

**CITY OF RUNNELLS**

Mayor: Jeremy Lindquist (28) Mayor Pro-Tem: Devin Gaudette

**City Council Members**

Abby Hawkins (25) Devin Gaudette (25) Tiffany Phillips (28) Jacob Dingman (28) Austin Henry (28)

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**Tentative AGENDA**

Council Meeting

**Tuesday March 11, 2025 7:00PM**

**Community Center**

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Americans with Disabilities Act Compliance: If there is anyone wishing to attend the meeting that may require special assistance in being able to participate in this meeting, please advise the City Hall of your needs 48 hours prior to the meeting.

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- 1. Call to order**
  - 2. Roll Call**
  - 3. Approval of Agenda**
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**4. Public Comments:**

(Note: If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please address the council and give your name and address for the public record before discussing your item. Council is not required to discuss these items and cannot take official action on items not on the agenda.)

**5. Consent of agenda:** All items listed in Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered after the other items listed on the agenda

- a. Bill/claims dated 02-12-2025
- b. financial February 2025
- c. February meeting minutes/ Library minutes/ Keystone Statement

**6. Petitions and Communications:**

- a. Library Board
- b. Park Board
- c. Beautification Committee

**7. Old Business/ New Business**

- a. Project update Mediacom Ryan Young, Braeden and Richard Conger
- b. Wastewater treatment plant update
- c. Resolution 2025-10 Approval of pay application # 17 wastewater treatment plant
- d. Motion to approve change work order #5 wastewater treatment facility upgrade project
- e. Resolution 2025-11 Approval of Polk County Hazard Mitigation
- f. Resolution 2025-12 Approval to purchase Laptop
- g. Motion to approve Little League Lease
- h. Resolution 2025-13 Park board purchase
- i. Crosswalk discussion
- j. Discussion for Public works equipment and set price

**8. Report of Officers**

- a. Mayor
- b. Council Persons
- c. Legal Counsel
- d. Public Works
- e. City Clerk

## **12. Boards and Commissions**

- Emergency Management Commission/ 911 Commission-
- Mud, Camp and Spring Creek-
- Park Board-
- Metro Waste Authority-
- Planning and Zoning-
- Library-

## **8. Closing Comments**

## **9. Adjournment**

**CLAIMS REPORT**  
**Vendor Checks: 2/12/2025- 3/10/2025**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ALTOONA HERALD INDEX	publishing		15.05	8508	3/10/25
AMAZON amazon business account	it city hall external drive		199.68	8509	3/10/25
AUDITOR OF STATE	audit fee		800.00	8510	3/10/25
CANON FINANCIAL SERVICES	printer contract		104.13	8511	3/10/25
CAPITAL CITY EQUIPMENT	Skid Shoe, bolts		175.09	8512	3/10/25
Casey's General Stores	Gas Card		37.68	8513	3/10/25
CENTURYLINK	Phone/Internet		338.59	8514	3/10/25
COMPUTER RESOURCE SPEC.	IT		833.90	8515	3/10/25
DEMCO	Library Supplies		62.05	8516	3/10/25
Des Moines Water Works	utilities		292.10	8517	3/10/25
ECHO GROUP INC	generator community center		398.58	8518	3/10/25
EFTPS	FED/FICA TAX		1,372.44	8347890	2/14/25
GWORKS	read only license		200.00	8519	3/10/25
IPERS	IPERS		1,091.73	8347888	2/14/25
JEO CONSULTING GROUP	ROW permit review		581.25	8520	3/10/25
KEYSTONE SAVINGS BANK	dell laptop		1,022.31	8521	3/10/25
MELISSA LINDQUIST	cleaning		400.00	8522	3/10/25
MENARDS	grass seed		65.97	8523	3/10/25
Metro Waste Authority	Curb it & Garbage		2,823.76	8524	3/10/25
MIDWEST OFFICE TECHNOLOGY	ink contract		49.90	8525	3/10/25
Skinner Law Office, P.C.	Legal		1,867.50	8526	3/10/25
TREASURER-STATE OF IOWA	STATE TAX		76.59	8347889	2/14/25
Two Rivers	LP Gas		320.19	8527	3/10/25
	Accounts Payable Total		<u>13,128.49</u>		

Payroll Checks

001	GENERAL	2,070.45
110	ROAD USE TAX	36.05
610	SEWER	702.70
	Total Paid On: 2/14/25	<u>2,809.20</u>
001	GENERAL	2,290.47
600	WATER	520.81
	Total Paid On: 3/03/25	<u>2,811.28</u>
	Total Payroll Paid	<u>5,620.48</u>
	Report Total	<u>18,748.97</u>

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

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FUND	NAME	AMOUNT
001	GENERAL	16,455.25
110	ROAD USE TAX	89.83
600	WATER	520.81
610	SEWER	1,683.08
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	TOTAL FUNDS	18,748.97

**BALANCE SHEET**  
**CALENDAR 3/2025, FISCAL 9/2025**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING - GENERAL	10,819.97-	550,755.50
002-000-1110	CHECKING - ARP	.00	14,164.71
110-000-1110	CHECKING - ROAD USE	37.68-	218,224.30
111-000-1110	CHECKING I-JOBS	.00	.00
112-000-1110	CHECKING - EMPLOYEE BENEFIT	486.38-	9,790.16
119-000-1110	CHECKING - EMERGENCY FUND	.00	36,779.58
121-000-1110	CHECKING	.00	21,039.74-
125-000-1110	CHECKING - TIF	.00	.00
167-000-1110	CHECKING - COM DISASTER GRANT	.00	.00
200-000-1110	CHECKING	.00	16,365.77
302-000-1110	CHECKING	.00	90,423.71
600-000-1110	CHECKING - WATER	520.86-	33,471.29
601-000-1110	CHECKING	.00	57,519.41
610-000-1110	CHECKING - SEWER	326.18-	110,594.30
611-000-1110	CHECKING	.00	66,849.71
	CHECKING TOTAL	12,191.07-	1,183,898.70
125-000-1111	CHECKING - LMI TIF	.00	24,304.31
	LMI TIF CHECKING TOTAL	.00	24,304.31
611-000-1112	WASTE WATER CAP IMP FUND	.00	128,438.00
	WASTE WATER CAP IMP FUND TOTA	.00	128,438.00
611-000-1113	SRF CASH	.00	101,310.65
	SRF CASH TOTAL	.00	101,310.65
611-000-1114	GO BOND	.00	.00
	GO BOND TOTAL	.00	.00
001-000-1130	SAVINGS - GENERAL	.00	21,275.09
001-000-1131	SAVINGS - LIBRARY	.00	.00
600-000-1130	SAVINGS - WATER RESERVE	.00	23,713.52
610-000-1130	SAVINGS - SEWER RESERVE	.00	69,384.06
	SAVINGS TOTAL	.00	114,372.67
168-000-1160	SAVINGS BOND	.00	1,167.60
	SAVINGS/CD'S TOTAL	.00	1,167.60

*+24304.31 + 128438.00 + 101310.65  
 + 11916.29 =  
 1449887.95*

**BALANCE SHEET**  
**CALENDAR 3/2025, FISCAL 9/2025**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1170	CD - GENERAL	.00	14,211.03
600-000-1170	CD - WATER	.00	2,809.75
610-000-1170	CD - SEWER	.00	20,882.72
	CD'S TOTAL	<u>.00</u>	<u>37,903.50</u>
	TOTAL OF ALL CASH	12,191.07-	1,591,395.43

**BUDGET REPORT**  
**CALENDAR 3/2025, FISCAL 9/2025**

**PCT OF FISCAL YTD 75.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FIRE TOTAL	8,000.00	.00	16,000.00	200.00	8,000.00-
	BUILDING INSPECTIONS TOTAL	3,000.00	.00	1,136.88	37.90	1,863.12
	MISC PROTECTION SERVICES TOTA	3,000.00	.00	243.57	8.12	2,756.43
	ANIMAL CONTROL TOTAL	500.00	.00	399.00	79.80	101.00
	<b>PUBLIC SAFETY TOTAL</b>	<b>14,500.00</b>	<b>.00</b>	<b>17,779.45</b>	<b>122.62</b>	<b>3,279.45-</b>
	STREETS TOTAL	84,502.00	687.45	54,371.21	64.34	30,130.79
	STREET LIGHTING TOTAL	10,000.00	.00	4,667.07	46.67	5,332.93
	GARBAGE TOTAL	34,000.00	2,823.76	25,886.61	76.14	8,113.39
	<b>PUBLIC WORKS TOTAL</b>	<b>128,502.00</b>	<b>3,511.21</b>	<b>84,924.89</b>	<b>66.09</b>	<b>43,577.11</b>
	WATER,AIR,MOSQUITO CONTRO TOTA	2,000.00	.00	.00	.00	2,000.00
	HEALTH & SOCIAL SERVICES TOTA	2,000.00	.00	.00	.00	2,000.00
	LIBRARY TOTAL	23,000.00	855.91	13,095.55	56.94	9,904.45
	PARKS TOTAL	48,000.00	558.15	16,671.16	34.73	31,328.84
	COMMUNITY CTR/ZOO/MARINA TOTA	15,900.00	1,090.68	8,194.59	51.54	7,705.41
	<b>CULTURE &amp; RECREATION TOTAL</b>	<b>86,900.00</b>	<b>2,504.74</b>	<b>37,961.30</b>	<b>43.68</b>	<b>48,938.70</b>
	COMMUNITY BEAUTIFICATION TOTA	6,000.00	.00	5,240.00	87.33	760.00
	ECONOMIC DEVELOPMENT TOTAL	.00	.00	.00	.00	.00
	PLANNING & ZONING TOTAL	300.00	.00	.00	.00	300.00
	<b>COMMUNITY &amp; ECONOMIC DEV TOTA</b>	<b>6,300.00</b>	<b>.00</b>	<b>5,240.00</b>	<b>83.17</b>	<b>1,060.00</b>
	MAYOR/COUNCIL/CITY MGR TOTAL	9,000.00	.00	1,599.62	17.77	7,400.38
	CLERK/TREASURER/ADM TOTAL	78,500.00	2,874.45	38,078.24	48.51	40,421.76
	ELECTIONS TOTAL	1,100.00	.00	.00	.00	1,100.00
	LEGAL SERVICES/ATTORNEY TOTAL	25,000.00	1,867.50	8,310.00	33.24	16,690.00
	CITY HALL/GENERAL BLDGS TOTAL	45,000.00	2,835.96	15,535.87	34.52	29,464.13
	TORT LIABILITY TOTAL	24,000.00	.00	.00	.00	24,000.00
	OTHER GENERAL GOVERNMENT TOTA	.00	.00	.00	.00	.00
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>182,600.00</b>	<b>7,577.91</b>	<b>63,523.73</b>	<b>34.79</b>	<b>119,076.27</b>
	SEWER/SEWAGE DISPOSAL TOTAL	30,000.00	.00	.00	.00	30,000.00
	<b>DEBT SERVICE TOTAL</b>	<b>30,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>30,000.00</b>

