

## CITY OF RUNNELLS

Mayor: Clinton Webster (28) Mayor Pro-Tem: Devin Gaudette

### City Council Members

*Abby Hawkins (25) Devin Gaudette (25) Tiffany Phillips (28) Erin LaBelle (28) Austin Henry (28)*

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### Tentative AGENDA

Council Meeting

**Tuesday December 9th, 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

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#### 4. Public Comments:

If you wish to address the City Council on an item on the agenda, please address the council and give your name and address for the public record before discussing your item with (2 minutes to talk). 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 11-14-2025
- b. November 2025 Financials
- c. November Council meeting Minutes
- d. Library Board Meeting Minutes
- e. Keystone Statement
- f. Approval of Caseys liquor license
- g. Approval to hire Susan Conner for the library part time

#### 6. Petitions and Communications:

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

#### 7. Old Business:

- a. Wastewater Treatment Facility Project Update
- b. Brown Street Crosswalk Project Update
- c. City Sidewalk Letters
- d. Discussion MidAmerican contract

#### 8. New Business:

- a. Mayor, City council meeting procedures updates and changes 2026
- b. Ordinance 2026-01 Increasing water rates DMWW
- c. Ordinance 2026-01.2 Waiving second and third reading of water rate increase

- d. Motion to approve removing Devin off Bank account
- e. Motion to approve Clinton Webster and Austin Henry to Keystone bank accounts
- f. Motion to approve crosswalk Work Change Order
- g. Resolution 2025-55 crosswalk Pay application
- h. Motion to approve using Clement Gant for Heating and Cooling
- i. Discussion adding phone line for city clerk
- j. Resolution 2025-67 approving pay application wastewater treatment plant
- k. Resolution for park to approve third hire for basketball hoops
- l. Resolution 2025-68 Approval Plat of Survey

**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. Metro Waste Authority (*Vacant*)
- d. Planning and Zoning Commission (Austin Henry)

**11. Closing Comments**

**12. Adjourned**

**CLAIMS REPORT**  
 Vendor Checks: 11/13/2025-12/08/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
BACKYARD ADVENTURES	deposit basketball hoops		2,250.00	8722	12/08/25
Casey's General Stores	Gas Card		1.95	8723	12/08/25
COMPUTER RESOURCE SPEC.	IT		67.50	8724	12/08/25
EFTPS	FED/FICA TAX		939.77	8347933	11/24/25
IMWCA	audit premium update		179.00	8725	12/08/25
IOWA FINANCE AUTHORITY	SRF Interest	27,692.03		8347934	12/01/25
IOWA FINANCE AUTHORITY	Go bond interest	3,454.99	31,147.02	8347935	12/01/25
IPERS	IPERS		738.40	8347931	11/24/25
JEO CONSULTING GROUP	WWTF engineering		3,287.50	8726	12/08/25
KEYSTONE SAVINGS BANK	Library walmart/amazon		627.52	8727	12/08/25
MEDIACOM	cityhall		234.04	8728	12/08/25
MELISSA LINDQUIST	monthly cleaning		500.00	8729	12/08/25
MENARDS	antifreeze		24.90	8730	12/08/25
Metro Waste Authority	Curb it & Garbage		2,781.20	8731	12/08/25
MidAmerican Energy	MONTHLY UTILITY BILLS		932.47	8732	12/08/25
MIDWEST OFFICE TECHNOLOGY	printer contract ink/ maint		49.90	8733	12/08/25
OREILLY AUTO PARTS	TRUCK PARTS		169.88	8734	12/08/25
SNYDER & ASSOCIATES	crosswalk engineering	2,351.50		8721	11/19/25
SNYDER & ASSOCIATES	crosswalk engineering	10,717.65	13,069.15	8735	12/08/25
SUMMIT FIRE PROTECTION	fire extinguisher check		91.41	8736	12/08/25
TREASURER-STATE OF IOWA	STATE TAX		60.28	8347932	11/24/25
			=====		
	Accounts Payable Total		57,151.89		
Payroll Checks					
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	001 GENERAL		1,885.14		
			-----		
	Total Paid On: 11/24/25		1,885.14		
	001 GENERAL		1,680.79		
			-----		
	Total Paid On: 12/08/25		1,680.79		
			=====		
	Total Payroll Paid		3,565.93		
			=====		
	Report Total		60,717.82		
			=====		

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

FUND	NAME	AMOUNT
001	GENERAL	12,228.47
110	ROAD USE TAX	985.68
200	DEBT SERVICE	3,454.99
302	CAP PROJ - LOST	13,069.15
610	SEWER	27,692.03
611	SEWER CAP PROJ - LOST	3,287.50
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	TOTAL FUNDS	60,717.82

