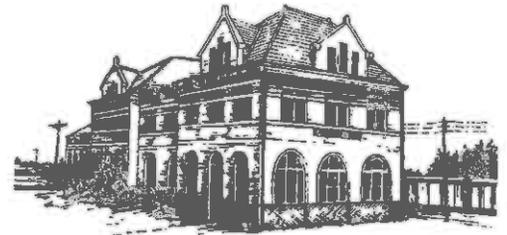


City of
CRESTON, IOWA

116 W. Adams ● P.O. Box 449 ● Creston, Iowa 50801-0449
Phone 641-782-2000 ● Fax 641-782-6377



Creston's Restored Depot and City Hall

MAYOR: Warren Woods
COUNCIL: Randy White, Loyal Winborn, Ann Levine, Marsha Wilson, Larry Wagner, Paul Vandevender, Nancy Loudon
CITY CLERK: Lisa Williamson
CITY ADMINISTRATOR: Mike Taylor
CITY ATTORNEY: Skip Kenyon & Todd Nielsen

Regular Meeting Agenda
City Hall/Restored Depot
Council Chambers
Tuesday, October 1, 2013
6:00 p.m.
09/26/2013 3:52 PM

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Consideration of Agenda**
5. **Consider Adoption of the Consent Agenda – NOTE: These items are routine items and will be enacted by one motion without separate discussion unless a Council member requests an item be removed for separate consideration.**
 1. **Minutes:** September 17, 2013 – Regular Meeting
 2. **Claims & Fund Transfers:**
 - i. **Total Claims - \$125,487.01**
 - ii. **Fund Transfers - \$96,518.51**
 3. **Parade Permit:** YACC – World's Shortest Parade
6. **Public Forum – the Mayor and City Council welcome comments from the public on any subject pertaining to City business, including items on this agenda. You are asked to state your name and address for the record and to limit your remarks to 3 minutes in order that others may be given the opportunity to speak. The Order of Business is at the discretion of the Chair. No action will be taken.**
7. **New Business**
 1. Resolution to **accept Calhoun-Burns and Associates, Inc., as the Engineering Firm for the Adam Street Bridge Replacement Project and to request Engineering Agreement for Review**
 2. Resolution to **acquire abandoned properties at 307 N Division, 309 N Division, 602 W Montgomery and 610 W Mills via Iowa Code 657A.10A**
 3. Resolution to **approve an E-Submission Service Agreement between Iowa Land Records and the City of Creston**
 4. Resolution to **set a date for Public Hearing on October 15, 2013, 15 6:00 p.m. for purchase of real estate located at 300 W Adams Street**
 5. Resolution to **approve the hiring of and authorize the use of our Certified Police Officer Bonus Program with Shannon Arends as Police Officer contingent upon successful completion of the MMPI & MFPRSI Physical**
 6. Resolution to **approve Engineer's Statement of Completion for the Airport Fencing Improvements Project and Final Payment of \$7,687.00 to be paid to Des Moines Steel Fence Co.**
 7. Resolution **authorizing the mayor to sign a DNR Wildland Fire Grant Application**
 8. **Appointment with Chamber of Commerce Representative**

9. Resolution to approve request of \$12,500 funding to be paid in quarterly increments to Creston Chamber of Commerce
 10. Appointment with Ellen Gerharz, Executive Director for Chamber of Commerce
 11. Resolution to approve request of \$18,975 from Hotel/Motel Fund for Creston Chamber of Commerce's 2014 Tourism Marketing/Promotion Budget
 12. Appointment with Jeremy Rounds, SICO, to discuss application for a Hurley Creek WIRB Grant
 13. Resolution to approve application for a Hurley Creek WIRB Grant
 14. Motion to approve temporary street closing request by Consolidated Materials at the north end of the 800 block of South Vine Street on October 10th, from 9 am to 4 pm for an Open House
 15. Motion to approve temporary street closing request by YACC on Myrtle Street, from Russell to Jefferson Street on October 26th, from 3 pm to 5 pm for the World's Shortest Parade
8. **Other**
 9. **Adjournment**

REGULAR MEETING OF THE CRESTON CITY COUNCIL SEPTEMBER 17, 2013

The Creston City Council met in regular session at 6:00 o'clock p.m. on the above date in the Council Chambers of the City Hall Complex with Mayor Pro-tem White presiding.

Roll call being taken with the following Council members present: Loudon, Vandevender, Levine, Winborn and White. Wagner and Wilson were absent.

Winborn moved seconded by Vandevender to approve the agenda. All voted aye. Wagner and Wilson were absent. Motion declared carried.

Loudon moved seconded by Levine to approve the consent agenda, which included approval of minutes of September 3, 2013, regular meeting; claims of \$181,503.66; liquor license renewals for Choung Garden, Casey's General Stores #3223 and #3224, and Upper Crust; parade permit for Creston High School; and received Certified List of Police Officer Candidates from the Creston Civil Service Commission. All voted aye. Wagner and Wilson were absent. Motion declared carried.

