

CITY OF RUNNELLS

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

City Council Members

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

Tentative AGENDA

Council Meeting

Tuesday September 9th, 2025 7:00PM

Community Center

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.

- 1. Call to order**
 - 2. Roll Call**
 - 3. Approval of Agenda**
-

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 08-13-2025
- b. financial August 2025
- c. August meeting minutes/ Library minutes/ Keystone Statement
- d. Resignation letter Richard Battani
- e. Removing Jake Dingman from bank accounts
- f. Approval of liquor license Cloud Wine LLC

6. Petitions and Communications:

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

7. Old Business/ New Business

- a. Resolution 2025-50 Resolution appointment of council
- b. swearing in council member
- c. Resolution 2025-49 Public works purchase
- d. Waste water treatment plant update
- e. Resolution 2025-51 Approval of pay application # 23 for the 2023 wastewater treatment plant facility project upgrade
- f. Consideration and approval Replacing blower building damper wastewater treatment plant
- g. Crosswalk update
- h. Resolution 2025-52 approval Joanna Robinson garage sale
- i. Motion to approve RRF use of community center Oct 4th
- j. Clement grant discussion motion to move forward with grant submittal
- k. Public works discussion
- l. Resolution 2025-53 AFR report
- m. Resolution 2025-54 concrete for Community center

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- Abby Hawkins/ Tiffany Phillips
- Mud, Camp and Spring Creek- Devin Gaudette/ Austin Henry
- Park Board-
- Metro Waste Authority- Jeremy Lindquist
- Planning and Zoning- Austin Henry
- Library- Tiffany Phillips

8. Closing Comments

9. City Employee Review

Possible Closed Session – Per Iowa Code 21.5 (i) To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

10. General discussion

11. Adjourned

CLAIMS REPORT
Vendor Checks: 8/12/2025- 9/08/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AMAZON amazon business account	149rrkxrd9yf		446.44	8653	9/08/25
C.L. CARROLL CO.	Pay application sewer plant		156,608.12	8651	8/25/25
CANON FINANCIAL SERVICES	printer contract		104.13	8654	9/08/25
CAPITAL CITY EQUIPMENT	hoses		1,051.70	8655	9/08/25
Casey's General Stores	Gas Card		38.92	8656	9/08/25
CENTURYLINK	Phone/Internet		108.44	8657	9/08/25
Des Moines Water Works	community center water		131.05	8658	9/08/25
ECHO GROUP INC	generator maintenance		481.50	8659	9/08/25
EFTPS	FED/FICA TAX		1,650.88	8347924	8/18/25
IOWA LEAGUE OF CITIES	member dues		563.00	8660	9/08/25
IPERS	IPERS		1,238.19	8347922	8/18/25
JEO CONSULTING GROUP	engineering wastewater		8,176.25	8661	9/08/25
KEYSTONE SAVINGS BANK	mediacom/web hosting		434.88	8662	9/08/25
LOCALIQ GANNETT	publication		165.85	8663	9/08/25
MEDIACOM	phone/internet		269.79	8664	9/08/25
MELISSA LINDQUIST	cleaning contract community ce		500.00	8665	9/08/25
MENARDS	toilet/filters		170.24	8666	9/08/25
Metro Waste Authority	Curb it & Garbage		2,740.40	8667	9/08/25
MID-IOWA PLANNING AL	MIPA dues		69.00	8668	9/08/25
MidAmerican Energy	MONTHLY UTILITY BILLS		1,142.65	8669	9/08/25
MIDWEST OFFICE TECHNOLOGY	ink maintence contract		49.90	8670	9/08/25
POLK CO PUBLIC WORKS	watershed coordiator		150.00	8671	9/08/25
SAFE BUILDING COMPLIANCE	405 e McKineey/ 106 Hancock		1,558.29	8672	9/08/25
SIGNARAMA	community center sign		1,084.59	8673	9/08/25
SMITH SEWER SERVICES	toilet snake		160.00	8674	9/08/25
SNYDER & ASSOCIATES	engineering crosswalk		6,093.85	8675	9/08/25
TIM TINGLE	gas mower		25.00	8676	9/08/25
TREASURER-STATE OF IOWA	STATE TAX		89.03	8347923	8/18/25
Two Rivers	LP Gas		60.00	8677	9/08/25
			=====		
Accounts Payable Total			185,362.09		

Payroll Checks

001	GENERAL	2,927.77
600	WATER	70.28
610	SEWER	369.22
Total Paid On: 8/18/25		3,367.27
001	GENERAL	109.56
Total Paid On: 8/25/25		109.56
001	GENERAL	1,921.96
600	WATER	52.76
610	SEWER	737.82
Total Paid On: 8/29/25		2,712.54
Total Payroll Paid		6,189.37

CLAIMS REPORT
Vendor Checks: 8/12/2025- 9/08/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	Report Total		<u>191,551.46</u>		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	17,157.78
110	ROAD USE TAX	1,859.28
302	CAP PROJ - LOST	6,093.85
600	WATER	252.29
610	SEWER	1,403.89
611	SEWER CAP PROJ - LOST	164,784.37

	TOTAL FUNDS	191,551.46

BALANCE SHEET
CALENDAR 9/2025, FISCAL 3/2026

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING - GENERAL	8,108.31-	523,550.05
002-000-1110	CHECKING - ARP	.00	.00
110-000-1110	CHECKING - ROAD USE	1,859.28-	203,586.13
111-000-1110	CHECKING I-JOBS	.00	.00
112-000-1110	CHECKING - EMPLOYEE BENEFIT	.00	9,947.75
119-000-1110	CHECKING - EMERGENCY FUND	.00	36,779.58
121-000-1110	CHECKING-LOCAL OPTION SALES	.00	7,271.46
125-000-1110	CHECKING - TIF	.00	.00
167-000-1110	CHECKING - COM DISASTER GRANT	.00	.00
200-000-1110	CHECKING-DEBT SERVICE	.00	2,375.58
302-000-1110	CHECKING-CAP PROJECT LOSST	6,093.85-	67,362.28
430-000-1110	CHECKING	.00	.00
600-000-1110	CHECKING - WATER	.00	33,983.69
601-000-1110	CHECKING- WATER CAP PROJ LOSST	.00	62,561.57
610-000-1110	CHECKING - SEWER	.00	126,782.35
611-000-1110	CHECKING-SEWER CAP PRJ-LOSST	.00	12,398.01-
	CHECKING TOTAL	16,061.44-	1,061,802.43+
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	202,818.24
	WASTE WATER CAP IMP FUND TOTA	.00	202,818.24
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	21,344.38
001-000-1131	SAVINGS - LIBRARY	.00	.00
600-000-1130	SAVINGS - WATER RESERVE	.00	23,790.74
610-000-1130	SAVINGS - SEWER RESERVE	.00	69,610.05
	SAVINGS TOTAL	.00	114,745.17
168-000-1160	SAVINGS BOND	.00	1,167.60
	SAVINGS/CD'S TOTAL	.00	1,167.60

Handwritten notes:
 + 24304.31 + 202818.24 + 101310.65
 + 11822.46 + 15651.54 =
 1417709.63

BALANCE SHEET
CALENDAR 9/2025, FISCAL 3/2026

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1170	CD - GENERAL	.00	15,669.10
600-000-1170	CD - WATER	.00	3,098.03
610-000-1170	CD - SEWER	.00	23,454.33
	CD'S TOTAL	----- .00	----- 42,221.46
001-000-1180	CAPITAL IMPROVEM- PARK	.00	11,822.46
	Park Cap improvement TOTAL	----- .00	----- 11,822.46
	TOTAL OF ALL CASH	16,061.44-	1,560,192.32