**BALANCE SHEET**  
**CALENDAR 12/2025, FISCAL 6/2026**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CHECKING - GENERAL	8,193.79	599,659.40
002-000-1110	CHECKING - ARP	.00	.00
110-000-1110	CHECKING - ROAD USE	985.68-	218,657.78
111-000-1110	CHECKING I-JOBS	.00	.00
112-000-1110	CHECKING - EMPLOYEE BENEFIT	360.49-	16,646.60
119-000-1110	CHECKING - EMERGENCY FUND	.00	36,779.58
121-000-1110	CHECKING-LOCAL OPTION SALES	.00	7,271.46
125-000-1110	CHECKING - TIF	.00	11,825.00-
167-000-1110	CHECKING - COM DISASTER GRANT	.00	.00
200-000-1110	CHECKING-DEBT SERVICE	3,454.99-	13,979.98
302-000-1110	CHECKING-CAP PROJECT LOSST	10,717.65-	104,915.06
430-000-1110	CHECKING	.00	.00
600-000-1110	CHECKING - WATER	.00	35,149.76
601-000-1110	CHECKING- WATER CAP PROJ LOSST	.00	64,746.35
610-000-1110	CHECKING - SEWER	27,692.03-	110,058.49
611-000-1110	CHECKING-SEWER CAP PRJ-LOSST	.00	710.70
	CHECKING TOTAL	35,017.05-	1,196,750.16
125-000-1111	CHECKING - LMI TIF	.00	24,304.31
	LMI TIF CHECKING TOTAL	.00	24,304.31
611-000-1112	WASTE WATER CAP IMP FUND	.00	238,136.96
	WASTE WATER CAP IMP FUND TOTA	.00	238,136.96
611-000-1113	SRF CASH	.00	101,310.65
	SRF CASH TOTAL	.00	101,310.65
611-000-1114	GO BOND	3,287.50-	3,287.50-
	GO BOND TOTAL	3,287.50-	3,287.50-
001-000-1130	SAVINGS - GENERAL	.00	21,374.19
001-000-1131	SAVINGS - LIBRARY	.00	.00
600-000-1130	SAVINGS - WATER RESERVE	.00	23,823.97
610-000-1130	SAVINGS - SEWER RESERVE	.00	69,707.28
	SAVINGS TOTAL	.00	114,905.44
168-000-1160	SAVINGS BOND	.00	1,167.60
	SAVINGS/CD'S TOTAL	.00	1,167.60

*Handwritten calculations:*  
 24304.31 + 238136.96 + 101310.65  
 - 3287.50 + 11822.46 + 29501.92 =  
 1608538.56

**BALANCE SHEET**  
**CALENDAR 12/2025, FISCAL 6/2026**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1170	CD - GENERAL	.00	15,669.10
600-000-1170	CD - WATER	.00	3,098.03
610-000-1170	CD - SEWER	.00	23,454.33
	CD'S TOTAL	.00	42,221.46
001-000-1180	CAPITAL IMPROVEM- PARK	.00	11,822.46
	Park Cap improvement TOTAL	.00	11,822.46
	TOTAL OF ALL CASH	38,304.55-	1,727,331.54

**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
	FIRE TOTAL	18,000.00	.00	18,000.00	100.00	.00
	BUILDING INSPECTIONS TOTAL	2,000.00	.00	1,992.24	99.61	7.76
	MISC PROTECTION SERVICES TOTA	1,900.00	29.54	487.33	25.65	1,412.67
	ANIMAL CONTROL TOTAL	500.00	.00	407.00	81.40	93.00
	<b>PUBLIC SAFETY TOTAL</b>	<b>22,400.00</b>	<b>29.54</b>	<b>20,886.57</b>	<b>93.24</b>	<b>1,513.43</b>
	STREETS TOTAL	79,700.00	362.23	21,079.05	26.45	58,620.95
	STREET LIGHTING TOTAL	7,000.00	635.82	3,801.09	54.30	3,198.91
	TRAFFIC CONTROL & SAFETY TOTAL	.00	.00	.00	.00	.00
	GARBAGE TOTAL	35,000.00	2,781.20	17,277.25	49.36	17,722.75
	<b>PUBLIC WORKS TOTAL</b>	<b>121,700.00</b>	<b>3,779.25</b>	<b>42,157.39</b>	<b>34.64</b>	<b>79,542.61</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	732.32	10,099.00	41.81	14,058.00
	PARKS TOTAL	57,750.00	2,358.99	12,579.78	21.78	45,170.22
	COMMUNITY CTR/ZOO/MARINA TOTA	16,051.00	736.34	5,652.45	35.22	10,398.55
	<b>CULTURE &amp; RECREATION TOTAL</b>	<b>97,958.00</b>	<b>3,827.65</b>	<b>28,331.23</b>	<b>28.92</b>	<b>69,626.77</b>
	COMMUNITY BEAUTIFICATION TOTA	6,000.00	.00	1,559.19	25.99	4,440.81
	ECONOMIC DEVELOPMENT TOTAL	.00	.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>.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	2,110.62	26,730.69	35.15	49,319.31
	ELECTIONS TOTAL	1,100.00	.00	.00	.00	1,100.00
	LEGAL SERVICES/ATTORNEY TOTAL	12,000.00	.00	4,530.75	37.76	7,469.25
	CITY HALL/GENERAL BLDGS TOTAL	25,651.00	632.51	14,119.67	55.05	11,531.33
	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>2,743.13</b>	<b>46,744.99</b>	<b>30.89</b>	<b>104,560.01</b>
	SEWER/SEWAGE DISPOSAL TOTAL	30,000.00	3,454.99	3,454.99	11.52	26,545.01
	<b>DEBT SERVICE TOTAL</b>	<b>30,000.00</b>	<b>3,454.99</b>	<b>3,454.99</b>	<b>11.52</b>	<b>26,545.01</b>

