

## CITY OF RUNNELLS

Mayor: Vacant (28) Mayor Pro-Tem: Devin Gaudette

### City Council Members

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

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### Tentative AGENDA

Council Meeting

Tuesday, October 14, 2025 - 7:00 PM

Runnells 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**

**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 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 09-10-2025
- b. Financial September 2025
- c. September Council meeting minutes, Library Board meeting minutes, Keystone Statement

**6. Petitions and Communications:**

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

**7. Old Business:**

- a. City Hall hours of operation
- b. City-wide sidewalk repairs and replacement / notification letter discussion
- c. Public Works discussion
- d. City trick-or-treating discussion
  - i. 2025: Beggars' Night (Thursday, Oct. 30<sup>th</sup>) or Halloween (Friday, Oct. 31<sup>st</sup>)
  - ii. Future: set date permanently or discuss each year

**8. New Business:**

- a. Resolution 2025-56 Urban Renewal Report
- b. 100 Brown Street / Sandys Professional Painting lease termination discussion
- c. Resolution 2025-57 Approving Plat of Survey
- d. APWA meeting discussion
- e. November 11<sup>th</sup> Regular Council meeting date change due to holiday
- f. Resolution 2025-59 City Hall Renovation
- g. Resolution 2025-60 28E Agreement with Camp Township
- h. Resolution 2025-38 109 Brown Street seed/fertilize

**9. Report of Officers:**

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

**10. Boards and Commissions:**

- a. Emergency Management Commission (Abby Hawkins, Tiffany Phillips)
- b. Mud, Camp and Spring Creek WMA (Devin Gaudette, Austin Henry)
- c. Parks & Rec Board (JoAnn Bohn)
- d. Metro Waste Authority (*Vacant*)
- e. Planning and Zoning Commission (Austin Henry)
- f. Library Board (Tiffany Phillips)

**11. Closing Comments**

**12. Adjourned**

**CLAIMS REPORT**  
**Vendor Checks: 9/10/2025-10/13/2025**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ALLEN LAWN CARE	fall park clean up	1,675.00		8682	9/29/25
ALLEN LAWN CARE	final payment landscaping park	1,675.00	3,350.00	8684	10/13/25
AMAZON	amazon business account		241.40	8685	10/13/25
CATALIS PWE	field chalk/swing seats		2,240.00	8686	10/13/25
COMPUTER RESOURCE SPEC.	website		1,659.15	8687	10/13/25
Des Moines Water Works	IT		115.34	8688	10/13/25
EFTPS	FED/FICA TAX		1,728.17	8347927	9/29/25
IPERS	IPERS		1,376.04	8347925	9/29/25
JEO CONSULTING GROUP	engineering		2,267.50	8689	10/13/25
KEYSTONE SAVINGS BANK	clerk training		397.74	8690	10/13/25
LOCALIQ GANNETT	meeting minutes/vacancy publis		193.09	8691	10/13/25
MEDIACOM	internet/phone		224.04	8692	10/13/25
MELISSA LINDQUIST	cleaning		400.00	8693	10/13/25
MENARDS	sprayer		48.25	8694	10/13/25
Metro Waste Authority	Curb it & Garbage		2,781.20	8695	10/13/25
MidAmerican Energy	MONTHLY UTILITY BILLS		1,036.31	8696	10/13/25
MIDWEST OFFICE TECHNOLOGY	ink and maintanence printer		49.90	8697	10/13/25
MR 2 SERVICES	sidwalks community center		11,825.00	8698	10/13/25
SAFE BUILDING COMPLIANCE	102 Rolling prairie dr		434.34	8699	10/13/25
Skinner Law Office, P.C.	Legal		1,775.00	8700	10/13/25
TIM TINGLE	Gas for Mower		27.26	8681	9/24/25
TREASURER-STATE OF IOWA	STATE TAXES		108.16	8347926	9/29/25
	Accounts Payable Total		<u>32,277.89</u>		

Payroll Checks

001 GENERAL	1,822.03
Total Paid On: 9/15/25	<u>1,822.03</u>
001 GENERAL	2,591.68
600 WATER	53.51
610 SEWER	15.28
Total Paid On: 9/29/25	<u>2,660.47</u>
001 GENERAL	1,979.86
110 ROAD USE TAX	31.01
600 WATER	15.52
610 SEWER	15.52
Total Paid On: 10/13/25	<u>2,041.91</u>
Total Payroll Paid	<u>6,524.41</u>
Report Total	<u>38,802.30</u>

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

FUND	NAME	AMOUNT
001	GENERAL	23,526.85
110	ROAD USE TAX	652.44
125	TAX INCREMENT FINANCING	11,825.00
600	WATER	105.61
610	SEWER	424.90
611	SEWER CAP PROJ - LOST	2,267.50
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	TOTAL FUNDS	38,802.30

**BALANCE SHEET**  
**CALENDAR 10/2025, FISCAL 4/2026**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING - GENERAL	10,149.69-	522,423.37
002-000-1110	CHECKING - ARP	.00	.00
110-000-1110	CHECKING - ROAD USE	648.55-	209,969.99
111-000-1110	CHECKING I-JOBS	.00	.00
112-000-1110	CHECKING - EMPLOYEE BENEFIT	390.87-	9,471.46
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	11,825.00-	11,825.00-
167-000-1110	CHECKING - COM DISASTER GRANT	.00	.00
200-000-1110	CHECKING-DEBT SERVICE	.00	3,603.29
302-000-1110	CHECKING-CAP PROJECT LOSST	737.20	69,172.05
430-000-1110	CHECKING	.00	.00
600-000-1110	CHECKING - WATER	411.49	34,714.97
601-000-1110	CHECKING- WATER CAP PROJ LOSST	.00	63,634.13
610-000-1110	CHECKING - SEWER	3,821.98	133,862.79
611-000-1110	CHECKING-SEWER CAP PRJ-LOSST	.00	5,962.62-
	CHECKING TOTAL	18,043.44-	1,073,115.47
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	11,891.31	226,088.96
	WASTE WATER CAP IMP FUND TOTA	11,891.31	226,088.96
611-000-1113	SRF CASH	.00	101,310.65
	SRF CASH TOTAL	.00	101,310.65
611-000-1114	GO BOND	2,267.50-	2,267.50-
	GO BOND TOTAL	2,267.50-	2,267.50-
001-000-1130	SAVINGS - GENERAL	.00	21,354.20
001-000-1131	SAVINGS - LIBRARY	.00	.00
600-000-1130	SAVINGS - WATER RESERVE	.00	23,801.69
610-000-1130	SAVINGS - SEWER RESERVE	.00	69,642.09
	SAVINGS TOTAL	.00	114,797.98
168-000-1160	SAVINGS BOND	.00	1,167.60
	SAVINGS/CD'S TOTAL	.00	1,167.60

*Handwritten calculations:*  
 + 24304.31 + 226088.96 + 101310.65  
 - 226750 + 11822.46 + 10038.42  
 = 144442.77

**BALANCE SHEET**  
**CALENDAR 10/2025, FISCAL 4/2026**

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
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	Park Cap improvement TOTAL	.00	11,822.46
	TOTAL OF ALL CASH	8,419.63-	1,592,561.39

**BUDGET REPORT**  
**CALENDAR 10/2025, FISCAL 4/2026**

PCT OF FISCAL YTD 33.3%

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	434.34	2,067.63	103.38	67.63-
	MISC PROTECTION SERVICES TOTA	1,900.00	26.84	430.78	22.67	1,469.22
	ANIMAL CONTROL TOTAL	500.00	.00	407.00	81.40	93.00
	<b>PUBLIC SAFETY TOTAL</b>	<b>22,400.00</b>	<b>461.18</b>	<b>2,905.41</b>	<b>12.97</b>	<b>19,494.59</b>
	STREETS TOTAL	79,700.00	85.44	20,464.07	25.68	59,235.93
	STREET LIGHTING TOTAL	7,000.00	621.43	2,541.77	36.31	4,458.23
	TRAFFIC CONTROL & SAFETY TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	35,000.00	2,908.24	11,589.05	33.11	23,410.95
	<b>PUBLIC WORKS TOTAL</b>	<b>121,700.00</b>	<b>3,615.11</b>	<b>34,594.89</b>	<b>28.43</b>	<b>87,105.11</b>
	WATER,AIR,MOSQUITO CONTRO TOTA	2,000.00	.00	.00	.00	2,000.00
	<b>HEALTH &amp; SOCIAL SERVICES TOTA</b>	<b>2,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>2,000.00</b>
	LIBRARY TOTAL	24,157.00	731.67	6,317.56	26.15	17,839.44
	PARKS TOTAL	57,750.00	2,196.44	9,222.10	15.97	48,527.90
	COMMUNITY CTR/ZOO/MARINA TOTA	16,051.00	681.70	4,299.62	26.79	11,751.38
	<b>CULTURE &amp; RECREATION TOTAL</b>	<b>97,958.00</b>	<b>3,609.81</b>	<b>19,839.28</b>	<b>20.25</b>	<b>78,118.72</b>
	COMMUNITY BEAUTIFICATION TOTA	6,000.00	.00	1,559.19	25.99	4,440.81
	ECONOMIC DEVELOPMENT TOTAL	.00	11,825.00	11,825.00	.00	11,825.00-
	PLANNING & ZONING TOTAL	.00	.00	.00	.00	.00
	<b>COMMUNITY &amp; ECONOMIC DEV TOTA</b>	<b>6,000.00</b>	<b>11,825.00</b>	<b>13,384.19</b>	<b>223.07</b>	<b>7,384.19-</b>
	MAYOR/COUNCIL/CITY MGR TOTAL	4,504.00	.00	1,363.88	30.28	3,140.12
	CLERK/TREASURER/ADM TOTAL	76,050.00	2,503.71	17,740.22	23.33	58,309.78
	ELECTIONS TOTAL	1,100.00	.00	.00	.00	1,100.00
	LEGAL SERVICES/ATTORNEY TOTAL	12,000.00	1,775.00	3,028.25	25.24	8,971.75
	CITY HALL/GENERAL BLDGS TOTAL	25,651.00	4,290.42	6,742.73	26.29	18,908.27
	TORT LIABILITY TOTAL	32,000.00	.00	.00	.00	32,000.00
	OTHER GENERAL GOVERNMENT TOTA	.00	.00	.00	.00	.00
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>151,305.00</b>	<b>8,569.13</b>	<b>28,875.08</b>	<b>19.08</b>	<b>122,429.92</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 10/2025, FISCAL 4/2026**

**PCT OF FISCAL YTD 33.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	STREETS TOTAL	.00	.00	7,063.85	.00	7,063.85-
	CAPITIAL PROJECTS TOTAL	.00	.00	7,063.85	.00	7,063.85-
	WATER TOTAL	6,350.00	144.25	1,680.27	26.46	4,669.73
	SEWER/SEWAGE DISPOSAL TOTAL	1,258,240.00	2,411.77	200,896.44	15.97	1,057,343.56
	ENTERPRISE FUNDS TOTAL	1,264,590.00	2,556.02	202,576.71	16.02	1,062,013.29
	TRANSFERS IN/OUT TOTAL	96,326.00	.00	39,543.68	41.05	56,782.32
	TRANSFER OUT TOTAL	96,326.00	.00	39,543.68	41.05	56,782.32
	TOTAL OF ALL EXPENSES	1,792,279.00	30,636.25	348,783.09	19.46	1,443,495.91