BUDGET REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FIRE TOTAL	18,000.00	.00	.00	.00	18,000.00
	BUILDING INSPECTIONS TOTAL	2,000.00	1,558.29	1,633.29	81.66	366.71
	MISC PROTECTION SERVICES TOTA	1,900.00	33.28	403.94	21.26	1,496.06
	ANIMAL CONTROL TOTAL	500.00	.00	407.00	81.40	93.00
	PUBLIC SAFETY TOTAL	22,400.00	1,591.57	2,444.23	10.91	19,955.77
	STREETS TOTAL	79,700.00	1,282.91	20,335.57	25.52	59,364.43
	STREET LIGHTING TOTAL	7,000.00	635.79	1,920.34	27.43	5,079.66
	TRAFIC CONTROL & SAFETY TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	35,000.00	2,740.40	8,555.01	24.44	26,444.99
	PUBLIC WORKS TOTAL	121,700.00	4,659.10	30,810.92	25.32	90,889.08
	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	24,157.00	200.01	4,480.56	18.55	19,676.44
	PARKS TOTAL	57,750.00	592.87	5,243.40	9.08	52,506.60
	COMMUNITY CTR/ZOO/MARINA TOTA	16,051.00	1,633.08	3,617.92	22.54	12,433.08
	CULTURE & RECREATION TOTAL	97,958.00	2,425.96	13,341.88	13.62	84,616.12
	COMMUNITY BEAUTIFICATION TOTA	6,000.00	1,084.59	1,559.19	25.99	4,440.81
	ECONOMIC DEVELOPMENT TOTAL	.00	.00	.00	.00	.00
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	COMMUNITY & ECONOMIC DEV TOTA	6,000.00	1,084.59	1,559.19	25.99	4,440.81
	MAYOR/COUNCIL/CITY MGR TOTAL	4,504.00	632.00	632.00	14.03	3,872.00
	CLERK/TREASURER/ADM TOTAL	76,050.00	165.85	10,942.77	14.39	65,107.23
	ELECTIONS TOTAL	1,100.00	.00	.00	.00	1,100.00
	LEGAL SERVICES/ATTORNEY TOTAL	12,000.00	.00	1,253.25	10.44	10,746.75
	CITY HALL/GENERAL BLDGS TOTAL	25,651.00	946.70	2,289.47	8.93	23,361.53
	TORT LIABILITY TOTAL	32,000.00	.00	.00	.00	32,000.00
	OTHER GENERAL GOVERNMENT TOTA	.00	.00	.00	.00	.00
	GENERAL GOVERNMENT TOTAL	151,305.00	1,744.55	15,117.49	9.99	136,187.51
	SEWER/SEWAGE DISPOSAL TOTAL	30,000.00	.00	.00	.00	30,000.00
	DEBT SERVICE TOTAL	30,000.00	.00	.00	.00	30,000.00

BUDGET REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	STREETS TOTAL	.00	6,093.85	7,063.85	.00	7,063.85-
	CAPITIAL PROJECTS TOTAL	.00	6,093.85	7,063.85	.00	7,063.85-
	WATER TOTAL	6,350.00	.00	1,349.94	21.26	5,000.06
	SEWER/SEWAGE DISPOSAL TOTAL	1,258,240.00	8,176.25	198,341.65	15.76	1,059,898.35
	ENTERPRISE FUNDS TOTAL	1,264,590.00	8,176.25	199,691.59	15.79	1,064,898.41
	TRANSFERS IN/OUT TOTAL	96,326.00	.00	30,963.16	32.14	65,362.84
	TRANSFER OUT TOTAL	96,326.00	.00	30,963.16	32.14	65,362.84
	TOTAL OF ALL EXPENSES	1,792,279.00	25,775.87	300,992.31	16.79	1,491,286.69

REVENUE REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
001-210-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-290-4500	DMWW - GARBAGE REVENUE	37,000.00	.00	6,165.62	16.66	30,834.38
001-290-4501	CURB IT REVENUE	.00	.00	.00	.00	.00
001-410-4700	LIBRARY DONATIONS	.00	.00	.00	.00	.00
001-410-4701	Library - State Funding	4,800.00	.00	1,162.00	24.21	3,638.00
001-410-4702	GRANTS - LIBRARY	.00	.00	.00	.00	.00
001-430-4430	CONCESSION REVENUE	1,500.00	.00	720.00	48.00	780.00
001-430-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-430-4795	PARK BOARD DONATIONS	.00	.00	.00	.00	.00
001-460-4466	Private Grant	.00	.00	.00	.00	.00
001-460-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-650-4466	Private Grant	.00	.00	.00	.00	.00
001-650-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-660-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-660-4720	INSURANCE SETTLEMENTS	.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	168,526.00	.00	616.70	.37	167,909.30
001-950-4003	PROPERTY TAXES - AG LAND	645.00	.00	37.27	5.78	607.73
001-950-4008	PROPERTY TAXES - CIVIC CENTER	.00	.00	.00	.00	.00
001-950-4013	PROPERTY TAXES - INSURANCE	31,641.00	.00	97.92	.31	31,543.08
001-950-4100	BEER/LIQUOR PERMITS	600.00	.00	585.00	97.50	15.00
001-950-4105	CIGARETTE PERMITS	.00	.00	.00	.00	.00
001-950-4110	BUILDING PERMITS	1,400.00	.00	168.65	12.05	1,231.35
001-950-4300	INTEREST REVENUE	34,800.00	.00	6,524.52	18.75	28,275.48
001-950-4310	RENT - COMMUNITY CENTER	5,400.00	500.00	2,200.00	40.74	3,200.00
001-950-4311	RENT - CELL TOWER	12,100.00	1,038.18	3,114.54	25.74	8,985.46
001-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
001-950-4463	TIER 1 BUSINESS PROP TAX CREDI	.00	.00	.00	.00	.00
001-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	.00	.00	.00
001-950-4700	MISC REVENUE	200.00	.00	2,816.95	1,408.48	2,616.95
001-950-4705	BEAUTIFICATION FUNDS	.00	.00	.00	.00	.00
	GENERAL TOTAL	298,612.00	1,538.18	24,209.17	8.11	274,402.83
002-815-4402	American Rescue Plan	.00	.00	.00	.00	.00
002-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
	ARP TOTAL	.00	.00	.00	.00	.00
110-210-4430	ROAD USE TAX REVENUE	64,000.00	.00	10,218.70	15.97	53,781.30
110-230-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
	ROAD USE TAX TOTAL	64,000.00	.00	10,218.70	15.97	53,781.30

REVENUE REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
111-210-4433	I-JOBS REVENUE	.00	.00	.00	.00	.00
	I-Jobs TOTAL	.00	.00	.00	.00	.00
112-950-4000	PROPERTY TAXES - EMPLOYEE BEN	18,787.00	.00	69.77	.37	18,717.23
112-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
112-950-4463	BUSINESS PROP TAX CREDIT	.00	.00	.00	.00	.00
112-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	.00	.00	.00
	EMPLOYEE BENEFITS TOTAL	18,787.00	.00	69.77	.37	18,717.23
119-950-4000	PROPERTY TAXES	1,483.00	.00	.00	.00	1,483.00
119-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.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	1,483.00	.00	.00	.00	1,483.00
121-910-4830	TRANSFER IN	.00	.00	21,039.75	.00	21,039.75
121-950-4090	LOCAL OPTION TAX	100,337.00	.00	17,194.86	17.14	83,142.14
	LOCAL OPTION SALES TAX TOTAL	100,337.00	.00	38,234.61	38.11	62,102.39
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

