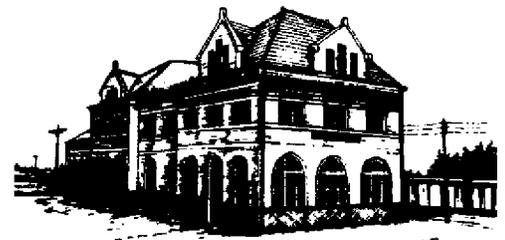


City of
CRESTON, IOWA

118 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, Betty Shelton, Marsha Wilson, Larry Wagner, Terri Koets, 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 2, 2012
6:00 p.m.
09/28/2012 12:25 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 18, 2012 – Regular Meeting
 2. **Claims and Fund Transfers:**
 - i. Total Claims - \$386,712.37
 - ii. Fund Transfers - \$96,917.71
 3. Receive Certified List of Candidates for Promotion within Police Department from Civil Service Commission
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 review and approve bids for demolition of the following City-owned houses – 310 S. Walnut, 311 N. Sycamore, 308 Livingston Avenue and 600 W. Montgomery
 2. Resolution to approve payment of \$93.78 to Habitat for Humanity for the NSP House Project at 801 W. Jefferson
 3. Resolution to adopt I & I Policies
 4. Resolution to amend Resolution No. 31-09 entitled, “AUTHORIZING THE COMMITMENT OF LOCAL FINANCIAL SUPPORT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING REHABILITATION PROGRAM.”
 5. Resolution to amend Resolution No. 02-13 entitled, “RESOLUTION NAMING CITY OF CRESTON DEPOSITORIES”
 6. Resolution to set a Public Hearing for October 16, 2012, at 6 p.m. for the purpose of renaming Swan Street to Green Hills Avenue

7. Resolution to approve Payment Estimate #1 of \$262,260.79 to Feldhacker Contracting for work completed on the Airport Entrance Road Improvements Project
8. Resolution to authorize advertising to sell 1991 GMC 1500 Vandura Cargo Van
9. Resolution authorizing the Mayor to sign a DNR Wildland Fire Grant application for the Creston Fire Department
10. Resolution to set a Public Hearing for October 16, 2012, at 6 p.m. for a request to place a fence in the City right-of-way at 801 W. Jefferson
11. Resolution to approve Drawdown Request #9 for the CDBG Housing Rehabilitation Project 09-HSG-022

8. Other

9. Adjournment

REGULAR MEETING OF THE CRESTON CITY COUNCIL SEPTEMBER 18, 2012

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 Woods presiding.

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

Koets moved seconded by White to approve the agenda. All voted aye. Wilson and Shelton were absent. Motion declared carried.

Koets moved seconded by Loudon to approve the consent agenda, which included approval of minutes of September 4, 2012, regular meeting and September 6 & 10, 2012, special meetings; claims of \$411,995.82 and fund transfers of \$10,618.98; addition of Wine Permit for Casey's #3, #2422, #2423 & #2424, and renewal of Wine Permit for Upper Crust. All voted aye. Wilson and Shelton were absent. Motion declared carried.

During Public Forum, David Stoltzman and family, 102 S. Sumner, approached Council to ask them to reconsider having their dog removed from City limits.

Dena Jackson, 500 S. Maple, voiced her concerns of the changes to the I & I Ordinance.

Councilperson Wilson arrived at 6:10 p.m.

Mayor Woods announced that now is the time for a Public Hearing on the matter of the sale of City-owned property located at 505 N. Elm as part of the Neighborhood Stabilization Program. He asked if anyone wished to speak in favor of the sale; no one did. He asked if there was any written correspondence in favor of the sale; there was none. He asked if anyone wished to speak against the sale; no one did. He asked if there was any written correspondence against the sale; there was none. Mayor Woods then called the Public Hearing to a close.

A resolution was offered by White seconded by Wilson to accept the offer to purchase 505 N. Elm as part of the Neighborhood Stabilization Program and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Koets, Wagner and Wilson voted aye. Shelton was absent. Resolution declared passed.

Wagner moved seconded by Koets to Establish the Third and Final Reading of Ordinance 13-137, AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CRESTON, IOWA, 1996, BY AMENDING PROVISIONS PERTAINING TO INFLOW AND INFILTRATION (I & I). Wilson, Winborn, White, Loudon, Koets and Wagner voted aye. Shelton was absent. Third and Final Reading declared Established.

Loudon moved seconded by Koets to Establish the Third and Final Reading of Ordinance 13-138, AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CRESTON, IOWA, 1996, BY ADDING A NEW SUBSECTION PERTAINING TO INFLOW AND INFILTRATION (I & I) MONTHLY RATES. Wagner,

Wilson, Winborn, White, Loudon and Koets voted aye. Shelton was absent. Third and Final Reading declared Established.

A resolution was offered by Wilson seconded by White to approve the hiring of Christy Grandfield as Public Works Administrative Assistant and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Koets, Wagner, Wilson, Winborn and White voted aye. Shelton was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by White to appoint Cathy Dryden to the Creston Water Board of Trustees and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Koets, Wagner, Wilson, Winborn and White voted aye. Shelton was absent. Resolution declared passed.

A resolution was offered by Wagner seconded by Wilson to dismiss the current and pending hearing complaint against Hy-Vee for a Tobacco Violation and authorize the Mayor and Clerk to execute the proper documentation. Winborn, White, Loudon, Koets, Wagner and Wilson voted aye. Shelton was absent. Resolution declared passed.

A resolution was offered by Loudon seconded by Wilson to award a rehabilitation contract to Frey Construction for the amount of \$49,458.00 on house #4b related to CDBG #09-HSG-022 and authorize the Mayor and Clerk to execute the proper documentation. White, Loudon, Koets, Wagner, Wilson and Winborn voted aye. Shelton was absent. Resolution declared passed.

A resolution was offered by Winborn seconded by White to award a rehabilitation contract to Frey Construction for the amount of \$50,925.00 on house #1b related to CDBG #09-HSG-022 and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Koets, Wagner, Wilson, Winborn and White voted aye. Shelton was absent. Resolution declared passed.

A resolution was offered by Wilson seconded by White to approve Construction Payment #2 of \$82,726 to Fuel Tech, Inc. for work completed on the Aviation Fuel Tank Improvements Project and authorize the Mayor and Clerk to execute the proper documentation. Loudon, Koets, Wagner, Wilson, Winborn and White voted aye. Shelton was absent. Resolution declared passed.

A resolution was offered by White seconded by Wilson to approve a funding request of \$12,500 for the Creston Chamber of Commerce to be paid in quarterly increments and authorize the Mayor and Clerk to execute the proper documentation. Koets, Wagner, Wilson, Winborn, White and Loudon voted aye. Shelton was absent. Resolution declared passed.

City Administrator Mike Taylor discussed the current status of the Neighborhood Stabilization Project Funds. The grant will term out in March 2013, but after the sale of 505 N. Elm, we should have around \$50,000 - \$60,000 left. Anything we decide to do, we need to write a request and give to Jeremy Rounds, SICO, so he can submit it to IDED. Taylor feels it was very successful in dealing with Habitat for Humanity, but it will be up to Council to decide what the City would like to do with the funds, such as house demolitions, etc. Whatever the decision, it needs to be made fairly quickly.

A resolution was offered by Winborn seconded by Loudon to approve the proposed policy for impounded animals and authorize the Mayor and Clerk to execute the proper documentation. Koets, Wagner, Wilson, Winborn, White and Loudon voted aye. Shelton was absent. Resolution declared passed.

Under Other, Mayor Woods announced that the North-Linn FFA Group will be doing a community service project to benefit a town affected by a natural disaster and will be in Creston on October 7, 2012, from 10 a.m. – 1 p.m. to give away flowers to those affected by the April 14th tornado.

Mayor Woods proclaimed October 21 – 27, 2012, as National Friends of Libraries Week.

White moved seconded by Wilson to adjourn the meeting. All voted aye. Shelton was absent. Motion declared carried. Council adjourned at 6:34 p.m.