**BUDGET REPORT**  
**CALENDAR 3/2025, FISCAL 9/2025**

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	WATER TOTAL	15,000.00	755.85	3,470.31	23.14	11,529.69
	SEWER/SEWAGE DISPOSAL TOTAL	580,000.00	326.18	1,766,520.90	304.57	1,186,520.90-
	ENTERPRISE FUNDS TOTAL	595,000.00	1,082.03	1,769,991.21	297.48	1,174,991.21-
	TRANSFERS IN/OUT TOTAL	.00	.00	65,355.44	.00	65,355.44-
	TRANSFER OUT TOTAL	.00	.00	65,355.44	.00	65,355.44-
	TOTAL OF ALL EXPENSES	1,045,802.00	14,675.89	2,044,776.02	195.52	998,974.02-



**REVENUE REPORT**  
**CALENDAR 3/2025, FISCAL 9/2025**

**PCT OF FISCAL YTD 75.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
001-290-4500	DMWW - GARBAGE REVENUE	34,351.00	.00	23,091.64	67.22	11,259.36
001-290-4501	CURB IT REVENUE	.00	.00	.00	.00	.00
001-410-4700	LIBRARY DONATIONS	.00	.00	131.00	.00	131.00-
001-410-4701	Library - State Funding	2,500.00	.00	4,080.02	163.20	1,580.02-
001-410-4702	GRANTS - LIBRARY	.00	.00	.00	.00	.00
001-430-4430	CONCESSION REVENUE	.00	.00	.00	.00	.00
001-430-4795	PARK BOARD DONATIONS	.00	.00	.00	.00	.00
001-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
001-910-4831	Tranfer in	.00	.00	.00	.00	.00
001-950-4000	PROPERTY TAXES	170,000.00	.00	87,625.72	51.54	82,374.28
001-950-4003	PROPERTY TAXES - AG LAND	650.00	.00	437.19	67.26	212.81
001-950-4008	PROPERTY TAXES - CIVIC CENTER	2,800.00	.00	11.04	.39	2,788.96
001-950-4013	PROPERTY TAXES - INSURANCE	9,615.00	.00	11,233.12	116.83	1,618.12-
001-950-4100	BEER/LIQUOR PERMITS	1,200.00	.00	599.06	49.92	600.94
001-950-4105	CIGARETTE PERMITS	150.00	.00	.00	.00	150.00
001-950-4110	BUILDING PERMITS	2,500.00	.00	932.62	37.30	1,567.38
001-950-4300	INTEREST REVENUE	.00	.00	23,907.30	.00	23,907.30-
001-950-4310	RENT - COMMUNITY CENTER	6,300.00	200.00	5,675.00	90.08	625.00
001-950-4311	RENT - CELL TOWER	12,100.00	1,007.94	9,071.46	74.97	3,028.54
001-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	2,664.05	.00	2,664.05-
001-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00
001-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	.00	.00	.00
001-950-4700	MISC REVENUE	.00	.00	20,834.35	.00	20,834.35-
001-950-4705	BEAUTIFICATION FUNDS	.00	.00	.00	.00	.00
	<b>GENERAL TOTAL</b>	<b>242,166.00</b>	<b>1,207.94</b>	<b>190,293.57</b>	<b>78.58</b>	<b>51,872.43</b>
002-815-4402	American Rescue Plan	.00	.00	.00	.00	.00
002-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
	<b>ARP TOTAL</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
110-210-4430	ROAD USE TAX REVENUE	59,000.00	.00	43,112.09	73.07	15,887.91
	<b>ROAD USE TAX TOTAL</b>	<b>59,000.00</b>	<b>.00</b>	<b>43,112.09</b>	<b>73.07</b>	<b>15,887.91</b>
111-210-4433	I-JOBS REVENUE	.00	.00	.00	.00	.00
	<b>I-Jobs TOTAL</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
112-950-4000	PROPERTY TAXES - EMPLOYEE BEN	14,367.00	.00	10,175.50	70.83	4,191.50
112-950-4462	HOMESTEAD PROP TAX CREDIT	300.00	.00	274.07	91.36	25.93
112-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00

**REVENUE REPORT**  
**CALENDAR 3/2025, FISCAL 9/2025**

**PCT OF FISCAL YTD 75.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
112-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	.00	.00	.00
	EMPLOYEE BENEFITS TOTAL	14,667.00	.00	10,449.57	71.25	4,217.43
119-950-4000	PROPERTY TAXES	4,400.00	.00	22.07	.50	4,377.93
119-950-4462	HOMESTEAD PROP TAX CREDIT	100.00	.00	.00	.00	100.00
119-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00
119-950-4464	COMM/IND PROP TAX REPLACE	.00	.00	.00	.00	.00
	EMERGENCY FUND TOTAL	4,500.00	.00	22.07	.49	4,477.93
121-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
121-950-4090	LOCAL OPTION TAX	100,363.00	.00	65,355.44	65.12	35,007.56
	LOCAL OPTION SALES TAX TOTAL	100,363.00	.00	65,355.44	65.12	35,007.56
125-950-4050	TIF REVENUES	.00	.00	.00	.00	.00
125-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
125-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00
	TAX INCREMENT FINANCING TOTAL	.00	.00	.00	.00	.00
167-130-4440	REVENUE COM DISASTER GRANT	.00	.00	.00	.00	.00
	COMMUNITY DISASTER GRANT TOTA	.00	.00	.00	.00	.00
168-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
168-950-4300	INTEREST	.00	.00	.00	.00	.00
168-950-4705	PRIVATE SOURCE CONTRIB	.00	.00	.00	.00	.00
	CENTENNIAL CELEBRATION TOTAL	.00	.00	.00	.00	.00
200-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
200-950-4000	PROPERTY TAXES	29,632.00	.00	16,365.77	55.23	13,266.23
	DEBT SERVICE TOTAL	29,632.00	.00	16,365.77	55.23	13,266.23

**REVENUE REPORT**  
**CALENDAR 3/2025, FISCAL 9/2025**

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
302-910-4830	TRANSFER IN	.00	.00	8,169.46	.00	8,169.46-
	CAP PROJ - LOST TOTAL	.00	.00	8,169.46	.00	8,169.46-
600-810-4300	INTEREST REVENUE	100.00	.00	77.90	77.90	22.10
600-810-4500	DMWW - WATER REVENUE	6,900.00	.00	4,555.00	66.01	2,345.00
600-810-4510	BULK WATER (QUARTER MACHINE)	.00	.00	.00	.00	.00
600-810-4700	MISC WATER REVENUE	.00	.00	.00	.00	.00
	WATER TOTAL	7,000.00	.00	4,632.90	66.18	2,367.10
601-910-4830	TRANSFER IN	.00	.00	8,169.43	.00	8,169.43-
	WATER CAP PROJ - LOST TOTAL	.00	.00	8,169.43	.00	8,169.43-
610-815-4300	INTEREST REVENUE	500.00	.00	227.90	45.58	272.10
610-815-4500	DMWW - SEWER REVENUE	46,600.00	.00	30,523.54	65.50	16,076.46
610-815-4700	MISC SEWER REVENUE	.00	.00	.00	.00	.00
	SEWER TOTAL	47,100.00	.00	30,751.44	65.29	16,348.56
611-699-4820	PROCEEDS FROM DEBT/LOAN P&D	.00	.00	.00	.00	.00
611-750-4440	WTFAP Grant Revenue	.00	.00	.00	.00	.00
611-815-4441	SRF REVENUE	539,872.00	.00	1,728,981.99	320.26	1,189,109.99-
611-815-4442	GO BOND REVENUE	.00	.00	.00	.00	.00
611-815-4520	WASTE WATER CAP IMP FEE	136,952.00	.00	98,283.00	71.76	38,669.00
611-910-4830	TRANSFER IN	.00	.00	49,016.55	.00	49,016.55-
	SEWER CAP PROJ - LOST TOTAL	676,824.00	.00	1,876,281.54	277.22	1,199,457.54-
	TOTAL OF ALL REVENUE	1,181,252.00	1,207.94	2,253,603.28	190.78	1,072,351.28-