REVENUE REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
200-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
200-950-4000	PROPERTY TAXES	29,664.00	.00	110.16	.37	29,553.84
	DEBT SERVICE TOTAL	29,664.00	.00	110.16	.37	29,553.84
302-210-4440	STATE GRANTS/Reimbursements	.00	.00	.00	.00	.00
302-210-4445	IOWA DOT CIRPA Grant	.00	.00	.00	.00	.00
302-910-4830	TRANSFER IN	12,188.00	.00	1,240.43	10.18	10,947.57
	CAP PROJ - LOST TOTAL	12,188.00	.00	1,240.43	10.18	10,947.57
430-430-4500	PARK CAP IMPROVEMENT	.00	.00	.00	.00	.00
430-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
	PARK CAPITAL IMPROVEMENT TOTA	.00	.00	.00	.00	.00
600-810-4300	INTEREST REVENUE	200.00	.00	22.61	11.31	177.39
600-810-4500	DMWW - WATER REVENUE	6,700.00	.00	1,193.56	17.81	5,506.44
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	6,900.00	.00	1,216.17	17.63	5,683.83
601-910-4830	TRANSFER IN	12,187.00	.00	1,240.42	10.18	10,946.58
	WATER CAP PROJ - LOST TOTAL	12,187.00	.00	1,240.42	10.18	10,946.58
610-815-4300	INTEREST REVENUE	500.00	.00	66.17	13.23	433.83
610-815-4500	DMWW - SEWER REVENUE	46,600.00	.00	8,505.63	18.25	38,094.37
610-815-4700	MISC SEWER REVENUE	.00	.00	.00	.00	.00
	SEWER TOTAL	47,100.00	.00	8,571.80	18.20	38,528.20
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	.00	.00	.00	.00	.00
611-815-4442	GO BOND REVENUE	500,000.00	8,176.25	194,261.58	38.85	305,738.42
611-815-4500	CHARGES/FEEs FOR SERVICES	169,671.00	.00	25,516.91	15.04	144,154.09
611-815-4520	WASTE WATER CAP IMP FEE	.00	.00	.00	.00	.00

REVENUE REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
611-815-4820	PROCEEDS FROM DEBT/LOAN	676,096.00	.00	.00	.00	676,096.00
611-910-4830	TRANSFER IN	71,951.00	.00	7,442.56	10.34	64,508.44
	SEWER CAP PROJ - LOST TOTAL	1,417,718.00	8,176.25	227,221.05	16.03	1,190,496.95
	TOTAL OF ALL REVENUE	2,008,976.00	9,714.43	312,332.28	15.55	1,696,643.72

REVENUE & EXPENSE REPORT
CALENDAR 9/2025, FISCAL 3/2026

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-410-6010	WAGES - LIBRARY	.00	2,928.75	12,685.00	9,756.25
001-410-6110	FICA, MEDICARE - LIBRARY	.00	.00	.00	.00
001-410-6130	IPERS - LIBARY	.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	.00	851.27	4,020.00	3,168.73
001-410-6504	OFFICE EQUIPMENT - LIBRARY	200.01	200.01	2,583.00	2,382.99
001-410-6506	OFFICE SUPPLIES - LIBRARY	.00	.00	2,400.00	2,400.00
001-410-6508	POSTAGE - LIBRARY	.00	.00	300.00	300.00
		=====	=====	=====	=====
	LIBRARY EXPENSES	200.01	3,980.03	21,988.00	18,007.97
		=====	=====	=====	=====

**BANK CASH REPORT
2025**

BANK FUND GL	BANK NAME	AUGUST CASH BALANCE	SEPTEMBER RECEIPTS	SEPTEMBER DISBURSMENTS	SEPTEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	SEP BANK BALANCE
KEYSTONE SAVINGS BANK							
							1,417,709.63
BANK	KEYSTONE SAVINGS BANK						
001	CHECKING - GENERAL	531,658.36	1,538.18	9,646.49	523,550.05		
001	CAPITAL IMPROVEM- PARK	11,822.46	0.00	0.00	11,822.46	11,991.82	
002	CHECKING - ARP	0.00	0.00	0.00	0.00		
110	CHECKING - ROAD USE	205,445.41	0.00	1,859.28	203,586.13	1,894.78	
111	CHECKING I-JOBS	0.00	0.00	0.00	0.00		
112	CHECKING - EMPLOYEE BENEFIT	9,947.75	0.00	0.00	9,947.75		
119	CHECKING - EMERGENCY FUND	36,779.58	0.00	0.00	36,779.58		
121	CHECKING-LOCAL OPTION SALES	7,271.46	0.00	0.00	7,271.46		
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-DEBT SERVICE	2,375.58	0.00	0.00	2,375.58		
302	CHECKING-CAP PROJECT LOSST	73,456.13	0.00	6,093.85	67,362.28	6,093.85	
430	CHECKING	0.00	0.00	0.00	0.00		
600	CHECKING - WATER	33,983.69	0.00	0.00	33,983.69	44.00	
601	CHECKING- WATER CAP PROJ LOSST	62,561.57	0.00	0.00	62,561.57		
610	CHECKING - SEWER	126,782.35	0.00	0.00	126,782.35	70.50	
611	CHECKING-SEWER CAP PRJ-LOSST	12,398.01	0.00	0.00	12,398.01		
611	WASTE WATER CAP IMP FUND	202,818.24	0.00	0.00	202,818.24		
611	SRF CASH	101,310.65	0.00	0.00	101,310.65		
611	GO BOND DEPOSITS	0.00	8,176.25	8,176.25	0.00	8,176.25	
						12,619.66	
	KEYSTONE SAVINGS BANK TOTALS	1,418,119.53	9,714.43	25,775.87	1,402,058.09	15,651.54	1,417,709.63
CD-GENERAL							
							15,669.10
BANK	CD-GENERAL						
001	CD - GENERAL	15,669.10	0.00	0.00	15,669.10		
	CD-GENERAL TOTALS	15,669.10	0.00	0.00	15,669.10	0.00	15,669.10
CD-WATER							
							3,098.03
BANK	CD-WATER						
600	CD - WATER	3,098.03	0.00	0.00	3,098.03		
	CD-WATER TOTALS	3,098.03	0.00	0.00	3,098.03	0.00	3,098.03
CD-SEWER							
							23,454.33
BANK	CD-SEWER						
610	CD - SEWER	23,454.33	0.00	0.00	23,454.33		
	CD-SEWER TOTALS	23,454.33	0.00	0.00	23,454.33	0.00	23,454.33
TOTAL OF ALL BANKS		1,460,340.99	9,714.43	25,775.87	1,444,279.55	15,651.54	1,459,931.09

OUTSTANDING TRANSACTION REGISTER

8/01/2025 TO 8/31/2025

MOD CODE	BANK NO NUMBER	NAME DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
				1 KEYSTONE SAVINGS BANK		STATEMENT DATE: 8/31/2025				
AP CHK	8632	8/11/25	02/26	IA MUNICIPAL FINANCE ASSC			150.00			
AP CHK	8643	8/11/25	02/26	OVERDRIVE INC			409.68			
PR CHK	8652	8/25/25	02/26	TINGLE, TIM W			109.56			
BANK TOTAL						.00	669.24	.00		
DEPOSITS-CHECKS						669.24-				