**REVENUE REPORT**  
**CALENDAR 10/2025, FISCAL 4/2026**

**PCT OF FISCAL YTD 33.3%**

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	2,956.38	12,192.82	32.95	24,807.18
001-290-4501	CURB IT REVENUE	.00	.00	.00	.00	.00
001-410-4700	LIBRARY DONATIONS	.00	.00	153.00	.00	153.00-
001-410-4701	Library - State Funding	4,800.00	.00	1,587.17	33.07	3,212.83
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	7,653.00	4.54	160,873.00
001-950-4003	PROPERTY TAXES - AG LAND	645.00	.00	38.10	5.91	606.90
001-950-4008	PROPERTY TAXES - CIVIC CENTER	.00	.00	.00	.00	.00
001-950-4013	PROPERTY TAXES - INSURANCE	31,641.00	.00	1,407.47	4.45	30,233.53
001-950-4100	BEER/LIQUOR PERMITS	600.00	.00	585.00	97.50	15.00
001-950-4105	CIGARETTE PERMITS	.00	.00	75.00	.00	75.00-
001-950-4110	BUILDING PERMITS	1,400.00	.00	2,369.87	169.28	969.87-
001-950-4300	INTEREST REVENUE	34,800.00	.00	9,486.08	27.26	25,313.92
001-950-4310	RENT - COMMUNITY CENTER	5,400.00	125.00	2,450.00	45.37	2,950.00
001-950-4311	RENT - CELL TOWER	12,100.00	1,038.18	4,152.72	34.32	7,947.28
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	101.50	2,918.45	1,459.23	2,718.45-
001-950-4705	BEAUTIFICATION FUNDS	.00	.00	.00	.00	.00
	<b>GENERAL TOTAL</b>	<b>298,612.00</b>	<b>4,221.06</b>	<b>45,788.68</b>	<b>15.33</b>	<b>252,823.32</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	64,000.00	.00	17,251.11	26.95	46,748.89
110-230-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
	<b>ROAD USE TAX TOTAL</b>	<b>64,000.00</b>	<b>.00</b>	<b>17,251.11</b>	<b>26.95</b>	<b>46,748.89</b>

**REVENUE REPORT  
CALENDAR 10/2025, FISCAL 4/2026**

**PCT OF FISCAL YTD 33.3%**

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	847.32	4.51	17,939.68
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	847.32	4.51	17,939.68
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	25,775.38	25.69	74,561.62
	LOCAL OPTION SALES TAX TOTAL	100,337.00	.00	46,815.13	46.66	53,521.87
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 10/2025, FISCAL 4/2026**

PCT OF FISCAL YTD 33.3%

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	1,337.87	4.51	28,326.13
	DEBT SERVICE TOTAL	=====	=====	=====	=====	=====
		29,664.00	.00	1,337.87	4.51	28,326.13
		=====	=====	=====	=====	=====
302-210-4440	STATE GRANTS/Reimbursements	.00	737.20	737.20	.00	737.20-
302-210-4445	IOWA DOT CIRPA Grant	.00	.00	.00	.00	.00
302-910-4830	TRANSFER IN	12,188.00	.00	2,313.00	18.98	9,875.00
	CAP PROJ - LOST TOTAL	=====	=====	=====	=====	=====
		12,188.00	737.20	3,050.20	25.03	9,137.80
		=====	=====	=====	=====	=====
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	33.56	16.78	166.44
600-810-4500	DMWW - WATER REVENUE	6,700.00	553.30	2,280.75	34.04	4,419.25
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	553.30	2,314.31	33.54	4,585.69
		=====	=====	=====	=====	=====
601-910-4830	TRANSFER IN	12,187.00	.00	2,312.98	18.98	9,874.02
	WATER CAP PROJ - LOST TOTAL	=====	=====	=====	=====	=====
		12,187.00	.00	2,312.98	18.98	9,874.02
		=====	=====	=====	=====	=====
610-815-4300	INTEREST REVENUE	500.00	.00	98.21	19.64	401.79
610-815-4500	DMWW - SEWER REVENUE	46,600.00	3,963.77	16,262.54	34.90	30,337.46
610-815-4700	MISC SEWER REVENUE	.00	.00	.00	.00	.00
	SEWER TOTAL	=====	=====	=====	=====	=====
		47,100.00	3,963.77	16,360.75	34.74	30,739.25
		=====	=====	=====	=====	=====
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	.00	194,261.58	38.85	305,738.42
611-815-4500	CHARGES/FEEES FOR SERVICES	169,671.00	11,891.31	48,787.63	28.75	120,883.37
611-815-4520	WASTE WATER CAP IMP FEE	.00	.00	.00	.00	.00

**REVENUE REPORT**  
**CALENDAR 10/2025, FISCAL 4/2026**

**PCT OF FISCAL YTD 33.3%**

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	13,877.95	19.29	58,073.05
	SEWER CAP PROJ - LOST TOTAL	1,417,718.00	11,891.31	256,927.16	18.12	1,160,790.84
	TOTAL OF ALL REVENUE	2,008,976.00	21,366.64	393,005.51	19.56	1,615,970.49

**REVENUE & EXPENSE REPORT**  
**CALENDAR 10/2025, FISCAL 4/2026**

**PCT OF FISCAL YTD 33.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-410-6010	WAGES - LIBRARY	456.00	4,328.75	12,685.00	8,356.25
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	197.74	1,049.01	4,020.00	2,970.99
001-410-6504	OFFICE EQUIPMENT - LIBRARY	.00	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	653.74	5,577.77	21,988.00	16,410.23
		=====	=====	=====	=====

**BANK CASH REPORT  
2025**

BANK NAME FUND GL NAME	SEPTEMBER CASH BALANCE	OCTOBER RECEIPTS	OCTOBER DISBURSMENTS	OCTOBER CASH BALANCE	OUTSTANDING TRANSACTIONS	OCT BANK BALANCE
<b>KEYSTONE SAVINGS BANK</b>						
BANK						1,444,412.77
001	532,573.06	4,624.51	14,774.20	522,423.37		
001	11,822.46	0.00	0.00	11,822.46	18,934.42	
002	0.00	0.00	0.00	0.00		
110	210,618.54	2.44	650.99	209,969.99	687.94	
111	0.00	0.00	0.00	0.00		
112	9,862.33	0.00	390.87	9,471.46		
119	36,779.58	0.00	0.00	36,779.58		
121	7,271.46	0.00	0.00	7,271.46		
125	0.00	0.00	11,825.00	11,825.00-		
125	24,304.31	0.00	0.00	24,304.31	11,825.00	
167	0.00	0.00	0.00	0.00		
200	3,603.29	0.00	0.00	3,603.29		
302	68,434.85	737.20	0.00	69,172.05		
430	0.00	0.00	0.00	0.00		
600	34,303.48	426.27	14.78	34,714.97	113.03	
601	63,634.13	0.00	0.00	63,634.13		
610	130,040.81	3,836.74	14.76	133,862.79	101.30	
611	5,962.62-	0.00	0.00	5,962.62-		
611	214,197.65	11,891.31	0.00	226,088.96		
611	101,310.65	0.00	0.00	101,310.65		
611	0.00	0.00	2,267.50	2,267.50-	2,267.50	
					23,890.77	
KEYSTONE SAVINGS BANK TOTALS	1,442,793.98	21,518.47	29,938.10	1,434,374.35	10,038.42	1,444,412.77
<b>CD-GENERAL</b>						
BANK						15,669.10
001	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
<b>CD-WATER</b>						
BANK						3,098.03
600	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
<b>CD-SEWER</b>						
BANK						23,454.33
610	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
<b>TOTAL OF ALL BANKS</b>	<b>1,485,015.44</b>	<b>21,518.47</b>	<b>29,938.10</b>	<b>1,476,595.81</b>	<b>10,038.42</b>	<b>1,486,634.23</b>

**OUTSTANDING TRANSACTION REGISTER**  
 9/01/2025 TO 9/30/2025

MOD CODE	BANK NO	NAME	DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
1 KEYSTONE SAVINGS BANK						STATEMENT DATE: 9/30/2025					
AP	CHK	8665	9/08/25	03/26	MELISSA LINDQUIST			500.00			
AP	CHK	8676	9/08/25	03/26	TIM TINGLE			25.00			
PR	CHK	8679	9/29/25	03/26	TINGLE, TIM W			183.44			
PR	CHK	8680	9/29/25	03/26	BOHN, JOANN E			27.67			
AP	CHK	8681	9/24/25	03/26	TIM TINGLE			27.26			
AP	CHK	8682	9/29/25	03/26	ALLEN LAWN CARE			1,675.00			
							-----				
BANK TOTAL							.00	2,438.37	.00		
DEPOSITS-CHECKS							2,438.37-				

**Runnells City Council**  
**Council Meeting minutes**  
**September 9, 2025 Community Center**

1. Call to Order called by Mayor Lindquist 7:02
  2. Roll Call Mayor Lindquist Gaudette, Phillips, Henry, Hawkins, city clerk Curry, legal Wright
  3. Approval of Agenda. Motion to approve the agenda made by Gaudette/Phillips  
ROLL CALL: Ayes; 4 Nays none. Motion passed (4,0).
  4. Public comments: None
  5. Consent of agenda Hawkins/Phillips all ayes 0 nays motion passed (4.0)
  6. Old Business new business
    - Motion to remove Jake Dingman from bank accounts all ayes 0 nays motion passed (4.0)
    - Resolution 2025-50 appointment of new council member all ayes 0 nays motion passed (4.0)
    - Swearing in JoAnn Bohn for vacant seat on council
    - Resolution 2025-49 Public works purchase all ayes 0 nays motion passed (5.0)
    - Resolution 2025-51 Pay application wastewater treatment plant all ayes 0 nays motion passed (5.0)
    - Consideration and approval replacing blower building damper wastewater treatment plant all ayes 0 nays motion passed (5.0)
    - Resolution 2025-52 approval of garage sale add reimbursement Joanna Robinson all ayes 0 nays motion passed (5.0)
    - Approval of RRBf use of community center Oct 4<sup>th</sup> 2025 all ayes 0 nays motion passed (5.0)
    - Approval to move forward with Clement Grant through Skinner Law Office all ayes 0 nays motion passed (5.0)
    - Resolution 2025-53 Annual Finance Report FY ending 2025 all ayes 0 nays motion passed (5.0)
    - Resolution 2025-54 concrete in front of community center and city hall all ayes 0 nays motion passed (5.0)
    - Closed session 8:00PM
    - Adjournment 9:20PM Phillips/Devin
- Claims: Amazon 446.44 C.L. Carrol 156608.12 Canon 104.13 Capital City 1051.70  
Caseys 38.92 Centurylink 108.44 Des Moines Water Works 131.05 Echo Group  
481.50 EFTPS 650.88 Iowa League of Cities 563.00 IPERS 1238.19 JEO  
Consulting Group 8176.25 Keystone savings bank 434.88 Local IA 165.85  
Mediacom 269.79 Melissa Lindquist 500.00 Menards 170.24 Metro waste  
Authority 2740.40 Mid Iowa Planning 69.00 MidAmerican energy 1142.65 Midwest  
Tech 49.90 Polk Co Public Works 150.00 Safe Building 1558.29 Signarama  
1084.59 Smith Sewer Service 160.00 Snyder and Assoc 6093.85 Tim Tingle 25.00  
Treasurer state of Iowa 89.03 two Rivers 60.00 Account payable 185362.09  
Payroll 8/18/2025 3367.27 Payroll 08/29/2025 2712.54 payroll total 6187.37 report  
total 191551.46 general 17157.78 road Use 1859.28 Cap Proj 6093.85 Water  
252.29 Sewer 1403.89 Sewer cap proj 164784.37 total 191551.46