**REVENUE & EXPENSE REPORT**  
**CALENDAR 3/2025, FISCAL 9/2025**

**PCT OF FISCAL YTD 75.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-410-6010	WAGES - LIBRARY	439.75	7,771.50	15,240.00	7,468.50
001-410-6110	FICA, MEDICARE - LIBRARY	.00	.00	.00	.00
001-410-6130	IPERS - LIBRARY	.00	.00	.00	.00
001-410-6160	WORKER'S COMP - LIBRARY	.00	.00	.00	.00
001-410-6230	TRAINING AND MILEAGE	.00	.00	.00	.00
001-410-6498	MISC GRANT EXPENSES	.00	.00	.00	.00
001-410-6499	LIBRARY DONATIONS EXPENSES	.00	.00	.00	.00
001-410-6502	LIBRARY BOOKS, MAG, VIDEO, ETC	341.01	3,995.89	5,260.00	1,264.11
001-410-6504	OFFICE EQUIPMENT - LIBRARY	.00	.00	.00	.00
001-410-6506	OFFICE SUPPLIES - LIBRARY	.00	.00	.00	.00
001-410-6508	POSTAGE - LIBRARY	.00	.00	.00	.00
		=====	=====	=====	=====
	LIBRARY EXPENSES	780.76	11,767.39	20,500.00	8,732.61
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**BANK CASH REPORT**  
2025

BANK FUND	BANK NAME	FEBRUARY CASH BALANCE	MARCH RECEIPTS	MARCH DISBURSMENTS	MARCH CASH BALANCE	OUTSTANDING TRANSACTIONS	MAR BANK BALANCE
KEYSTONE SAVINGS BANK							
BANK	KEYSTONE SAVINGS BANK						1,449,867.95
001	CHECKING - GENERAL	561,575.47	1,873.34	12,693.31	550,755.50	14,994.79	
002	CHECKING - ARP	14,164.71	0.00	0.00	14,164.71		
110	CHECKING - ROAD USE	218,261.98	0.00	37.68	218,224.30	73.18	
111	CHECKING I-JOBS	0.00	0.00	0.00	0.00		
112	CHECKING - EMPLOYEE BENEFIT	10,276.54	0.00	486.38	9,790.16		
119	CHECKING - EMERGENCY FUND	36,779.58	0.00	0.00	36,779.58		
121	CHECKING	21,039.74-	0.00	0.00	21,039.74-		
125	CHECKING - TIF	0.00	0.00	0.00	0.00		
125	CHECKING - LMI TIF	24,304.31	0.00	0.00	24,304.31		
167	CHECKING - COM DISASTER GRANT	0.00	0.00	0.00	0.00		
200	CHECKING	16,365.77	0.00	0.00	16,365.77		
302	CHECKING	90,423.71	0.00	0.00	90,423.71		
600	CHECKING - WATER	33,992.15	40.60	561.46	33,471.29	564.81	
601	CHECKING	57,519.41	0.00	0.00	57,519.41		
610	CHECKING - SEWER	110,920.48	0.00	326.18	110,594.30	396.68	
611	CHECKING	66,849.71	0.00	0.00	66,849.71		
611	WASTE WATER CAP IMP FUND	128,438.00	0.00	0.00	128,438.00		
611	SRF CASH	101,310.65	0.00	0.00	101,310.65		
611	GO BOND	0.00	0.00	0.00	0.00		
	DEPOSITS					4,113.17	
	KEYSTONE SAVINGS BANK TOTALS	1,450,142.73	1,913.94	14,105.01	1,437,951.66	11,916.29	1,449,867.95
=====							
	TOTAL OF ALL BANKS	1,450,142.73	1,913.94	14,105.01	1,437,951.66	11,916.29	1,449,867.95
=====							

# OUTSTANDING TRANSACTION REGISTER

2/01/2025 TO 2/28/2025

MOD CODE	BANK NO	NAME	DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
	1	KEYSTONE SAVINGS BANK				STATEMENT DATE: 2/28/2025					
AP CHK	8501	2/10/25	08/25	MELISSA LINDQUIST				400.00			
					BANK TOTAL		.00	400.00		.00	
					DEPOSITS-CHECKS		400.00-				

**Runnells City Council**  
**Public Hearing/Council Meeting minutes**  
**February 11th, 2025,7:00PM Community Center**

1. Call to Order called by Mayor Pro Tem Gaudette 7:00
  2. Roll Call Mayor Pro Tem Gaudette, Phillips, Henry, Gaudette, Dingman Legal Wright and City Clerk Curry, Mayor Lindquist absent
  3. Approval of Agenda. Motion to approve the agenda made by Phillips/Dingman  
ROLL CALL: Ayes; 5 Nays none. Motion passed (5,0).
  4. Public comments none
  5. Adjourn Public Hearing Dingman/Hawkins all ayes 0 nays motion passed (5.0)  
At 7:02PM
  6. Call to order council meeting Mayor Pro Tem Gaudette 7:02 motion  
Dingman/Hawkins all ayes 0 nays motion passed (5.0)
  7. Public comments none
  8. Consent of agenda Phillips/Dingman all ayes 0 nays motion passed (5.0)
  9. Old Business new business
    - a. Resolution 2025-07 Pay application motions Henry/Phillips all ayes 0 nays  
motion passed (5.0)
    - b. Appointment of MIPA Planning Councilman Henry alternate Hawkins second  
alternate Curry city clerk
    - c. Resolution 2025-08 Historical Society car show permit motioned  
Dingman/Phillips all ayes 0 nays motion passed (5.0)
    - d. Ordinance 2025-01 amending water rate increase Henry/Phillips all ayes 0 nays  
motion passed (5.0)
    - e. Motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> reading amending water rates Henry/Phillips all  
ayes 0 nays motion passed (5.0)
    - f. Motion to approves Simple City read only license for the cloud Hawkins/Dingman  
all ayes 0 nays motion passed (5.0)
    - g. Motion to approve electronic filing motion Phillips/Hawkins all ayes 0 nays  
motion passed (5.0)
    - h. Motion to set public hearing for budget amendment Tabled
    - i. Resolution 2025-09 Authorizing and approving a loan disbursement agreement  
for GO Bond motion Dingman/Henry all ayes 0 nays motion passed (5.0)
- Adjournment 8:15 Mayor Pro Tem motion Phillips/Dingman all ayes 0 nays motion  
passed (5.0)
- Claims Amazon 26.76 CL Carroll 124450.00 Camp Township 16.000 Canon  
Financial 104.13 Centurylink 338.59 Des Moines Water works 138.83 EFTPS  
1360.55 IPERS 1066.19 JEO consulting 12445.00 Keystone savings 837.36  
Melissa Lindquist 400.00 Metro Waste 2788.76 MidAmerican Energy 1827.56  
Midwest Technology 99.60 Safe Building 150.00 Simering-Cory 450.00 Team  
Services 631.67 Treasurer state of Iowa 165.56 Payroll 1/17/25 2708.35 payroll  
02/03/2025 2776.65 total payroll 5485.00 General 28156.74 Road use 585.12  
Sewer 2644.53 Sewer cap Project 137379.17 total 168765.56

**Runnells City council  
Budget work Meeting February 4th 6:00PM  
City Hall**

1. Call to order Mayor Lindquist 6:08 motioned Phillips/Gaudette
2. Roll call Phillips, Henry, Gaudette Hawkins, in attendance legal wright, city clerk Curry, Dingman arrived at 7:30
3. Approval of Agenda Phillips/Gaudette all ayes 0 nays motion passed (4.0)
4. Discussion of FY 25/26
5. Adjournment Gaudette/Hawkins all ayes 0 nays motion passed (5.0) 7:51 adjournment



**Runnells Community Library Board Meeting Minutes**

**Date: March 3, 2025 Time: 6:30pm**

**Location: Runnells Community Library, 6575 SE 116th St, Runnells, IA 50237**

Tami Borg, President (City, 25), Melissa Vick-Smith, Secretary (Country, 27), Bob Borg, Treasurer (City, 28),  
Shoshanna Swanson (City 27), Tiffany Phillips, Library Liaison

Erin LaBelle, Director

**Mission Statement:** To support lifelong learning and enhance the quality of life in the community

**Americans with Disabilities Act compliance:** If there is anyone wishing to attend the meeting that may require special assistance in being able to participate in this meeting, please advise the city hall of your needs 48 hours prior to the meeting

**Library Hours:** Tuesday 4-7 30pm, Thursday 4-7 30pm, Saturday 9am-12pm **Website:** runnells lib ia us

*\*\*\*Note: If you wish to address the Runnells Community Library Board on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the Runnells Community Library Board on an item not on the agenda, please address the council and state your name and address for the public record before discussing your item. The Runnells Community Library Board is not required to discuss these items and cannot take official action on items not on the agenda.*

**1. Call to Order:** Tami called the meeting to order at 6:34pm.

**2. Board Members Roll Call:**

- |   |   |
|---|---|
| a. Tami Borg - Board President Present          | d. Shoshanna Swanson Board Member Present     |
| b. Melissa Vick-Smith - Board Secretary Present | e. Erin LaBelle - Director Present            |
| c. Bob Borg - Board Treasurer Present           | f. Tiffany Phillips - Library Liaison Present |

**3. Approval of Prior Month Meeting Minutes:** Bob motions to approve the February Meeting Minutes and Tami seconds the motion. All Approve

**4. Approval of the Meeting Agenda:** Bob motions to approve the March Meeting Agenda and Shoshanna seconds the motion. All Approve.