Mayor

Attest:

City Clerk

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-OCT'12	2,700.00
			TOTAL:	2,700.00
FIRE PROTECTION	GENERAL FUND	LAW ENFORCEMENT SYSTEMS INC	TRAFFIC CITATIONS	218.00
		PETTY CASH - POLICE	#792858-LOCK & HASP	14.97
			#792859-POSTAGE	2.63
		WAL-MART COMMUNITY	PADDED MAILER ENVELOPES	12.38
			TOTAL:	247.98
FIRE PROTECTION	GENERAL FUND	ED M FELD EQUIP CO INC	4-FIRE HOOD	132.00
			BOLT CUTTERS-FLASHLIGHT	273.00
		MUNICIPAL EMERGENCY SERVICES	HOSE	249.37
		PETTY CASH - FIRE	#1678-NAME PLAQUE	5.99
			#1679-NAME PLATE	6.39
			#1680-POSTAGE	12.48
			#1681-BOLTS	0.52
			#1682-SMALL ENG FUEL	20.03
			#1683-BOLTS	3.00
			#1684-SMALL ENG FUEL	26.85
			#1685-POSTAGE	1.10
			TOTAL:	730.73
BUILDNG & HSNG SAFETY	GENERAL FUND	IAPMO	2012 UNIFORM PLUMBING	116.91
			TOTAL:	116.91
ANIMAL CONTROL	GENERAL FUND	CRESTON VET CLINIC PC	EUTHANIZE LARGE DOG	9.95
		GRAY, SHERRY	SUCCESSFUL ADOPTION	20.00
		KELLER, AMY	SUCCESSFUL ADOPTION	20.00
		WAL-MART COMMUNITY	CAT LITTER	13.52
			CAT LITTER-ZINC NOZZLE	19.26
			TOTAL:	82.73
STREET LIGHTING	GENERAL FUND	ECHO GROUP INC	2-FLOOD LAMP FIXTURES	551.04
			FISH TAPE-FOR ELECTRIC	81.67
			RETURN 1 MINI FLOOD LAMP	193.15
			TOTAL:	439.56
AIRPORT	GENERAL FUND	B M SALES	1-CASE TOILET PAPER	74.80
		FELDHACKER CONTRACTING	ENTRANCE RD IMPROVEMENTS	262,260.79
		ALLIANT ENERGY-INT PWR&LGHT	1945 S CHERRY ST GARAGE	44.22
		SIRWA	WATER-AIRPORT	42.00
		WEST AVIATION INC	PER FBO CONTRACT	1,354.17
			TOTAL:	263,775.98
SOLID WASTE CLCT/DSPSL	GENERAL FUND	BYERS, JUSTIN G	12-KEYS FOR COMPOST SITE	61.20
			TOTAL:	61.20
LIBRARY SERVICES	GENERAL FUND	GRAPHIC DISPLAYS	BANNER-LINCOLN SCHOOL	128.00
		INGRAM	BOOKS	1,411.25
			BOOKS	23.34
			BOOKS	26.43
		IAPMO	2012 UNIFORM PLUMBING	116.90
		M&M SALES CO	REPAIRS ON DRUM BLADE	150.00
			REPAIRS ON DRUM	216.00
		OFFICE DEPOT	REPORT COVERS-LABEL	52.55
			TONER	248.08

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		OFFICE MACHINES	EXTRA WIDE REPORT COVERS	59.89
			3 CASES MULTI FOLD TOWELS	114.97
		PROFESSIONAL COMPUTER SOLUTIONS	COMPUTER SERVICES	15.00
		WAL-MART COMMUNITY	FILE FOLDERS, COVERS	48.51
			TOTAL:	2,610.92
PARKS	GENERAL FUND	ADVANCED AG LLC	SPRAY	270.00
		AKIN BUILDING CENTER	10 BAGS CONCRETE	33.90
		CRESTON CITY WATER WORKS	WATER-RAINBOW PARK	9.07
			WATER-RAINBOW FOUNTAIN	727.26
			WATER-TAYLOR PARK	9.07
			WATER-LAKE & MCKINLEY	9.07
			WATER-HISTORICAL COMPLEX	9.07
			WATER-CAMPERS	29.16
		FARM & HOME SUPPLY INC	SPRAY FOAM-POISION-SPRAY	227.36
		ALLIANT ENERGY-INT PWR&LGHT	MCKINELY PARK VEW/FLAGS	61.07
			600 MCKINLEY ST BAND SHELL	17.56
			MCKINLEY CAMPGROUND	159.48
		SERVICE TECHS INC	CHAINS/OIL	81.99
			TOTAL:	1,644.06
RECREATION	GENERAL FUND	ADVANCED AG LLC	SPRAY	270.00
		CRESTON CITY WATER WORKS	WATER-SEARS COMPLEX	9.07
			WATER-BILL SEARS FOUNTAIN	9.07
			WATER-MCKINLEY BALLFIELD	9.07
		ALLIANT ENERGY-INT PWR&LGHT	600 MCKINLEY PARK SEC LIGH	12.41
		WAL-MART COMMUNITY	EQUIPMENT BAGS	13.71
			TOTAL:	323.33
CEMETERY	GENERAL FUND	AKIN BUILDING CENTER	10 BAGS CONCRETE MIX	33.90
		PETTY CASH - CEMETERY	#411771-CAP & PIN FASTEN	19.27
			#411772-PIN FASTEN	4.73
			#411773-THROTTLE	2.48
		SIRWA	WATER-CEMETERY	33.00
			TOTAL:	93.38
SWIMMING POOL	GENERAL FUND	CRESTON CITY WATER WORKS	WATER-POOL	287.83
			TOTAL:	287.83
ECONOMIC DEVELOPMENT	GENERAL FUND	UNION CO PUBLIC FUNDING COUNCIL	1ST 1/2 EC. DEV CONTR. FY'	10,000.00
			TOTAL:	10,000.00
FINANCIAL ADMINISTRATN	GENERAL FUND	CRESTON CITY WATER WORKS	WATER-1707 W ADAMS	16.20
		HABITAT FOR HUMANITY	SUPPLIES @ 801 W JEFFERSON	93.78
		ALLIANT ENERGY-INT PWR&LGHT	505 N ELM-ELECTRIC/GAS	23.04
		IMFOA	IMFOA FALL CONFERENCE	65.00
		OFFICE DEPOT	PAPER CLIPS-RUBBERBANDS	4.17
			SELF SEAL ENVELOPES	25.29
		PETTY CASH - FINANCE	#1366-RECORDING FEES	7.00
			#1367-RECORDING FEES	7.00
			#1368-RECORDING FEES	55.00
			#1369-POSTAGE	15.60
			#1370-RECORDING FEES	36.00
		SHRED-IT USA - DES MOINES	1-BAG SHRED	55.00
			TOTAL:	403.08