During Public Forum, Ellen Gerharz, Executive Director of the Chamber of Commerce, said the new map brochures of Creston are out and she is getting them distributed out in the community. She also reminded everyone of the upcoming Balloon Days' Weekend. She also wished to thank everyone who participated in the RV-TV tail gaiting on September 9th, as it was a great turnout considering the heat.

A resolution was offered by Winborn seconded by Loudon to amend the grant agreement with IDOT for the Airport Taxiway Project, Contract #15229 from \$85,000 to \$96,303 and authorize the Mayor and Clerk to execute the proper documentation. Vandevender, Levine, Winborn, White and Loudon voted aye. Wagner and Wilson were absent. Resolution declared passed.

Mayor Pro-tem White announced that now is the time for a Public Hearing on the matter of the T-Hangar Access Taxiway Project. He asked if anyone wished to speak in favor of the project; no one did. He asked if there was any written correspondence in favor of the project; there was none. He asked if anyone wished to speak against the project; no one did. He asked if there was any written correspondence against the project; there was none. Mayor Pro-tem White then called the Public Hearing to a close.

A resolution was offered by Vandevender seconded by Winborn to approve the Plans, Specifications, Form of Contract and Estimate of Costs for the T-Hangar Access Taxiway Project and authorize the Mayor and Clerk to execute the proper documentation. White, Loudon, Vandevender, Levine and Winborn voted aye. Wagner and Wilson were absent. Resolution declared passed.

A resolution was offered by Vandevender seconded by Levine to accept the bid and award the contract for the T-Hangar Access Taxiway Project to Feldhacker Contracting of Creston, IA in the amount of \$92,357.25 and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Vandevender and Levine voted aye. Wagner and Wilson were absent. Resolution declared passed.

A resolution was offered by Loudon seconded by Levine to approve a proposal from SICOG to prepare Amendment #2 for the Highway 34, a.k.a. R-2005 Urban Renewal Area and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Vandevender and Levine voted aye. Wagner and Wilson were absent. Resolution declared passed.

A resolution was offered by Winborn seconded by Vandevender to approve the Environmental Review for 2014 CDBG Sewer Slip Lining Project (North Side Sanitary Sewer Rehabilitation Project) with SICOG and authorize the Mayor and Clerk to execute the proper documentation. Levine, Winborn, White, Loudon and Vandevender voted aye. Wagner and Wilson were absent. Resolution declared passed.

A resolution was offered by Levine seconded by Loudon to approve an Engineering Services Agreement with Veenstra & Kimm for the North Side Sanitary Sewer Rehabilitation Project and authorize the Mayor and Clerk to execute the proper documentation. Vandevender, Levine, Winborn, White and Loudon voted aye. Wagner and Wilson were absent. Resolution declared passed.

A resolution was offered by Loudon seconded by Levine to approve a Conditional Permit to remodel an existing structure at 600 W Adams Street for the purpose of allowing a multiple-family unit in an area zoned as C-2 Light Commercial and authorize the Mayor and the Clerk to execute the proper documentation. Winborn, White, Loudon, Vandevender and Levine voted aye. Wagner and Wilson were absent. Resolution declared passed.

Vandevender moved seconded by Winborn to appoint Councilmember Ann Levine to the Union County Health Care Coalition. All voted aye. Wagner and Wilson were absent. Motion declared carried.

Fire Chief Todd Jackson addressed Council regarding the selling of the fire truck that was recently taken out of service. There have been no bids received to date. Chief Jackson would like to advertise in some specific publications, such as the *Iowa Firefighter Newspaper*, as well as a couple of national publications, with a fixed price of \$15,000, or best offer. If he does receive a lower offer, he would bring it to Council for approval.

A resolution was offered by Winborn seconded by Vandevender to approve a \$500 limit for advertising fees for the sale of the fire truck and authorize the Mayor and Clerk to execute the proper documentation. White, Loudon, Vandevender, Levine and Winborn voted aye. Wagner and Wilson were absent. Resolution declared passed.

A resolution was offered by Loudon seconded by Levine to appoint Connie Maxson to the Library Board of Trustees with term ending July 1, 2015 and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Vandevender and Levine voted aye. Wagner and Wilson were absent. Resolution declared passed.

Under Other, Trick or Treat Night will be on October 31, 2013.

Winborn moved seconded by Vandevender to adjourn the meeting. All voted aye. Wagner and Wilson were absent. Motion declared carried. Council adjourned at 6:18 p.m.