**5. Public Input:** None

**6. Financial:**

a. Approve February Keystone Credit Card bill in the amount of \$278.96. Next statement's closing date is March 25, 2025.

i. Tami motions to approve the Keystone statement as listed above and Bob seconds this motion.

ii. Roll Call Vote:

- |                          |                           |
|--------------------------|---------------------------|
| 1. Tami Borg - Y         | 3. Bob Borg - Y           |
| 2. Shoshanna Swanson - Y | 4. Melissa Vick-Smith - Y |

b. Future orders to be placed

i. Amazon \$178.02

ii. Dollar General Totes \$151.69 total, \$9.94 of that is tax

iii. Demco \$62.05 - invoice will be sent to the city for payment

iv. Max's Coffee \$28.48

v. Bob motions to approve the above purchases and Shoshanna seconds.

vi. Roll Call Vote:

- |                           |
|---------------------------|
| 1. Tami Borg - Y          |
| 2. Shoshanna Swanson - Y  |
| 3. Bob Borg - Y           |
| 4. Melissa Vick-Smith - Y |

*Handwritten signatures: Melissa Vick-Smith and Bob Borg*

**7. New Business:**

- a City Council Meeting - may have work comp and unemployment come out of the library budget but the budget will be amended to compensate for that
- b Library Policies - save as word document and save as PDF, Melissa will have some for review next meeting

**8. Director's Report:**

- a Patron Report and Reading log
- b Fiscal Year Expenses: Budgeted vs Actual
- c Updates on Overdrive - Advantage Account - \$250 will be invoiced to the city
- d Adventure passes - they are starting trial runs
- e March 15th Lucky Leprechaun Scavenger Hunt
- f Easter Egg Hunt. April 12th at 10:30am, invite Park board to March 31st meeting
  - i Stuff eggs - TBD
- g Summer Program iREAD's 2025 theme
- h Donations for summer programming. Meeting with RAPCO - next meeting March 24th
  - i Bags printed for \$2 a bag - \$150 total
  - ii Zoo to You - 60 minutes - \$125
  - iii Game On Mobile - 2 hours - \$400
- i Monthly Meeting with Mr Bartels: keep spring conferences same as last fall

**9. Board Members:** great job cleaning the office area

**10. Unfinished Business:**

- a Erin to post Library Board Position on social media - updates
- b Erin to install antivirus software on Library computer - will do Thursday

**11. Council Update:**

- a. Tiffany - Storage in city buildings - who else will have a key
- b. Keystone statement does not show balance due

**12. Board Education:** none

**13. Final Remarks:**

**14. Upcoming Meetings:**

- a. March 31, 2025 at 6:30pm
- b. May 5, 2025 at 6:30pm
- c. June 2, 2025 at 6:30pm

**15. Adjournment:** Tami motions to adjourn meeting at 7:40pm, Bob seconds the motion  
All approve.



February 2025 Statement 01/24/2025 - 02/24/2025

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CITY OF RUNNELLS  
ERIN LABELLE (CPN 002164261)

Elan Financial Services ( 1-866-552-8855

**Important Messages**

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

**IMPORTANT MESSAGE FOR CARDMEMBERS IMPACTED BY WILDFIRES**

For Cardmembers in areas impacted by damage from the Los Angeles wildfires, please know that we are here to help. Simply contact Cardmember Service at the number on this statement, or on the back of your credit card, if you have questions regarding account assistance that may be available to you.

**Transactions**

**Payments and Other Credits**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
02/14	02/13	5532	AMAZON MKTPLCE PMTS Amzn com/bill WA MERCHANDISE/SERVICE RETURN	\$94.57CR	1
02/14	02/14	6093	AMAZON MKTPLCE PMTS Amzn com/bill WA MERCHANDISE/SERVICE RETURN	\$193.30CR	2
<b>TOTAL THIS PERIOD</b>				<b>\$287.87CR</b>	

**Purchases and Other Debits**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
01/28	01/27	2325	AMAZON MKTPL*ZC6ZIO1C0 Amzn com/bill WA	\$193.30	3
01/29	01/28	3490	AMAZON MKTPL*Z73SQ0PH2 Amzn.com/bill WA	\$24.38	4
02/11	02/10	6513	AMAZON RETA* 2V0T62UX3 WWW AMAZON.CO WA	\$20.00	5
02/12	02/11	9976	AMAZON MKTPL*ED78W2TC3 Amzn com/bill WA	\$329.15	6
<b>TOTAL THIS PERIOD</b>				<b>\$566.83</b>	

<b>2025 Totals Year-to-Date</b>	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00

**Company Approval** (This area for use by your company)

Signature/Approval \_\_\_\_\_ Accounting Code \_\_\_\_\_

Runnells Community Library Requisition

Date:

3/3/2025

Invoice Due By:

Vendor/Supplier		Dollar Amount
1	Amazon-Return	-94.57
2	Amazon-Return	-193.30
3	Amazon	193.30
4	Amazon	24.38
5	Amazon	20.00
6	Amazon	329.15
7		
8		
9		
10		
11		
12		

Approved By:

President

*DeBerry*

Secretary

*Melissa Vick-Smith*

Receipts Attached

Itemized List Attached



February 2025 Statement

Open Date: 01/24/2025 Closing Date: 02/24/2025

Account: 4798 5100 6875 8966

Visa® Community Card

Elan Financial Services  
BUS 30 ELN

1-866-552-8855

CITY OF RUNNELLS (CPN 002164261)

<b>New Balance</b>	<b>\$1,022.31</b>
<b>Minimum Payment Due</b>	<b>\$1,022.31</b>
<b>Payment Due Date</b>	<b>03/22/2025</b>

Late Payment Warning: As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.

<b>Activity Summary</b>		
Previous Balance	+	\$1,674.57
Payments	-	\$1,674.57 <sup>CR</sup>
Other Credits	-	\$287.87 <sup>CR</sup>
Purchases	+	\$1,349.18
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged	-	\$39.00 <sup>CR</sup>
Interest Charged		\$0.00
<b>New Balance</b>	<b>=</b>	<b>\$1,022.31</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$1,022.31</b>
Credit Line		\$5,000.00
Available Credit		\$3,977.69
Days in Billing Period		32

RECEIVED  
2/28/25  
TKP.

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Elan Financial Services CPN 002164261



0047985100687589660001022310001022314

24-Hour Elan Financial Services: 1-866-552-8855

- ☎ to pay by phone
- ☎ to change your address

Account Number	4798 5100 6875 8966
Payment Due Date	3/22/2025
New Balance	\$1,022.31
Minimum Payment Due	\$1,022.31

Amount Enclosed \$ \_\_\_\_\_

000022985 01 SP 000638923732625 P Y

CITY OF RUNNELLS  
ACCOUNTS PAYABLE  
PO BOX 33  
RUNNELLS IA 50237-0033

Elan Financial Services

P.O. Box 790408  
St. Louis, MO 63179-0408




**Important Messages**

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

**IMPORTANT MESSAGE FOR CARDMEMBERS IMPACTED BY WILDFIRES**  
 For Cardmembers in areas impacted by damage from the Los Angeles wildfires, please know that we are here to help. Simply contact Cardmember Service at the number on this statement, or on the back of your credit card, if you have questions regarding account assistance that may be available to you.

Transactions		CURRY, TAMI		Credit Limit \$3000	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
01/27	01/24	0246	SAMSCLUB #6979 ANKENY IA	\$81.12	_____
02/03	01/31	2945	IMFOA WWW.IMFOA.ORG IA	\$50.00	_____
02/18	02/14	8573	TRACTOR SUPPLY #612 ANKENY IA	\$66.74	_____
02/18	02/15	1642	DMI* DELL SM BUS 800-456-3355 TX	\$584.49	_____
<b>Total for Account 4798 5104 1666 9956</b>				<b>\$782.35</b>	

Transactions		LABELLE, ERIN		Credit Limit \$1000	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Other Credits</b>					
02/14	02/13	5532	AMAZON MKTPLACE PMTS Amzn.com/bill WA MERCHANDISE/SERVICE RETURN	\$94.57	CR _____
02/14	02/14	6093	AMAZON MKTPLACE PMTS Amzn.com/bill WA MERCHANDISE/SERVICE RETURN	\$193.30	CR _____
<b>Purchases and Other Debits</b>					
01/28	01/27	2325	AMAZON MKTPL*ZC6ZI01C0 Amzn.com/bill WA	\$193.30	_____
01/29	01/28	3490	AMAZON MKTPL*Z73SQ0PH2 Amzn.com/bill WA	\$24.38	_____
02/11	02/10	6513	AMAZON RETA* 2V0T62UX3 WWW.AMAZON.CO WA	\$20.00	_____
02/12	02/11	9976	AMAZON MKTPL*ED78W2TC3 Amzn.com/bill WA	\$329.15	_____
<b>Total for Account 4798 5108 0277 2208</b>				<b>\$278.96</b>	

Transactions		BILLING ACCOUNT ACTIVITY			
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Payments and Other Credits</b>					
01/24	01/20	0122	PAYMENT THANK YOU	\$953.49	CR _____



February 2025 Statement 01/24/2025 - 02/24/2025  
 CITY OF RUNNELLS (CPN 002164261)

Page 3 of 3

Elan Financial Services 1-866-552-8855

**Transactions BILLING ACCOUNT ACTIVITY**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
02/21	02/18	0085	PAYMENT THANK YOU	\$721.08	CR
<b>Fees</b>					
01/27	01/24		REVERSAL OF LATE PAYMENT FEE	\$39.00	CR
			<b>TOTAL FEES FOR THIS PERIOD</b>	<b>\$39.00</b>	<b>CR</b>
			<b>Total for Account 4798 5100 6875 8966</b>	<b>\$1,713.57</b>	<b>CR</b>

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00

**Interest Charge Calculation**

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$1,022.31	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

**Contact Us**

Phone

Voice: 1-866-552-8855  
 TDD: 1-888-352-6455  
 Fax: 1-866-807-9053

Questions

Elan Financial Services  
 P.O. Box 6353  
 Fargo, ND 58125-6353



Mail payment coupon with a check

Elan Financial Services  
 P.O. Box 790408  
 St. Louis, MO 63179-0408



Online

myaccountaccess.com

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-10**

**RESOLUTION REGARDING COUNCIL APPROVAL TO APPROVE CONTRACTOR'S APPLICATION  
FOR PAYMENT NO.17**

**WHEREAS**, City of Runnels, City Council is wanting to approve the contractor's application for Payment No.17 for the 2023-24 Wastewater Treatment Facility Upgrades Projects.