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT	
CITY HALL	GENERAL FUND	BRILEY HEATING & A/C INC	REPAIR MEALSITE A/C	236.80	
		CRESTON CITY WATER WORKS	WATER-CITY HALL	43.74	
		ECHO GROUP INC	4-LIGHT BULBS	43.47	
			LIGHTS FOR FLAG	67.86	
		PEINELT, ROBERT	JANITORIAL SERVICES	80.00	
		TOTAL:		471.87	
INSURANCE (GENERAL)	GENERAL FUND	TYLER INSURANCE SERVICES INC	ADDITIONAL COVERAGE	100.00	
			TOTAL:	100.00	
COMMUNITY CENTER MAINT	COMMUNITY CENTER	CHARLES SAUL ENGINEERING INC.	YMCA LINTEL REPAIR	1,025.48	
			TOTAL:	1,025.48	
NON-DEPARTMENTAL	ROAD USE TAX	TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-OCT'12	920.60	
			TOTAL:	920.60	
ROAD MAINTENANCE	ROAD USE TAX	ADVANCED AG LLC	FERTILIZER-SEED	124.00	
		AGRI DRAIN CORP	METAL CULVERT-BANDS	2,426.40	
		AKIN BUILDING CENTER	10-VULCUM SEALER	57.90	
		ARAMARK (LAUNDRY ACCTS)	LAUNDRY SERVICE	28.50	
		COUNTRYSIDE PRODUCTS	101.7 G LP	254.25	
		ARNOLD MOTOR SUPPLY, LLP	2-BALL JOINTS	83.50	
			BALDWIN AIR FILTERS	356.46	
		CRESTON CITY WATER WORKS	WATER-SHOP	87.21	
			WATER-BARN	9.07	
		GRIMES ASPHALT & PAVING CORP	6.92 TON COLD PATCH	885.76	
			7.06 TON COLD PATCH	903.68	
		HEARTLAND TIRE & AUTO	MOUNT/BALANCE TIRES	111.00	
		IOWA DEPT OF TRANSPORTATION	24-XL LEATHER GLOVES	100.32	
		KELLY TIRE & EXHAUST	4-235/70/16-JOHN'S TRK	436.04	
		NAPA	1-5 GAL HYDRO OIL	69.38	
			HOSES-FITTINGS-BLADE	162.94	
			FRONT END PARTS-SOCK	356.45	
		PETTY CASH - MAINTENANCE	#2991-AIR MASK	25.63	
			#2992-FUEL FOR CHAIN SAW	7.84	
			#2993-PVC CEMENT	4.59	
			#2994-MOUNT/DISMOUNT	30.00	
			#2995-JOINT	14.99	
		SERVICE TECHS INC	SHARPEN CHAIN/NEW CHAIN	47.00	
		SCHILDBERG CONSTRUCTION COMPANY INC	14.66 T ROAD ROCK	175.92	
			23.10 T ROAD ROCK	277.20	
			20.78 T ROAD ROCK	277.41	
			31.83 T ROAD ROCK	381.96	
			7.88 T ROAD ROCK	94.56	
			7.90 T ROAD ROCK	94.80	
			58.06 T ROAD ROCK	641.56	
			16.36 T ROAD ROCK	223.30	
			15.61 T ROAD ROCK	172.50	
				TOTAL:	8,922.12
SNOW AND ICE CONTROL	ROAD USE TAX	IOWA DEPT OF TRANSPORTATION	SNOW FLOW BITS	1,062.20	
			TOTAL:	1,062.20	
UNDING INSURANCE PAYROLL TAX BENEFI		TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-OCT'12	24,138.20	
			OFFICE DEPOT	REPORT COVERS	25.10
			TOTAL ADMINISTRATIVE SERVICES CORP	SVC PERIOD 11/12-11/30/12	100.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	24,263.30
E FORFEITURE	POLICE FORFEITURE	CRESTON VET CLINIC PC	BOARD K9 DOG	42.00
			TOTAL:	42.00
MC KINLEY PARK RENOVAT	RESTRICTED GIFTS-M	AKIN BUILDING CENTER	MATERIALS FOR EAGLE PROJ	1,579.93
		WENZIG CONST CO	DIRT WORK-TRACTOR PULL	8,617.06
			TOTAL:	10,196.99
LIBRARY (RESTRICTED GIF	RESTRICTED GIFTS-L	AMAZON/GE MONEY BANK	CREDIT	0.87-
			DVD'S	28.82
			DVD'S	51.87
			CREDIT	1.96-
			CREDIT	0.97-
		GALE CENGAGE LEARNING	BRUNSTETTER	21.74
			TRACIE PETERSON	23.99
			BEST SELLERS	229.52
			LARGE PRINT	70.47
			BESTSELLERS	28.79
			MYSTERY	47.98
			DISTRIBUTION	105.71
		GRAND HARBOR RESORT & WATERPARK	LODGING-IA LIBRARY ASSOC.	332.64
		INGRAM	BOOKS	110.50
			BOOKS	11.49
			BOOKS	46.54
		MICROMARKETING LLC	BOOKS ON CD	222.96
			BOOKS ON CD	75.97
			BOOKS ON CD	36.99
		SCHOLASTIC LIBRARY	COUNTRY BOOKS	152.10
			TOTAL:	1,594.28
NON-DEPARTMENTAL	SEWER OPERATING FU	TRISTAR BENEFIT ADMINISTRATORS	GRP 93001 PREMIUM-OCT'12	325.88
			TOTAL:	325.88
SANITARY SEWER/WASTWTR	SEWER OPERATING FU	AD-VANCE CHEMICAL CO LTD	2 CASES CONSUME	139.90
		CRESTON CITY WATER WORKS	WATER-WWTP	275.89
		FASTENAL	1-14 VOLT BATTERY	67.63
		GREATER REG MEDICAL CNTR	BREATHE TEST	34.00
		HACH COMPANY	PH ELECTRODE	240.95
			PORTABLE PH METER KIT	923.95
		HEARTLAND TIRE & AUTO	MOUNT 4 TIRES	64.00
		INDACOM ELECTRICAL SERVICE	RPLC 3 CONTROL BOXES	600.00
		JACOBSEN'S OF ADAIR	PIPE-CONNECTORS-FERNCO	1,642.50
		O'REILLY AUTOMOTIVE INC	RADIO-WIRE TIES	58.48
		PETTY CASH - SANITATION	#497852-FASTENAL	5.63
			#497853-POSTAGE	2.60
			#497854-TAP & DIE	6.98
			#497855-SUPPLIES	20.23
			#497856-HANDSAW	24.49
		ULINE	GLOVES-RUBBER/LEATHE	317.09
			TAPE-DISPENSEER	60.84
		UPS	POSTAGE	28.14
		USA BLUE BOOK	STANDARD METHODS	316.39
			8" & 6" SCREW IN PLUGS	283.38
		VERIZON WIRELESS	ELECTRONIC FLOWMETER PHONE	80.14
			TOTAL:	5,193.21

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ANIMAL CONTROL	ANIMAL SHELTER *AG	ADAIR CO VET CLINIC	MEDICAL-M BISSELL DOG	100.00
		CRESTON VET CLINIC PC	SPAY DOG-B PURSCCELL	70.00
		SOUTHERN HILLS VET SVC INC	VACCINATE DOG-T VACA	24.00
			EXAM/TREAT FOSTER KITTENS	35.00
			MEDICAL-M GARRISON	81.75
			TOTAL:	310.75

===== FUND TOTALS =====

001	GENERAL FUND	284,089.56
006	COMMUNITY CENTER	1,025.48
110	ROAD USE TAX	10,904.92
112	PAYROLL TAX BENEFIT	24,263.30
120	POLICE FORFEITURE	42.00
166	RESTRICTED GIFTS-MCKNLY P	10,196.99
167	RESTRICTED GIFTS-LIBRARY	1,594.28
610	SEWER OPERATING FUND	5,519.09
953	ANIMAL SHELTER *AGENCY FU	310.75
GRAND TOTAL:		337,946.37

CITY OF CRESTON
MANUAL CHECKS/DEBITS - PERIOD ENDING 10/02/12

NO DEPT ENTERED		
ELECTRONIC FEDERAL TAX	TAX DEPOSIT	14,392.59
IOWA DEPT OF REVENUE	STATE TAX	6,417.00
IPERS	PENSION	12,582.49
COLLECTION SERVICES	SERVICES	98.76
TOTAL ADMINISTRATIVE SVC	FLEX	670.87
NO DEPT ENTERED	TOTAL	\$ 34,161.71
FINANCIAL ADMINISTRATION		
FIRST NATIONAL BANK	STOP PAYMENT FEE	25.00
FINANCIAL ADMINISTRATION	TOTAL	\$ 25.00
SELF FUNDING INSURANCE		
TRISTAR BENEFIT (2)	INV CHECK RUN	14,579.29
SELF FUNDING INSURANCE	TOTAL	\$ 14,579.29
MANUAL CHECK/DEBITS TOTAL		\$ 48,766.00

FUND TRANSFERS FOR PERIOD ENDING:

09/28/12

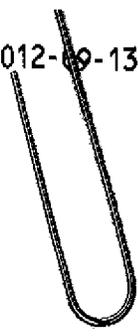
POSTING DATE

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

AMOUNT	FROM	TO	-G/L ACCT-	DR	CR
\$ 14,579.34	610 SEWER OPERATING FUND	112 PAYROLL TAX BENEFIT	610 6150	14,579.34	
			610 1110		14,579.34
			112 1110	14,579.34	
			112 6150		14,579.34
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> FOR: HEALTH INS PREM-QTR END 09/28/12 VENDOR: CITY OF CRESTON </div>					
\$ 31,227.21	110 ROAD USE TAX	112 PAYROLL TAX BENEFIT	110 6150	31,227.21	
			110 1110		31,227.21
			112 1110	31,227.21	
			112 6150		31,227.21
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> FOR: HEALTH INS PREM-QTR END 09/28/12 VENDOR: CITY OF CRESTON </div>					
\$ 51,111.16	610 SEWER OPERATING FUND	001 GENERAL FUND	610 6910	51,111.16	
			610 1110		51,111.16
			001 1110	51,111.16	
			001 4830		51,111.16
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> FOR: 100% TAYLOR/WILLIAMSON/COEN/ WAGES-QTR END 09/28/12 VENDOR: CITY OF CRESTON </div>					
\$ 96,917.71	TOTAL - TRANSFERS		HASH TOTALS: \$ 193,835.42 \$ 193,835.		