Mayor Pro-tem

Attest:

City Clerk

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE PROTECTION	GENERAL FUND	PETTY CASH - POLICE	WALMART-STOP WATCH	10.45		
			USPS-RTN ITEM	8.75		
		STANARD & ASSOCIATES INC	USPS-CERT MAIL	5.17		
			4 POST TESTS	52.00		
			TOTAL:	76.37		
DETENTION & CORRECTNS	GENERAL FUND	UNION CO AUDITOR	LEC BILLING-AUG'13	30,910.27		
			TOTAL:	30,910.27		
FIRE PROTECTION	GENERAL FUND	AMERICAN TEST CENTER INC	5YR TEST LADDER 1	960.00		
			CRESTON CITY WATER WORKS	WATER-FIRE STATION	55.08	
		ED M FELD EQUIP CO INC	SUPPLIES	348.55		
			NAPA	BRAKE CLEANER	29.88	
		PETTY CASH - FIRE	TROPHY SHOP-LOCKER NAME TA	11.98		
			FARM & HOME - GLASS CLEANER	4.78		
		USPS-CERT MAIL	USPS-CERT MAIL	6.11		
			USPS-STAMPS	9.20		
		WALMART-AIR FILTER	WALMART-AIR FILTER	4.58		
			OFFICE SOFTWARE	219.97		
		WAL-MART COMMUNITY	SUPPLIES	92.25		
			TOTAL:	1,742.38		
		BUILDNG & HSNG SAFETY	GENERAL FUND	IOWA CHAPTER OF IAEI	FALL SEMINAR '13	80.00
					TOTAL:	80.00
ANIMAL CONTROL	GENERAL FUND	POKORNY, PATRICIA	SUCCESSFUL ADOPTION	20.00		
			CRESTON VET CLINIC PC	EUTHANIZE 2 DOGS	19.90	
		ALLIANT ENERGY-INT PWR&LGHT	710 LAKESHORE DR-ANIMAL PO	55.04		
			WAL-MART COMMUNITY	CAT LITTER	10.68	
		TOTAL:	105.62			
STREET LIGHTING	GENERAL FUND	NAPA	NUTS	2.22		
			TOTAL:	2.22		
AIRPORT	GENERAL FUND	ALLIANT ENERGY-INT PWR&LGHT	1945 S CHERRY ST GARAGE	49.82		
			SIRWA	WATER-AIRPORT	33.00	
		WEST AVIATION INC	FBO CONTRACT	1,354.17		
			TOTAL:	1,436.99		
LIBRARY SERVICES	GENERAL FUND	COPY SYSTEMS INC	MONTHLY CONTRACT	24.72		
			LOUDON, NANCY	PAINT OUTSIDE RAILINGS	19.45	
		CRESTON CITY WATER WORKS	WATER-1001 W JEFFERSON	9.07		
			GALE CENGAGE LEARNING	CHRISTIAN FICTION	94.46	
		EDITORS	EDITORS	230.32		
			CHRISTIAN BUNDLE 576	236.49		
		CHRISTIAN BUNDLE 243	CHRISTIAN BUNDLE 243	21.69		
			MYSTERY	47.98		
		DISTRIBUTION	DISTRIBUTION	22.49		
			INGRAM	BOOKS	139.17	
		CHILDREN'S BOOKS	CHILDREN'S BOOKS	4.02		
			BOOKS	25.04		
		BOOKS	BOOKS	13.79		
			LARGE PRINT OVERSTOCKS	LP WESTERN BOOKS	207.26	
		MICROMARKETING LLC	BOOKS ON CD	93.47		
			BOOKS ON CD	54.98		
			BOOKS ON CD	69.98		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BOOKS ON CD	19.99
		OFFICE DEPOT	SUPPLIES	49.98
			SUPPLIES	94.86
		LEON J DOROTHY	IT SERVICES	31.00
			IT SERVICES	46.50
			IT SERVICES	31.00
		WAL-MART COMMUNITY	SUPPLIES	35.29
		CORALVILLE MARRIOTT HOTEL & CONFERENCE	HOTEL OCT 16-18	280.00
			TOTAL:	1,903.00
PARKS	GENERAL FUND	ADVANCED AG LLC	DRIANAGE TILE & FITTINGS	108.15
			GRASS SEED & FERTILIZER	215.00
		BARKER IMPLEMENT & MOTOR CO INC	AIR, OIL AND FUEL FILTERS	289.56
			BELTS FOR GANG MOWER	151.23
		BYERS, JUSTIN G	KEYS	71.80
		CRESTON CITY WATER WORKS	WATER-BILL SEARS FOUNTAIN	15.42
			WATER-RAINBOW PARK FOUNTAI	9.07
			WATER-RAINBOW PARK	9.07
		FARM & HOME SUPPLY INC	SICKLE MOWER BLADES	18.00
			SUPPLIES	113.29
		ALLIANT ENERGY-INT PWR&LGHT	MCKINLEY VFW FLAGS	172.98
			600 MCKINLEY ST BAND SHELL	19.90
			MCKINLEY CAMPGROUND	386.79
			600 MCKINLEY PARK SEC LIGH	12.68