**WHEREAS**, the city clerk has attached the list of items to be approved by council, Contractor's Application for Payment No. 17 has been signed by C.L Carrol and City engineer JEO for approval

**BE AND IT IS HEREBY RESOLVED** that the Runnels City Council approves the City clerk to pay the Contractor's Application for Payment No.17 in the amount of \$ 43,700.00 from account 611-815-6797 GO BOND

**PASSED AND APPROVED** this 11th day of March, 2025

<b>ROLL CALL VOTE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Austin Henry				
Jacob Dingman				
Devin Gaudette				
Tiffany Phillips				
Abby Hawkins				

ATTEST:

\_\_\_\_\_  
JEREMY LINDQUIST  
MAYOR, CITY OF RUNNELLS

\_\_\_\_\_  
TAMI CURRY  
CITY CLERK



# Contractor's Application for Payment No. \_\_\_\_\_

17

To (Owner):	City of Runnells	From (Contractor):	C.L. Carroll Co., Inc.	Via (Engineer):	JEO Consulting Group, Inc.
Project:	2023 Wastewater Treatment Facility Upgrades; SRF Project No. 1920943-01	Contract:	2023 Wastewater Treatment Facility Upgrades; SRF Project No. 1920943-01	Engineer's Project No.:	171500.00
Owner's Contract No.:		Contractor's Project No.:	Runnells		

## Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions	
Number			
1		\$132,734.70	
2	\$8,500.00		
3	\$66,000.00		
4	\$29,095.00		
TOTALS		\$132,734.70	
NET CHANGE BY CHANGE ORDERS			-\$29,139.70


1. ORIGINAL CONTRACT PRICE..... \$ 3,639,500.00
2. Net change by Change Orders..... \$ -\$29,139.70
3. Current Contract Price (Line 1 ± 2)..... \$ 3,610,360.30
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 3,425,070.30
5. RETAINAGE:
  - a. 5% X \$3,425,070.30 Work Completed..... \$ 117,253.51
  - b. 5% X Stored Material..... \$
  - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 117,253.51
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 3,253,816.79
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 3,210,116.79
8. AMOUNT DUE THIS APPLICATION..... \$ 43,700.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ 336,543.51

### Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature:  Date: 2/28/2025

Payment of: \$ 43,700 (Line 8 or other - attach explanation of the other amount)

is recommended by:  2/28/2025 (Engineer) (Date)

Payment of: \$ (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) (Date)

**Progress Estimate**

**Contractor's Application**

For (Contract):		2023 Wastewater Treatment Facility Upgrades; SRF Project No. 1920943-01			Application Number: 17										
Application Period:		1/31/25 - 2/28/25			Application Date: 2/28/2025										
A				B		C		D		E		F		G	
Bid Item No.	Item Description	Item Quantity	Units	Contract Information		Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)				
				Unit Price	Total Value of Item (\$)										
<b>Base Bid</b>															
1.02	Over-Excavation of Unsuitable Material	100	CY	\$15.00	\$1,500.00						\$1,500.00				
1.03	Contingency Allowance	1	LS	\$100,000.00	\$100,000.00						\$100,000.00				
1.04 <sup>1</sup>	Lagoon Liner Side Slope Touch-Up	1	LS	\$2,500.00	\$2,500.00	1	\$2,500.00		\$2,500.00	100.0%					
1.05 <sup>1</sup>	Furnish Two (2) New Composite Samplers	1	LS	\$24,765.30	\$24,765.30	1	\$24,765.30		\$24,765.30	100.0%					
1.06 <sup>2</sup>	MidAmerican Energy Charges	1	LS	\$6,500.00	\$6,500.00	1	\$6,500.00		\$6,500.00	100.0%					
1.07 <sup>2</sup>	Sludge Lift Station Telescoping Valve Changes	1	LS	\$12,000.00	\$12,000.00	1	\$12,000.00		\$12,000.00	100.0%					
1.08 <sup>2</sup>	Valve Vault #2 Internal Replacement	1	LS	\$22,500.00	\$22,500.00	1	\$22,500.00		\$22,500.00	100.0%					
1.09 <sup>2</sup>	Valve Vault #3 Internal Replacement	1	LS	\$43,500.00	\$43,500.00	1	\$43,500.00		\$43,500.00	100.0%					
1.10 <sup>2</sup>	Fused Disconnect for Step-Down Transformer	1	LS	\$1,977.00	\$1,977.00	1	\$1,977.00		\$1,977.00	100.0%					
1.11 <sup>4</sup>	Blower Housekeeping Pads	1	LS	\$750.00	\$750.00	1	\$750.00		\$750.00	100.0%					
1.12 <sup>4</sup>	UV Disinfection Water Line	1	LS	\$8,674.00	\$8,674.00	1	\$8,674.00		\$8,674.00	100.0%					
1.13 <sup>4</sup>	Additional Treatment Unit #1 Sludge Removal	1	LS	\$4,675.00	\$4,675.00	1	\$4,675.00		\$4,675.00	100.0%					
1.14 <sup>4</sup>	Sludge Holding Tank Drop Pipes (Stainless Steel)	1	LS	\$13,019.00	\$13,019.00	1	\$13,019.00		\$13,019.00	100.0%					
<b>Bid Alternates</b>															
2.01	Alternate #1 - Sludge Holding Tank Upgrades	1	LS	\$40,000.00	\$40,000.00	1	\$40,000.00		\$40,000.00	100.0%					
2.02 <sup>1</sup>	Alternate #2 - Sludge Handling Lift Station Upgrades	1	LS	\$220,000.00	\$220,000.00	1	\$220,000.00		\$220,000.00	100.0%					
2.03 <sup>1</sup>	Alternate #3 - Lagoon Liner Reconstruction	0	LS	\$160,000.00											
<b>Totals</b>					<b>\$502,360.30</b>		<b>\$400,860.30</b>		<b>\$400,860.30</b>	<b>79.8%</b>	<b>\$101,500.00</b>				

<sup>1</sup>Bid Items created or modified by Change Order #1.  
<sup>2</sup>Bid Items created or modified by Change Order #2.

**Progress Estimate**

**Contractor's Application**

For (Contract):		2023 Wastewater Treatment Facility Upgrades; SRF Project No. 1920943-01				Application Number:		17					
Application Period:		1/31/25 - 2/28/25				Application Date:		2/28/2025					
A		B		C		D		E		F		G	
Bid Item No.	Item Description	Contract Information			Estimated Quantity of Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)			
		Item Quantity	Units	Unit Price							Total Value of Item (\$)		

<sup>1</sup> Bid items created or modified by Change Order #3.  
<sup>4</sup> Bid items created or modified by Change Order #4.



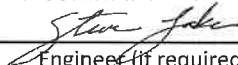


Date of Issuance:	Effective Date:	<b>March 11, 2025</b>
Owner:	Owner's Contract No.:	
Contractor:	Contractor's Project No.:	
Engineer:	Engineer's Project No.:	<b>171550</b>
	<b>Treatment Facility</b>	<b>2023 Wastewater Treatment</b>
	<b>Upgrades; SRF Project No.</b>	<b>Facility Upgrades; SRF</b>
Project:	Contract Name:	<b>Project No. 1920943-01</b>

The Contract is modified as follows upon execution of this Change Order:  
 Description: **This change order incorporates Work Change Directive #7 (Replacement of Damaged Conduit/Wiring and Control Panel) and Concrete Driveway Replacement from the parking lot to the inner wastewater treatment facility fence line.**

Attachments: Work Change Directive #7 and proposals for Driveway Replacement

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ <u>3,639,500.00</u>	Original Contract Times: April 15, 2025 Substantial Completion: <u>June 30, 2025</u> Ready for Final Payment: _____ days or dates
Decrease from previously approved Change Orders No. 1 to No. 4: \$ <u>(29,139.70)</u>	[Increase] [Decrease] from previously approved Change Orders No. [-] to No. [-]: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>3,610,360.30</u>	Contract Times prior to this Change Order: Substantial Completion: April 15, 2025 Ready for Final Payment: <u>June 30, 2025</u> days or dates
Increase of this Change Order: \$ <u>39,302.15</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>3,649,662.45</u>	Contract Times with all approved Change Orders: Substantial Completion: April 15, 2025 Ready for Final Payment: <u>June 30, 2025</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u></u>	By: _____	By: <u>Jon P. Rissman</u>
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>Project Engineer</u>	Title: _____	Title: <u>President</u>
Date: <u>3/7/2025</u>	Date: _____	Date: <u>3/7/2025</u>

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_





# Work Change Directive

**WORK CHANGE DIRECTIVE NO.** | Z  
**DATE** | 12/13/2024  
**PROJECT** | 2023 Wastewater Treatment Facility Upgrades  
**JEO PROJECT NO.** | 171550.00  
**LOCATION** | Runnells, IA  
**OWNER** | City of Runnells, IA  
**CONTRACTOR** | C.L. Carroll Co., Inc.