DEMOLITION BIDS

PROPERTIES	BIDDER	
	C & J CONSERVATION LLC	H & H COMMERCIAL SERVICES
311 N SYCAMORE	\$25,000.00	\$26,000.00
310 S WALNUT	\$12,000.00	\$14,300.00
600 W MONTGOMERY	\$12,000.00	\$14,900.00
308 LIVINGSTON	\$7,500.00	\$7,500.00



AKIN BUILDING CENTERS

604 Sheldon
Creston, Iowa 50801

(641)-782-3310 Phone
(641)-782-3234 Fax

To: Attn: Mike Taylor **From:** Deanna

Fax: 641-782-6377 **Pages:** 3 with cover sheet

Phone: **Date:** 9/14/12

Re: Bills for Habitat for next City Council Mtg **CC:**

Urgent For Review Please Comment Please Reply Please Recycle

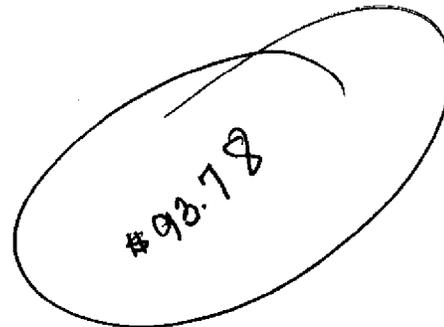
Mike-

Attached are 2 bills for the next city council meeting. I have sent copies to Jeremy as well.

Let me know if you have any questions.

Thanks!

Deanna Petersen
 Akin Building Center
 604 Sheldon Ave
 Creston, IA 50801
 641-782-3310
 641-782-3234



INFLOW AND INFILTRATION POLICY

This policy is made effective January 1, 2013 for properties listed or sold (closed) after that date except as noted in this policy.

The city recognizes the importance in removal of Inflow and Infiltration (I & I) from the sanitary sewer system. I & I not only causes sewage backups in basements, but also results in a substantial increase in energy needs and rapidly advances the need for repair and maintenance due to increased burden on the system. In addition, there is a reduction in sewer capacity, which shortens the life of the current treatment facility. All of which result in increased cost and financial burden on citizens and businesses of Creston.

I & I is the invasion of water into the system from broken, cracked or mis-aligned mains, leaking manholes or manholes that have water flow over their covers. Other sources of I & I include private (resident and business) services that are cracked or broken and storm water connections from sump pits and roof drains, or other sources into sanitary sewers which are illegal in accordance with Ordinance No. 95.12.

The Mayor and Council therefore adopt the following to abate problems associated with I & I:

1. The City shall perform a study to locate I & I using sewer department staff and other resources. It shall be conducted on an area-by-area basis with anticipated citywide completion in December 30, 2018. **Efforts should be made to study one area and do as much repair and disconnection as possible before moving to another area. The five -year target for area inspection is: Year 1 – Ward 5, Year 2 – Ward 2, Year 3 – Ward 3, Year 4 – Ward 4, Year 5 – Ward 1. Year 6 will be used for catching up.**
2. Public sewers and manholes with I & I shall be repaired using sewer revenue including fees and grants, etc., as designated by the city council.

ACCESS TO PRIVATE SERVICE ref. Ord. 95.43 Right of Entry

Private sources of I & I are the responsibility of property owners and shall be repaired or removed in the following manner:

Should the property owner deny access to the property for I & I Testing and/or Inspection, the City of Creston will consider the property non-compliant with The City of Creston I & I Program. A letter notifying the owner of non-compliance will be sent and the property owner will be given 60 days to respond or a \$30.00 per monthly fee shall be applied to the utility bill until inspection or testing can confirm compliance. If the owner has failed to allow access after a 120-day period of time, the monthly fee will increase to \$50.00 until inspection or testing can confirm compliance. After one year (365 calendar days) from notifying the owner of non-compliance, the per month fee will increase to \$100 per month. Fees will be billed via regular US Mail to the recorded owner of the property. Fees not paid will be assessed by the City for such costs, which will be collected in the same manner as general property taxes. In cases where fees have not been paid for at the end of this one-year period, the City may shut down sewer service to

the property until all fees are paid and the connection is brought into compliance with Creston Code and Policy.

CONNECTION OR LEAKING SERVICE TO SEWER

Upon written notification (first class mail) of I & I flowing into the sanitary sewer from an illegal connection including sump pumps, the property owner shall have a period of **one year to abate the problem**. Those that perform the proper repairs, either by the owner or a contractor, within one year of notification or less shall be **eligible for 25% reimbursement (not to exceed \$500) for the disconnection costs**. **Reimbursement eligibility is effective upon passage of this policy by the City Council.** For those property owners who opt not to disconnect illegal connections from the sanitary sewer **after the one-year period**, a \$50 per month fee shall be applied until the disconnection has been performed, but not to exceed six (6) months. By the end of the six (6) months, the owner shall have completed the disconnection. In cases where fees have not been paid for at the end of this six-month period, the City may shut down sewer service to the property.

Inspection by city staff both prior to and after repairs shall be necessary for a reimbursement. In addition, a billing statement for services performed shall accompany the request for reimbursement. For those owners opting to do the work without the assistance of a commercial contractor, the City shall reimburse 50% of the material costs only. The reimbursement shall not exceed \$500. This policy is effective upon passage by the City Council. All sanitary sewer work performed within the City of Creston shall conform to the Uniform Plumbing Code, most current edition and Code of Ordinance, Chapter 95. All private building sewer improvements not done by the property owner are required to be completed by a licensed contractor.

Policy Note: *This shall supersede Resolution #51, dated November 19, 1996, and signed by Mayor Larry Wynn.*

METHODS OF PAYMENT TO THE CONTRACTOR

1. The homeowner pays the contractor directly.
2. The homeowner requests a Special City Assessment using a form provided by the City of Creston and included with this policy and titled *I & I Special Assessment Form*.
3. Those property owners who can show undue hardship resulting from these repairs by meeting financial criteria established by the City Council as determined by a SICOG interview, may qualify to have the City pay for repairs of up to \$5,000 with a forgivable loan. Repairs costing more than \$5,000 may be paid for using one or two of the "Methods of Payment to the Contractor". This program is described in the "I & I Hardship Assistance Program" included with this policy.

I & I Hardship Assistance Program

PROGRAM OVERVIEW

Definitions

Infiltration & Inflow (I & I) – Means the invasion of water into the sanitary system from broken, cracked or mis-aligned mains, leaking manholes or manholes that have water flow over their covers. Other sources of I & I include private (resident and business) services that are cracked or broken and storm water connections from sump pits and roof drains, or other sources into sanitary sewers.

Building sewer – Means the extension from the building drain to the public sewer or other place of disposal including the connection device and tap of the main.

Program Introduction

The purpose of the **I & I Hardship Assistance Program** is to facilitate physical rehabilitation of privately owned building sewers for incorporated areas within the City of Creston. The City has created the program to encourage property owners to remove illegal connections to the sanitary sewer through the issuance of a forgivable loan to qualifying homeowners, thereby contributing to the protection of public health and the environment through the reduction of Inflow and Infiltration. Undesirable connections can allow rain and ground water to make its way into the sanitary sewer. The sewer system is not designed to handle this additional water flow, which can overtax the system and contribute to sewer overflows into streams and/or lakes. Proper maintenance also eliminates the possibility of building sewer overflows caused by line defects and blockages, which can result in significant wastewater damage both inside and outside a property. The city's program is being implemented consistent with Section 95 of the Creston Code of Ordinances.

The Southern Iowa COG Housing Trust Fund (SICOG HTF) will assist the City of Creston in the administration of the **I & I Hardship Assistance Program**. The assistance will be directed towards owner-occupied households in Creston with repairs to their sanitary sewer in order to be compliant with city code.

ELIGIBILITY

Applicants for the forgivable loan program must:

- Own their home outright or have it financed through a lending institution.
- Live in the home where the repairs will be made.

- Be at or below 80% of the HUD Income Limit in Union County per household size (updated annually).
- Have notification from the City of Creston as to the issue with the building sewer.

Income Limits

Maximum Household income is 80% of the Union County HUD Income Limit:

The following is the maximum income limits as of June 2012

Persons Household	in	Income Limit in Total Gross (pre-tax) Dollars
1		\$33,250
2		\$38,000
3		\$42,750
4		\$47,450
5		\$51,250
6		\$55,050
7		\$58,850
8		\$62,650
Source: FY 2012 Income Limits Documentation System; June 2012. hud.gov		

- The combined income of all household members who will be living in the home must be included in the determination of income. The combined household's income must be projected as an annual income. It should be assumed that the current income would continue for the next 12 months, unless there is verifiable evidence to the contrary.
- Household income requirements will include all income of persons 18 years old or older who will be living in the home.
- The City of Creston will not assist households who are determined to exceed the HUD Income Limits.

Asset/Reserve Limitation

The combined household liquid assets of the household cannot exceed \$25,000. Liquid Assets includes, all source of monies from savings, checking accounts, investments and properties held by any member of the borrower's household including minors and any funds available for liquidation. Liquid Assets do not include funds held in pension accounts, retirement funds, 401(k) plans, or similar assets, which are not available for liquidation without substantial financial penalty to the borrower.