Attested

Tami Curry

**Runnells City council  
Emergency meeting minutes  
Friday, September 26, 2025  
4:10 Community Center**

1. Call to order Mayor Pro Tem Devin Gaudette at 4:10PM
2. Roll call all present Henry, Hawkins, Bohn, Gaudette Phillips, Absent clerk Curry
3. Approval of agenda Bohn/ Henry all ayes 0 nays motion approved (5.0)
4. Resolution 2025-58 Gaudette motion to approve w amendment to Approve Allens 9/25 Bid for \$3500.00 Bohn second all ayes 0 nays motion passed (5.0)
5. Adjournment Hawkins/ Henry all ayes 0 nays motion passed adjournment  
4:25PM

# RUNNELLS COMMUNITY LIBRARY

## BOARD MEETING MINUTES APPROVAL

Date of Meeting: 10/6/25

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: 10/6/25

Name (printed): Sha Shanna Swansen

Secretary: Melissa Vick-Smith Date: \_\_\_\_\_

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: October 6, 2025 Time: 6:30pm

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

Shoshanna Swanson - President (City, 523) Melissa Vick-Smith - Secretary (County, 3127) Bob Borg - Treasurer (City, 28) Megan Freel (County, 915) 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-ia.gov

*\*\*Note: It is the responsibility of the Runnells Community Library Board on subjects pertaining to library continuing agenda, please contact the board on the agenda. If you wish to add to the Runnells Community Library agenda, an item not on the agenda, please advise the board 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 items not on the agenda will not be 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<br>Present  | c. Bob Borg - Board Treasurer - Present         |
| b. Melissa Vick-Smith - Board Secretary<br>Present | d. Megan Freel - Board Member - Not Present     |
|  | e. Erin LaBelle - Director - Present            |
|  | f. Tiffany Phillips - Library Liaison - Present |

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

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

5. **Public Input:**

6. **Financial:**

- a. Approve Keystone Credit Card bill in the amount of \$197.74. The next statement's closing date is October 23, 2025.
  - i. Bob motions to approve the Keystone statement as listed above and Melissa seconds this motion. All approve
  - ii. Roll Call Vote

Shoshanna Swanson - Y

Bob Borg - Y  
Melissa Vick-Smith - Y

- b. Future orders to be placed
  - i. Amazon Total: \$450.39
  - ii. Walmart: \$49.41
  - iii. Drop box key duplicates: up to \$30
  - iv. Demco: \$39.97
  - v. Post Office Renewal: up to \$65
  - vi. Total: \$634.77
  - vii. Bob motions to approve the above purchases and Melissa seconds this motion. All approve
    - I. Roll Call Vote: Shoshanna Swanson - Y, Melissa Vick-Smith - Y, Bob Borg - Y

7. **New Business:**

- a. RCL will be closed October 30th for Trick or Treating -
  - i. Bob moves to approve the closure and Shoshanna seconds this motion
  - ii. Bob - Y, Shoshanna - Y, Melissa - Y
- b. Broken coffee pot and outdated gaming computer disposing of-
  - i. Bob moves to approve the above and Shoshanna seconds this motion
  - ii. Bob - Y, Shoshanna - Y, Melissa - Y
- c. Set dates for 2026 RCL Board Meetings - will discuss and vote next meeting
- d. FY Budget
  - i. Start the budget in October
  - ii. Present it to the library board in November
  - iii. Get a copy to the city before December 1st
- e. County wide training Oct 22nd at 6pm at Clive City Hall

**8. Director's Report:**

- a. Meeting with Mr Bartels : rescheduled
- b. Bell Dedication Historical Society September 13th at 9 30am - 2pm - Erin will work this
- c. Book Sale - \$153 to libraries donation account
- d. Conferences and Book Sale October 11th - 18th
- e. Pumpkins Picasso and Prizes: Pumpkin Decorating Contest - October 25th
- f. Cookies and Clause: Christmas Story Time with Santa - need wrapping paper

**9. Board Members:**

**10. Unfinished Business:**

- a. Erin to install antivirus software on Library computer - needs to know how to update
- b. Drop box lock - done - need keys made
- c. Erin needs a Wal Mart Tax ID card - Erin will ask when she does in the store next time
- d. Review Emergency Procedures Policy - will finalize
- e. Policies and procedures ready for final review - TBD

**11. Council Update:**

- a. Tiffany - we would like the Revenue and Expense Report each month

**Board Education:** Shoshanna - one hour - approving and monitoring the budget Bob - 45 minutes, Melissa - 45 minus Petty Cash, Board Members responsibilities, City Clerk responsibilities, approving and monitoring the budget

**12. Final Remarks:** None

**13. Upcoming Meetings:**

- a. November 3, 2025 at 6 30pm
- b. December 1, 2025 at 6 30pm

**14. Adjournment:** Shoshanna motions to adjourn meeting at 8 22 pm. Bob seconds the motion. All approve



September 2025 Statement 08/26/2025 - 09/24/2025

Page 2 of 2

CITY OF RUNNELLS  
ERIN LABELLE (CPN 002164251)

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.

**Transactions**

**Purchases and Other Debits**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
09/17	09/16	4986	AMAZON MKTPL*T17SU1JR3 Amzn com/bill WA	\$8.51	1
09/18	09/17	2042	AMAZON MKTPL*TX20O2HA3 Amzn com/bill WA	\$53.35	2
09/24	09/23	6409	AMAZON MKTPL*QY1GH4H63 Amzn com/bill WA	\$135.88	3
<b>TOTAL THIS PERIOD</b>				<b>\$197.74</b>	

2025 Totals Year-to-Date	
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 \_\_\_\_\_

**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	\$0.00	\$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 <a href="http://myaccountaccess.com">myaccountaccess.com</a>
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September 2025 Statement 08/26/2025 - 09/24/2025  
 CITY OF RUNNELLS (CPN 002164261)

Elan Financial Services ( 1-866-552-8855

00028092 56184 0002-0002 DUSR200D092525115931 001 00028172 LFR28SSOWE

**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.

Transactions						CURRY,TAMI	Credit Limit	\$3000
Post Date	Trans Date	Ref #	Transaction Description		Amount	Notation		
<b>Purchases and Other Debits</b>								
08/28	08/27	8939	IMFOA	WWW.IMFOA.ORG IA	\$200.00			
Total for Account #####					\$200.00			

Transactions						LABELLE,ERIN	Credit Limit	\$1000
Post Date	Trans Date	Ref #	Transaction Description		Amount	Notation		
<b>Purchases and Other Debits</b>								
09/17	09/16	4986	AMAZON MKTPL*	T17SU1JR3 Amzn.com/bill WA	\$8.51			
09/18	09/17	2042	AMAZON MKTPL*	TX20O2HA3 Amzn.com/bill WA	\$53.35			
09/24	09/23	6409	AMAZON MKTPL*	QY1GH4H63 Amzn.com/bill WA	\$135.88			
Total for Account #####					\$197.74			

Transactions						BILLING ACCOUNT ACTIVITY		
Post Date	Trans Date	Ref #	Transaction Description		Amount	Notation		
<b>Payments and Other Credits</b>								
09/17	09/14	0040	PAYMENT	THANK YOU	\$434.88CR			
Total for Account #####					\$434.88CR			

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$5.22
Total Interest Charged in 2025	\$0.00

Rumells Community Library Requisition

Date 10/06/25  
Invoice Due By \_\_\_\_\_

Vendor/Supplier		Dollar Amount	Acct#
1	<u>Amazon</u>	<u>8.51</u>	<u>6506</u>
2	<u>Amazon</u>	<u>53.35</u>	<u>6502</u>
3	<u>Amazon</u>	<u>135.88</u>	<u>Split</u>
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____
7	_____	_____	_____
8	_____	_____	_____
9	_____	_____	_____
10	_____	_____	_____
11	_____	_____	_____
12	_____	_____	_____
13	_____	_____	_____
14	_____	_____	_____

Handwritten notes:  
→ \$118.02 - 6502  
→ \$17.86 - 6506

Approved By: President [Signature]  
Secretary Melissa Vick-Smith

Receipts Attached \_\_\_\_\_

- Account #
- 001-410-6502 Library Books, Magazines, Videos
- 001-410-6504 Library Office Equipment
- 001-410-6506 Library Office Supplies
- 001-410-6508 Library Postage

Order Placed: September 16, 2025  
 PO number : 18  
 Amazon.com order number: 111-3596257-9469031  
 Order Total: \$8.51

Shipped on September 16, 2025	
<b>Items Ordered</b>	<b>Price</b>
1 Of: <i>CareCheer 3 Pack Total 30 Feet Green Foil Fringe Garland Metallic Wall Hanging Drapes Tassel Skirting Tinsel Streamers Decorations for Parade Float Trailer Mardi Gras Party Birthday St. Patrick's Day</i> Sold by: <i>Xinzi (seller, private)</i> Business Price Condition: New	\$8.51
<b>Shipping Address:</b> Erin Labelle PO BOX 120 Runnells, IA 50237 RUNNELLS, IA 50237 United States	Item(s) Subtotal: \$8.51 Shipping & Handling: \$6.99 Free Shipping: -\$6.99 ----- Total before tax: \$8.51 Sales Tax: \$0.00 -----
<b>Shipping Speed:</b> FREE Shipping	----- <b>Total for This Shipment: \$8.51</b> -----

Payment information	
<b>Payment Method:</b> Visa   Last digits: 2208	Item(s) Subtotal: \$8.51 Shipping & Handling: \$6.99 Promotion applied: -\$6.99 -----
<b>Billing address</b> Erin Labelle PO BOX 120 Runnells, IA 50237 RUNNELLS, IA 50237 United States	Total before tax: \$8.51 Estimated Tax: \$0.00 -----
	<b>Grand Total: \$8.51</b> -----
<b>Credit Card transactions</b>	Visa ending in 2208: September 16, 2025: \$8.51

To view the status of your order, return to [Order Summary](#).

