**

**A. Capital Projects – By Department**

<b>Department</b>	<b>Project Name</b>	<b>Description</b>	<b>Cost Estimate</b>	<b>Fund Source</b>	<b>Projected FY</b>	<b>Council Score</b>
1. Library	Circulation Desk	Purchasing new circulation desk that would better utilize the space at the front of the library.	\$40,500	Andres Grant; Other Grants	28/29	
2. Library	HVAC	Replacing 2 air conditioners and air handler unit	\$40,000	GF; Andres Grant	25/26	
3. Library	Lobby Floor Replacement	Due to substantial defects to the flooring that was installed in February and March of 2023 the tile floor in the lobby and gallery needs to be removed and replaced.	\$38,000	Remaining Grant Funds from Original; Added Grant; GF	24	
4. Library	Zastrow Room Tables	Purchase new tables and chairs for the library meeting room.	\$19,300	GF; Grants	27/28	
5. Library	Ped Mall Concrete repair	Resurfacing and fixing cracks in ped mall located between Library and City Hall/Police.	\$98,000	GF; RUT; Grants; G.O. Bonds	?	
6. Library	Zastrow Room Roof	Remove roof membrane and install new membrane and replace damaged insulation on the flat roof located above the Zastrow Meeting Room in the Library.	\$23,000	GF; Grant	24	

7. Park & Rec	Ball Field Lights – Lion’s Field/Sportsman’s/Westwood	Replacing current lights with LED’s	\$79,500	Hotel/Motel; G.O. Bond; Grants; Donations; GF	25	
8. Park & Rec	Bridge- Sportsman’s Park	Replacing the bridge at Sportsman’s Park	\$?	Hotel/Motel; G.O. Bond; Grants; Donations; GF	29	
9. Park & Rec	Clubhouse	Replacement of the current clubhouse at Wildwood Golf Course	\$1,500,000	Hotel/Motel; G.O. Bond; Grants; Donations; GF	25	
10. Park & Rec	Playgrounds	Total Replacement of Lions Field, Sportsman’s and Westwood playgrounds.	500,000	Hotel/Motel; G.O. Bond; Grants; Donations; GF	26	
11. Park & Rec	Pool Remodel	Remodel and upgrade the pool amenities	\$3,000,000	Pledge Drive/Donations; G.O. Bond; Grants; Hotel/Motel	25	
12. Park & Rec	Tractor Replacement	Replace our old White Tractor with a new one.	\$60,000	G.O. Bond	28	
13. Park & Rec	Trail Renovations	Crack filling, gap mastic, infrared patching, and total replacement in some sections	\$246,000	Hotel/Motel; G.O. Bond	24-29	
14. Park & Rec	Wildwood Storage Building	Building a shed to hold Wildwoods carts and equipment.	\$70,000	Hotel/Motel; G.O. Bond	27	
15. Public Safety- Fire	Fire Truck Replacement	Replacement of Engine #1	\$675,000	G.O. Bond/GF	25	
16. Public Safety – Fire	FD Roof Replacement	Replacement of the flat roof	\$100,000	GF/G.O. Bond	24	

17. WRRF	11 <sup>th</sup> St. Lift Station Controls	Replace existing control panel, add float back-up system	\$72,000	Sewer Revenues	26	
18. WRRF	Maple Heights Lift Station Controls	Replace existing control panel, add float back-up system	\$67,000	Sewer Revenues	27	
19. Sewer	SS collection Adjustable Tractor	REPLACE OLD TRACTOR WITH TRACTOR WITH LIFT	\$50,000	Sewer Revenues	27	
20. Sewer Collections	Monoform Storm Manhole Rehab	MONOFORM REBUILD SANITARY MANHOLES. FY24-FY29. THE PLAN IS TO REBUILD MANHOLES IN AREAS WHERE STREET REHAB PROJECTS ARE SET TO TAKE PLACE THE FOLLOWING YEAR.	\$60,000/\$8,500annully	Sewer Revenues	24-29	
21. Water	Bulk Water Filling Station	ADD BULK WATER FILLING STATION WITH REMOTE PAYING OPTIONS FOR TRUCKS TO FILL BULK WATER.	\$75,000	Water Revenues	24	
22. Water	Lime Sludge Removal	CLEAN OUT LIME SLUDGE FROM LAGOON CELLS ON A ROTATING 2-3 YEAR CYCLE.	\$100,000	Water Revenues	24,26,27	
23. Water	Looping Projects	4 <sup>th</sup> /5 <sup>th</sup> Avenue; S. Commercial Zoetis	\$405,558- FY 24	Water Revenues	24	
24. Water	Looping Projects	Sunset Place-Hwy 14 or Gilbert St.; Loop 12" on Gilbert St.; Jendros 12"	TBD	Water Revenues	25,26,27	
25. Water	Land for Lime Storage/Police Gun Range/cut trees	PURCHASE 20-30 ACRES FOR THE CCPD TO USE AS A GUN RANGE, CC WATER DEPARTMENT TO USE FOR LIME STORAGE, AND THE CC STREET DEPARTMENT TO	\$320,000	Water Revenues; GO Bonds; ARPA	24	