Design Guidelines

All sanitary sewer work performed within the City of Creston shall conform to the Uniform Plumbing Code, 2012 and Code of Ordinance, Chapter 95, which are available at the Creston City Hall. To be eligible, all private building sewer improvements are required to be completed by a licensed contractor.

MAXIMUM LOAN AMOUNT

The forgivable loan available for each house is not to exceed \$5,000. All loans will be made based on the lowest competitive bid from a minimum of two contractors that are pre-approved by the City of Creston to perform the sewer repairs.

LOAN TERMS

The loan will be made in the form of a 5-year receding forgivable loan. On the yearly anniversary of the loan 20% is forgiven until the balance of the loan is forgiven. If the homeowner sells, rents, moves out, or the home is no longer the owner's primary residence, the homeowner is required to repay any outstanding balance to the SICOG HTF.

Program Note: Refinance/Subordination – The SICOG HTF loan can be subordinated to refinance the existing first mortgage for a lower interest rate and better loan terms as long as no cash equity is taken out of the property or additional debt is added in.

LOAN DOCUMENTS

The SICOG HTF will prepare the required loan documents. All documents to secure the loan must be signed by the homeowner and spouse, as appropriate. After completion, the City will file the loan documents at the courthouse.

Mortgage

The **I & I Hardship Assistance Program** mortgage will secure the loan against the title of the property. The **I & I Hardship Assistance Program** mortgage will be subordinate to any existing lien(s).

Program Note: The SICOG HTF Note also outlines terms and repayments of the loan.

OWNER OCCUPANCY REQUIREMENTS

Properties that have received assistance must remain owner-occupied throughout the term of the loan and may not be used as investments or rental property or the loan would immediately be fully due and payable. Compliance monitoring may be performed and documented proof of occupancy required at intervals determined by the **I & I Hardship Assistance Program** administrators.

APPLICATION PROCESS

Program Application Procedure

Step 1: Contact the City to determine applicability or need for improvements.

Step 2: Complete a Program Application.

Interested property owners are encouraged to contact the Southern Iowa COG Housing Trust Fund (SICOG HTF) to obtain an application and to discuss the program and proposed work. Program information and application is available on the city's website at <http://www.crestoniowa.gov>, or at the Housing Trust Fund website <http://www.sicog.com/housingtrustfund>.

The SICOG HTF will work with the property owner to finalize the application information to determine if the application is complete and if the proposed building sewer work is eligible under the program.

The applicant should submit an application to the SICOG HTF and attach all required documents. This should include a minimum of two bids from licensed contractors.

Step 3: Review Processing and Approval.

The city will review the bids for accuracy and validity. In addition, the city may require a pre-construction inspection, if necessary, to verify that the proposed improvements are in conformance with the Uniform Plumbing Code, 2012. Required inspections performed by the city are free of charge.

The **I&I Hardship Assistance Program** application package requires the following information:

- A document that states the need of repairs from the City of Creston.
- A copy of last year's entire tax returns, including W-2's.

Upon receipt of a **complete** application package, the SICOG HTF will send a letter of approval or denial to the homeowner within 10 working days.

Incomplete packages will be returned without review.

Notice will include draft loan documents and a request for the homeowner(s) to sign and date a commitment letter, which must be returned to the SICOG HTF within 7 working days.

The SICOG HTF and homeowner will coordinate to schedule a time to finalize the loan documents at the SICOG HTF office.

The SICOG HTF will issue a Notice to Proceed **before** the contractor can start construction.

Step 4: Completion of the Sewer Rehabilitation Work.

The property owner will be responsible to manage the contractor work and ensure the project is completed as approved by the City. This includes scheduling the work, obtaining permits, and monitoring the activities of the contractor.

Work must be completed within 90 days from Notice to Proceed. Failure to complete the sewer improvements by the required completion date may, at the City's discretion, result in the forfeiture of the loan or that portion that represents the outstanding work not done by the completion date.

Step 5: City Work Inspection.

A post rehabilitation inspection by the City must be obtained prior to final completion (backfill) and payment. There is no cost for the inspection. The property owner **must** schedule the inspection at least 24 hours in advance of the desired inspection time. *Note:* The contractor can schedule the inspection but it is the homeowner's responsibility to be sure that the inspection is scheduled.

Step 6: Payment.

The **property owner must submit** all invoices, inspection forms and a signed release accepting the improvements and authorizing payment.

The SICOG HTF will authorize and make payment to the contractor for the final costs of the work performed, plus any additional approved work, upon execution of a statutory lien release by the contractor. The property owner shall retain all receipts, permits, inspection reports and other documents.

The property owner will be required to execute the mortgage with the SICOG HTF for the finalized work and costs. The SICOG HTF will record the mortgage with the Union County Recorder and pay any required fees.

For additional information, please contact SICOG HTF at 641-782-8491.

I & I Special Assessment Form

I/We _____ hereby acknowledge that I/we have special assessment for sewer balance of _____ due to the City of Creston. This indebtedness was incurred as a result of work done to comply with the City of Creston's Municipal Wastewater System Ordinance, Chapter 95 which prohibits the Inflow and Infiltration of water into the sanitary sewer system.

I/We agree to a repayment plan of _____ (maximum of 10) equal installments of \$_____ plus interest at a rate of 6% plus a \$5.00 administration fee due with each installment. The first installment is due on or before September 30th annually beginning September _____. The other installments, with interest on the whole amount unpaid, shall be paid annually thereafter at the same time and in the same manner as the September semi-annual payment of general property taxes.

Pursuant to Iowa Code Section 311.18, if taxes become delinquent on the first of October, (unless the last day of September is a Saturday or Sunday, in which case it becomes delinquent on the 2nd business day of October) the assessment shall bear the same interest and be attended with the same rights and remedies for collection as general property taxes.

I may discharge the assessment by paying the balance then due on all unpaid installments, with interest on the entire amount of the unpaid installment to December 1 following, as set forth in Sec 384.65.3 (311.17) of the Iowa Code.

By signing, I/we hereby acknowledge the terms and condition of this agreement.

Signature

Signature

Dated

Dated

Property Description (including district/parcel number):

RESOLUTION NO. _____

AMENDING RESOLUTION NO. 31-09 ENTITLED, "AUTHORIZING THE COMMITMENT OF LOCAL FINANCIAL SUPPORT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING REHABILITATION PROGRAM," PASSED ON OCTOBER 21, 2008.

WHEREAS, Resolution No. 31-09 outlined the commitment of funds totaling \$24,000 by the City of Creston to the CDBG housing rehab program; and,

WHEREAS, Resolution No. 31-09 stated that said funds would be allocated from TIF revenues over the next 2 fiscal years; and,

WHEREAS, Resolution No. 31-09 outlined the target area where the funds will be allocated.

NOW, THEREFORE BE IT RESOLVED, the City of Creston does hereby amend Resolution No. 31-09 to allow the use of TIF funds throughout the life of the grant for the city's \$24,000 commitment; and,

BE IT FURTHER RESOLVED, that any amendments to the contract between the City and the Iowa Economic Development Authority (IEDA) in grant length or target area be reflected in city practice and use.

Ayes: _____

Nays: _____

By: _____

Date: _____

Attest: _____

Date: _____

AUTHORIZING THE COMMITMENT OF LOCAL FINANCIAL SUPPORT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING REHABILITATION PROGRAM.

WHEREAS, Title 1 of the Housing and Community Development Act of 1974, as amended, authorizes the Community Development Block Grant Non-entitlement Program for cities and counties, except those designated as entitlement areas by the US Department of Housing and Urban Development; and,

WHEREAS, the State of Iowa has chosen to exercise its option to administer the Community Development Block Grant Program for Program Year 2009; and,

WHEREAS, the primary goal of this program is the development of viable communities, by providing decent housing and suitable living environment and expanding economic opportunities, principally for persons of low and moderate income; and,

WHEREAS, the City of Creston has been determined to be and eligible applicant for Community Development Block Grant funds; and,

WHEREAS, the City of Creston has identified its priority community development needs through extensive needs assessments, public meetings, and public hearings, and activities eligible under the guidelines of the Community Development Block Grant Program are proposed to address those needs,

NOW, THEREFORE BE IT RESOLVED, by the Creston City Council that the City of Creston does hereby authorize and direct the Mayor to file or cause to be filed an application for a Community Development Block Grant under the State of Iowa Community Development Block Grant Non-entitlement Program; and,

BE IT FURTHER RESOLVED, that the application shall include a request for \$320,000 in Community Development Block Grant funds for owner-occupied housing rehabilitation of eight (8) homes; and,

BE IT FURTHER RESOLVED, that the funds will be limited to a target area in east central Creston generally bounded generally by Cherry, Ash, Montgomery, and Irving Streets.