Order Placed: September 16, 2025  
PO number : 17  
Amazon.com order number: 111-8189929-6253028  
Order Total: \$53.35

Shipped on September 17, 2025	
<b>Items Ordered</b>	<b>Price</b>
1 of <i>Heartstopper Series (Volumes 1-5) Books Collection Set By Alice Oseman , Alice Oseman</i>	\$53.35
Sold by <a href="#">Greenworldintl (seller profile)</a>	
Condition: New	
<b>Shipping Address:</b> Erin Labelle PO BOX 120 Runnells, IA 50237 RUNNELLS, IA 50237 United States	Item(s) Subtotal: \$53.35 Shipping & Handling: \$0.00 ----- Total before tax: \$53.35 Sales Tax: \$0.00 ----- <b>Total for This Shipment: \$53.35</b> -----
<b>Shipping Speed:</b> Economy Shipping	

Payment information	
<b>Payment Method:</b> Visa   Last digits: 2208	Item(s) Subtotal: \$53.35 Shipping & Handling: \$0.00 -----
<b>Billing address</b> Erin Labelle PO BOX 120 Runnells, IA 50237 RUNNELLS, IA 50237 United States	Total before tax: \$53.35 Estimated Tax: \$0.00 ----- <b>Grand Total: \$53.35</b>
<b>Credit Card transactions</b>	Visa ending in 2208 September 17, 2025: \$53.35 <b>#2</b>

To view the status of your order, return to [Order Summary](#) :

amazon.com

Printed on Recycled Paper

Order Placed: September 16, 2025

PO number : 17

Amazon.com order number: 111-7069934-6751445

Order Total: \$435.97

Shipped on September 17, 2025

Items Ordered	Price
1 Of: <i>Arthur Blackwood's Scary Stories for Kids who Like Scary Stories: Book 2</i> , Luzzader, A M. Sold by Amazon.com Condition: New	\$10.95
1 Of: <i>Practical Magic: The Witches of Eastwick (Double Feature) [Blu-ray]</i> , Various Sold by Amazon.com Condition: New	\$11.89
1 Of: <i>InvestiGators: Heist and Seek (InvestiGators, 6)</i> , Green, John Patrick Sold by Amazon.com Condition: New	\$7.09

<b>Shipping Address:</b> Erin Labelle PO BOX 120 Runnells, IA 50237 RUNNELLS, IA 50237 United States	Item(s) Subtotal: \$29.97 Shipping & Handling: \$0.36 Free Shipping: -\$0.36 ----- Total before tax: \$29.97 Sales Tax: \$0.00 -----
<b>Shipping Speed:</b> FREE Shipping	<b>Total for This Shipment: \$29.97</b> -----

Shipped on September 17, 2025

Items Ordered	Price
1 Of: <i>Not Quite Dead Yet: A GMA Book Club Pick: A Novel</i> , Jackson, Holly Sold by Amazon.com Business Price Condition: New	\$19.60
1 Of: <i>InvestiGators: Agents of S.U.I.T. (InvestiGators: Agents of S.U.I.T., 1)</i> , Green, John Patrick Sold by Amazon.com Condition: New	\$7.09
1 Of: <i>InvestiGators: Ants in Our PANTS (InvestiGators, 4)</i> , Green, John Patrick Sold by Amazon.com Condition: New	\$7.09
1 Of: <i>InvestiGators: All Tied Up (InvestiGators, 7)</i> , Green, John Patrick Sold by Amazon.com Condition: New	\$7.13

1 of: *Scary Summer (Galloway's Goblins, No. 3), R. L. Stine*  
Sold by: Amazon.com  
Condition: New

\$10.16

**Shipping Address:**

Erin Labelle  
PO BOX 120  
Runnells, IA 50237  
RUNNELLS, IA 50237  
United States

Item(s) Subtotal: \$51.87  
Shipping & Handling: \$1.19  
Free Shipping: -\$1.19  
-----  
Total before tax: \$51.87  
Sales Tax: \$0.00  
-----

**Shipping Speed:**

FREE Shipping

**Total for This Shipment: \$51.87**  
-----

Shipped on September 22, 2025

**Items Ordered**

1 of: *InvestiGators Class Action (InvestiGators, 8), Green, John Patrick*  
Sold by: Amazon.com  
Condition: New

Price  
\$6.57

4 of: *Goldfish Halloween Cheddar Cheese Crackers Multipack, 24 Pack*  
Sold by: Amazon.com  
Condition: New

\$9.87

1 of: *500Pcs Halloween Photographic Ghost Stickers Rolls 1 2in Laser Ghost Waterproof Decals Indescent Self-Adhesive Stickers*  
*Roll for Kids Halloween Party Envelope Scrapbook Decorations*  
Sold by: RUPOFUZA (seller profile)  
Condition: New

\$7.99

**Shipping Address:**

Erin Labelle  
PO BOX 120  
Runnells, IA 50237  
RUNNELLS, IA 50237  
United States

Item(s) Subtotal: \$54.04  
Shipping & Handling: \$1.54  
Free Shipping: -\$1.54  
-----  
Total before tax: \$54.04  
Sales Tax: \$0.00  
-----

**Shipping Speed:**

FREE Shipping

**Total for This Shipment: \$54.04**  
-----

Shipped on September 24, 2025

**Items Ordered**

1 of: *Arthur Blackwood's Scary Stories for Kids who Like Scary Stories Book 3, Luzzader, A.M*  
Sold by: Amazon.com  
Condition: New

Price  
\$10.24

1 of: *Dreamworks The Bad Guys: A Very Bad Holiday Novelization, Howard, Ms. Kate*  
Sold by: Amazon (seller profile)

\$5.57

1 Of: <i>Marvel Super Hero and Bookie (Illustrated by) St. Green, John Patrick</i>	\$9.74
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	
1 Of: <i>Apple Lake Is A Movie Mott, Jason</i>	\$25.74
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	
1 Of: <i>My Favorite Study Stems Box Set: A Box of 5 Halloween Books for Beginning Readers (I Can Read Level 2) Various</i>	\$17.71
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	

<b>Shipping Address:</b>	Item(s) Subtotal	\$63.30
Erin Labelle	Shipping & Handling	\$1.00
PO BOX 120	Free Shipping:	-\$1.00
Runnells, IA 50237		----
RUNNELLS, IA 50237	Total before tax	\$63.30
United States	Sales Tax:	\$0.00
		----
<b>Shipping Speed:</b>	<b>Total for This Shipment:</b>	<b>\$63.30</b>
FREE Shipping		----

Payment information		
<b>Payment Method:</b>	Item(s) Subtotal	\$435.97
Visa   Last digits: 2208	Shipping & Handling:	\$6.99
	Promotion applied	-\$6.99
		----
<b>Billing address</b>	Total before tax:	\$435.97
Erin Labelle	Estimated Tax	\$0.00
PO BOX 120		----
Runnells, IA 50237	<b>Grand Total:</b>	<b>\$435.97</b>
RUNNELLS, IA 50237		
United States		
<b>Credit Card transactions</b>	Visa ending in 2208: September 26, 2025:	\$300.09
	Visa ending in 2208: September 23, 2025:	\$135.88

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc.

118.02 Books #3  
17.86 Supplies



**September 2025 Statement**

Open Date: 08/26/2025 Closing Date: 09/24/2025

Account: ##### 8966

**Visa® Community Card**

**Elan Financial Services**

1-866-552-8855

BUS 30 ELN

1

15

CITY OF RUNNELLS (CPN 002164261)

<b>New Balance</b>	<b>\$397.74</b>
<b>Minimum Payment Due</b>	<b>\$397.74</b>
<b>Payment Due Date</b>	<b>10/22/2025</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	+	\$434.88
Payments	-	\$434.88 <sup>CR</sup>
Other Credits		\$0.00
Purchases	+	\$397.74
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
<b>New Balance</b>	<b>=</b>	<b>\$397.74</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$397.74</b>
Credit Line		\$5,000.00
Available Credit		\$4,602.26
Days in Billing Period		30

00028092 56183 0001-0002 DUSB20DD0925251158931 001 00028172 URB28SCOME

RECEIVED  
10/3/25  
TRP

**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



0047985100687589660000397740000397748

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

- to pay by phone
- to change your address

<b>Account Number</b>	##### 8966
<b>Payment Due Date</b>	10/22/2025
<b>New Balance</b>	\$397.74
<b>Minimum Payment Due</b>	\$397.74

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

000028092 MUSB20DD092525115893 01 10000000 028172 002



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

**Elan Financial Services**

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





September 2025 Statement 08/26/2025 - 09/24/2025  
 CITY OF RUNNELLS (CPN 002164261)

Elan Financial Services ( 1-866-552-8855

00028092 56184 0002-0002 DUSB20DD092525115831 001 0002817Z UB28SOME

**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.

Transactions		CURRY,TAMI		Credit Limit \$3000	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
08/28	08/27	8939	IMFOA WWW.IMFOA.ORG IA	\$200.00	_____
<b>Total for Account ##### 9956</b>				<b>\$200.00</b>	

Transactions		LABELLE,ERIN		Credit Limit \$1000	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
09/17	09/16	4986	AMAZON MKTPL*T17SU1JR3 Amzn.com/bill WA	\$8.51	_____
09/18	09/17	2042	AMAZON MKTPL*TX20O2HA3 Amzn.com/bill WA	\$53.35	_____
09/24	09/23	6409	AMAZON MKTPL*QY1GH4H63 Amzn.com/bill WA	\$135.88	_____
<b>Total for Account ##### 2208</b>				<b>\$197.74</b>	

Transactions		BILLING ACCOUNT ACTIVITY			
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Payments and Other Credits</b>					
09/17	09/14	0040	PAYMENT THANK YOU	\$434.88CR	_____
<b>Total for Account ##### 8966</b>				<b>\$434.88CR</b>	

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$5.22
Total Interest Charged in 2025	\$0.00

## Tami Curry

---

**From:** Austin Henry <austinhensryrunnells@outlook.com>  
**Sent:** Monday, September 22, 2025 12:19 PM  
**To:** joannbohncitycouncil@gmail.com; Tami Curry; Devin Gaudette; Tiffany Phillips;  
abby.hawkins50237@gmail.com  
**Subject:** Sidewalk letter

---

**From:** Austin Henry <tinleehe@gmail.com>  
**Sent:** Monday, September 22, 2025 12:15:11 PM  
**To:** austinhensryrunnells@outlook.com <austinhensryrunnells@outlook.com>  
**Subject:** Sidewalk letter

All:

Please review and let me know your thoughts and or please make changes you see fit. Also, I think that it would be a good idea that we walk all sidewalks and paint these all again.

Thanks

### City of Runnells

**110 Brown Street PO BOX 33**

**Date: September 22, 2025**

### **RE: Sidewalk Replacement Notification**

Dear Residents of Runnells,

The City of Runnells has recently completed a sidewalk inspection and identified sections of sidewalk that are in need of repair or replacement. Properties with affected sidewalks have had these areas marked with spray paint to indicate the need for replacement.

We encourage all property owners with marked sidewalks to begin planning and scheduling these repairs as soon as possible. While prompt action is appreciated, we understand that we are heading into a period of potentially inclement weather, which can delay outdoor construction projects.

#### **Please note:**

There will be **no penalties or fines issued for uncompleted sidewalk repairs for the remainder of this year.** However, in the spring of next year, the City will send out a **follow-up letter specifying a firm**

**deadline** by which all identified sidewalk repairs must be completed. Sidewalk repairs need to be completed per city ordinance and some repairs may require permits/inspections.

Property owners who fail to comply with the repair deadline set in the spring letter may be subject to penalties, including fines, in accordance with city ordinances.

We appreciate your cooperation in helping to maintain safe and accessible sidewalks throughout our community. If you have any questions or concerns about your property or the repair process, please contact City Hall 515.966.2042.

Thank you for your attention to this matter and for your continued commitment to keeping Runnells a safe and welcoming place for all.