		USED FOR TREE BURNING/GRINDING DISPOSAL				
26. Water	Replace PLC	The water department has 9 total PLCs. Two PLCs at the plant and the PLC at the booster pump are to be replaced in FY24. FY29 would replace the remaining two oldest models (SLC505).	\$75,000 – FY24 \$100,000 – FY29	Water Revenues	24-29	
27. Water	Replace VFD Hospital & Well Pumps			Water Revenues		
28. Water	Slaker #1 Controller	Replace Slaker #1	\$30,000	Water Revenues	25	
29. Water	Water Main Repairs	ADDRESS SMALLER WATER MAIN/VALVE ISSUES BEFORE STREET PROJECTS	\$80,000 – Main - FY24 \$100,000 -Grand/4 <sup>th</sup> Ave – FY25 \$100,000- Grand 13 <sup>th</sup> Ave-21 <sup>st</sup> Ave – FY26 TBD – replace 4” water main 1700 Block of Owen	Water Revenues	24-27	
30. Water	WTP Scada Upgrades	UPGRADE COMPUTERS AND SUPERVISOR, CONTROL, AND DATA ACQUISITION (SCADA) PROGRAM.	\$100,000	Water Revenues	26	
31. Water	Water Tower Maintenance	TOWER INSPECTIONS, DRY INTERIOR PAINTING, WET INTERIOR PAINTING, EXTERIOR PAINTING, WASHING, ADDITION OF SAFETY UPGRADES.	\$512,000 – FY25 \$10,000 – FY26 \$400,000 – FY27	Water Revenues	25-27	
32. Streets	Blacktop Yearly Maintenance	CRACKSEAL AND/OR SEALCOAT BLACKTOP STREETS	\$60,000 – FY24 \$150,000 – FY25-FY29	RUT/LOST	24-29	

33. Streets	Storm Monoform Manholes	MONOFORM REBUILD STORM MANHOLES. REBUILD MANHOLES IN PLACE. FY24-FY29. THE PLAN IS TO REBUILD MANHOLES IN AREAS WHERE STREET REHAB PROJECTS ARE SET TO TAKE PLACE THE FOLLOWING YEAR.	\$8,500 annually	Storm Sewer Revenues	24-29	
34. Streets	Traffic Control Lights	REPLACE OLD/DAMAGED TRAFFIC CONTROL LIGHTS AT MAJOR INTERSECTIONS IN TOWN.	\$50,000 Annually	RUT	25-29	
35. Streets	Tree Removal	REMOVE AN ESTIMATED 900 DEAD ASH TREES FROM CITY R.O.W.	\$630,000	G.O. Bond	24-25	
36. Streets	Vehicle & Equipment Replacement	VEHICLE/EQUIPMENT REPLACEMENT.	Varies - \$80,000 to \$200,000 annually	RUT	24-29	
37. Engineering/Streets	N. Main Street	Mill and Fill of North Main Street from Hwy 18 to North Grand. Includes reconstruction of North Main/Lane and North Grand intersection.	\$1,500,000	LOST/State Grant	24	
38. Engineering/Sanitary Sewer	N. Main Sewer Lining	Cast in Place Pipe Rehabilitation (CIPP) Sanitary Sewer North Main St from Riverside Dr. to North Grand	\$200,000	Sewer Revenues	24	
39. Engineering/Streets	11 <sup>th</sup> Street	Mill and Fill of 11 <sup>th</sup> St from Corporate Drive to South Main St.	\$230,000	LOST	25	



40. Engineering/Sanitary Sewer	North Grand Phase 1 Sewer Lining	Cast in Place Pipe Rehabilitation (CIPP) Sanitary Sewer North Grand from 4th Ave to CN Rail	\$200,000	Sewer Revenues	25	
41. Engineering/Streets	North Grand Phase 1 -	Mill and Fill North Grand from 4 <sup>th</sup> Ave to just South of CN Rail (2,400Inft). Reconstruct majority of Curb and Gutter and install subdrain at back of curb	\$754,000	LOST	26	
42. Engineering/Sanitary Sewer	Slip Lining Sanitary Sewer	Cast in Place Pipe Rehabilitation (CIPP) Sanitary Sewer Owen St from First Ave to Salisbury Ave.	\$200,000	Sewer Revenues	26	
43. Engineering/Streets	N. Grand Phase 2	Mill and Fill North Grand from just South of CN Rail to 21 <sup>st</sup> Ave (3,800 Inft). Patch Curb and Gutter and install subdrain where applicable. Reconstruct Rail Approaches at Canadian National and Canadian Pacific.	\$810,000	LOST	27	
44. Engineering/Sanitary Sewer	1 <sup>st</sup> Ave. Slip Lining F to L	Cast in Place Pipe Rehabilitation (CIPP) Sanitary Sewer First Ave from F St to L St.	\$200,000	Sewer Revenues	27	
45. Engineering/Streets	Owen Street	Crack and Seat with HMA overlay Owen Street and Patch Curb from 1 <sup>st</sup> Ave to Salisbury	\$320,000	LOST	28	