**Runnells City Council
Council Meeting minutes
August 12, 2025 Community Center**

1. Call to Order called by Mayor Pro Tem Devin Gaudette 7:02
2. Roll Call Mayor Pro Tem Gaudette, Phillips, Henry, city clerk Curry, legal Wright
Mayor Lindquist absent council Hawkins absent
3. Approval of Agenda. Motion to approve the agenda made by Phillips/ Henry
ROLL CALL: Ayes; 3 Nays none. Motion passed (3,0).
4. Public comments: Joanna Robinson wanting city to help with garage sale flyer
expense, Lori Daughenbaugh stated she will print flyers for free
8. Consent of agenda Phillips/Henry all ayes 0 nays motion passed (3.0)
9. Old Business new business
 - Resolution 2025-45 Phillips/Henry all aye 0 nays motion passed (3.0)
 - Motion allowing River Bottoms Festival to use Beck Memorial Park Oct 4th
2025 Phillips/ Henry all ayes 0 nays motion passed (3.0)
 - Resolution 2025-46 annual street report Phillips/Henry all ayes 0 nays motion
passed (3.0)
 - Motion to appoint new council member to vacant seat at September council
meeting Phillips/Henry all ayes 0 nays motion passed (3.0)
 - Motion to move forward with Reap Grant Henry/Phillips all ayes 0 nays
motion passed (3.0)
 - Resolution 2025-47 sign for beck Memorial Park Phillips/Henry all ayes0
nays motion passed (3.0)
 - Motion for beautification committee to remove sign from Beck Memorial Park,
Legal stated that would have to be done by Park board vote
 - Resolution 2025-48 Approval pay application 1 crosswalk Phillips/Henry all
ayes 0 nays motion passed (3.0)
 - Resolution 2025-49 Public works purchase- Tabled
 - Adjournment Phillips/Henry all ayes 0 nays motion passed (3.0) adjourned
8:02PM

Claims: Canon financial 104.13 Capital City Equip 997.50 Caseys 95.36
Centurylink 338.62 Chris Labelle 98.40 Contech engineering 11591.57 Des
Moines Water works 257.14 EFTPS 1562.83 Iowa DNR 210.00 IMFOA 150.00
Iowa Prisons 305.25 IPERS 1178.50 JEO Consulting 16475.00 Keystone Savings
bank 629.14 Local IA 73.40 Melissa Lindquist 400.00 Menards 522.23 Metro
waste 2781.20 MidAmerican 2387.50 Midwest Office Tech 99.80 Mill Graphix
50.00 Overdrive 409.68 Polk County Auditors 407.00 Safe Build 75.00 Signarama
1745.55 Skinner Law Office 959.50 Smith Sewer Service 408.00 Team Services
122.50 Tk Concrete 970.00 Treasurer state of Iowa 78.20 Accounts payable total
45483.00 Payroll 7/21/25 3106.25 8/04/2025 2871.36 total payroll 5977.61 Report
total 51460.61 General 19153.17 Road Use Tax 13331.80 Cap Proj Lost 970.00
Water 714.03 Sewer 694.11 Sewer Cap Proj 16597.50

Attested

Tami Curry

RUNNELLS COMMUNITY LIBRARY

BOARD MEETING MINUTES APPROVAL

Date of Meeting: 09/02/25

Minutes Prepared By: Melissa Vick Smith

The undersigned President and Secretary of the Runnells Community Library Board hereby acknowledge that they have read the attached minutes from the meeting held on the date indicated above and verify that these minutes accurately reflect the discussions, decisions, and actions taken during said meeting.

By signing below, we officially approve these minutes to be entered into the permanent record of the Runnells Community Library.

Approval Signatures:

President:  Date: 9.2.25

Name (printed): Sha Shanna Swanson

Secretary: Melissa Vick Smith Date: 9/3/25

Name (printed): Melissa Vick Smith

These approved minutes will be made available to the public in accordance with applicable open records laws.

Runnells Community Library Board Meeting Minutes

Date: September 2, 2025 Time: 6:30pm

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

Shoshanna Swanson - President (City, 8/27), Melissa Vick-Smith - Secretary (Country, 9/27), Bob Borg - Treasurer (City, 1/25),
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: Shoshanna called the meeting to order at 6:34 pm

2. Board Members Roll Call:

- | | |
|--|---|
| a. Shoshanna Swanson - Board President
Present | e. Bob Borg - Board Treasurer - Not Present |
| b. Melissa Vick-Smith - Board Secretary
Present | d. Megan Freel - Board Member - Present |
| | e. Erin LaBelle - Director - Present |
| | f. Tiffany Phillips - Library Liaison - Present |

3. Approval of Prior Month Meeting Minutes: Shoshanna motions to approve the August Meeting Minutes and Melissa seconds the motion. All Approve.

4. Approval of the Meeting Agenda: Shoshanna motions to approve the September Meeting Agenda and Melissa seconds the motion. All Approve.

5. Public Input: Trick of Treat is October 30th 6-8pm

6. Financial:

- a. Approve Key stone Credit Card bill in the amount of \$200.01. The next statement's closing date is September 24, 2025
 - i. Shoshanna motions to approve the Keystone statement as listed above and Melissa seconds this motion. All approve.
 - ii. Roll Call Vote

2. Melissa Vick-Smith - Y
3. Megan Freel - Y

1. Shoshanna Swanson - Y

b. Future orders to be placed

- i. Amazon Total: \$ 574.57: \$387.92 books, Other events \$186.66
- ii. Canopy from Amazon: \$ 134.89
- iii. Walmart: \$64.84
- iv. Total \$774.30
- v. Shoshanna motions to approve the above purchases and Melissa seconds this motion. All approve

1. Roll Call Vote: Shoshanna Swanson - Y, Megan Freel - Y, Melissa Vick-Smith - Y

7. New Business:

- a. Review Emergency Procedures Policy - finalize - will need to ask Mr Bartels - copy and clarification
 - b. Policies and procedures ready for final review - TBD
 - c. Megan Freel to join the RCL Library Board
 - d. Library Closed for events: Sept 13th Bell Dedication and Oct 4th Runnells River Bottoms
 - e. We were informed the First quarter distribution has been received in the amount of \$1162. No receipt was provided.
8. **Treasurer's Report:** needs hours sheets, needs financials from Tami C each month, requisition form emailed
9. **Director's Report:**
- a. Meeting with Mr Bartels : Sept 4th at 4:30pm
 - b. Thank you cards have been sent
 - c. Back to School Night - 156 participants
 - d. 4th and 5th graders will be able to check out RCL books during school
 - e. Bell Dedication Historical Society September 13th at 9:30am - 2pm - Erin will work this
 - f. City Wide Garage Sale September 20th - Book Sale - Sept 18th at 5pm to pick up books
 - g. Rivers Bottoms Festival October 4th - parade at 9am
 - h. Conferences and Book Sale October 11th - 18th
 - i. Pumpkins Picasso and Prizes: Pumpkin Decorating Contest - October 25th
 - j. Cookies and Clause: Christmas Story Time with Santa - need wrapping paper
10. **Board Members:** continuing education should be coming in September - Erin will check into this
11. **Unfinished Business:**
- a. Erin to install antivirus software on Library computer - needs to know how to update
 - b. Drop box lock - needs fixed - updates - ask Joanna
 - c. Erin needs a Wal Mart Tax ID card - Erin will ask when she does in the store next time
12. **Council Update:**
- a. Tiffany - Financial reports - Melissa will email Tami and ask for a Revenue and Expense report the week before board meetings.

Board Education: none

13. **Final Remarks:** None
14. **Upcoming Meetings:**
- a. October 6, 2025 at 6:30pm
 - b. November 3, 2025 at 6:30pm
 - c. December 1, 2025 at 6:30pm
15. **Adjournment:** Shoshanna motions to adjourn meeting at 7:58 pm, Melissa seconds the motion. All approve



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CLOUD WINE, LLC	Lucky Wife Wine Slushies	(515) 368-0295		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
West Park Avenue	city park	Runnells	Polk	50237
MAILING ADDRESS	CITY	STATE	ZIP	
1961 150th Street	Humboldt	Iowa	50548	

Contact Person

NAME	PHONE	EMAIL
Dawn Thompson	(515) 368-0295	luckywifewineslushies4@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Retail Alcohol License	5 Day	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
----------------	-----------------	----------------------

SUB-PERMITS

Special Class C Retail Alcohol License

PRIVILEGES

Status of Business



State of Iowa

Alcoholic Beverages Division

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Dawn Thompson	Humboldt	Iowa	50548	owner/ceo	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Oct 2, 2025

POLICY EXPIRATION DATE

Oct 7, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

**RESOLUTION 2025-50
City of Runnells**

**RESOLUTION MAKING AN APPOINTMENT TO FILL
A CITY COUNCIL VACANCY**

WHEREAS, The City of Runnells City Council has a vacancy due to resignation effective July 31,2025; and

WHEREAS, the City Council wishes to fill the vacancy through the appointment of Joann Bohn to serve until the next scheduled or special municipal election for the City;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Runnells, Iowa, does hereby appoint Joann Bohn to fill the vacancy on the Runnells City Council until the next scheduled or special municipal election for the City of Runnells.