		ECHO GROUP INC	LIGHT BULBS	32.12
			ELECTRIC SUPPLIES	230.77
		IOWA PRISON INDUSTRIES	SIGNS & POSTS	640.90
		NAPA	GREASE CAP	3.09
		RJ'S PORTABLES	PORTA POTIES-CAMPGROUND	75.00
			TOTAL:	2,574.82
RECREATION	GENERAL FUND	BSN SPORTS	VOLEYBALLS	146.88
			TOTAL:	146.88
CEMETERY	GENERAL FUND	AKIN BUILDING CENTER	CONCRETE	33.90
		NAPA	FUEL HOSE	58.98
		PETTY CASH - CEMETERY	BARKERS-OIL FILTER, PIN	16.76
			BARKERS-BULB	3.04
			NAPA-WIPER BLADES	17.96
		SIRWA	WATER-CEMETARY	33.00
		FREDRICKSON MEMORIALS	REPLACE MARKER DAMAGED	299.00
			TOTAL:	462.64
FINANCIAL ADMINISTRATN	GENERAL FUND	CRESTON CHAMBER OF COMMERCE	1ST ANNUAL FUNDING-FIX AMT	625.00
		ALLIANT ENERGY-INT PWR&LGHT	1707 W ADAMS ELEC/GAS	155.56
		PETTY CASH - FINANCE	USPS-POSTAGE	5.80
			UPS-POSTAGE	16.00
			UNION CO RECORDER-FEES	81.00
			TOTAL:	883.36
CITY HALL	GENERAL FUND	CRESTON CITY WATER WORKS	WATER-CITY HALL	51.19
			TOTAL:	51.19
IN DE (GENERAL)	GENERAL FUND	TYLER INSURANCE SERVICES INC	ADD JD TRACTOR & MOWER	47.00
			TOTAL:	47.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ROAD MAINTENANCE	ROAD USE TAX	ARAMARK UNIFORM & CAREER APPAREL GROUP	LAUNDRY SERVICE	29.88
		FELDHACKER CONTRACTING	CONCRETE WORK FREEMONT ST	9,471.00
		GREATER REG MEDICAL CNTR	HEPATITS B SHOT-DINGMAN	73.00
		BLACKTOP SERVICE COMPANY	TKT 9/9,9/10,9/11=87.15T	7,320.60
			TKT 9/11,9/12,9/13=105.67	8,876.28
			TKT 9/13 = 29.71T	2,495.64
		IOWA PRISON INDUSTRIES	SIGNS & POSTS	596.65
		NAPA	OIL & AIR FILT/TARP	149.24
			AIR FILTERS	70.39
			5GAL HYDRO	69.38
			HALOGEN LIGHTS	54.69
			BRAKE LINNES,BROOM	49.35
			SUPPLIES	61.71
		SERVICE TECHS INC	WEEDEATER HEAD	27.95
		SCHILDBERG CONSTRUCTION COMPANY INC	3/8" CHIPS	224.40
			TOTAL:	29,570.16
SELF FUNDING INSURANCE PAYROLL TAX BENEFIT		INSURANCE STRATEGIES CONSULTING LLC	509A STUDY-FY13	975.00
		TOTAL ADMINISTRATIVE SERVICES CORP	SERVICE FEE 11/1/13-11/30-	102.00
			TOTAL:	1,077.00
LIBRARY(RESTRICTED GIF RESTRICTED GIFTS-L		AMAZON/GE MONEY BANK	DVD'S	160.78
		GALE CENGAGE LEARNING	BOOK-THE HERO	44.54
		INGRAM	ISSB BOOKS	9.00
			ADULT BOOKS	4.79
			ISSB BOOKS	128.63
			ISSB BOOKS	24.24
			BOOKS	1,031.27
			BOOKS	94.14
		SCHOLASTIC BOOK FAIRS	COUNTRY BOOKS	152.10
		WAL-MART COMMUNITY	CAMERA	199.00
			TOTAL:	1,848.49
SANITARY SEWER/WASTWTR SEWER OPERATING FU		NORTHERN BALANCE & SCALE, INC.	SCALE	4,334.00
		D J GONGOL & ASSOC INC	ORINGS,DIAPHRAGM,FRT	181.37
		JUSTIN MEADER	CALIBRATE FLOW METERS	465.00
		GREATER REG MEDICAL CNTR	HEPITITIS B -MIKE BRUCE	73.00
		NAPA	OIL	73.50
		PETTY CASH - SANITATION	FARM & HOME-TOOLBOX	26.48
		REGION IV IA WATER ENVIRONMENT	REGION 4 FALL MEETING	32.00
		SCHILDBERG CONSTRUCTION COMPANY INC	3" MINUS GRAVEL	689.30
			3" MINUS GRAVEL	168.60
			45T 3 MINUS GRAVEL	513.59
		UPS	POSTAGE	54.47
			POSTAGE	30.78
		USA BLUE BOOK	48154 SEWER DYE & FRT	177.00
		VERIZON WIRELESS	ELECTRONIC FLOWMETER PHONE	80.14
			TOTAL:	6,899.23
ANIMAL CONTROL	ANIMAL SHELTER *AG	SOUTHERN HILLS VET SVC INC	EMGCY MED CAT PURSCCELL	88.00
		PET EDGE	DISINFECTANT/CLEANER	92.97
			TOTAL:	180.97