46. Engineering/Sanitary Sewer	E Street – 1 <sup>st</sup> Ave t CN RR	Cast in Place Pipe Rehabilitation (CIPP) Sanitary Sewer E St from First Ave to CN Rail	\$200,000	Sewer Revenues	28	
47. Engineering/Streets	E Street – 1 <sup>st</sup> Ave to CN Rail	Street Reconstruction	\$1,700,000	LOST; State Grant; Federal Funds	29	
48. Engineering/Sanitary Sewer	TBD	Cast in Place Pipe Rehabilitation (CIPP) Sanitary Sewer for Street Project	\$200,000	Sewer Revenues	29	
49. Engineering/Streets	1 <sup>st</sup> Avenue	Mill and Fill with HMA overlay and Curb Patch First Street from F Street to L Street (2200lnft)	\$360,000	LOST	25?	
50. Engineering/Streets	5 <sup>th</sup> Avenue	Mill and Fill with Curb Replacement with HMA overlay 5 <sup>th</sup> Avenue from Grand Ave to E Street (1600lnft)	\$490,000	LOST	26?	
51. Engineering/Streets	Blunt Street	Crack and Seat with Curb Replacement with HMA overlay Blunt Street from Howard to Jackson (1600lnft)	\$490,000	LOST	27?	
52. Engineering/Streets	Ferguson Street	Crack and Seat with Curb Replacement with HMA overlay Ferguson Street from Howard to Jackson (1600lnft)	\$490,000	LOST	28?	
53. Engineering/Streets	Howard Street	Crack and Seat with Curb Replacement and HMA overlay Howard Street from Kelly to Ferguson (650 lnft)	\$200,000	LOST	29?	

54. Engineering/Streets	Kelly Street	Crack and Seal with Curb Replacement with HMA overlay Kelley Street from Howard to Jackson (1600Inft)	\$490,000	LOST	29?	
55. Engineering/Park & Recreation	11 <sup>th</sup> Ave Bike Trail Extension	Extension of Charley Western Bike Trail from its current end at F Street to Grand Ave	\$285,000	LOST; State Grant	24	
56. Engineering/Streets	Howard & Blunt	Permeable Paving with Curb Replacement, and Water Main Looping Howard Street from Kelly to Ferguson (650 Inft) and Blunt Street (270 Inft) from Howard to Illinois St. Also will include an alternate for Ferguson St from Howard to Illinois (270 Inft)	\$750,000	SRF Sponsored Project Fed Grant; Water Revenues; LOST	24	
57. Housing	Cedar Terrace South	General updates to property-Internal and External	\$250,000 – Annually	Federal Funds	25-29	
58. City Hall/Ambulance	Ambulance Service Creation/ Partnership	Create our own locally owned/operated ambulance service in partnership with Floyd County, Floyd County Medical Center and potential other partners.	\$150,000 – Annually to cover shortfall in Operations	EMS Levy; GF	25-29+	
59. City Hall	City Hall Front Customer Service Area	reconfigure and secure the front entryway to City Hall.	\$50,000	ARPA/GF	24	
60. City Hall	Ped Mall Refresh	The concept behind this project is to remove old plantings (bushes and trees) and look to replace broken and worn concrete as well as place new plantings that create a more attractive area.	\$100,000?	ARPA/GF	25	

61. City Hall/Streets	Gilbert Street Shrub and stamped concrete remove	Project would remove shrubs, remove stamped concrete along Gilbert Street. We could use the media rock that was used at the WRRF prior to the new plant as the rock/fill in the area vacated by the shrubs.	\$100,000	Grants; LOST; Hotel/Motel	26	
62. City Hall	City Hall/PD building Overhaul	Repair, remodel and expansion of City Hall/PD building	\$2,500,000	G.O. Bonds; TIF; GF; Magic Beans & General Wizardry	26	
63. City Hall/Streets	ROW Tree Replacement Program	Replacement of Ash and other trees taken down in the city ROW with 300+ new trees	\$30,000	Grants; GF	25	