Passed and approved this 9th day of September.

CITY OF RUNNELLS, IOWA

By _____
Jeremy Lindquist, Mayor

Attest:

Tami Curry, City Clerk

**RESOLUTION OF THE PUBLIC WORKS DEPARTMENT
OF THE CITY OF RUNNELLS, IOWA
NO. 2025-49**

**RESOLUTION REGARDING PUBLIC WORKS TO PURCHASE HOSES TO RUN FRONT
ATTACHEMENTTS FROM REAR REMOTE 2024 BOB CT 2540 TRACTOR**

WHEREAS, City of Runnells, the public works is wanting to purchase Hoses to run attachments on Bob Cat Tractor 2540

WHEREAS, the public works department has attached the invoice from Capital City Equipment co

BE AND IT IS HEREBY RESOLVED that the Runnells City Council approves the purchase of Hose to be added to the Bob Cat 2540 Tractor for use of attachments

PASSED AND APPROVED this 9th day of September, 2025.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Devin Gaudette				
Austin Henry				
Tiffany Phillips				
JoAnn Bohn				
Abby Hawkins				

ATTEST:

Jeremy Lindquist
MAYOR, CITY OF RUNNELLS

TAMI CURRY
CITY CLERK



SALES • SERVICE • RENTALS
Mobile Service Truck

CAPITAL

CITY EQUIPMENT CO.
5461 NW 2nd ST.
DES MOINES, IOWA 50313
(515) 243-3353

www.capitalcityequipmentcompany.com



SALES • SERVICE • RENTALS
Mobile Service Truck

Estimate: E10687D

Date: 07/31/2025

CITY OF RUNNELLS
110 BROWN ST.
PO BOX 33
RUNNELLS, IA 50237

Year		Make/Model		Vehicle Identification			
2024		BOB CT2540		B4VR12488			
Stock No	PO	License	Tag	Customer	Telephone		
B4VR12488				00110			

Cond	OpCode	T	Description	Quantity	List	Net	Total
------	--------	---	-------------	----------	------	-----	-------

Type:	TRACTOR	RO Open Date:	07/31/25	Meter In:	85		
001	AUX HOSES						
FL	F BUILD HOSES TO RUN FRONT ATTACHEMENTS FROM REAR REMOTE						
	L FIELD LABOR						495.00
	P 7246790 COUPLER FF		1.00		49.10		49.10
	P 7246777 COUPLER, F		1.00		50.70		50.70
	P 6598757 COUPLER, P		1.00		42.31		42.31
	P 6598758 COUPLER FF		1.00		50.04		50.04
	P HYD HOSE		1.00		500.00		500.00
	P MISC FITTING/HO		1.00		50.00		50.00
	O SCN SERVICE CALL NON-TAX		1.00		50.00		50.00
					Subtotal charges this section		1287.15
	M SHOP FEES						24.75

PLEASE PAY FROM THIS INVOICE.
THANK YOU FOR YOUR BUSINESS.

MISC. Charges: A token charge is included for supplies used on your equipment, Applicable supply items include, nuts, bolts, washers, tape, aerospray, solvent, rags, fuel system cleaner, towels, battery cleaner, wire sealer, enviro handling. TERMS: All charges due 15 days following purchase. 30 day past due invoice's subject to 1.5% finance charge per month.	DESC	TOTALS
	LABOR	495.00
Received By _____	PARTS	742.15
	SUBLET	
Iowa Sales/Use/Excise Tax Exemption. Purchaser doing business as: Retailer <input type="checkbox"/> Gov't <input type="checkbox"/> New Construction <input type="checkbox"/> Farmer <input type="checkbox"/> Purchaser is claiming exemption for the following reason: Qualifying Farm Equipment/Replacement Parts <input type="checkbox"/> Resale <input type="checkbox"/> Description of Purchase Use _____ Tax ID # _____ Under penalty of perjury, I swear or affirm that the information on this form is true and correct.	MISC	24.75
	OTHER	50.00
Signature of Purchaser _____ Title _____ Date ____/____/____ Please refer to Iowa Sales/Use/Excise Tax Exemption general information about exemption form 31-014b for additional information.	SUBTOTAL	1311.90
	TAX	
	TOTAL	1311.90

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RUNNELLS, IOWA
NO. 2025-51**

**RESOLUTION REGARDING COUNCIL APPROVAL TO APPROVE CONTRACTOR'S APPLICATION
FOR PAYMENT NO. 23**

WHEREAS, City of Runnells, City Council is wanting to approve the contractor's application for Payment No. 23 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. 23 has been signed by City engineer JEO for approval

BE AND IT IS HEREBY RESOLVED that the Runnells City Council approves the City clerk to pay the Contractor's Application for Payment No.22 in the amount of \$ 8176.25 from account 611-815-6797 GO BOND

PASSED AND APPROVED this 9th day of September, 2025

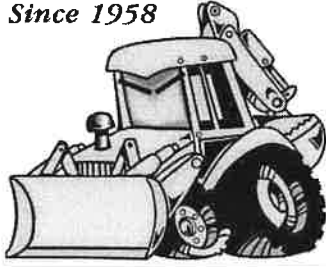
ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
Joann Bohn				
Devin Gaudette				
Tiffany Phillips				
Abby Hawkins				

ATTEST:

JEREMY LINDQUIST
MAYOR, CITY OF RUNNELLS

TAMI CURRY
CITY CLERK

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 Blower Building Damper

8/28/2025

CL Carroll is quoting a price to remove and replace existing blower building damper and actuator. This price includes electrical work

Total price = \$ 2900.00

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

I agree to these prices

Signed _____ Date _____

Jon Rissman

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

CL Carroll Co



James Vigon • 2317 Dixon St., Des Moines, IA 50316 • Ph: 515-829-0285 • james@alllowamech.com

July 11, 2025 **REVISED 8-27-25**

To: Jon Rissman
CL Carroll Inc.
Ph: 515-205-8930
jon@clcarroll.com

Please see the proposed offer below for the following project:

Project: Runnells WWTF – Damper Replacement

Scope of Work:

1. Remove existing 24x16 damper with explosion proof actuator.
2. Furnish and install one (1) new 24x16 damper with standard actuator.

Exclusions:

1. Overtime / shift work.
2. Electrical.
 - a. Actuator to be 120v.
3. Plumbing.
4. Fire suppression.
5. Wall, ceiling, floor, concrete, or roof cutting and/or patching.

Base Bid: \$ 1,700.00

If you have any questions or would like us to proceed, please give us a call.

Sincerely,

James Vigon
All Iowa Mechanical
PM/Estimator - Business Partner

Accepted by:	
Company:	
Signature:	
Printed Name / Title:	
Date:	

Jenson Electric

ADDRESS

4945 NW 57th Ave.

Johnston IA, 50009

PHONE

O: 515.276.5099

C: 515.745.0800

EMAIL

Dana@JensonElectric.com

WEBSITE

www.JensonElectric.com

ATTN:

CL Carroll

(Jon Rissman)

Jenson Electric is pleased to present a comprehensive quotation for the electrical work to be undertaken at the Runnells WWTP. This quote will consist of the labor and materials needed to complete install requested. Damper Actuator Motor Replacement - Old Blower Room

🔧 Scope of Work:

Objective:

Replace and rewire one damper actuator motor in the existing blower room to ensure reliable airflow regulation and system responsiveness.