BE IT FURTHER RESOLVED, that the City of Creston commits local financial support for the proposed Community Development Block Grant project in the amount of \$24,000 to be used for rehabilitation of homes beyond the funding limits of the CDBG program and other energy efficiency and "green" improvements. The source of said local effort to be City's General Fund using funds from the City's TIF revenues over the next 2 fiscal years. The type of funding (repayable, forgivable, in-kind, gift, or combination thereof) has not yet been determined. The provision of funds is subject to a successful CDBG grant request.

Ayes: _____

Nays: _____

By: *J. Woods*

Date: *21 October 2008*

Attest: *Lisa Williams*

Date: *11.5.08*

RESOLUTION NO. 02 – 13**RESOLUTION NAMING CITY OF CRESTON DEPOSITORIES**

RESOLVED, that the Creston City Council, for the City of Creston, in Union County, Iowa approves the following list of financial institutions to be depositories of the City of Creston funds in conformance with the applicable provisions of the Iowa Code Chapters 12B and 12C. The Treasurer is hereby authorized to deposit the City of Creston funds, in amounts not to exceed the maximum approved for each respective financial institution as set out below:

<u>Depository Name</u>	<u>Location of Home Office</u>	<u>Maximum Balance In Effect Under Prior Resolution</u>	<u>Maximum Balance In Effect Under This Resolution</u>
First Federal Savings Bank FSB	Creston	\$6,000,000	\$6,000,000
First National Bank	Creston	\$6,000,000	\$6,000,000
Iowa State Savings Bank	Creston	\$6,000,000	\$6,000,000
State Savings Bank	Bedford	\$6,000,000	\$6,000,000
Iowa Public Agency Investment Trust	Des Moines	\$6,000,000	\$6,000,000
Great Western Bank	Creston	\$6,000,000	\$6,000,000

CERTIFICATION: I hereby certify that the foregoing is a true and correct copy of a resolution of the City of Creston adopted at a meeting of said public body, duly called and held on the 3rd day of July, 2012, a quorum being present, as said resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

PASSED AND APPROVED this 3rd day of July 2012.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Loyal Winborn	X			
Randy White	X			
Nancy Loudon	X			
Terri Koets	X			
Larry Wagner	X			
Marsha Wilson			X	
Betty Shelton	X			

ATTEST:


LISA WILLIAMSON
CITY CLERK


WARREN WOODS
MAYOR, CITY OF CRESTON

RESOLUTION NO. ?? – 13**AMENDING RESOLUTION NO. 02-13 ENTITLED, "RESOLUTION NAMING CITY OF CRESTON DEPOSITORIES," PASSED ON JULY 3, 2012**

WHEREAS, Resolution No. 02-13 specified the Maximum Balance of \$6,000,000 at any Depository listed, and;

WHEREAS, the City of Creston's funds have exceeded the Maximum Balance of \$6,000,000, and;

WHEREAS, it is necessary to increase the Maximum Balance to be in conformance with the applicable provisions of the Iowa Code Chapters 12B and 12C.

RESOLVED, that the Creston City Council, for the City of Creston, in Union County, Iowa approves the following list of financial institutions to be depositories of the City of Creston funds in conformance with the applicable provisions of the Iowa Code Chapters 12B and 12C. The Treasurer is hereby authorized to deposit the City of Creston funds, in amounts not to exceed the maximum approved for each respective financial institution as set out below:

<u>Depository Name</u>	<u>Location of Home Office</u>	<u>Maximum Balance In Effect Under Prior Resolution</u>	<u>Maximum Balance In Effect Under This Resolution</u>
First Federal Savings Bank FSB	Creston	\$6,000,000	\$10,000,000
First National Bank	Creston	\$6,000,000	\$10,000,000
Iowa State Savings Bank	Creston	\$6,000,000	\$10,000,000
State Savings Bank	Bedford	\$6,000,000	\$10,000,000
Iowa Public Agency Investment Trust	Des Moines	\$6,000,000	\$10,000,000
Great Western Bank	Creston	\$6,000,000	\$10,000,000

CERTIFICATION: I hereby certify that the foregoing is a true and correct copy of a resolution of the City of Creston adopted at a meeting of said public body, duly called and held on the 2nd day of October, 2012, a quorum being present, as said resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

PASSED AND APPROVED this 2nd day of October 2012.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Loyal Winborn				
Randy White				
Nancy Loudon				
Terri Koets				
Larry Wagner				
Marsha Wilson				
Betty Shelton				

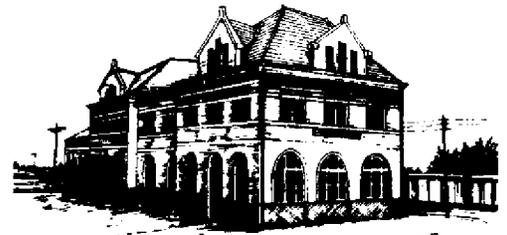
ATTEST:

WARREN WOODS
MAYOR, CITY OF CRESTON

LISA WILLIAMSON
CITY CLERK

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

September 25, 2012

TO: Mayor Woods and City Council Members

RE: Green Hills AEA Request to Change Name of Swan Street to Green Hills Avenue

The Green Hills AEA will be sharing office space in the former Burton R. Jones middle school.

As part of this sharing they will be placing a new entrance on the south side of the building facing Swan Street. As stated in their letter they would like to rename Swan Street to Green Hills Avenue.

There are presently no addresses numbered off of Swan Street.

In checking with Rodger Nurnberg he says that Swan Street was named after the first Mayor of Creston, S.F. Swan, who was Mayor in 1871 – 1872.

In Section 139.02 of the Code of Ordinances, CHANGING NAME OF STREET, it states: The Council may, by resolution, change the name of a street.

Please contact me with any questions at 782-2000 ext. 1.

Yours truly,

A handwritten signature in black ink that reads "Kevin Kruse". The signature is written in a cursive style with a large, prominent "K".

Kevin Kruse
Public Works Director



Halverson Center for Education
24997 Highway 92, PO Box 1109
Council Bluffs, Iowa 51502

712.366.0503
In-State: 800.432.5804
Fax: 712.366.7772

September 18, 2012

City of Creston
Public Works Department
Attn: Mr. Kevin Kruse
PO Box 449
Creston, IA. 50801

Dear Mr. Kruse:

Green Hills AEA will be sharing space with the Creston Community School District Administration Building located at 801 North Elm beginning summer, 2013. This building will be remodeled for office space for the AEA. The main entrance for our office will be located on the south side of the building, facing Swan Street.

To identify our new location within the community, Green Hills AEA would like to request a street name change from Swan Street to Green Hills Avenue as there does not appear to be any homes or businesses with an address of Swan Street in Creston.

If this is acceptable and approved, Green Hills AEA would like to have a physical address given for preparation of shipping and postal services prior to July 1, 2013.

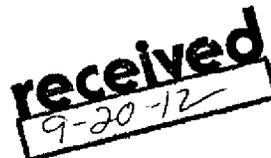
If you have any questions, please call Jamie Reid at (712) 366-0503.

On behalf of Green Hills AEA, thank you for your consideration on this request.

Sincerely,

A handwritten signature in black ink that reads "Jamie Reid". The signature is written in a cursive, flowing style.

Jamie Reid



CONSTRUCTION PROGRESS REPORT

Project Description: Entrance Road Improvements

Date of Contract: 7/6/2012
 Completion Date: 50 Working Days

Estimate No: One (1)

Contractor: Feldhacker Contracting

Owner: City of Creston
 116 West Adams Street
 Creston, Iowa 50801

Base Contract Price	\$437,258.00	Materials on Hand (See Attached Tab)	\$0.00
Work Order No. 1	\$0.00	Construction Completed (See Attached Tab)	\$276,063.99
Work Order No.		Total Amount Earned	\$276,063.99
Work Order No.		Less 5% Retainage	\$13,803.20
Work Order No.		Less Previous Payment	\$0.00
TOTAL CONTRACT PRICE	\$437,258.00	AMOUNT DUE THIS ESTIMATE	\$262,260.79

Requested For Contractor By _____

Title _____

Date _____

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

Title Project Engineer

Date 9-25-2012

Approved For Owner By _____

Title _____

Date _____

TABULATION OF CONSTRUCTION QUANTITIES

PROJECT Entrance Road Improvements
 PROJECT NUMBER 4379.06
 ESTIMATE NO. One (1)