**You are directed to proceed promptly with the following change(s):**

**Description** This work change directive consists of replacement of damaged underground conduits and wiring from the control building to the existing flow measurement structure and relocation of the flow measurement control panel to inside the control building (broken panel to be demolished).

Option C was selected of the proposed options made by Jenson Electric.

**Purpose of Change Directive** To replace deteriorated conduit and wiring and relocation of the influent flow measurement control panel to the control building.

**Attachment(s)** Construction Photos and Contractor Proposal (Option C Selected)

If claim is made that the above changes have affected Contract Price or Contract Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the changes:

**Method of Determining Change in Contract Price**

- Unit Prices
- Lump Sum
- Other \_\_\_\_\_

**Method of Determining Change in Contract Times**

- CONTRACTOR's Records
- ENGINEER's Records
- Other N/A

**Estimated Increase (Decrease) in Contract Price**  
\$ 16,802.15

**Estimated Increase (Decrease) in Contract Times**  
0 Days

If the change involves an increase, the estimated amount is not to be exceeded without further authorization.

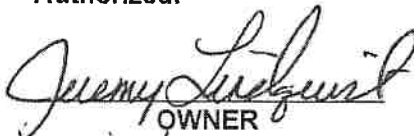
**Recommended:**

  
\_\_\_\_\_  
**ENGINEER**

12.16.2024

**Date**

**Authorized:**

  
\_\_\_\_\_  
**OWNER**

1/14/2025

**Date**

**Accepted:**

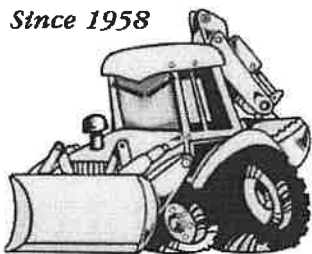
\_\_\_\_\_  
**CONTRACTOR**

**Date**

cc: Project Manager, Resident Project Representative, Contractor, Owner



Since 1958



# C.L. Carroll Co.

Incorporated



3623 6th Avenue • Des Moines, IA 50313 • Phone: 515-282-7495 • Fax: 515-282-1406

## Runnells Iowa WWTP Replace Sampler Conduit / Panel

12/12/2024

CL Carroll and our electrical subcontractor are quoting pricing to replace damaged underground conduit and sampler control panel.

Electrical Subcontractors price Option C	\$16,002.15
CL Carroll Mark up (5%)	\$ 800.00

Total price = **\$16802.15**

These prices are good for 30 days from today's date.

I agree to these prices

Signed

A handwritten signature in cursive script that reads "Jeremy Ludwig".

Date

1/14/25

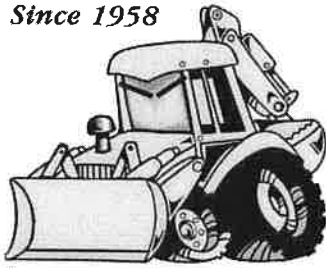
Jon Rissman

A handwritten signature in cursive script that reads "Jon Rissman".

CL Carroll Co



Since 1958



# C. L. Carroll Co.

Incorporated



3623 6th Avenue • Des Moines, IA 50313 • Phone: 515-282-7495 • Fax: 515-282-1406

## Runnells Iowa WWTP Driveway Replacement

3/7/2025

CL Carroll is quoting pricing to remove and replace a section of the driveway at the Runnells WWTP. This is the section from the gate to the new pavement in front of the blower building. This section is about 180 SY.

This section of drive was in pretty bad shape before we started, and it's even worse now. The new 2" waterline will be installed first, but in the same location. It would make sense to replace this section of road at the end of CL Carroll's contract.

Total price = **\$22,500.00 (\$125.00 / SQYD)**

These prices are good for 150 days from today's date.

I agree to these prices

Signed \_\_\_\_\_ Date \_\_\_\_\_

Jon Rissman

A handwritten signature in cursive script, appearing to read "J. P. Rissman".

CL Carroll Co

City of Runnells, Iowa

**RESOLUTION NO. 2025-11**

**RESOLUTION ADOPTING THE POLK COUNTY MULTI-JURISDICTIONAL LOCAL HAZARD MITIGATION PLAN**

**Whereas**, the City of City of Runnells recognizes the threat that natural hazards pose to people and property within our community; and

**Whereas**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**Whereas**, the U.S Congress passed the Disaster Mitigation Act of 2000("Disaster Mitigation Act") emphasizing the need for pre-disaster mitigation of potential hazards;

**Whereas**, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

**Whereas**, an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre-and post-disaster mitigation grant programs; and

**Whereas**, the City of Runnells fully participated in the hazard mitigation planning process to prepare this Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, the Iowa Homeland Security and Emergency Management Division and the Federal Emergency Management Agency Region VII officials have reviewed the "Polk County Multi-Jurisdictional Local Hazard Mitigation Plan," and approved it contingent upon this official adoption of the participating governing body; and

**Whereas**, the City of Runnells desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan; and

**Whereas**, adoption by the governing body for the City of Runnells demonstrates the jurisdictions' commitment to fulfilling the mitigation goals outlined in this Multi-Jurisdictional Local Hazard Mitigation Plan

**Whereas**, adoption of this legitimizes the plan and authorizes responsive agencies to carry out their responsibilities under the plan;

**Now, therefore, be it resolved;** that the City of Runnells adopts the "Polk County Multi-Jurisdictional Local Hazard Mitigation Plan" as an official plan; and

**Be it further resolved,** the City of Runnells will submit this Adoption Resolution to the Iowa Homeland Security and Emergency Management Division and Federal Management Agency Region VII officials to enable the plan's final approval.

**BE AND IT IS FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to execute the proper documentation necessary.

**BE AND IT IS FURTHER RESOLVED** that any Resolution in conflict herewith is hereby repealed.

**BE AND IT IS FURTHER RESOLVED** that this Resolution be effective March 11th, 2025 upon its passage and approval by the Runnells City Council.

**PASSED AND APPROVED** this 11th day of March, 2025.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
Abby hawkins				
Tiffany Phillips				
Devin Gaudette				
Jacob Dingman				

ATTEST:

\_\_\_\_\_  
JEREMY LINDQUIST  
MAYOR, CITY OF RUNNELLS

\_\_\_\_\_  
TAMI CURRY  
CITY CLERK

**RESOLUTION OF THE CITY CLERK  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-12**

**RESOLUTION REGARDING CITY CLERK PURCHASE OF DELL LAPTOP TO BE USED FOR CITY  
HALL**

**WHEREAS**, City of Runnells, the City Clerk is needing to purchase a Laptop for city use

**WHEREAS**, the City Clerk has attached the invoice from Dell for purchase of computer and amazon for memory and external hard drive

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the purchase of Laptop from Dell in the amount of \$584.49 and memory and external hard drive from amazon for \$156.91 for the use in city hall. To be purchased out of City Hall Technology Budget account 001-650-6419

**PASSED AND APPROVED** this 11th day of March, 2025.

<b>ROLL CALL VOTE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Devin Gaudette				
Austin Henry				
Tiffany Phillips				
Jacob Dingman				
Abby Hawkins				

ATTEST:

\_\_\_\_\_  
Jeremy Lindquist  
MAYOR, CITY OF RUNNELLS

\_\_\_\_\_  
TAMI CURRY  
CITY CLERK



## Your Quote is ready.

Your personalized Quote is now available for purchase.

Complete your order through our secure online checkout before your Quote expires.

**Order Now**

*Cityhall  
Computer  
Keystone  
Card*

**Quote No.** 3000185925574.2  
**Total** \$584.49  
**Customer #** 530038793737  
**Quoted On** Feb. 14, 2025  
**Expires by** Feb. 16, 2025

**Sales Rep** Pranjal Sodha  
**Phone** 1-8885183355 x 6176517  
**Email** Pranjal.Sodha@dell.com  
**Billing To** TAMI CURRY  
CITY OF RUNNELLS  
PO BOX 33  
RUNNELLS, IA 50237

### Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,  
Pranjal Sodha

### Shipping Group

**Shipping To** TAMI CURRY  
CITY OF RUNNELLS  
110 BROWN ST  
RUNNELLS, IA 50237  
(515) 966-2042

**Shipping Method** Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Outlet Latitude 14 - 3450 Laptop	\$546.25	1	\$546.25

**Note:** The product quoted above is from the Dell Outlet, which means it is **Certified Refurbished, Outlet New, or Scratch and Dent**. Depending on the classification, this product may be used, refurbished and/or have cosmetic blemishes. Please contact your sales representative with any questions you may have as to the classification of products listed in your quote.