Sincerely,

City of Runnells

**RESOLUTION NO. 2025-56**

**RESOLUTION TO Approve the Runnells Urban Report 2024:**

**WHEREAS**, Cities, counties, and rural improvement zones have new requirements to annually report information about urban renewal and tax increment financing (TIF) areas.  
and,

**WHEREAS**, The City of Runnells is required to submit a TIF Debt and Obligations outstanding report to the Department of Management by Dec. 1 Annually and,

**WHEREAS**, the City of Runnells has a cash balance of \$24304 restricted for LMI to report.

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the Urban renewal Report for 2024

**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 October, 14, 2025 upon its passage and approval by the Runnells City Council.

**PASSED AND APPROVED** this day October, 14, 2025.

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

ATTEST:

\_\_\_\_\_  
DEVIN GAUDETTE  
MAYOR PRO TEM, CITY OF RUNNELLS

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

**Annual Urban Renewal Report, Fiscal Year 2024 - 2025**

**Levy Authority Summary**

Local Government Name: RUNNELLS  
 Local Government Number: 77G724

**Active Urban Renewal Areas**  
 RUNNELLS URBAN RENEWAL

**U.R. # of Tif Taxing  
 # Districts**  
 77016 2

**TIF Debt Outstanding: 24,304**

<b>TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:</b>	<b>24,304</b>	<b>24,304</b>	<b>Amount of 07-01-2024 Cash Balance Restricted for LMI</b>
TIF Revenue:	0		
TIF Sp. Revenue Fund Interest:	0		
Property Tax Replacement Claims	0		
Asset Sales & Loan Repayments:	0		
<b>Total Revenue:</b>	<b>0</b>		
Rebate Expenditures:	0		
Non-Rebate Expenditures:	0		
Returned to County Treasurer:	0		
<b>Total Expenditures:</b>	<b>0</b>		

<b>TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:</b>	<b>24,304</b>	<b>24,304</b>	<b>Amount of 06-30-2025 Cash Balance Restricted for LMI</b>
---	---------------	---------------	---

**Year-End Outstanding TIF  
 Obligations, Net of TIF Special  
 Revenue Fund Balance: 0**

♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025

**Urban Renewal Area Data Collection**

Local Government Name: RUNNELLS (77G724 )  
 Urban Renewal Area: RUNNELLS URBAN RENEWAL  
 UR Area Number: 77016

UR Area Creation Date: 07/1990

This plan has been developed to help local officials promote economic development. The primary goal of the plan is to stimulate, through public involvement and commitment, private investments in commercial and industrial development and to create a sound economic base for future growth and development.

UR Area Purpose:

<b>Tax Districts within this Urban Renewal Area</b>	<b>Base No.</b>	<b>Increment No.</b>	<b>Increment Value Used</b>
RUNNELLS CITY/SE-POLK SCH/CAMP CEM/90 TIF INCR	770314	770315	0
RUNNELLS CITY AG/SE-POLK SCH/CAMP CEM/90 TIF INCR	770313	770520	0

**Urban Renewal Area Value by Class - 1/1/2023 for FY 2025**

	<b>Agricultural</b>	<b>Residential</b>	<b>Commercial</b>	<b>Industrial</b>	<b>Other</b>	<b>Military</b>	<b>Total</b>	<b>Gas/Electric Utility</b>	<b>Total</b>
Assessed	48,370	23,794,800	817,500	0	0	-48,000	24,567,170	0	24,567,170
Taxable	34,748	11,027,166	549,114	0	0	-48,000	11,517,528	0	11,517,528
Homestead Credits									70

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2024:** **24,304** **24,304** **Amount of 07-01-2024 Cash Balance Restricted for LMI**

TIF Revenue: 0  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue:** **0**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 0  
 Returned to County Treasurer: 0  
**Total Expenditures:** **0**

<b>TIF Sp. Rev. Fund Cash Balance as of 06-30-2025:</b>	<b>24,304</b>	<b>24,304</b>	<b>Amount of 06-30-2025 Cash Balance Restricted for LMI</b>
---	---------------	---------------	---

## Projects For RUNNELLS URBAN RENEWAL

### Generator- Senior Center

Description:	Generator added to the Cenior Center for heating and cooling site needs
Classification:	Low and Moderate Income Housing
Physically Complete:	Yes
Payments Complete:	Yes

### property purchase

Description:	105 mcKinney parking lot for community center
Classification:	Low and Moderate Income Housing
Physically Complete:	Yes
Payments Complete:	Yes

### property Demolition

Description:	105 McKinney parking lot community center
Classification:	Low and Moderate Income Housing
Physically Complete:	Yes
Payments Complete:	Yes

## Debts/Obligations For RUNNELLS URBAN RENEWAL

### LMI Requirement Outstanding

Debt/Obligation Type:	Outstanding LMI Housing Obligations
Principal:	24,304
Interest:	0
Total:	24,304
Annual Appropriation?:	No
Date Incurred:	01/01/1990
FY of Last Payment:	2017

## Income Housing For RUNNELLS URBAN RENEWAL

Amount of FY 2025 expenditures that provide or aid in the provision of public improvements related to housing and residential development:	0
<hr/>	
Lots for low and moderate income housing:	0
Construction of low and moderate income housing:	0
Grants, credits or other direct assistance to low and moderate income families:	0
Payments to a low and moderate income housing fund established by the municipality, including matching funds for any state or federal moneys used for such purposes:	0
Other low and moderate income housing assistance:	0

**♣ Annual Urban Renewal Report, Fiscal Year 2024 - 2025**

**TIF Taxing District Data Collection**

Local Government Name:	RUNNELLS (77G724 )		
Urban Renewal Area:	RUNNELLS URBAN RENEWAL (77016)		
TIF Taxing District Name:	RUNNELLS CITY/SE-POLK SCH/CAMP CEM/90 TIF INCR		
TIF Taxing District Inc. Number:	770315		
TIF Taxing District Base Year:	0		
FY TIF Revenue First Received:	2003		<b>UR Designation</b>
Subject to a Statutory end date?	Yes	Slum	No
Fiscal year this TIF Taxing District		Blighted	No
statutorily ends:	2013	Economic Development	07/1990

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	23,794,800	817,500	0	0	-48,000	24,518,800	0	24,518,800
Taxable	0	11,027,166	549,114	0	0	-48,000	11,482,780	0	11,482,780
Homestead Credits									70

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	2,379,670	11,482,780	0	11,482,780	348,611

FY 2025 TIF Revenue Received: 0

**TIF Taxing District Data Collection**

Local Government Name:	RUNNELLS (77G724 )		
Urban Renewal Area:	RUNNELLS URBAN RENEWAL (77016)		
TIF Taxing District Name:	RUNNELLS CITY AG/SE-POLK SCH/CAMP CEM/90 TIF INCR		
TIF Taxing District Inc. Number:	770520		
TIF Taxing District Base Year:	0		
FY TIF Revenue First Received:	2003		<b>UR Designation</b>
Subject to a Statutory end date?	Yes	Slum	No
Fiscal year this TIF Taxing District		Blighted	No
statutorily ends:	2013	Economic Development	07/1990

TIF Taxing District Value by Class - 1/1/2023 for FY 2025

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	48,370	0	0	0	0	0	48,370	0	48,370
Taxable	34,748	0	0	0	0	0	34,748	0	34,748
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2025	48,370	0	0	0	0

FY 2025 TIF Revenue Received: 0

# SKINNER LAW OFFICE

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW  
ED SKINNER (1936-2015)  
R. BRADLEY SKINNER  
CAMERON K. WRIGHT  
GERI D. HUSER  
BLAKE E. HUSER

160 ADVENTURELAND DRIVE NW, STE B  
P.O. BOX 367  
ALTOONA, IOWA 50009  
T: (515)967-4264  
F: (515)967-6486

October 13, 2025

Professional Painting by Sandy Miller  
100 Brown Street  
Runnells, IA

Re: Right-of-Way Lease

To Whom It May Concern:

Please be advised that you are in default of the lease you entered into with the City of Runnells ("City") regarding the right-of-way owned by the City for failure to pay by the appropriate date. The City of Runnells has chosen to terminate your lease. You have 30 days to vacate the property. Anything on the property after 30 days will be considered abandoned.

Sincerely,

Cameron K. Wright

/nm

**RESOLUTION NO. 2025-57**

**RESOLUTION TO approve the Plat of Survey Cousin Acres Plat 1 Runnells IA**

**WHEREAS**, Runnells City Council has reviewed the Plat of Survey Cousin Acres Plat 1

**WHEREAS**, the City Council, of the City of Runnells, IA is approving the Plat of Survey Cousin Acres Plat 1 within the City of Runnells (see attached Plat)

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the Plat of Survey Cousins Acres Plat 1 within the City limits of Runnells IA 50237

**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 October 14, 2025 upon its passage

**PASSED AND APPROVED** this October 14th, 2025.

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

ATTEST:

\_\_\_\_\_  
 DEVIN GAUDETTE  
 MAYOR PRO TEM, CITY OF RUNNELLS

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

INDEX LEGEND	
LOCATION:	OUTLOT Y & Z, COUSIN'S ACRES PLAT 1 RUNNELLS, IOWA
PROPRIETOR:	JONATHAN D. LAUTERS
REQUESTED BY:	PRO-LINE BUILDING COMPANY
PREPARED BY:	BOBBY J. MADDALENO
COMPANY:	GARDEN & ASSOCIATES, LTD.
RETURN TO:	P.O. BOX 451, OSKALOOSA, IOWA 52577



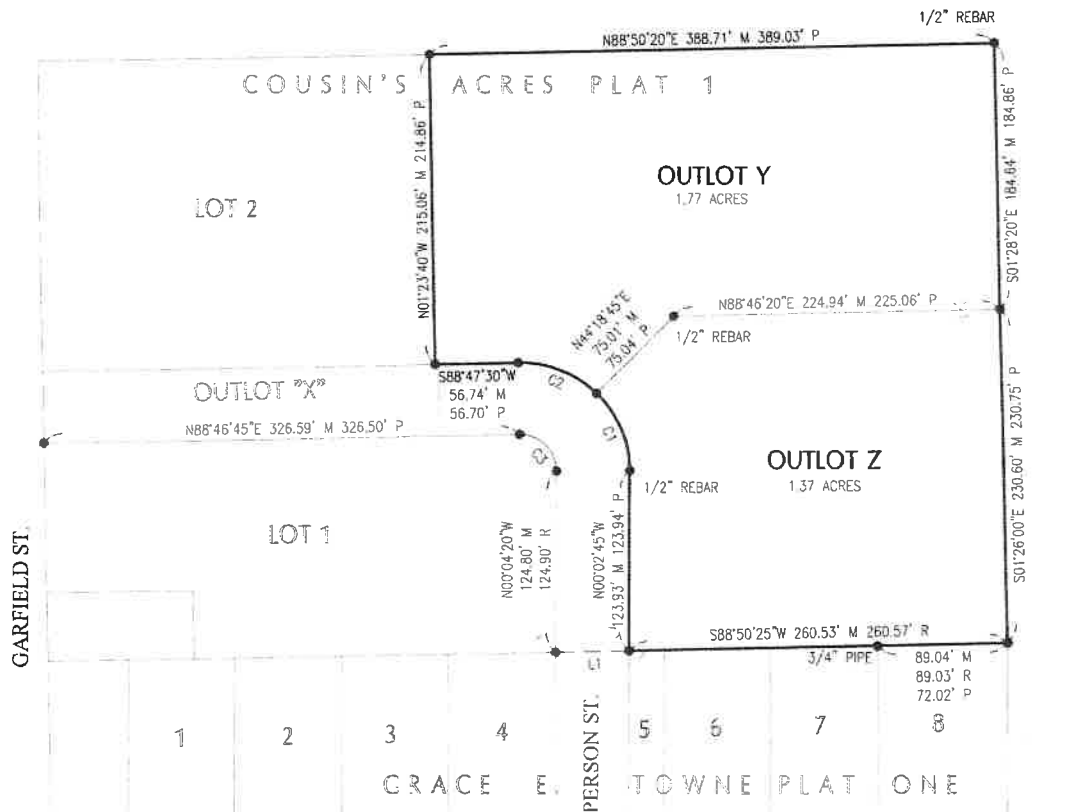
GARDEN & ASSOC.