FOR THE PERIOD
 FROM 7/1/2012
 TO 9/21/2012

Item No.	Item Description	Contract Quantity and Units		Unit Price	Total To Date		Previous Period		Completed This Period		
		Quantity	Units		Quantity	Cost	Quantity	Cost	Quantity	Cost	
1	Traffic Control and Mobilization	1	LS	\$23,430.00	1	\$23,430.00	0	\$0.00	1	\$23,430.00	
2	12" RCP	40	LF	\$50.65	40	\$2,026.00	0	\$0.00	40	\$2,026.00	
3	12" RCP Apron	2	EA	\$1,645.00	2	\$3,290.00	0	\$0.00	2	\$3,290.00	
4	18" RCP	130	LF	\$60.00	126	\$7,560.00	0	\$0.00	126	\$7,560.00	
5	18" RCP Apron	5	EA	\$1,765.00	5	\$8,825.00	0	\$0.00	5	\$8,825.00	
6	SW-512	1	EA	\$1,850.00	1	\$1,850.00	0	\$0.00	1	\$1,850.00	
7	Sealcoat/Rock Surfacing Removal	4,700	SY	\$4.00	2992.07	\$11,968.28	0	\$0.00	2,992	\$11,968.28	
8	Culvert Removal < 24"	144	LF	\$15.00	163.5	\$2,452.50	0	\$0.00	104	\$2,452.50	
9	Culvert Removal > 24"	52	LF	\$20.00	51.3	\$1,026.00	0	\$0.00	51	\$1,026.00	
10	Removal/Backfill Septic Tank	1	LS	\$2,000.00	1	\$2,000.00	0	\$0.00	1	\$2,000.00	
11	Unclassified Excavation	1,220	CY	\$7.00	775	\$5,425.00	0	\$0.00	775	\$5,425.00	
12	12" Subgrade Preparation	4,400	SY	\$4.00	2729.34	\$10,917.36	0	\$0.00	2,729	\$10,917.36	
13	4" Aggregate Subbase	4,400	SY	\$4.00	2729.34	\$12,554.96	0	\$0.00	2,729	\$12,554.96	
14	Silt Fence	1,200	LF	\$3.00	1166	\$3,498.00	0	\$0.00	1,166	\$3,498.00	
15	Silt Fence Cleanup	1,200	LF	\$1.50	0	\$0.00	0	\$0.00	0	\$0.00	
16	7" PCC Paving	3,900	SY	\$54.90	1886.87	\$103,589.16	0	\$0.00	1,887	\$103,589.16	
17	4" PCC Sidewalk	70	SY	\$50.00	0	\$0.00	0	\$0.00	0	\$0.00	
18	Slope Removal and Replacement	1	LS	\$2,500.00	1	\$2,500.00	0	\$0.00	1	\$2,500.00	
19	** Deleted **										
20	** Deleted **										
21	Rip Rap	1	LS	\$1,550.00	0	\$0.00	0	\$0.00	0	\$0.00	
22	Provide and Install Septic System-Complete	1	LS	\$8,080.00	1	\$8,080.00	0	\$0.00	1	\$8,080.00	
23	4" PVC Sewer Service	240	LF	\$28.30	236	\$6,678.80	0	\$0.00	236	\$6,678.80	
24	Pavement Markings	1	LS	\$1,000.00	0	\$0.00	0	\$0.00	0	\$0.00	
25	Handicapped Sign	1	LS	\$500.00	0	\$0.00	0	\$0.00	0	\$0.00	
26	Seeding, Fertilizing and Mulching	1	LS	\$10,125.00	0	\$0.00	0	\$0.00	0	\$0.00	
A1	12" Subgrade Preparation	1,100	SY	\$4.00	903.34	\$3,653.36	0	\$0.00	903	\$3,653.36	
A2	4" Subbase	1,100	SY	\$4.00	903.34	\$3,653.36	0	\$0.00	903	\$3,653.36	
A3	7" PCC	1,000	SY	\$54.90	915.90	\$50,286.20	0	\$0.00	916	\$50,286.20	
CGA Consultants Marshfield, IA 50158		Contract Amount		Total Earned to Date		Previously Earned		Completed This Period		Total Earned to Date	
				\$437,250.90		\$276,003.90		\$0.00		\$276,003.90	
TOTALS											



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, 2012

2012

1. **Applicant:** City of Creston **Federal Tax ID #** 42-6004-446
Name of City/Township of Agency: 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): _____ **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? 3,640 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 2010/11? 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:
Afton, Orient, Prescott, Lorrmar, Murray, Clearfield, Lemox
Diagonal, Mt. Ayr, Corning, Greenfield

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: Todd Jackson
Day and Evening Phone: (641) 782-5610, (641) 782-0788
e-mail Address: crestonfire@iowatelecom.net

Volunteer Fire Assistance Program — FY2012

All INVOICES must be dated between October 1, 2011 and June 30, 2013.
All BILLING CLAIMS must be received by July 31, 2013

Eligible Cost-Share Items	Quantity	Unit Cost	TOTAL	Official Use
<p style="margin-left: 20px;">\$3500 maximum VFA cost-share</p> <p>Wildfire Hand and Line Tools</p> <p style="margin-left: 40px;">5 gal. Backpack Bladder Bags _____</p> <p style="margin-left: 40px;">Fire Rake / Collapsible Fire Rake _____</p> <p style="margin-left: 40px;">Fire swatter, Brush hook, Fire broom _____ \$ _____</p> <p style="margin-left: 40px;">Shovel, McLeod, Pulaski tool _____</p> <p style="margin-left: 40px;">Leaf Blowers / Mist Blowers _____</p> <p style="margin-left: 40px;">Fire weather kit / Kestrel Weather Meters _____</p> <p style="margin-left: 40px;">Fusees / Drip torch _____</p> <p style="margin-left: 40px;">GPS Units _____</p> <p>Wildland Fire Protective Clothing</p> <p style="margin-left: 20px;">Shirts/Pants/Coveralls/Brush Coats, Nomex <u>1</u> <u>570⁰⁰</u> \$ <u>570⁰⁰</u></p> <p style="margin-left: 40px;">Neck Shrouds, Nomex _____</p> <p style="margin-left: 40px;">Goggles, fire safe _____</p> <p style="margin-left: 40px;">Gloves, fire safe _____</p> <p style="margin-left: 40px;">Hardhats, fire safe _____</p> <p style="margin-left: 20px;">Fire Packs / Radio Harness / Web Gear _____</p> <p style="margin-left: 40px;">Fire Shelters _____</p> <p>Communications Equipment</p> <p style="margin-left: 40px;">Base Radios _____ \$ <u>4,680⁰⁰</u></p> <p style="margin-left: 20px;">Hand-held / Programmable Radios <u>4</u> <u>3380⁰⁰</u></p> <p style="margin-left: 40px;">Mobile Radios <u>2</u> <u>1,300⁰⁰</u></p> <p style="margin-left: 40px;">Pagers _____</p> <p>Wildland -Water Handling Equipment</p> <p style="margin-left: 40px;">Slide-In Units _____ \$ <u>1750⁰⁰</u></p> <p style="margin-left: 20px;">Foam Units, Foam mixers and/or Foam <u>10</u> <u>750⁰⁰</u></p> <p style="margin-left: 40px;">Portable Tanks _____</p> <p style="margin-left: 40px;">Portable Pumps _____</p> <p style="margin-left: 40px;">Hoses (3/4", 1", 1 1/2") _____</p> <p style="margin-left: 40px;">Nozzles and Fittings <u>2</u> <u>1,000</u></p> <p><i>(may attach an additional sheet)</i></p> <p>Consideration of Special Request: (No buildings, vehicles, trailers or ATV's) - \$ _____</p> <p>How does your Special Request apply to Wildland Fire?</p> <p style="text-align: right;">TOTAL REQUESTED</p> <p style="text-align: right;">\$ <u>7,000⁰⁰</u></p>				

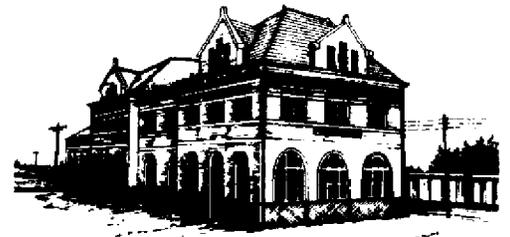
Return Completed Application to:
DNR FORESTRY BUREAU
By October 15, 2012

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

phone: 515-233-8067 or 1161
fax: 515-233-1131
Gail.Kantak@dnr.iowa.gov

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

September 28, 2012

To: Mayor Woods and City Council Members

Re: Easement request to place fence in City right of way at 801 W Jefferson

Lorraine Haats, the purchaser from Habitat for Humanity of 801 West Jefferson Street is requesting an easement to place a 4 foot tall chain link fence in City right of way.

The fence will be placed approximately 10 feet into right of way, which in this case is about 25 feet from the back of curb on Jarvis Street. Jarvis Street in this area is a 100 foot wide right of way.