<u>DEPARTMENT</u>	<u>FUND</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
===== FUND TOTALS =====				
001	GENERAL FUND			40,422.74
110	ROAD USE TAX			29,570.16
112	PAYROLL TAX BENEFIT			1,077.00
167	RESTRICTED GIFTS-LIBRARY			1,848.49
610	SEWER OPERATING FUND			6,899.23
953	ANIMAL SHELTER *AGENCY FU			180.97

	GRAND TOTAL:			79,998.59

TOTAL PAGES: 4

CITY OF CRESTON
 MANUAL CHECKS/DEBITS - PERIOD ENDING 10/01/13

NO DEPT ENTERED		
ELECTRONIC FEDERAL TAX	EFTPS	16,133.53
IOWA DEPT OF REVENUE	STATE W/H	6,488.00
IPERS	PENSION	13,757.17
TOTAL ADMINISTRATIVE SVC	FLEX	804.27
NO DEPT ENTERED	TOTAL	37,182.97
R. REALTY TRUST	EARNST MONEY	500.00
UNION CO RECORDER	FEES	19.00
FINANCE DEPARTMENT	TOTAL	519.00
DOUBLE TREE BY HILTON	HOTEL	168.00
POLICE DEPARTMENT	TOTAL	168.00
UNION CO RECORDER	FEES	36.00
BUILDING DEPARTMENT	TOTAL	36.00
SELF FUNDING INSURANCE		
TRISTAR BENEFIT	INV CHECK RUN	3,402.10
TRISTAR BENEFIT	INV CHECK RUN	3,480.35
IOWA DIVISION OF INSURANCE	509A FILING FEE	100.00
SELF FUNDING INSURANCE	TOTAL	6,982.45
USPS	STAMPS	600.00
LIBRARY DEPARTMENT	TOTAL	600.00
MANUAL CHECKS/DEBITS TOTAL		<u><u>45,488.42</u></u>

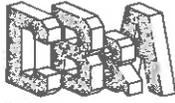
FUND TRANSFERS FOR PERIOD ENDING:

09/30/13

POSTING DATE

THE FOLLOWING TRANSFERS ARE SCHEDULED TO BE MADE AFTER COUNCIL APPROVAL:

AMOUNT	FROM	TO	-G/L ACCT-	DR	CR
\$ 16,497.87	610 SEWER OPERATING FUND FOR: HEALTH INS PREM-QTR END 9/30/13 VENDOR: CITY OF CRESTON	112 PAYROLL TAX BENEFIT	610 -5-815-6150	16,497.87	
			610 1110		16,497.87
			112 1110	16,497.87	
			112 -5-670-6150		16,497.87
\$ 29,308.68	110 ROAD USE TAX FOR: HEALTH INS PREM-QTR END 9/30/13 VENDOR: CITY OF CRESTON	112 PAYROLL TAX BENEFIT	110 -5-210-6150	29,308.68	
			110 1110		29,308.68
			112 1110	29,308.68	
			112 -5-670-6150		29,308.68
\$ 50,711.96	610 SEWER OPERATING FUND FOR: 100% TAYLOR/WILLIAMSON/JOHNSON/ WAGES-QTR END 9/30/13 VENDOR: CITY OF CRESTON	001 GENERAL FUND	610 -3-6910	50,711.96	
			610 1110		50,711.96
			001 1110	50,711.96	
			001 -3-4830		50,711.96



CALHOUN-BURNS AND ASSOCIATES, INC.
BRIDGES ♦ STRUCTURES ♦ TRANSPORTATION

September 13, 2013

Mike Taylor
City Administrator
116 W. Adams Street
Creston, IA 50801-0449

**RE: PROPOSAL OF INTEREST FOR PROFESSIONAL ENGINEERING SERVICES
ADAMS STREET BRIDGE REPLACEMENT OVER LAKE MCKINLEY
IOWA DOT PROJECT NO. BRM-1710(610) -- 8N-88**

Dear Mr. Taylor:

Calhoun-Burns and Associates, Inc. (CB&A), is very interested in continuing to assist the City of Creston with the Adams Street bridge replacement over Lake McKinley. To date our firm has worked closely with you and your Director of Public Works in the pursuit of federal-aid which the City now has in hand. We feel we have already demonstrated our knowledge of the federal-aid process and very much want to be selected as the professional consulting engineer to successfully lead you and your community through the design and construction phases of this important project. In response to your Request for Proposal, we have enclosed four copies of our Proposal of Interest for consideration by you and your selection committee.

Our proposal is organized into six sections. The **BACKGROUND AND QUALIFICATIONS** section will give a brief background on the firm and the engineering service categories for which we are prequalified with the Iowa Department of Transportation. We will present members of our firm in the **KEY PERSONNEL** section who will lead you through each phase of this project. In the **SUBCONSULTANTS** section we will introduce those firms who will assist us with the project and their specific role. In the **RELATED EXPERIENCE** section we will briefly describe a few similar federal-aid bridge replacement projects we have successfully completed for other communities. Finally, the **CLIENT REFERENCES** section will present a partial list of past clients and contact information for a few who we have recently completed similar projects for.

Calhoun-Burns and Associates, Inc. is the clear choice for this very important project for the following reasons:

- ✓ Excellent reputation for providing timely, high quality structural design services for the Iowa DOT, and many City and County clients throughout Iowa.
- ✓ Key personnel who have extensive experience on similar projects funded by the Federal-Aid Highway Bridge Program, and pride themselves on simplifying the design and construction phases for elected officials and City staff.