**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	STREETS TOTAL	.00	10,717.65	20,133.00	.00	20,133.00-
	CAPITIAL PROJECTS TOTAL	.00	10,717.65	20,133.00	.00	20,133.00-
	WATER TOTAL	6,350.00	.00	1,806.07	28.44	4,543.93
	SEWER/SEWAGE DISPOSAL TOTAL	1,258,240.00	30,979.53	236,008.02	18.76	1,022,231.98
	ENTERPRISE FUNDS TOTAL	1,264,590.00	30,979.53	237,814.09	18.81	1,026,775.91
	TRANSFERS IN/OUT TOTAL	96,326.00	.00	48,441.44	50.29	47,884.56
	TRANSFER OUT TOTAL	96,326.00	.00	48,441.44	50.29	47,884.56
	TOTAL OF ALL EXPENSES	1,792,279.00	55,531.74	461,347.89	25.74	1,330,931.11

**REVENUE REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
001-210-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
001-290-4500	DMWW - GARBAGE REVENUE	37,000.00	.00	15,234.94	41.18	21,765.06
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	2,749.17	57.27	2,050.83
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	84,742.01	50.28	83,783.99
001-950-4003	PROPERTY TAXES - AG LAND	645.00	.00	347.55	53.88	297.45
001-950-4008	PROPERTY TAXES - CIVIC CENTER	.00	.00	.00	.00	.00
001-950-4013	PROPERTY TAXES - INSURANCE	31,641.00	.00	15,754.86	49.79	15,886.14
001-950-4100	BEER/LIQUOR PERMITS	600.00	.00	599.06	99.84	.94
001-950-4105	CIGARETTE PERMITS	.00	.00	75.00	.00	75.00-
001-950-4110	BUILDING PERMITS	1,400.00	.00	2,912.80	208.06	1,512.80-
001-950-4300	INTEREST REVENUE	34,800.00	.00	15,980.16	45.92	18,819.84
001-950-4310	RENT - COMMUNITY CENTER	5,400.00	400.00	4,225.00	78.24	1,175.00
001-950-4311	RENT - CELL TOWER	12,100.00	1,038.18	6,229.08	51.48	5,870.92
001-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
001-950-4463	TIER 1	.00	.00	2,365.30	.00	2,365.30-
001-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	204.45	.00	204.45-
001-950-4700	MISC REVENUE	200.00	15,000.00	19,273.93	9,636.97	19,073.93-
001-950-4705	BEAUTIFICATION FUNDS	.00	.00	.00	.00	.00
	<b>GENERAL TOTAL</b>	<b>298,612.00</b>	<b>16,438.18</b>	<b>171,566.31</b>	<b>57.45</b>	<b>127,045.69</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	27,793.94	43.43	36,206.06
110-230-4710	REIMBURSEMENTS	.00	.00	.00	.00	.00
	<b>ROAD USE TAX TOTAL</b>	<b>64,000.00</b>	<b>.00</b>	<b>27,793.94</b>	<b>43.43</b>	<b>36,206.06</b>