This fence will not cause any issue with visibility or any other safety issues.

Please contact me with any questions at 782-2000 ext. 1.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kevin Kruse', written over a horizontal line.

Kevin Kruse
Public Works Director

4d08

BUILDING PERMIT UNDER ZONING ORDINANCE OF CITY OF CRESTON, IOWA

Permit No. 9208

APPLICATION FOR PERMIT

Date 9-28-12

The undersigned hereby makes application to erect or remodel a Chain Link Fence 4' on Sub Division of Lot 248 Lot 12 Block Addition

No. 801 W. Jefferson Street

Owned by Habitat for Humanity (Buyer Corraine Heats)

Address Phone

Number of rooms Bedrooms Toilets

Material: Exterior wall 4' tall chain link fence Interior wall

Foundation Roof Floor

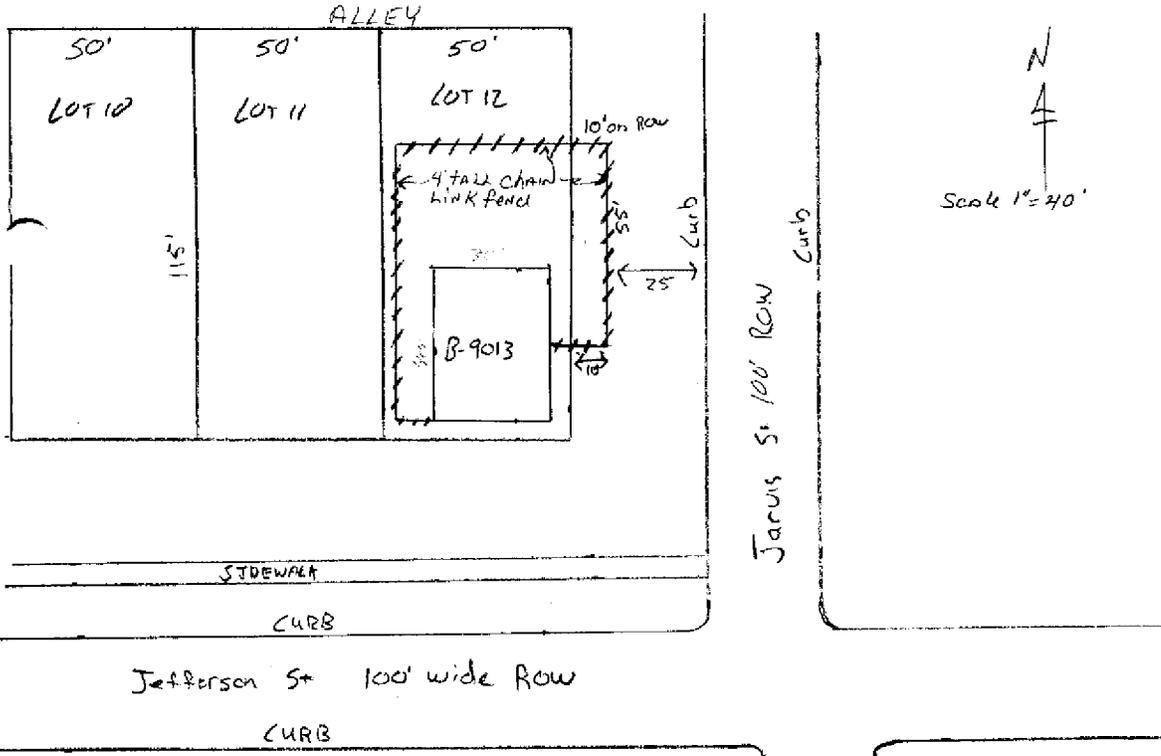
Sq. feet: Basement 1st Floor 2nd Floor Garage

Valuation Fee Type of heat

Ceiling Height: Basement 1st Floor 2nd Floor

Dimensions of Building: Width Depth No. of Stories

Use District R Intended Use Fence Area of Lot



This application and any permit that may be granted in response thereto are subject to all the laws of the State of Iowa, and all ordinances of the City of Creston, Iowa, and the rules and regulations of the State and local Board of Health, that may have a bearing on the same.

Applicant, being fully advised, hereby certifies that he is the owner or that he is authorized and empowered to represent the owner, who makes the accompanying application; that the application, plat, plans and specifications are true, and contain a correct description of the proposed building, lot and work, and use to which building is to be placed.

*Denial: Referred to City Council for permit request - 9-28-12
Re: Kim*

Signed Applicant

Examined and approved this day of , 20

Administrative Officer

**COMMUNITY DEVELOPMENT BLOCK GRANT
REQUEST FOR PAYMENT - Housing**

Recipient: City of Creston
 Contract Number: 09-HSG-022
 Report Number: 9
 Period Ending: 09/30/12

ACTIVITY CODE/TITLE	Federal CDBG Budget	CURRENT EXPENDITURES			TOTAL
		Expended Since Last Report	Less Program Income Applied	CDBG Reimbursable	CDBG Requested to Date
97 Rehabilitation	\$300,000	\$12,695			\$102,486
0181 ADMIN	\$20,000	\$0			\$0
TOTALS	\$320,000	\$12,695			\$102,486
Less: IDED Funds Received					\$82,245
Less: IDED Payments Pending					\$7,546
NET REQUEST					\$12,695

LOCAL FINANCIAL INFORMATION				List of Addresses requesting funds:		
ACTIVITY CODE	Current Budget	Expended Since Last Report	Expended to Date	General Administration		
				Technical Services		
97-Rehabilitation	\$24,000	\$1,500	\$12,000	Lead Administration		
				409 N. Walnut		\$5,963.00
				409 N. Walnut / Lead		\$8,232.00
				Interest on Line of Credit		\$0.00
TOTAL	\$24,000	\$1,500	\$12,000		Total	\$14,195

Attach supporting documentation to the back of this form

STATE OF IOWA

GAX

BUDGET FY		General Accounting Expenditure						DOCUMENT NUMBER								
FY 13		DATE 9/30/12		ACCTG PERIOD (mm/yy) 09/12												
VENDOR CODE				AGENCY NAME												
VENDOR NAME AND ADDRESS City of Creston City Hall 116 W. Adams St. - PO Box 449 Creston, IA 50801				BILL TO ADDRESS (ORDERING AGENCY) Iowa Department of Economic Development 200 E. Grand Ave. Des Moines, Iowa 50309			SHIP TO ADDRESS									
TERMS		FOB		ORDER APPROVED BY				GOODS RECEIVED/SERVICES PERFORMED								
QUANTITY				VENDOR'S INVOICE NUMBER Report Number: 9				DATE INITIALS								
ORDERED	RECEIVED	UNIT OF MEASURE	Request for Payment under CDBG Housing Contract Number: 09-HSG-022						UNIT PRICE	TOTAL PRICE						
										\$12,695.00						
DOCUMENT TOTAL								\$12,695.00								
CLAIMANT'S CERTIFICATION						AGENCY CERTIFICATION										
I CERTIFY THAT THE ITEMS FOR WHICH PAYMENT IS CLAIMED WERE FURNISHED FOR STATE BUSINESS UNDER THE AUTHORITY OF THE LAW AND THAT THE CHARGES ARE REASONABLE, PROPER, AND CORRECT, AND NO PART OF THIS CLAIM HAS BEEN PAID.						I CERTIFY THAT THE ABOVE EXPENSE WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOULD BE PAID FROM THE FUNDS APPROPRIATED BY:										
DATE		10/02/12		TITLE		Mayor		CODE OR CHAPTER SECTION(S)								
CLAIMANT'S SIGNATURE						AUTHORIZED SIGNATURE										
THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY																
DOC TYPE (GAX) GAX	DOC NUMBER	DOC DATE	ACCTG PRD	BUDGET FY	ACTION NEWMOD	PO SHIP INSTR	GAX TYPE	INT IND	INT SELLER FUND	INT SELLER AGCY						
VENDOR CODE 0	ADOR OVERRIDE	F/A INDICATOR	EFT IND Y	TEXT (p's only (Y/N))			TEXT (p's only)									
REF DOC TYPE	REF DOC NUMBER	REF DOC LINE	DOM LN	VEND INVOICE #	COMMODITY CODE		GS CONTRACT									
LINE	FUND	AGCY	ORG	SUB ORG	ACTV	FUNG	OBJT	SUB OBJT	JOB NUMBER	REP CAT	QUANTITY / UNITS	UD	DESCRIPTION	AMOUNT	UD	PRF
01	0340	289	4610				4125									
02																
03																
04																
05																
06																
07																
DOCUMENT TOTAL													0.00			

GAX

WARRANT #

AUDITED BY

PAID DATE