1500 30th Street ♦ West Des Moines, IA 50266

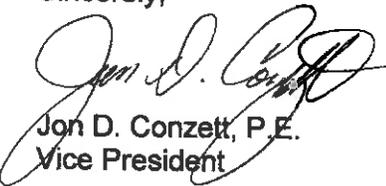
WATS 877/241-8003 ♦ Phone 515/224-4344 ♦ FAX 515/224-1385 ♦ email: email@calhounburns.com

- ✓ Recent bridge replacement projects over recreational lakes in Iowa that included sidewalks, trails, and aesthetic features such as lighting and ornamental railings; all as eligible project expense under the federal-aid funding program.
- ✓ Current and ongoing assignments in Madison, Cass, Montgomery, Taylor, and Union Counties to provide an opportunity to combine trips and help minimize travel expense.
- ✓ Ability to begin upon your notice to proceed, and the capacity to meet your assigned workload and schedule.

CB&A is ready, eager, and able to successfully assist the City of Creston with the Adams Street bridge replacement project over Lake McKinley. We want this assignment as your engineering consultant very much, and are committed to doing a good job for you and your community.

Please review and evaluate the enclosed information carefully. We believe we are the best firm for this assignment, and ask you and the committee select our firm to complete the replacement of this important and highly visible piece of Creston infrastructure.

Sincerely,



Jon D. Conzett, P.E.
Vice President

IOWA LAND RECORDS



You can SAVE TIME & MONEY

Use the Iowa Land Records Electronic Submission Service

Did you know that you can now submit real estate documents to a County Recorder's office through the Internet? It's true. You can log on to the Iowa Land Records Electronic Submission service and submit a scanned PDF image of one of the following real estate documents:

- Mortgage
- Assignment of Mortgage
- Satisfaction of Mortgage
- Partial Satisfaction of Lien
- Warranty Deed
- Quit Claim Deed
- Deeds (other deeds)
- Power of Attorney
- Contracts
- Modifications
- Affidavits
- Surveys and Plats
- Easements
- Condemnations
- Corner Certificates
- Condominiums
- Subordinate Lien Agreements
- UCC

The Recorder will review the document image and other information you submit, and if the minimum requirements are met, it will be officially recorded in the local county index.

You can **save time and money**. The typical on-line service fee for a document is \$1.50 if you select the ACH payment option – slightly more if you are paying by credit or debit card. If you use the ILR E-submission service to submit documents, you will **save money** when compared with the cost of a courier service. PLUS – the document will be **immediately available** for the Recorder's review and action – no waiting for documents to be physically transported to the Recorder's office. **There is no set up fee or subscription fee.**

Would you like to learn more? Contact the Iowa Land Records office at **888.790.2246**. Or visit the **Iowa Land Records** web site at <http://iowalandrecords.org>. Be sure to review the E-Submission user guides posted in the Tutorials section.

Thank you for allowing us to be of service to you.

Sincerely,

Iowa Land Records

8711 Windsor Parkway, Suite 2
Johnston, IA 50131

Iowa Land Records

E-Submission Service - Application

On behalf of the Organization specified below, I request authorization to submit real estate documents for the purposes of official recording in any county or jurisdiction participating in the ILR Electronic Submission Service. By submitting this application to become an authorized user of the Electronic Submission Service, I certify that I have reviewed the Electronic Submission Service Terms of Use and Privacy policies published at the following web address: https://iowalandrecords.org/esubmission/controller/home. I agree to abide by the terms and conditions specified therein.

Please provide the following information. All information is required. Incomplete applications will not be processed.

Organization Type (Circle One): Abstract/Title Co. – Attorney – Bank – Credit Union – Government – Mortgage Co. – Realtor – Other (Specify) _____

Organization Information

Organization Name:
Street Address 1:
Street Address 2:
City:
State:
Zip:
Phone Number: () Ext.
FAX Number ()

Organization Administrator Information

Organization Administrator Name:
Requested User Name:
First Name:
Last Name:
E-mail:

Financial Institution Information*

Name of Financial Institution:
Bank Account Number: (Last Five Digits Only)
Bank Routing Number: (Must Be Nine Digits)
Name of Bank Point of Contact:
Point of Contact Phone Number:

*Required if ACH Payment is requested. Not required if payment is by credit card.

E-Submission Validation Information

Please provide one example of a document you have recorded in Iowa by specifying the reference number of the recorded document and the county in which the document was recorded. Providing this information will facilitate the application review process. Thank you!

Iowa County:
Book & Page or Document Reference Number:
Date of Recording:

Agreement. I represent and warrant that on behalf of the organization specified above I have the right, power and authority to enter into and perform the obligations under this Agreement. I have taken all requisite action (corporate, statutory, or otherwise) to approve execution, delivery and performance of this Agreement, and this Agreement constitutes a legal, valid and binding obligation of the applicant, enforceable in accordance with its terms. I further agree to the Electronic Submission Service Terms of Use policy and Privacy policy.

Signature:
Name:
Date:

Return To: Iowa Land Records
8711 Windsor Parkway
Suite 2
Johnston, IA 50131
Or
FAX: 515.309.0144

Promotional Code:

Questions? Contact Customer Service at 888-790-2246 or support@clris.com.