P.O. Box 451, Oskaloosa, Iowa 52577-0451 Phone: (641)672-2526

RESERVED FOR RECORDER'S USE

## RETRACEMENT PLAT OF SURVEY

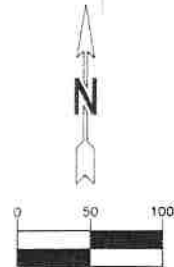
Outlot "Y" and Outlot "Z" in COUSIN'S ACRES PLAT 1, an Official Plat, now included in and forming a part of the City of Runnells, Polk County, Iowa.



CURVE	LENGTH	RADIUS	CHD. BRG.	CHORD
C1	59.46'	75.00'	N22°50'20"W	57.91'
C2	59.77'	75.00'	N68°25'40"W	58.20'
C3	39.89'	25.00'	N45°35'50"W	35.79'

LINE	BEARING	LENGTH
L1	N88°47'00"E	49.96'

- = PROPERTY CORNER FOUND  
(1/2" REBAR PLS #5228  
UNLESS OTHERWISE NOTED)
- M = MEASURED DIMENSION
- R = RECORDED DIMENSION
- P = PLATTED DIMENSION



DATE OF FIELDWORK: AUGUST 2025  
BASIS OF BEARINGS: IOWA RCS, ZONE 8, AMES-DES MOINES

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*Bobby J. Maddaleno* 8-26-25  
Bobby J. Maddaleno, P.L.S. Date

License number: 19960  
My license renewal date is December 31, 2025  
Pages or sheets covered by this seal: 1



PRO-LINE BUILDING COMPANY  
OUTLOTS Y & Z  
COUSIN'S ACRES PLAT 1  
RUNNELLS, IOWA

DATE: 08-25-25	DRN. TRH	APP.
FLD.BK.	PROJ.NO. 6025240	

## Tami Curry

---

**From:** Jon Lauters <jonathan.lauters@gmail.com>  
**Sent:** Tuesday, January 7, 2025 2:06 PM  
**To:** city-clerk@runnellsia.com  
**Subject:** Lot Tie Plans for Jan 12 City Agenda  
**Attachments:** rough\_house\_location.jpg

Hi Tammy,

In the collection of documents I sent over there was a PDF labeled 'Original Plat.pdf` that labeled the private drive as Outlot X, the North East lot as Outlot Y and the South East lot as Outlot Z.

The plan would be to keep Outlot X as a private drive, initially paving / graveling the southern portion of this that connects to East Maple St to serve as a driveway. Depending on build costs - the west portion of this that connects to Garfield St may be developed into an additional lane at a later date.

Outlot Y and Outlot Z would be tied with one house being developed on this where the footprint may overlap both plots.

With the water line and hydrant running to roughly the midpoint of where all 3 outlots touch - would maintenance of these lines remain the responsibility of the city or the land owner?

Let me know if there are any more details I can provide.

Best,  
Jon Lauters

**RESOLUTION OF THE PUBIC WORKS DEPARTMENT  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-59**

**RESOLUTION FOR CITY HALL RENOVATION**

**WHEREAS**, City of Runnells, the city council in wanting to renovate city hall

**WHEREAS**, the city clerk has attached the Proposals for renovating city hall

1. Home State Builders LLC                      \$25,000.00
2. Hinman Home Improvement LLC      \$ 9250.00

**WHEREAS**, the city clerk has attached the proposed estimates

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the proposal to renovate city hall, to come out of City Hall building maintenance 001-650-6310

**PASSED AND APPROVED** this 14th day of October, 2025.

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

ATTEST:

\_\_\_\_\_  
DEVIN GAUDETTE  
MAYOR PRO TEM, CITY OF RUNNELLS

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

# ESTIMATE

Hinman Home Improvement LLC  
1709 Prairie Creek Dr  
Grimes, IA 50111

brendin83@yahoo.com  
+9187072

## Bill to

Austin Henry  
Tinleehe

## Estimate details

Estimate no.: 1289

Estimate date: 09/08/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		<b>Demo</b>	Consist of Demo of three exterior walls and four interior walls. Also includes removal of the carpet and prep for new building plan.		\$0.00	\$0.00
2.		<b>Framing</b>	Consist of framing out the three exterior walls and walls for new bathroom and mechanical room.		\$0.00	\$0.00
3.		<b>Insulation</b>	Consist of insulating three exterior walls after new framing.		\$0.00	\$0.00
4.		<b>Drywall</b>	Consist of hanging new drywall for three exterior walls and the walls for the new bathroom and mechanical room consist of hang tape and texture.		\$0.00	\$0.00
5.		<b>Flooring</b>	Consist of install of new carpet to entire building.		\$0.00	\$0.00
6.		<b>Paint</b>	Consist of painting ceiling walls, and trim.		\$0.00	\$0.00
7.		<b>Cabinets</b>	Consist of install mini kitchen.		\$0.00	\$0.00
8.		<b>Doors</b>	Consist of install of bifold door for mechanical room and 36 inch main door for bathroom.		\$0.00	\$0.00
9.		<b>Windows</b>	Consistent installing new windows to Town hall.		\$0.00	\$0.00

10.	<b>Sales</b>	This line item consists of all labor, needing done to complete entire project.	1	\$9,250.00	\$9,250.00
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				<b>Total</b>	<b>\$9,250.00</b>
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Accepted date

Accepted by



# Home State Builders, LLC

City of Runnells-City Hall 110 Brown St Runnells, IA 50237		9/18/2025
		Interior Renovation
Scope of work		
1	<p><b>Design/Architect/Engineer/Permit/Project management:</b></p> <ul style="list-style-type: none"> <li>• Create construction documents per approved plan.</li> <li>• Daily project oversight and management.</li> <li>• Job scheduling and quality control.</li> <li>• Material labor procurement and coordination.</li> <li>• Structural engineering design and load calculations, if applicable.</li> <li>• City approved building permit, if applicable.</li> </ul>	Included
2	<p><b>Jobsite Prep and Demo:</b></p> <ul style="list-style-type: none"> <li>• Jobsite prep, dust control, and plastic zip wall installation at all areas considered.</li> <li>• Considers a 16' dump trailer to be left on-site in front of City Hall for all debris containment.</li> <li>• Cap all plumbing for remodel per demo plan.</li> <li>• Electrical circuits as necessary to support new design.</li> <li>• Considers the removal and disposal of the following: ***Note-Salvaged items will be identified.             <ol style="list-style-type: none"> <li>1. Full demo of all windows, window trim, and RO frames.</li> <li>2. Full demo at kitchenette and bathroom.</li> <li>3. Full demo of all paneling.</li> <li>4. Remove existing front door and jamb.</li> <li>5. Remove approximately 30" of the brick wall to the north of front door. Considers wall to be removed off of the north end and from floor to ceiling.</li> <li>6. Remove trim at exterior wall/ceiling interface.</li> <li>7. Remove wall wall concealing furnace, in preparation for new mechanical closet.</li> <li>8. All ceiling mounted fixtures.</li> </ol> </li> </ul> <p>***Note-Salvaged items do not have a 100% guarantee that the reinstall condition will be exactly as it is in their current installed condition.</p>	Included
3	<p><b>Framing:</b></p> <ul style="list-style-type: none"> <li>• Considers labor to frame the following:             <ol style="list-style-type: none"> <li>1. All masonry walls to be firred so that 2" rigid foam insulation can be installed between stud cavities, and wall can be sheetrocked.</li> <li>2. New walls for ADA bathroom.</li> <li>3. New walls for mechanical/storage room.</li> <li>4. Rough openings for new windows, if necessary.</li> <li>5. Rough opening for new front door, if necessary.</li> </ol> </li> </ul>	Included
4	<p><b>Windows:</b></p> <ul style="list-style-type: none"> <li>• Considers labor to install the following client supplied windows:             <ol style="list-style-type: none"> <li>1. Bank of (3) windows at east elevation.</li> <li>2. Bank of (3) windows at south elevation.</li> <li>3. Single window at existing kitchenette.</li> <li>4. Single window at existing bathroom.</li> <li>5. Single window at west elevation..</li> </ol> </li> </ul>	Included

5	<p><b>Insulation:</b></p> <ul style="list-style-type: none"> <li>• Considers the labor to install open rigid 1-1/2" foamat wall cavities.</li> </ul> <p><b>Option:</b> Check depth of attic insulation for proper R-value for climate zone 5.</p>	Included
6	<p><b>Electrical: Main level</b></p> <ul style="list-style-type: none"> <li>• Considers new 20A circuit for refrigerator.</li> <li>• Considers general convenience outlets per code, and located adequately for new layout.</li> <li>• Considers all general lighting at main level to be re-deviced for LED wafer lights. Layout arrangement and switch locations to be determined in the field during electrical walk.</li> <li>• Considers circuit for combination CO/Smoke alarms.</li> <li>• Considers GFCI protected outlet at bathroom and kitchenette.</li> </ul>	Included
7	<p><b>Plumbing:</b></p> <p>***Note-All plumbing to be completed by others.</p>	
8	<p><b>HVAC:</b></p> <ul style="list-style-type: none"> <li>• No HVAC work is considered in this proposal.</li> </ul>	
9	<p><b>Drywall:</b></p> <ul style="list-style-type: none"> <li>• Material and labor to install 1/2" gypsum board at remodeled areas.</li> <li>• Considers all walls and ceilings.</li> <li>• Texture to be knockdown on ceiling and orange peel at walls.</li> </ul>	Included
10	<p><b>Trim:</b></p> <ul style="list-style-type: none"> <li>• Considers labor to install the following: <ol style="list-style-type: none"> <li>1. Front door with hardware and closer.</li> <li>2. Pre-hung single 3'-0" x 6'-8" LH door at ADA bathroom..</li> <li>3. 5'-0" x 6'-8" bi-fold louvered closet door at mechanical room.</li> <li>4. Pre hung 2'-8" x 6'-8" laundry room door.</li> <li>5. Interior door casing on new interior doors.</li> <li>6. Window casing, and extension jambs on new windows.</li> <li>7. Sink base cabinet at kitchenette.</li> <li>8. Poplar or MDF paint grade base boards.</li> </ol> </li> </ul>	Included
11	<p><b>Countertops:</b></p> <ul style="list-style-type: none"> <li>• Countertops are not considered in this proposal but available upon request.</li> </ul>	
12	<p><b>Flooring:</b></p> <ul style="list-style-type: none"> <li>• Considers the labor to install glue down carpet tiles. Glue to be supplied by Home State Builders.</li> <li>• Considers the labor to install LVP at ADA bathroom.</li> </ul>	Included
13	<p><b>Paint/Stain:</b></p> <ul style="list-style-type: none"> <li>• <b>Interior</b></li> <li>• PVA drywall primer at new sheetrock area.</li> <li>• Considers Sherwin Williams Pro Mar 200 series finish coat paint.</li> <li>• Standard sheens are considered. <ol style="list-style-type: none"> <li>1. Flat at ceilings.</li> <li>2. Eggshell or low sheen at walls.</li> <li>3. Semi-gloss at doors, base and casing.</li> </ol> </li> <li>• Considers neutral colors, whites, and earthy tones.</li> <li>• Up to 3 colors considered. (wall, trim, ceiling)</li> <li>• Bold and primary colors not considered.</li> <li>• Considers entire interior of building.</li> </ul>	Included