<b>Subtotal:</b>	\$546.25
<b>Shipping:</b>	\$0.00
<b>Estimated Tax:</b>	\$38.24
<b>Total:</b>	\$584.49

## Shipping Group Details

### Shipping To

TAMI CURRY  
CITY OF RUNNELLS  
110 BROWN ST  
RUNNELLS, IA 50237  
(515) 966-2042

### Shipping Method

Standard Delivery

		Unit Price	Quantity	Subtotal
<b>Dell Outlet Latitude 14 - 3450 Laptop</b>		\$546.25	1	\$546.25
Estimated delivery if purchased today: Feb. 20, 2025				
Description	SKU	Unit Price	Quantity	Subtotal
Dell Outlet Latitude 14 - 3450 Laptop	1MRK5	-	1	-
Software	417KX	-	1	-
Service Software	4P84D	-	1	-
Info	5NGR0	-	1	-
Service Software	68D6X	-	1	-
Label	6WX2J	-	1	-
Doc	7DDKD	-	1	-
Info	80PHW	-	1	-
Label	9J87Y	-	1	-
Service Software	DPMVM	-	1	-
Software	DYXFR	-	1	-
Shipping Material	F9DRM	-	1	-
Info	J3KYT	-	1	-
Info	KPDFW	-	1	-
Software	MTYW0	-	1	-
Info	N3PC0	-	1	-
Service Software	NPFR7	-	1	-
Energy Star 6.1	P1VMW	-	1	-
Software	P6XPR	-	1	-
Software	T0NG4	-	1	-
Waves Maxx Audio	V2M1P	-	1	-
Shipping	WM4HG	-	1	-
Info	Y7H78	-	1	-
Placemat	YR20G	-	1	-
Power Cord 125V	0MVKX	-	1	-
No WWAN Card	J94W8	-	1	-
SSD Bracket	PR3RX	-	1	-
LCD Back Cover (Non-Touch Screen), WLAN Capable	WFXJ9	-	1	-
Software	247K3	-	1	-
Software	5K6H4	-	1	-



Software	5RV03	-	1	-
Software	P4V68	-	1	-
Intel Wi-Fi 6E 2x2 AX211 Wireless Card	0R3FY	-	1	-
Windows 11 Pro	3H1X0	-	1	-
256GB PCIe M.2 NVMe Gen 4 Class 35 Solid State Drive	3G3G7	-	1	-
HD Camera with Shutter, Temporal Noise Reduction and Microphone	6WRHP	-	1	-
3-Cell, 42 WHr Lithium Ion Battery	0P2TT	-	1	-
8GB (1X8GB) Up to 5600MT/s DDR5 SoDIMM Non-ECC	TGFXW	-	1	-
65 Watt Type-C AC Adapter	FP8M3	-	1	-
14 inch HD (1366 x 768) Anti-Glare 220-nits Non-Touch Display	XMT68	-	1	-
Soft Charcoal	4WWJM	-	1	-
Intel Core 13th Generation i5-1335U Processor (10 Core, Up to 4.60GHz, 12MB Cache, 15W)	NV6MY	-	1	-
Palmrest without Fingerprint Reader and SIM Slot	9V8PX	-	1	-
US English Single Pointing Backlit Copilot Hotkey Keyboard	MG9G8	-	1	-
Intel Integrated Graphics	H4MGX	-	1	-
Dell Limited Hardware Warranty	997-6727	-	1	-
Onsite/In-Home Service After Remote Diagnosis, 1 Year	997-6735	-	1	-

<b>Subtotal:</b>	<b>\$546.25</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$38.24</b>
<b>Total:</b>	<b>\$584.49</b>



For customer support, visit [www.amazon.com/contact-us](http://www.amazon.com/contact-us).

### Invoice summary

*Payment due by March 24, 2025*

Item subtotal before tax	\$ 145.92
Shipping & handling	\$ 10.99
Promos & discounts	\$ 0.00
<b>Total before tax</b>	<b>\$ 156.91</b>
Tax	\$ 0.00

**Amount due \$ 156.91 USD**

### Pay by

#### Electronic funds transfer (EFT/ACH/Wire)

Account name Amazon Capital Services, Inc  
 Bank name Wells Fargo Bank  
 ACH routing # (ABA) 121000248  
 Bank account # (DDA) 41630410064578787  
 SWIFT code (wire transfer) WFBUS6S

#### Check

Amazon Capital Services  
 PO Box 035184  
 Seattle, WA 98124-5184

Account # A13NTDC8DDRUCK

Payment terms Net 30

Purchase date 19-Feb-2025

Purchased by City of Runnells

#### Registered business name

City of Runnells

#### Bill to

City of Runnells  
 110 Brown Street  
 POB 33  
 Runnells, IA 50237

#### Ship to

Tami Curry  
 110 BROWN ST  
 RUNNELLS, IA 50237-7720

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or  
 Email [ar-businessinvoicing@amazon.com](mailto:ar-businessinvoicing@amazon.com) to submit your remittance detail.

### Invoice details

Description	Qty	Unit price	Item subtotal before tax	Tax
1 Silicon Power 512GB NVMe M.2 PCIe Gen3x4 2280 SSD (SP512GBP34A60M28) ASIN: B07ZGJYLNL Sold by: Silicon Power Computer & Communications USA Inc Order # 114-7427893-1798655	1	\$29.97	\$29.97	0.000%
2 Toshiba Canvio Basics 1TB Portable External Hard Drive USB 3.0, Black - HDTB510XK3AA ASIN: B0BQX6DVVY Sold by: sagasa LLC Order # 114-7427893-1798655	1	\$56.95	\$56.95	0.000%

## Policy: Utilization of South Field during Lease with Runnells Little League

### 1. Purpose:

This policy aims to facilitate equitable access to the South Field for citizens and other Leagues during the lease period with Runnells Little League, ensuring optimal utilization of the facility for recreational purposes.

### 2. Definitions:

- a. South Field: Refers to the large baseball field leased to Runnells Little League for their activities.
- b. Citizens: Individuals residing within the community.
- c. Other Leagues: Any organized sports leagues or groups interested in utilizing the South Field for recreational activities.

### 3. Reservation Procedure:

- a. Requests will be processed on a first-come, first-served basis, subject to availability and compatibility with Runnells Little League's schedule.

### 4. Priority of Usage:

- a. Runnells Little League will have priority usage of the South Field on Wednesdays as per the terms of their lease agreement.
- b. Citizens and Other Leagues may utilize the South Field for recreational purposes outside of Runnells Little League's scheduled activities, subject to availability and reservation.

### 5. Terms and Conditions:

- a. Citizens and Other Leagues utilizing the South Field must adhere to all rules, regulations, and maintenance standards set forth by the leasing authority.
- b. Any damages incurred during the usage period will be the responsibility of the reserving party, and appropriate restitution must be made.
- c. Alcoholic beverages, illegal substances, and any activities deemed unsafe or disruptive are strictly prohibited on the premises.

### 6. Amendments:

a. This policy may be amended or revised as necessary by the leasing authority to ensure efficient and fair utilization of the South Field resources.

By adhering to this policy, citizens and other leagues can enjoy access to the South Field for recreational activities while maintaining a harmonious relationship with Runnells Little League during the lease period.

**RUNNELLS AREA PARK**

**LEASE, OPERATION AND DEVELOPMENT AGREEMENT**

**WHEREAS, the City of Runnells, Iowa (hereinafter called "City") does not intend to develop, operate, maintain, or sponsor the sporting activities for which portions of the Runnells Area Park (hereinafter called "Park") was designed, and,**

**WHEREAS, it is intended the Runnells Little League (hereinafter called "League") was formed for the development, operation and sponsorship of the activities of baseball or softball games with the full cooperation of the Runnells Park and Recreation Board (hereinafter called the "Park Board") and the Mayor, or his/her designee, (hereinafter called the "Mayor")**

**NOW, THEREFORE, IN CONSIDERATION OF THE SUM OF     \$1,500.00    , IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:**

- 1. The League will lease from the City the Runnells Area Park designated areas of ball fields, concession building and storage facilities necessary for holding League activities for the sum of**
- 2. \$1,500.00 payable upon execution of this agreement. The lease is for the term to begin April 1<sup>st</sup> and to end August 1<sup>st</sup> of said year, contract becomes effective at the date of signing. If either party to said lease notifies the other party of its intent to modify or cancel said lease, a sixty (60) day written notice is required to modify or cancel said lease.**
- 3. The City Council wants to make it known that, subject to the terms and conditions of this lease, said Park is open to the public and the League must adopt a policy which allows citizens as well as other Leagues to utilize the large field (south field). The Policy should be included with the Lease submission as well as a schedule of activities for the season. . All fields are for use of the little league except for the South field. The South field is for use of the Little League on Wednesdays.**
- 4. Further development and construction of the areas so leased may be done by the League working with the Park Board. Further development and construction will be approved by the City when the appropriate funds have been allocated and approved by the Runnells City Council.**
- 5. Financing of improvements made by League will be handled in such manner as not to make the City financially obligated or liable under any circumstances. All improvements to the park become the property of the City of Runnells and cannot be removed without the approval of Runnells City Council. Any items within the buildings purchased by or belonging to the League are the sole property of the League.**
- 6. City agrees that upon any sale of this property, to provide a new site as a replacement for this property. The city will consult with the leagues before any action is taken. The city recognizes the efforts of League in any and all leasehold improvements and buildings of League to date and during the term of this agreement and agrees to suggest to any purchaser or developer that League be reimbursed or compensated for the replacement or transfer of any and all such improvements or buildings.**