Work Description:

- **Site Preparation:**
 - Verify power isolation to the affected area.
 - Confirm existing equipment layout and access points.
- **Removal of Existing Equipment:**
 - Safely disconnect and remove the old damper actuator motor.
 - Inspect associated wiring and conduit paths for reuse or upgrade.
- **Installation of New Damper Actuator Motor:**
 - Rewire actuator to existing control panel using appropriate gauge and rating of wire.
 - Ensure proper grounding and secure connections.
- **Functional Testing & Verification:**
 - Power up system and verify actuator responsiveness to control signals.
 - Confirm damper movement throughout full range of operation.
 - Test for system integration with blower controls and sequence of operations.
- **Documentation & Handover:**
 - Provide updated wiring diagram and configuration records.
 - Submit commissioning report and confirm customer satisfaction.

PROJECT ASSURANCE

- All work performed to meet or exceed NEC and local electrical codes.
- Troubleshooting and testing completed by qualified electricians.
- Reliable, efficient operation backed by quality installation standards.

Total Cost: \$700.00

TERMS AND CONDITIONS

THIS ESTIMATE IS VALID FOR 30 DAYS FROM DATE OF ISSUE

- 1.9% interest will be applied to invoices paid after 30 days of completed work.
- All work was estimated for 120volt actuator (by others)
- Any cancellations or modifications to the project must be communicated at least 24 hours in advance.
- Any additional labor or materials required beyond the scope of this estimate will be billed at \$155 per hour plus 5% markup on all materials
 - Excludes:
 - Any mechanical parts for actuator
 - Taxes

"We look forward on working with you on this project, please feel free to contact us if you have any questions or need further information"

CONTACT INFORMATION

For any questions or further details regarding this quote, please contact us at:

- Office: 515.276.5099
- Cell: 515.745.0800
- Email: Dana@JensonElectric.com
- Website: www.JensonElectric.com

Thank you for considering Jenson Electric for your electrical installation needs. We look forward to working with you to deliver quality results in a timely and professional manner.

Sincerely,

Dana Semprini

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RUNNELLS, IOWA
NO. 2025-52**

**RESOLUTION REGARDING CITY PAYING JOANNA ROBINSON FOR GARAGE SALE
PUBLICATION**

WHEREAS, City of Runnells, the council in wanting to reimburse Joanna Robinson up to \$150.00 for publication on city wide garage sale add

WHEREAS, the council will pay up to \$150.00 of add publication to Joanna Robinson, Joanna will provide a receipt for amount

BE AND IT IS HEREBY RESOLVED that the Runnells City Council approves the reimbursement of up to \$150.00 to Joanna Robinson

PASSED AND APPROVED this 9th day of September, 2025.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Devin Gaudette				
Austin Henry				
Tiffany Phillips				
Joann Bohn				
Abby Hawkins				

ATTEST:

Jeremy Lindquist
MAYOR, CITY OF RUNNELLS

TAMI CURRY
CITY CLERK

**CITY OF RUNNELLS
COMMUNITY CENTER RENTAL AGREEMENT
P.O. Box 33, Runnells, IA 50237 | 515-966-2042**

This Rental Agreement ("Agreement") is made and entered into on this 12 day of August, 2025 by and between the City of Runnells and _____ ("Renter").

1. RENTAL PROPERTY:

The property being rented is the City of Runnells Community Center located at 108 Brown St, Runnells, IA 50237.

2. PURPOSE:

The premises shall be used for the following purpose(s): Riverbottoms Festival Breakfast
[describe the event or activity, e.g., birthday party, business meeting, community event].

3. RENTAL PERIOD:

- a. Date(s) of Rental: Oct 4th 2025 (Start Date) to Oct 5th 2025 (End Date)
- b. Rental Time: 6am (Start Time) to 12:00pm (End Time)

4. RENTAL FEE:

The Renter agrees to pay the following rental fee(s):

- \$200.00 for all day use of the property
- \$125.00 for use 1/2 day of the property Request to waive non-profit use (for city festival)
- \$125.00 for use of premises weekday evenings (shared with Senior Center)
- \$200.00 additional fee if alcohol will be present during the event

Security Deposit: A security deposit of \$200.00 is required to cover any potential damages or additional cleaning costs. This deposit shall be made in a form separate to that of the rental fees listed above. The deposit will be returned after the event, provided the property is returned in its original condition.

[] Check here if you'd like to forfeit your security deposit in lieu of completing the required cleaning.

Total fee due: \$ _____ (payments should be made out to the *City of Runnells*). Payment is due before the door code to the property is given.

5. CANCELLATION POLICY

The City reserves the right to cancel the rental due to unforeseen circumstances, with a full refund of all fees paid.

6. RESPONSIBILITIES OF RENTER:

- a. **Cleaning:** Renter agrees to return the premises in a clean and orderly condition. Cleaning supplies are provided; however, Renter is responsible for any additional cleaning beyond normal use.
- b. **Trash:** All trash must be removed from the premises. Renter must dispose of trash in designated receptacles.
- c. **Damage:** Renter is responsible for any damage to the property or its contents. Costs for repairs or replacements will be deducted from the security deposit or billed to Renter.

7. USE OF PREMISES

- a. Capacity: The maximum capacity of the rented area is [80] persons.
- b. Restrictions: No smoking or alcohol is allowed on the premises (unless the Renter agrees to pay the additional fee). Renter is responsible for ensuring that all guests adhere to the community center's rules and regulations.
- c. Noise: Renter must ensure that noise levels are kept within the restrictions of the City's noise ordinance.

8. LIABILITY

The Board is not responsible for any injury or damage to persons or property occurring on the premises during the rental period. Renter agrees to indemnify and hold harmless the Board from any claims or liabilities arising out of the use of the facility.

9. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, understandings, and agreements.

IN WITNESS WHEREOF, the parties hereto have executed this Rental Agreement as of the day and year first above written.

City of Runnells

Signature: _____

Name: _____

Date: _____

Renter

Signature: _____

Name: _____

Address: _____

Phone: _____

Date: _____

Key Number Issued: 2713

Date will be reserved upon receipt of the rental fee and the signed agreement.



110 Brown St.
P. O. Box 33
Runnells, Iowa 50237
Phone: 515-966-2042
Fax: 515-966-0013
www.runnellsia.com

City of Runnells
110 Brown St.
P.O. Box 33
Runnells, IA 50237
September 9, 2025

Albert & Vera Clement Charitable Trust
160 Adventureland Dr NW Ste B
PO Box 367
Altoona, IA 50009

To Whom it May Concern:

On behalf of the City of Runnells, I am writing to respectfully request funding support from the Albert & Vera Clement Charitable Trust to replace the aging floor at our community center. This facility serves as the heart of our small town, providing a welcoming and safe space for senior citizens to gather, share meals, and engage in programs that foster connection, health, and well-being.

Each weekday, our center hosts meals and activities for dozens of seniors who rely on these opportunities not only for nutrition but also for social interaction and community support. The existing flooring is original to the building and unfortunately has deteriorated significantly over the years. It has become increasingly difficult to maintain, and its outdated condition takes away from the warm and inviting environment we strive to provide.

Replacing the flooring will allow us to:

- Enhance the overall comfort and accessibility of the space.
- Create a more welcoming atmosphere that encourages seniors to participate in programs.
- Strengthen the long-term sustainability and appearance of our community center that is central to our town's senior services.

We've received multiple proposals for the flooring replacement and the project is estimated at \$22,000 - \$27,000. We are seeking \$25,000 from the Clement Charitable Trust to help us complete this much-needed improvement. Every dollar invested will directly improve the environment where our senior residents gather, dine and connect with one another.

Thank you for considering our request. With your support, we can continue to provide a comfortable and welcoming environment that enriches the daily lives of our older neighbors.