14	<b>Paint:</b> <ul style="list-style-type: none"> <li>• Exterior</li> <li>• Considers Sherwin Williams Super Paint series finish coat paint.</li> <li>• Considers exterior window framing.</li> </ul>	Included
15	<b>Misc:</b> <ul style="list-style-type: none"> <li>• Considers labor to install the following client provided items:             <ol style="list-style-type: none"> <li>1. Cabinet hardware.</li> <li>2. Ceiling fans.</li> <li>3. Light fixtures.</li> <li>4. Window treatments.</li> <li>5. Interior door hardware.</li> </ol> </li> </ul>	Included
16	<b>Cleaning:</b> <ul style="list-style-type: none"> <li>• Jobsite to be left in a reasonably clean state on a daily basis.</li> <li>• Considers a professional final cleaning at completion.</li> </ul>	Included
17	<b>Notes:</b> <ol style="list-style-type: none"> <li>1. All materials are to be supplied by the City of Runnells.</li> <li>2. Any additional labor that is needed due to unforeseen circumstances will be billed out at \$75/ man hour, or carried out via change order and approval.</li> </ol>	Included
<b>Project total:</b>		<b>\$25,000.00</b>
<b>PRICING SUMMARY EXPIRES ON SEPTEMBER 25TH, 2025</b>		
<p>All materials and labor are to be included in the estimated price above. Home State Builders, LLC is not responsible for any additional work that may arise due to unforeseen issues. A 40% deposit of the full contract amount is due upon approval.</p> <p style="text-align: center;"><b>\$10,000.00</b></p> <p style="text-align: center;">We appreciate the opportunity to earn your business.</p>		

**City of Runnells-City Hall**

**Date**

**Home State Builders, LLC**

**Date**

**RESOLUTION NO. 2025-60**

**RESOLUTION TO approve the Fire and Emergency Services Agreement between Camp Township and The City of Runnells, Iowa for 2025-2028**

**WHEREAS**, there has been a longstanding agreement between Camp Township and the City of Runnells for Fire and Emergency Services, and

**WHEREAS**, the governing bodies of each Party are desirous of Continuing this 28E agreement and,

**WHEREAS** the City Council, of the City of Runnells, IA is approving the Fire and Emergency agreement between Camp Township and The City of Runnells, Iowa 2025-2028. Camp Township will provide invoice annually in August for September approval and payment by Oct 1<sup>st</sup>

7/1/2025-06-30-2026 \$18,000.00  
7/1/2026-06-30-2027 \$18500.00  
7/1/2027-06-30-2028 \$19000.00

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the Fire and Emergency Services Agreement between Camp Township and The City of Runnells, Iowa 2025-2028

**BE AND IT IS FURTHER RESOLVED** that the Mayor is 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 October 14, 2025 upon its passage and approval by the Runnells City Council.

**PASSED AND APPROVED** this October 14, 2025.

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

ATTEST:

\_\_\_\_\_  
DEVIN GAUDETTE  
MAYOR PRO TEM, CITY OF RUNNELLS

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

**FIRE AND EMERGENCY SERVICES AGREEMENT**  
**BETWEEN**  
**CAMP TOWNSHIP**  
**AND**  
**THE CITY OF RUNNELLS, IOWA**  
**2025-2028**

**Prepared by:**  
**Cameron K. Wright**  
**Attorney for the City of Runnels, Iowa**  
**160 Adventureland Drive NW, Suite B**  
**PO Box 367**  
**Altoona, IA 50009**

**After Recording Return To:**  
**Cameron K. Wright**  
**Attorney for the City of Runnels, Iowa**  
**160 Adventureland Drive NW, Suite B**  
**PO Box 367**  
**Altoona, IA 50009**

**FIRE AND EMERGENCY SERVICES AGREEMENT**  
**BETWEEN**  
**CAMP TOWNSHIP AND CITY OF RUNNELLS, IOWA**

THIS IS AN AGREEMENT made by and between the City of Runnels, Iowa and Camp Township upon the following terms and conditions:

1. Definitions. When used in this Agreement, unless otherwise requires by the context:
  - 1.1 “City” means the City of Runnels, Iowa, a municipal corporation located in Polk County, Iowa and which has as its current mailing address: 110 Brown Street, P.O. Box 33, Runnels, Iowa 50237.
  - 1.2 “Township” means Camp Township of Polk County, Iowa, a political subdivision of the State of Iowa located in Polk County, and which has its current mailing address: Attn: Roger Bistline Camp Township, 104 Brown St., PO Box 56, Runnels, Iowa 50237. ~~12064 SE 36<sup>th</sup> Avenue, Runnels, Iowa 50237.~~
  - 1.3 “Emergency Services” mean fire protection and suppression services and first responder services ordinarily and customarily performed by City-Camp Township Fire Department.
  - 1.4 “Service Area” means the all of the incorporated area of City and all area in Township with the exception of that portion which has been incorporated into the City all located in Polk County.
  - 1.5 “Levy Amount” means the City will agree to levy sufficient taxes within the tax limitations prescribed by the Code of Iowa to pay for the City’s agreed upon share of the fire and emergency equipment maintenance, replacement and all other necessary expenditures to provide fire protection and other emergency services to the parties.
  - 1.6 “Agreement” mean this instrument in its entirety as signed by the parties thereto.

2. **CIRCUMSTANCES.** Each of the parties to this Agreement is a “public agency,” and each has the powers, privileges or authority exercised or capable of exercise by a public agency of the State of Iowa provided by this Agreement. The governing body of each of the parties finds it to be in the best interest of their respective citizens to enter into an agreement whereby they may make efficient use of their powers, provide joint services and facilities, and cooperate in other ways of

mutual advantage with respect to Emergency Services within the Service Area. (Iowa Code § 28E.2 28E.3.)

3. **PURPOSE.** Township will provide to City the following: fire suppression, emergency medical services (EMS), rescue and vehicle extraction, surface water and ice emergency response, operations-level hazardous materials incident response, specialty rescue response, fire and injury prevention, public education activities and other related services and public safety initiatives and shall serve all of the incorporated areas of the City located in Polk County, Iowa.

4. **AGREEMENT TO PROVIDE EMERGENCY SERVICES.** Township shall provide Emergency Services to Township and its residents and property owners within the Service Area. Township shall be solely responsible for maintaining, housing, and staffing equipment used for Emergency Services within the Service Area. Township shall maintain insurance coverage for the Emergency Services and equipment used. ~~Township shall at all times provide a level of service to City that includes: (a) a sufficient number of firefighters on call to respond to fire incidents and having training that meets or exceeds (i) the Minimum Training Standard adopted by the State Fire Service and Emergency Response Council or (ii) the minimum training required for certification for Firefighter I set out in 661 Iowa Administrative Code section 54.2; (b) a sufficient number of first responders on call to respond to emergency medical incidents and having completed a course of training that meets or exceeds the U.S. D.O.T. First Responder National Standard Curriculum and the Emergency Cardiac Care Guidelines for professional rescuers; and (c) sufficient equipment standard for responses to such fire or emergency medical incidents.~~ Nothing herein shall be construed as a guaranty by Township to City or to any third party to prevent loss of life or property as a guaranty to respond to multiple simultaneous or substantially simultaneous incidents.

5. **CITY PAYMENTS.** It is agreed that the City shall promptly transmit, on ~~a yearly basis, no later than or before~~ October 1<sup>st</sup> of each fiscal year that this contract is in place, ~~all tax monies received up to the Council approved levy amount levied during the six months. The City agrees to levy an amount as follows per year. All payments shall be sent to the Township Clerk the following base amount for services provided as described in paragraph 3 of this agreement.:~~

*Send invoice for Audit purposes*

FISCAL YEAR	CITY	TOWNSHIP
<del>7/1/2024</del> <sup>5</sup> – 6/30/2022 <sup>6</sup>	\$ 18,000.00	\$ _____
<del>7/1/2026</del> <sup>6</sup> – 6/30/2023 <sup>7</sup>	\$ 18,0500.00	\$ _____
<del>7/1/2027</del> <sup>7</sup> - 6/30/2024 <sup>8</sup>	\$ 819,000.00	\$ _____
<del>7/1/2024</del> – 6/30/2025	\$ 8,000.00	\$ _____

If the Township's services are utilized for special events outside of normally assigned duties as outlined within paragraph 3 of this Agreement, the Township shall be compensated an additional five hundred dollars (\$500.00) for every twelve (12) hours providing services at each event, regardless of hours worked for the event. Meaning, that if the Township provides thirteen (13) hours of services at a special event, they shall be compensated a total of one thousand dollars (\$1,000.00).

6. **MUTUAL AID AGREEMENTS.** It is agreed that the Township's fire equipment may be used in fire protection areas outside the area covered by this Agreement in accordance with mutual aid agreements between the Township and other jurisdictions.

7. **SERVICE TO OTHER AREAS.** If the Township wishes to serve a township or a part of a township, or a city or a part of a city not parties to this Agreement on an annual basis it may do so as long as the fee assessed and collected is at least equal to what the assessment would be under the formulas for the original entities involved herein, calculated after considering the new costs and depreciation on inventory.

8. **ADDITIONAL SERVICES.** In the event the Township's services are utilized for a special event, the Township will make every effort to ensure adequate staffing for the event, with backup as necessary.

89. **LIABILITY AND INDEMNIFICATION.** The public entities that are parties to this Agreement shall, at all times during the term of this Agreement and thereafter, indemnify, defend and hold one another harmless against all claims and expenses, including legal expenses and reasonable attorney fees, arising out of death of or injury to any person or persons or out of damage to property and against any other claim, proceeding, demand, expense and liability of any kind whatsoever resulting from any action or inaction related to either entity, which is deemed by a court of law or arbitrator not to be an action or inaction of the other entity. Notwithstanding the above, each at all times reserves the right to retain counsel of its own to defend its respective interests.

910. **ADMINISTRATION.** The duly elected and acting Township Trustees shall be the administrator of this Agreement. The Township Trustees shall have sole and absolute discretion and authority to direct the manner of implementation or withdrawal of Emergency Services for any incident. Township shall provide copy of budget for each year to City.

101. **TERMS.** This Agreement shall be effective for three (3) years beginning July 1, 2025 and ending June 30, 2028, ending the 30<sup>th</sup> day of June 2018, and may be terminated, or be extended for periods of two years at a time, and/or amended by all parties by resolutions of the City Council

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and Township Trustees made at least thirty (30) days prior to the first day of February next preceding the above date or any subsequent February 1<sup>st</sup> thereafter.