CONSTRUCTION PROGRESS REPORT

Project Description: Creston Airport Fencing Improvements

Date of Contract: 6/17/2013
 Completion Date:

Estimate No: Final

Contractor: Des Moines Steel Fence Co. Inc.
 5158 NW Beaver Dr.
 Johnston, IA 50131

Owner: City of Creston
 116 W Adams; PO Box 449
 Creston, IA 50801-0449

Base Contract Price	\$7,885.00	Materials on Hand (See Attached Tab)	\$0.00
Work Order No.		Construction Completed (See Attached Tab)	\$7,687.00
Work Order No.		Total Amount Earned	\$7,687.00
Work Order No.		Less 5% Retainage	\$0.00
Work Order No.		Less Previous Payment	\$0.00
Work Order No.		AMOUNT DUE THIS ESTIMATE	\$7,687.00
TOTAL CONTRACT PRICE	\$7,885.00		

Requested For Contractor By Jeff Daniels

Title G.M.

Date 9/19/13

Recommended By Engineer William R. Grabe
 William R. Grabe, P.E.

Title Project Engineer

Date 9-19-2013

Approved For Owner By _____

Title _____

Date _____

STATEMENT OF COMPLETION AND FINAL ACCEPTANCE OF WORK AIRPORT PROJECTS

Contract Number: 14162 Project Number: 9I130CSQ100

Airport Name: Creston Municipal

Airport Sponsor: City of Creston

Type of Project: Airport Improvement Program
(Vertical Infrastructure or Airport Improvement Project)

Description of Project:
Improve Fence for Access Control

This project has been completed in substantial compliance with the project plans, specifications, the project agreement and the laws of the State of Iowa and the ordinances of the city or county where the work was performed. Final acceptance of the project is recommended.

Signature: 
Project Engineer or Project Manager

Date: 9-19-2013

This project is accepted on behalf of the city/aviation authority/airport commission. By signing below, the sponsor representative verifies that the project was completed in substantial compliance with the terms and conditions of the agreement with the Iowa DOT, and that the project was completed following all applicable laws of the State of Iowa.

Name: _____

Title: _____

Signature: _____

Date: _____

Sponsor Representative

Signature: _____

Date: _____

Office of Aviation Program Manager

Return form to:

Iowa Department of Transportation
Office of Aviation
800 Lincoln Way
Ames, IA 50010

Attn.: Program Manager
E-mail: kay.thede@dot.iowa.gov
FAX: 515-233-7983
515-239-1048

TABULATION OF CONSTRUCTION QUANTITIES

PROJECT: Creston Airport Fencing Improvements
 PROJECT NUMBER: 4399.06
 ESTIMATE NO.: Final

FOR THE PERIOD
 FROM: 7/16/2013
 TO:

Item No.	Item Description	Contract Quantity and Units	Unit Price	Total To Date		Previous Period		Completed This Period	
				Quantity	Cost	Quantity	Cost	Quantity	Cost
1	Mobilization	1 LS	\$300.00	1.00	\$300.00			1.0	\$300.00
2	4' Walk Thru Gate	1 EA	\$300.00	1.00	\$300.00			1.0	\$300.00
3	28' Driveway Gate	1 EA	\$905.00	1.00	\$905.00			1.0	\$905.00
4	48" Chain Link Fence	580 LF	\$11.00	562.00	\$6,182.00			562.0	\$6,182.00
CGA Consultants Marshalltown, IA 50158		Contract Amount		Total Earned to Date	\$7,687.00	Previously Earned		Completed This Period	
TOTALS			\$7,885.00		\$7,687.00		\$0.00		\$7,687.00



USFS FEDERAL FINANCIAL ASSISTANCE

Provided through the VOLUNTEER FIRE ASSISTANCE (VFA) PROGRAM
COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978. Distributed through
agreement with the State Forester of the Iowa DNR Forestry Bureau.

Volunteer Fire Assistance (VFA)

APPLICATION -Application Deadline: **OCTOBER 15, 2013**

2013

1. **Applicant:** Creston Fire Department Federal Tax ID # _____

Name of City/Township of Agency: City of Creston

Name of Fire Department: Creston Fire department

Mailing Address: 500 N. Sumner Ave

City: Creston State: IOWA ZIP: 50801

2. **Estimated TOTAL project cost:** \$ 7,000⁰⁰

3. **Date of Application:** (Month/Day/Year): 09/26/13 County: Union

4. Is the requesting community under 10,000 population? (circle one) Yes No

5. Is the local 50% cost share available? (circle one) Yes No

6. How many acres of state owned land are you protecting? 3640 acres

7. Is the local agency registered with the State Fire Marshal's office? Yes No

8. Has the local agency provided Iowa Wildland Fire Reports during 2012/13? Yes No

9. Has the local agency participated in Wildland Fire training? Yes No

10. Does the local agency use wildland fire PPE on wildland fires? Yes No

11. **Is the W-9 Federal Tax ID form attached?** Yes No

12. Please list the communities that this department has Mutual Aid agreements with:

Prescott, Alton, Orient, diagonal, Lorimer, Mullay

Osceola, Corning, Mt. Airy, Lennox

The applicant certifies, as a condition of this grant application, that no one within their organization will engage in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in conducting any activity with this grant.