Sincerely,

Devin Gaudette
City Council Member

Runnells Community Center Floor Replacement Budgets
9/3/25

	Concrete Expressions	Skold Companies	Artistic Concrete	515 Concrete Floor Polishing
	Dawn Plowman 9/2/25	Shamus Stephens 8/22/25	Dalton Moore 8/22/25	Ryan Brodie 8/29/25
Budget:	\$18,000	\$22,100	\$25,000	\$25,500
Notes:	<ul style="list-style-type: none"> - Repair work not included. - ROM of \$5,00-\$6,00 per SF given. 	<ul style="list-style-type: none"> - Tile removal included - Grinding to remove glue included - Grind class B to Level 3 w/ grout, Retroplate hardener, Retrogruard and Retropel sealers - Includes generator - Base trim removal & reinstallation not included 	<ul style="list-style-type: none"> - ROM budget only - Tile removal included - Class B level polish 	<ul style="list-style-type: none"> - Tile removal included - Includes dumpster rental - 400 grit & polish

Other notes:

- Extent of repair work (joint filling, crack repair, etc.) unknown until existing tile is removed
- VCT may leave 'ghost lines' at the joints of tile – polishing will not remove these
- Duration would be 1-2 weeks, would need to coordinate with Polk County on senior meals and other Community Center rentals



True Comfort Heating, Cooling and Plumbing
 515 Sheridan Ave
 Des Moines, Iowa 50313
 United States
 515-444-9154

BILL TO

City of Runnells
 108 Brown Street
 Runnells, IA 50237 USA

ESTIMATE 28942487	ESTIMATE DATE Aug 28, 2025
-----------------------------	--------------------------------------

JOB ADDRESS

Runnells Community Center
 108 Brown Street
 Runnells, IA 50237 USA

Job: 28830755

ESTIMATE DETAILS

Replace 2 full systems: Replace both HVAC Systems with high efficient Luxaire systems.
 Replace linset, whip disconnect and Pad for AC's
 Replace Exhaust vents for furnaces and run new intake vents.
 2 Year Labor Warranty
 5 Year Parts Warranty

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
LUX1	Model Numbers: Furnace: TM9E060 Condenser:TCD2B24S21S Coil:CC24A3G	1.00	\$10,726.00	\$10,726.00
LUX6	Model Numbers: Furnace: TM9E120D20 Condenser:TCD2B60S21S Coil:CC60A3G	1.00	\$13,664.00	\$13,664.00
Sales Discount	Neighborhood Discount	1.00	-\$4,000.00	-\$4,000.00
Discount- Energy Rebate	Instant Discount Provided by MidAmerican/Alliant Energy. These can change depending on the type of equipment.	1.00	-\$324.00	-\$324.00
			SUB-TOTAL	\$20,066.00
			TAX	\$0.00
			TOTAL	\$20,066.00

Thank you for choosing True Comfort

CUSTOMER AUTHORIZATION

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by True Comfort Heating, Cooling and Plumbing as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

Sign here

Date



ESTIMATE

#91

Priority One Heating and Cooling

City of Runnells
108 Brown Street
Runnells, IA 50237

CONTACT US

107 Dodd St
Runnells, IA 50237

(515) 779-5076
tkphillips81@gmail.com

(515) 675-4445
office@callpriorityone.com

ESTIMATE

Lennox Elite

Services

- Install Furnace and Air Conditioner
- Removal and haul away of old system
- Installation of new equipment
- Metal transition to existing plenum
- New thermostat
- Testing of new equipment
- Flue piping/copper line set/Electrical/Condensate Drain/Gas line adapted to of replaced as needed.

Materials

EL297UH110XE60C Furnace-Gas/110Btuh/5T
EL297UH110XE60C Furnace-Gas/110Btuh/5T

CK40CT-48C Coil 4.0 Ton R454B
CK40CT-48C Coil 4.0 Ton R454B

EL16KC1-048-230 Single Stage
EL16KC1-048-230 Single Stage

EL297UH070XE36B Furnace-Gas/70Btuh/3T
EL297UH070XE36B Furnace-Gas/70Btuh/3T

CK40CT-36B Coil 3.0 Ton R454B
CK40CT-36B Coil 3.0 Ton R454B

EL16KC1-030-230 Single Stage
EL16KC1-030-230 Single Stage

Subtotal	\$19,074.00
Tax (sales tax 7%)	\$775.18
Total	\$19,849.18

Lennox Merit

Services

Install Furnace and Air Conditioner

- Removal and haul away of old system
- Installation of new equipment
- Metal transition to existing plenum
- New thermostat
- Testing of new equipment
- Flue piping/copper line set/Electrical/Condensate Drain/Gas line adapted to of replaced as needed.

Materials

ML196UH110XE60C Furnace-Gas/110Btuh/5Ton

ML196UH110XE60C Furnace-Gas/110Btuh/5Ton

CK40CT-48C Coil 4.0 Ton R454B

CK40CT-48C Coil 4.0 Ton R454B

ML14KC1-048-230 Single Stage

ML14KC1-048-230 Single Stage

ML196UH070XE36B Furnace-Gas/70Btuh/3Ton

ML196UH070XE36B Furnace-Gas/70Btuh/3Ton

CK40CT-36B Coil 3.0 Ton R454B

CK40CT-36B Coil 3.0 Ton R454B

ML14KC1-030-230 Single Stage

ML14KC1-030-230 Single Stage

Subtotal \$16,747.00

Tax (sales tax 7%) \$612.29

Total \$17,359.29

RESOLUTION NO. 2025-53

ACCEPT AND APPROVE 2025 FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025

WHEREAS, the Director of Finance has prepared the 2025 Financial Report as required by the State of Iowa; and,

WHEREAS, the City Council has reviewed the 2025 Financial Report; and,

WHEREAS, it is recommended by the State of Iowa that the City Council approve the Financial Report before it is submitted to the State of Iowa

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Runnells Iowa, hereby accepts and approves the 2025 Financial Report which the Director of Finance has published as required.

PASSED, APPROVED AND ADOPTED this 9th day of September 2025, by the Runnells City Council.

Jeremy Lindquist, MAYOR

ATTEST:

Tami Curry, CITY CLERK

STATE OF IOWA 2025 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2025 CITY OF RUNNELLS, IOWA DUE: December 1, 2025	16207701100000
	CITY OF RUNNELLS
	PO Box 33
	RUNNELLS IA 50237-0033
	POPULATION: 457

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	237,896		237,896	231,464
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	237,896		237,896	231,464
Delinquent Property Taxes	0		0	0
TIF Revenues	0		0	0
Other City Taxes	95,769	0	95,769	96,966
Licenses and Permits	1,649	0	1,649	3,850
Use of Money and Property	57,904	0	57,904	55,500
Intergovernmental	73,089	223,946	297,035	2,296,523
Charges for Fees and Service	36,243	201,517	237,760	235,281
Special Assessments	0	0	0	0
Miscellaneous	24,829	0	24,829	27,274
Other Financing Sources	11,971	1,812,780	1,824,751	0
Transfers In	11,971	83,798	95,769	96,326
Total Revenues and Other Sources	539,350	2,238,243	2,777,593	3,043,184
Expenditures and Other Financing Uses				
Public Safety	42,677		42,677	46,000
Public Works	185,029		185,029	180,608
Health and Social Services	0		0	2,000
Culture and Recreation	58,456		58,456	86,900
Community and Economic Development	6,000		6,000	6,300
General Government	132,880		132,880	182,600
Debt Service	28,458		28,458	30,000
Capital Projects	0		0	0
Total Governmental Activities Expenditures	453,500	0	453,500	534,408
BUSINESS TYPE ACTIVITIES		2,109,732	2,109,732	2,041,768
Total All Expenditures	453,500	2,109,732	2,563,232	2,576,176
Other Financing Uses	95,769	0	95,769	
Transfers Out	95,769	0	95,769	96,326
Total All Expenditures/and Other Financing Uses	549,269	2,109,732	2,659,001	2,672,502
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	-9,919	128,511	118,592	370,682
Beginning Fund Balance July 1, 2024	961,374	467,524	1,428,898	1,425,447
Ending Fund Balance June 30, 2025	951,455	596,035	1,547,490	1,796,129