**142. TERMINATION.** In the event that any public entity that is a party to this Agreement shall desire to withdraw or terminate this Agreement, a written notice of withdrawal shall be completed and delivered to the Clerk for the City by the Clerk for the Township and hand delivery or sent by certified mail by the first day of the month which is at least sixty (60) days prior to the date of termination.

**123. SEPARATE ENTITY.** There shall be no separate entity created by this Agreement to which any power or authority of either party shall be delegated. (Iowa Code § 28E.5(2).)

**134. JURISDICTION, VENUE, AND ATTORNEY'S FEES.** In the event there are any disputes that arise between the entities, all entities hereby consent and agree to the jurisdiction of the State of Iowa and the venue of Polk County, Iowa. All disputes shall be decided according to the laws of the State of Iowa and the prevailing entity shall be entitled to reasonable attorney's fees.

**145. PROPERTY.** There shall be no joint acquisition or ownership of any real or personal property. Any real or personal property acquired by a party to this Agreement for the purpose of carrying out the terms of this Agreement shall be acquired, held, owned, and disposed of solely by, in the discretion of, and at the expense of the party acquiring title. Property provided by City to Township, however, shall be used and maintained during the term of this Agreement at the discretion and expense of the Administrator of this Agreement, and disposed of by further agreement of the parties. (Iowa Code § 28E.5(5), 28E.6(2).) However, any property provided by the City to be utilized and maintained by the Township must be first approved by the Trustees and Fire Chief of the Township.

**156. RECORDING & EFFECTIVE DATE.** Township shall cause this Agreement to be filed with the Secretary of State and recorded with the Polk County Recorders Office as required by law. The effective date of this Agreement shall be the later of the date on which this Agreement is last filed and recorded as provided by law. (Iowa Code § 28E.8.)

**167. NOTICE.** Unless otherwise required by law, any notice or demand required or permitted by the terms of this Agreement shall be sufficient and deemed complete when expressed in writing and either (a) personally delivered to the person entitled thereto, or (b) deposited at any office of the United States Postal Service in the form of certified mail addressed to the City Clerk for the City of Runnells, or (c) served on the person entitled thereto in the manner of an original notice under the Iowa Rules of Civil Procedure.

178. **ENTIRE AGREEMENT.** This instrument constitutes the entire agreement between the parties with respect to the subject matter thereof and supersedes all prior statements, representations, promises and agreements, oral or written. No addition to or change in the terms of this Agreement shall be binding upon the parties unless it is expressed in a writing signed by the parties.

189. **TIMELY PERFORMANCE.** Time is of the essence in the Agreement. However, no delay by a party to this Agreement in exercising any right or remedy provided herein or otherwise afforded by law or equity shall be deemed a waiver of or preclude the exercise of such right or remedy or constitute a waiver of any existing or subsequent default by any other party to this Agreement.

1920. **SEVERABILITY.** If any part of this Agreement shall be adjudged invalid or unenforceable such adjudication shall not affect the validity or enforceability of this Agreement as a whole or any part thereof not adjudged invalid or unenforceable.

201. **INTERPRETATION.** Words and phrases used in this Agreement shall be construed as in the single or plural number, and as masculine, feminine or neuter gender, according to the context. This Agreement shall be governed exclusively by and construed in accordance with the laws of the State of Iowa. The paragraph headings in this Agreement are for convenience only and in no way define or limit the scope of intent of any provisions of this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

IN WITNESS OF THIS AGREEMENT and pursuant to resolution number \_\_\_\_\_ the City Council approved on the \_\_\_\_\_ day of \_\_\_\_\_, 20252, the City of Runnells has executed this instrument on the \_\_\_\_\_ day of \_\_\_\_\_, 20252.

CITY OF RUNNELLS, IOWA

By \_\_\_\_\_ By \_\_\_\_\_  
~~Gerald Lane~~ Jeremy Lindquist, Mayor \_\_\_\_\_ Stephanie  
~~Herbold~~ Tami Curry, City Clerk

1

IN WITNESS OF THIS AGREEMENT and pursuant to resolution number \_\_\_\_\_ the Trustees approved on the \_\_\_\_\_ day of \_\_\_\_\_, 202~~5~~<sup>2</sup>. Camp Township has executed this instrument on the \_\_\_\_\_ day of \_\_\_\_\_, 202~~5~~<sup>2</sup>.

CAMP TOWNSHIP OF POLK COUNTY, IOWA

By \_\_\_\_\_  
Camp Township ~~Chairperson~~ Trustee

By \_\_\_\_\_  
Camp Township Clerk

By \_\_\_\_\_  
Camp Township Trustee

By \_\_\_\_\_  
Camp Township Trustee

**RESOLUTION OF THE PUBLIC WORKS EPARTMENT  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-38**

**RESOLUTION REGARDING PUBLIC WORKS TO HAVE BECK MEMORIAL PARK 109 BROWN  
STREET SEEDED & FERTILIZED**

**WHEREAS**, City of Runnells, the city council is wanting to have 109 Brown Street seeded and fertilized.

**WHEREAS**, the city clerk has attached the invoice from:

**True Green \$2790.00**

**Allen Lawn Care \$6580.00**

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the bid to have overseed and fertilize Beck Memorial Park drainage ditch to come out of Park account 001-430-6320.

**PASSED AND APPROVED** this 14th day of October, 2025.

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

ATTEST:

\_\_\_\_\_  
DEVIN GAUDETTE  
MAYOR PRO TEM, CITY OF RUNNELLS

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

Date: 05/27/2025



Project Name: Green Space Lot  
110 Brown St. Rummells IA. 50287  
RICHARD BATTANI , (515) 229-4054

"We hereby propose to provide all materials and labor, complete, in accordance with the specifications below."

Item No.	Description	Qty	Units	Unit Price	Total
1	OVERSEEDING TYPE 1, & FERTILIZER	14,000	SF		\$940.00
2	LOADS BLACK SOIL	2			\$600.00
3	SOIL PREP, SEEDING, FERTILIZING & HYDROMULCHING, TYPE 1	5000	SF		\$1,250.00
Subtotal					\$2,790.00
IA Tax					\$0
TOTAL					\$2,790.00

**TERMS AND CONDITIONS**

The above seeding price(s) include seedbed preparation, seeding, fertilizing, mulching, application, and clean-up. The price(s) do not include soil amendments, topsoil import, topsoil inspection and/or certification prior to seeding activities, soil testing/analysis, watering, maintenance, or final/finish grading. Pure Green must approve the final grade before seedbed preparation begins. The contractor shall locate and verify all existing utilities (lines, ducts, conduits, sleeves, landscape elements, electrical boxes, manholes, water valves, etc.). Pure Green will not be responsible for damage to items that are not located and marked with a flag. All items contained within this proposal do not reflect any railroad protective liability policies, coverages, or flagging. Traffic control is excluded unless otherwise noted above. If additional insurance endorsements or bonds are required for this project, please contact us for additional pricing. Any alternative or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. If the project is not tax-exempt, 7% of the subtotal will be added to the total amount.  
PLEASE NOTE: Some/all Erosion Control measures may need replacements during construction.

**PAYMENTS TERMS**

*if No Subcontract Agreement is issued to convey or pass down the terms and conditions of the prime/2nd per agreement, vendor payment terms of NET 30 Days will apply to any & all work performed by Pure Green Erosion & no retainage shall be withheld from any payments*

**PROPOSAL ACCEPTANCE**

We accept the above scope of work, proposed to be completed within project deadlines. The above price specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

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

Signature: \_\_\_\_\_

Proposal Authorized on: \_\_\_\_\_

Signature: \_\_\_\_\_



3618 VANDALIA ROAD  
DES MOINES, IA 50317  
PHONE: 515-266-5349  
FAX: 515-266-3557  
[www.allenlawncareandlandscaping.com](http://www.allenlawncareandlandscaping.com)

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## LANDSCAPING CONTRACT

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### CUSTOMER INFORMATION

CITY OF RUNNELLS  
109 BROWN ST  
RUNNELLS, IA 50237  
515-966-2042, Tami Curry  
[city-clerk@runnellsia.com](mailto:city-clerk@runnellsia.com)

### BID PERFORMED BY:

DRAKE ALLEN  
515-402-1778  
[drake@allenlawncareandlandscaping.com](mailto:drake@allenlawncareandlandscaping.com)

BID DATE: 10/06/25

SITE VISIT DATE: 10/2/2025

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### PROJECT DESCRIPTIONS:

### PRICING

1. Drill seed sudas type 1 and fertilize 14,000 SF	\$1,800.00
2. Two loads of black dirt hauled in (no grading)	\$1,720.00
3. Soil prep, drill seed sudas type 1, fertilize and install erosion netting 5,000 SF	\$3,060.00

SUBTOTAL

\$6,580.00

TAX (7%)

\$0.00

**TOTAL**

**\$6,580.00**

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ADDITIONAL PROPOSAL NOTES:

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**CONTRACT TERMS & CONDITIONS**

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The contract terms and conditions are entered into between Allen Lawn Care, LLC and the "Customer" listed on the contract

1. Prices are subject to change after 30 days from "bid date" of contract. Prices above may not include tax and are subject to sales tax where work is to be completed.
2. Minimum 50% down payment on all landscaping contracts, final payment is due on date of completion. Payments not made in full are subject to property lien.
3. Workmanship warranty is good for one year and performed to industry standards, with some exceptions (continue reading). NO warranty of projects utilizing any existing materials. NO warranty on seed and/or sod installation. NO warranty from natural disaster, weather, customer neglect, or any other unforeseen natural occurrences. For warranty on plant material installs, please see plant warranty information given separately.
4. If damage is done by Allen Lawn Care, LLC to property or neighboring properties, customer should report immediately in writing within 48 hours. Allen Lawn Care, LLC does not become liable after 48 hours.
5. Allen Lawn Care, LLC will contact Iowa One Call at least 48 hours prior to installation for gas, water, cable, and phone utilities. Private utilities such as underground dog fences, irrigation, or secondary water, electric, cable, etc. is not marked by Iowa One Call and is not Allen Lawn Care's responsibility. This would include private utilities on neighboring properties. These need to be marked prior to any installation, if they are not marked, Allen Lawn Care, LLC will assume it is safe and clear to work.
6. Allen Lawn Care, LLC is not responsible for turf or concrete/asphalt damage due to heavy machinery required on certain job sites, this includes neighboring properties. Allen Lawn Care, LLC will use precautions to prevent damage to turf or concrete/asphalt as best as possible, however, some damage may be out of our control due to site specifics and types of installations.
7. Our scheduling is based on first come, first serve policy. Once down payment is received, you can typically see installation begin 6-8 weeks, sometimes sooner or later. Please keep in mind we cannot control the weather, availability of materials, etc.
8. As of May 1, 2021 prices above could change due to freight surcharges, price gouging, and unexpected material price changes due to current shortages.



3618 VANDALIA ROAD  
DES MOINES, IA 50317  
PHONE: 515-266-5349  
FAX: 515-266-3557  
www.allenlawncareandlandscaping.com

**CUSTOMER INFORMATION**

CITY OF RUNNELLS  
109 BROWN ST  
RUNNELLS, IA 50237  
515-966-2042, Tami Curry  
city-clerk@runnellsia.com

SIGNATURE

Drake Allen

PRINT NAME

DATE

SIGNATURE

PRINT NAME

DATE