- 7. League will be allowed to operate and receive ALL income derived from the concession stand during League sponsored activities...**
- 8. The concession stand must be cleaned and emptied of all food items by the 15<sup>th</sup> of August. As long as the city intends to renew a lease the following year the Runnells Little League may leave any items labeled and owned by the Little League until the next lease begins. If items are left in the concession stand outside of the leagues' lease period, when the concession stand is rented out or being used by another party, they will have access to use items owned by the little league. The city is not responsible for any items left in the concession stand by the little league.**
- 9. The League, subject to the terms and conditions of this lease, will provide the City upon execution of this agreement, a Certificate of Insurance for limits no less than \$1,000,000. The League's insurance must name City as an additional named insured, with the proper endorsements attached, and must include coverage for the participants of League. (Specifically, children). The insurance dates must encompass League's season, if less than one year and be filed in City Hall prior to League season. If the League allows any other group or organization to use an area leased by the League, that group must provide the League with a certificate of insurance with the City of Runnells named as an additional insured.**
- 10. The league cannot build any permanent structure without City Approval.**
- 11. Any violation of this agreement by League as determined by the Runnells City Council shall be specified by written notice to League stating the violation and should League not remedy the violations within thirty (30) days from the date of said notice, The Runnells City Council shall have the right to terminate this agreement forthwith. Any violation not remedied; City of Runnells has the right to charge the SEP/Runnells Little league the cost of abatement.**
- 12. The League, subject to the terms and conditions of this lease, agrees to cooperate with the organizers of any city sponsored event in the use of the leased areas. The city understands and agrees that any damage to the leased areas by a city sponsored event would be the responsibility of the city sponsored event. In the event of any disputes, the final decision will be made by the Runnells City Council and will be adhered to by both the League and any city sponsored event.**
- 13. For the purpose of this lease, it is agreed between League and City that the City is a Public Corporation, and that City has control over all public improvements upon the land which this lease embodies, subject to the terms and conditions of this lease.**
- 14. Iowa Code §123.46(2) states "a person shall not use or consume alcoholic liquor in any public place except premises covered by a liquor control license." A public place is defined as "any place, building or conveyance to which the public has or is permitted to access." Iowa Code §123.3(27) (2007). Iowa Code §364.1 (2007) grants the City home rule powers which allows the City to contract with private individuals for rent of the public property. Even with the home rule powers, the City does not have the power to allow consumption of alcohol on public property. The only way in which private individuals can consume alcohol on public property is if they receive a liquor control license. Each League must post and notify all participants that drugs and/or alcohol ARE NOT PERMITTED in the Park. League must notify all participants that drugs and/or alcohol ARE NOT PERMITTED in the Park. All violators will be prosecuted, and termination of this lease agreement will be considered.**

**15. The City shall be responsible for costs associated with electricity and water during the lease period. Furthermore, the City will perform field dragging on each game day, as well as any additional times as necessary. To ensure a smooth and efficient operation, the Little League will provide a schedule of events. The City will also be responsible for mowing and weed control, ensuring that the grass and weeds are maintained at a minimum of twice per week to preserve the condition of the fields. The Little League shall be responsible for waste management, maintenance and upkeep of the dugouts, batting cages, sheds, and bleachers.**

- **Keys to the electrical shed, concession stand, and restrooms will be provided to the little league by the city upon approval by city council of lease agreement. All Keys must be turned in to City Hall at the end of this said lease, by August 15<sup>th</sup> 2024. The league will immediately contact police and city if there is any form of illegal activities, theft, or property damages. A Police report will need to be completed and provided to the City of Runnells.**

**16. There shall be no modification of this agreement unless said modification is made in writing and signed by the parties hereto and presented to the Runnells City Hall for review and approved by City Council.**

**17. If the Runnells Park Board or City would like to utilize the concessions, they will communicate with the little league to confirm the space is available and can be used during the lease.**

**18. Concession stand inventory shall be done at the end of the season. Items in concession stand owned by the city of Runnells and shall not be replaced or thrown away without City council approval. The following items in the concession stand are owned by the City of Runnells:**

**Nacho Machine, Hot Dog roller, 1 popcorns machines, Pop cooler, , candy rack, 2 shelving racks, freezer, 2 air conditioners, refrigerator, 2 microwaves, 2 step stools, 1 garbage can on rollers.**

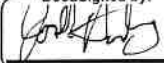
**19. At the beginning and end of the lease a liaison from the City Council, Little League, and Park Board will do a walk through to determine any damages or maintenance that is needed.**

**20. This agreement shall be subject to the approval of the Runnells City Council and the Board of the SEP/Runnells Little League.**

**Dated this \_\_\_\_ day of \_\_\_\_\_, 2025**

**Runnells Little League**

DocuSigned by:

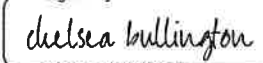


3/5/2025

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**PRESIDENT of LEAGUE**

Signed by:



3/5/2025

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**PARK BOARD CHAIR**

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**MAYOR**



### Certificate Of Completion

Envelope Id: 533511F8-736C-4788-81BD-D57ED36C7173  
 Subject: bullingtonchelsea@gmail.com  
 Source Envelope:  
 Document Pages: 4  
 Certificate Pages: 5  
 AutoNav: Enabled  
 EnvelopeId Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed

Envelope Originator:  
 Chelsea Bullington  
 2051 Westown Pkwy  
 West Des Moines, IA 50265  
 chelsea.bullington@gofirstclass.org  
 IP Address: 173.240.79.65

### Record Tracking

Status: Original  
 3/5/2025 9:49:08 AM

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 chelsea.bullington@gofirstclass.org

Location: DocuSign

### Signer Events

chelsea bullington  
 bullingtonchelsea@gmail.com  
 Security Level: Email, Account Authentication  
 (None)

### Signature

Signed by:  
  
 ECC92EAE4D9B4CD


Signature Adoption: Pre-selected Style  
 Using IP Address: 173.240.79.65

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Sent: 3/5/2025 9:50:55 AM  
 Viewed: 3/5/2025 10:09:23 AM  
 Signed: 3/5/2025 10:09:31 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 3/5/2025 10:09:23 AM  
 ID: 6112eb78-a82e-4b01-b1c0-270f50a6950b

Jack Housley  
 jack.housley@waldinger.com  
 Security Level: Email, Account Authentication  
 (None)

DocuSigned by:  
  
 8F2EC7753D04461

Signature Adoption: Drawn on Device  
 Using IP Address: 166.181.86.144  
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Sent: 3/5/2025 9:50:54 AM  
 Viewed: 3/5/2025 10:08:12 AM  
 Signed: 3/5/2025 10:08:37 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 3/5/2025 10:08:12 AM  
 ID: 5b174a45-ba6a-49b3-b323-103790974248

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/5/2025 9:50:55 AM
Certified Delivered	Security Checked	3/5/2025 10:08:12 AM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Signing Complete	Security Checked	3/5/2025 10:08:37 AM
Completed	Security Checked	3/5/2025 10:09:31 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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<b>Electronic Record and Signature Disclosure</b>
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## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, First Class Community Credit Union (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact First Class Community Credit Union:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by phone call: 1-800-392-7122

To contact us by email send messages to: [Loans1@gofirstclass.org](mailto:Loans1@gofirstclass.org)

To contact us by paper mail, please send correspondence to:

First Class Community Credit Union

2051 Westown Pkwy

West Des Moines, IA 50265

**To advise First Class Community Credit Union of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [Loans1@gofirstclass.org](mailto:Loans1@gofirstclass.org) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

**To request paper copies from First Class Community Credit Union**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [Loans1@gofirstclass.org](mailto:Loans1@gofirstclass.org) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with First Class Community Credit Union**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [Loans1@gofirstclass.org](mailto:Loans1@gofirstclass.org) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify First Class Community Credit Union as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by First Class Community Credit Union during the course of your relationship with First Class Community Credit Union.

**RESOLUTION OF THE PARK AND RECREATION BOARD  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-13**

**RESOLUTION REGARDING PARK BOARD PURCHASE OF SUPPLIES NEEDED FOR EASTER EGG  
HUNT**

**WHEREAS**, City of Runnells, the park board in wanting to purchase Supplies to use for the easter egg hunt at the City Park

**WHEREAS**, the Park Board has attached an email request for funds

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the purchase of Supplies needed not to exceed \$500.00 for the Easter egg hunt to come out of Park Board Budget account 001-430-6320

**PASSED AND APPROVED** this 11th day of March, 2025.

<b>ROLL CALL VOTE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Devin Gaudette				
Austin Henry				
Tiffany Phillips				
Jacob Dingman				
Abby Hawkins				

ATTEST:

\_\_\_\_\_  
Jeremy Lindquist  
MAYOR, CITY OF RUNNELLS

\_\_\_\_\_  
TAMI CURRY  
CITY CLERK

**city-clerk@runnellsia.com**

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**From:** Runnells Park & Recreation <runnellspnr@gmail.com>  
**Sent:** Wednesday, March 5, 2025 12:04 PM  
**To:** Tami Curry  
**Subject:** Resolution

Hi Tami,

The parkboard will need a resolution for up to \$500 to spend on candy and trinkets for the Easter Egg Hunt April 12th. Can you put this on the March Agenda?

Thanks!  
Sent from my iPhone

**From:** Richard Battani <rrbattani@gmail.com>  
**Sent:** Thursday, March 6, 2025 12:03 PM  
**To:** Tami Curry  
**Subject:** Surplus sewer plant equipment

The following is a list of equipment to be disposed of by council approval, and pricing set.

2010 Scag Turf Tiger. 72” mower deck, 31HP Caterpillar Diesel. Bought new and serviced as needed by Prairie Ag Supply. Serviced and ready to go with new deck blades, oil and filter, and air filter changed. Tires are newer. Some small hydraulic leaks.





Flygt Pumps, 2 of them, 3HP, 3 phase 208v. Both recently rebuilt by Electric Pump.



Pentair Pumps, 2 of them, 3HP, 3 phase, 208v. Both recently rebuilt by Electric Pump.



Optima Sampler model QCEC. For parts only, the control board is still good.



Standby Generator, Kohler model 60R 0281 Caterpillar Diesel with transfer switch. Serviced annually, and exercised monthly until new genset was placed in service 10/24. Always started and ran when needed. Fuel tank available (full of fuel). Will need a containment and new line to the generator.







3 HP electric motor with miscellaneous parts attached.