The applicant further certifies that to the best of his/her knowledge and belief, the information in this application is true and correct and that he/she will comply with the Cooperative Forestry Assistance Act of 1978 and its administration guidelines if the grant is received.

Head of Local Government: Name (please print): _____

(or Financial Officer) Title: _____

Signature: _____

Day and Evening Phone: _____

e-mail Address: _____

Fire Chief: Name (please print): Todd Jackson

Signature: _____

Day and Evening Phone: 641-782-5610

e-mail Address: Crestonfire@iowatelecom.net

OVER

Volunteer Fire Assistance Program — FY2013

All INVOICES must be dated between October 1, 2012 and June 30, 2014.
All BILLING CLAIMS must be received by July 31, 2014

Eligible Cost-Share Items	Quantity	Unit Cost	TOTAL	Official Use	
\$3500 maximum VFA cost-share					
Wildfire Hand and Line Tools					
5 gal. Backpack Bladder Bags	_____	_____			
Fire Rake / Collapsible Fire Rake	_____	_____			
Fire swatter, Brush hook, Fire broom	_____	_____	\$ _____		
Shovel, McLeod, Pulaski tool	_____	_____			
Leaf Blowers / Mist Blowers	_____	_____			
Fire weather kit / Kestrel Weather Meters	_____	_____			
Fusees / Drip torch	_____	_____			
GPS Units	_____	_____			
Wildland Fire Protective Clothing					
Shirts/Pants/Coveralls/Brush Coats, Nomex	6	500	\$ 3000		
Neck Shrouds, Nomex	_____	_____			
Goggles, fire safe	_____	_____			
Gloves, fire safe	_____	_____			
Hardhats, fire safe	_____	_____			
Fire Packs / Radio Harness / Web Gear	_____	_____			
Fire Shelters	_____	_____			
Communications Equipment					
Base Radios	_____	_____	\$ 1750		
Hand-held / Programmable Radios	_____	_____			
Mobile Radios	2	875 ⁰⁰			
Pagers	_____	_____			
Wildland -Water Handling Equipment					
Slide-In Units	_____	_____	\$ 2750		
Foam Units, Foam mixers and/or Foam	11	70			
Portable Tanks	_____	_____			
Portable Pumps	_____	_____			
Hoses (3/4", 1", 1 1/2")	_____	_____			
Nozzles and Fittings	2	740 ⁰⁰			
<i>(may attach an additional sheet)</i>					
Consideration of Special Request: (No buildings, vehicles, trailers or ATV's)-			\$ _____		
How does your Special Request apply to Wildland Fire?			TOTAL REQUESTED		
			\$ 7,000 ⁰⁰		

Return Completed Application to:
DNR FORESTRY BUREAU
By October 15, 2013

Gail Kantak, IDNR Fire Supervisor
2404 South Duff Ave.
Ames, IA 50010-8093

phone: 515-233-8067 or 1161
Gail.Kantak@dnr.iowa.gov

**Proposed 2014 Hotel/Motel Monies for Tourism
Marketing & Promotion Budget**

	<u>Expense</u>
State of Iowa Coop Ad (7 X 4, ½ page) Iowa Travel Guide plus digital version	\$2650.00
State of Iowa Coop Advertisement in 2014 – Photo in 2014 Travel Guide	300.00
State of Iowa Coop Advertisement, USA Weekend Brochure listing, May 2014	390.00
State of Iowa Coop Advertisement in 2014, Iowa Outdoors in March/April issue	230.00
2014 WITR Ad Insert in Newspapers in 5 state area, \$1250 and Omaha World Herald Group Summer ads (3) \$900 and Website ad on WITR Home Page \$350	2500.00
Advertising in Our Iowa Magazine - 3 times during 2014	1656.00
Southern Iowa Tourism (SET) 2014 Advertisement – promoting area and 10,000 Crestonians, Balloon Days and No Place Like Creston for the Holidays – both print and on their website plus back page in 2014 (\$650)	1650.00
Print more Explore Creston & Union County Brochures	1700.00
2014 Regional Balloon Days Ads (2) (Newspapers)	1200.00
2014 Regional No Place Like Creston for the Holidays Ads (2) (Newspapers)	1200.00
2014 Local & Regional Marketing of Tourism/both newspaper and radio	2000.00
Membership in Western Iowa Tourism Region, Central Iowa Tourism Region and Iowa Group Travel Ass.	600.00
	975.00
2014 DSM Register Vacation Iowa Section	
Mailing/Postage for Info & Response Requests, info to Welcome Centers, purchasing welcome bags, stationary, Display racks etc.	<u>1700.00</u>
Total	\$18,751.00

Additionally, the following will be requested at a later date. Money (\$5000.00) for 10,000 Crestonians, which has been requested the past 7 years and granted, and \$5000.00 given to Balloon Days.