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2025		Indebtedness at June 30, 2025	
	Amount		Amount
General Obligation Debt	0	Other Long-Term Debt	0
Revenue Debt	1,210,668	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	2,030,262

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

	Publication 9/3/2025
Signature of Preparer	Phone Number
Printed name of Preparer	
	Date Signed
Signature of Mayor or Mayor Pro Tem (Name and Title)	

PLEASE PUBLISH THIS PAGE ONLY

RESOLUTION NUMBER 2025-54
A RESOLUTION TO APPROVE THE USE OF LMI FUNDS FOR THE
REPLACEMENT OF CONCRETE APPROACH FOR COMMUNITY
CENTER, 108 BROWN ST RUNNELLS IA AND ADA COMPLIANT
HANDICAP RAMP AT CITY HALL 110 BROWN STREET RUNNELLS IA

WHEREAS, the City of Runnells has received bids on replacing the concrete at the community center and adding a ADA compliant ramp to city hall

WHEREAS, under appropriate circumstances, the City may use its LMI Set-Aside funds for the construction of public improvements that benefit low and moderate income residents and/or families; and

WHEREAS, the purchase of the property is intended to address an existing condition that poses a serious and immediate threat to the health and welfare of the community that is recent in origin; and

WHEREAS, the City of Runnells intends to replace concrete adjacent to the community center and adding a ADA compliant ramp to City hall for an expansion of the amenities for its community center, which directly serves those residents and families that earn less than 80% of the median county income through weekly meals and other programs; and

NOW THEREFORE be it resolved by the City Council of the City of Runnells, Iowa that the City of Runnells will replacing the concrete and adding ramp using the money currently in its LMI Set-Aside.

THIS RESOLUTION is hereby approved by the City Council of the City of Runnells, Iowa on behalf of the City of Runnells, Iowa this 9th day of September, 2025.

CITY OF RUNNELLS, IOWA

By _____
Jeremy Lindquist
Mayor, City of Runnells

ATTEST:

By _____
Tami Curry
City Clerk, City of Runnells Iowa

Harter Concrete LLC

Bill Harter

4555 NE 39th Avenue

Des Moines, IA 50317

Cell 515-865-8737

Email harterconcrete@yahoo.com

Proposal
 Invoice

PROPOSAL SUBMITTED TO <i>City of Runnells</i>		JOB NAME	JOB NO.
ADDRESS		JOB LOCATION <i>City Hall / Senior Center</i>	
		DATE <i>7-31-25</i>	DATE OF PLANS
PHONE	FAX	ARCHITECT	

STOCK NUMBER/DESCRIPTION	UNIT PRICE	UNITS	AMOUNT
<i>City hall</i>	<i>\$8/sqft</i>	<i>520</i>	<i>\$4160</i>
<i>65'x8'x4"</i>	<i>\$10/sqft</i>	<i>30</i>	<i>\$300</i>
<i>Ramp - 6'x5'x6"</i>	<i>\$10/sqft</i>	<i>60</i>	<i>\$600</i>
<i>15'x4'x6"</i>			
<i>Senior Center</i>	<i>\$8/sqft</i>	<i>280</i>	<i>\$2240</i>
<i>40'x7'x4"</i>	<i>\$8/sqft</i>	<i>210</i>	<i>\$880</i>
<i>22'x5'x4"</i>			
<i>Total = \$8180</i>			



proposal

M-R 2 SERVICES, INC.
9847 SE 56TH AVENUE
RUNNELLS, IOWA 50237
mr2services@q.com
MIKE ROBERTS:
(515) 681-2745

mr2services.com - www.facebook.com/mr2servicesinc

JOB NAME: CITY OF RUNNELLS **JOB ADDRESS:** COMMUNITY CENTER
CONTACT: TAMI CURRY **PHONE:** 966-2042
BILLING INFO: 110 BROWN ST, RUNNELLS, IA 50237 **EMAIL:** city-clerk@runnellsia.com

DATE: 9/4/2025 **PROJECT:** CONCRETE REPAIRS

- CITY HALL** (APPROXIMATELY 520 SQFT)
- SAW, REMOVE & DISPOSE OF EXISTING 8' WIDE CITY SIDEWALK FROM FIRE STATION TO NORTH SIDE OF CITY HALL.
 - GRADE AREA FOR NEW CONCRETE SIDEWALK.
 - REMOVE & DISPOSE OF EXCESS DIRT & DEBRIS.
 - FURNISH, PLACE & COMPACT RECYCLED BASE MATERIAL AS NEEDED. FORM & POUR 4" DEPTH 4000 PSI CONCRETE WITH BROOM FINISH.
 - SAW CONTROL JOINTS AS NEEDED.
 - BACKFILL NEW CONCRETE WITH BLACK DIRT AS NEEDED.

- HC RAMP TO CITY HALL FRONT DOOR** (APPROXIMATELY 90 SQFT)
- SAW, REMOVE & DISPOSE OF EXISTING SIDEWALK/RAMP FROM FRONT DOOR TO CITY WALK.
 - GRADE AREA FOR NEW ADA COMPLIANT CONCRETE RAMP/SIDEWALK.
 - REMOVE & DISPOSE OF EXCESS DIRT & DEBRIS.
 - FURNISH, PLACE & COMPACT RECYCLED BASE MATERIAL AS NEEDED.
 - FURNISH & PLACE # 4 REBAR GRID.
 - FORM & POUR 6" DEPTH 4000 PSI CONCRETE WITH BROOM FINISH.
 - SAW CONTROL JOINTS AS NEEDED.
 - BACKFILL NEW CONCRETE WITH BLACK DIRT AS NEEDED.

- SENIOR CENTER** 1-(APPROXIMATELY 280 SQFT) 2-(APPROXIMATELY 210 SQFT)
- REMOVE 2 BENCHES AT FRONT OF BUILDING.
 - SAW, REMOVE & DISPOSE OF EXISTING SIDEWALK FROM FIRE STATION TO COMMUNITY CENTER PARKING LOT, INCLUDING AREAS WITH BENCHES.
 - REMOVE & DISPOSE OF EXCESS DIRT & DEBRIS.
 - FURNISH, PLACE & COMPACT RECYCLED BASE MATERIAL AS NEEDED.
 - FURNISH & PLACE # 4 REBAR GRID.
 - 1-FORM & POUR 4" DEPTH 4000 PSI CONCRETE WITH BROOM FINISH ON NEW WALK IN FRONT OF COMMUNITY CENTER.
 - 2-FORM & POUR 4" DEPTH 4000 PSI CONCRETE WITH BROOM FINISH ON NEW 5' WALK FROM FIRE STATION TO COMMUNITY CENTER.
 - SAW CONTROL JOINTS AS NEEDED.
 - BACKFILL NEW CONCRETE WITH BLACK DIRT AS NEEDED.

THIS PROPOSAL IS AN ESTIMATE, PLEASE BE AWARE THAT THE FINAL COST MAY EXCEED THE PROPOSAL AMOUNT.

VALID FOR 30 DAYS AFTER DATE ABOVE.

PLEASE CONTACT ME WITH ANY QUESTIONS.

IF ACCEPTED, PAYMENT IS DUE UPON COMPLETION

THANKS !

TOTAL **\$11,825.00**

MIKE ROBERTS
M R 2 SERVICES, INC.

ACCEPTED BY: _____ DATE _____