**REVENUE REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECD	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	9,366.06	49.85	9,420.94
112-950-4462	HOMESTEAD PROP TAX CREDIT	.00	.00	.00	.00	.00
112-950-4463	TIER ONE	.00	.00	220.36	.00	220.36-
112-950-4464	COMM/IND PROP TAX REPLACEMENT	.00	.00	20.96	.00	20.96-
	EMPLOYEE BENEFITS TOTAL	18,787.00	.00	9,607.38	51.14	9,179.62
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	34,673.14	34.56	65,663.86
	LOCAL OPTION SALES TAX TOTAL	100,337.00	.00	55,712.89	55.53	44,624.11
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 12/2025, FISCAL 6/2026**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
200-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
200-950-4000	PROPERTY TAXES	29,664.00	.00	14,788.51	49.85	14,875.49
200-950-4463	Tier 1	.00	.00	347.95	.00	347.95-
200-950-4464	COMM/IND PROP TAX REPLACE	.00	.00	33.09	.00	33.09-
	<b>DEBT SERVICE TOTAL</b>	<b>29,664.00</b>	<b>.00</b>	<b>15,169.55</b>	<b>51.14</b>	<b>14,494.45</b>
302-210-4440	STATE GRANTS/Reimbursements	.00	.00	.00	.00	.00
302-210-4445	IOWA DOT CIRPA Grant	.00	.00	737.20	.00	737.20-
302-210-4465	COUNTY CONTRIBUTIONS/GRANT	.00	.00	47,699.94	.00	47,699.94-
302-910-4830	TRANSFER IN	12,188.00	.00	3,425.22	28.10	8,762.78
	<b>CAP PROJ - LOST TOTAL</b>	<b>12,188.00</b>	<b>.00</b>	<b>51,862.36</b>	<b>425.52</b>	<b>39,674.36-</b>
430-430-4500	PARK CAP IMPROVEMENT	.00	.00	.00	.00	.00
430-910-4830	TRANSFER IN	.00	.00	.00	.00	.00
	<b>PARK CAPITAL IMPROVEMENT TOTA</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
600-810-4300	INTEREST REVENUE	200.00	.00	55.84	27.92	144.16
600-810-4500	DMWW - WATER REVENUE	6,700.00	.00	2,843.78	42.44	3,856.22
600-810-4510	BULK WATER (QUARTER MACHINE)	.00	.00	.00	.00	.00
600-810-4700	MISC WATER REVENUE	.00	.00	.00	.00	.00
	<b>WATER TOTAL</b>	<b>6,900.00</b>	<b>.00</b>	<b>2,899.62</b>	<b>42.02</b>	<b>4,000.38</b>
601-910-4830	TRANSFER IN	12,187.00	.00	3,425.20	28.11	8,761.80
	<b>WATER CAP PROJ - LOST TOTAL</b>	<b>12,187.00</b>	<b>.00</b>	<b>3,425.20</b>	<b>28.11</b>	<b>8,761.80</b>
610-815-4300	INTEREST REVENUE	500.00	.00	163.40	32.68	336.60
610-815-4500	DMWW - SEWER REVENUE	46,600.00	.00	20,278.55	43.52	26,321.45
610-815-4700	MISC SEWER REVENUE	.00	.00	.00	.00	.00
	<b>SEWER TOTAL</b>	<b>47,100.00</b>	<b>.00</b>	<b>20,441.95</b>	<b>43.40</b>	<b>26,658.05</b>
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

**REVENUE REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
611-815-4442	GO BOND REVENUE	500,000.00	.00	200,535.33	40.11	299,464.67
611-815-4500	CHARGES/FEES FOR SERVICES	169,671.00	.00	60,835.63	35.86	108,835.37
611-815-4520	WASTE WATER CAP IMP FEE	.00	.00	.00	.00	.00
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	20,551.27	28.56	51,399.73
	SEWER CAP PROJ - LOST TOTAL	1,417,718.00	.00	281,922.23	19.89	1,135,795.77
	TOTAL OF ALL REVENUE	2,008,976.00	16,438.18	640,401.43	31.88	1,368,574.57

**REVENUE & EXPENSE REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

**PCT OF FISCAL YTD 50.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
001-410-6010	WAGES - LIBRARY	306.75	6,205.75	12,685.00	6,479.25
001-410-6110	FICA, MEDICARE - LIBRARY	.00	.00	.00	.00
001-410-6130	IPERS - LIBRARY	.00	.00	.00	.00
001-410-6160	WORKER'S COMP - LIBRARY	.00	.00	.00	.00
001-410-6210	DUES-SUBSCRIPTIONS	.00	250.00	.00	250.00-
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	373.14	2,382.65	4,020.00	1,637.35
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	679.89	9,038.41	21,988.00	12,949.59
		=====	=====	=====	=====

**BANK CASH REPORT**  
2025

BANK NAME FUND GL NAME	NOVEMBER CASH BALANCE	DECEMBER RECEIPTS	DECEMBER DISBURSMENTS	DECEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	DEC BANK BALANCE
<b>KEYSTONE SAVINGS BANK</b>						
BANK KEYSTONE SAVINGS BANK						1,608,538.56
001 CHECKING - GENERAL	591,465.61	16,931.35	8,737.56	599,659.40		
001 CAPITAL IMPROVEM- PARK	11,822.46	0.00	0.00	11,822.46	10,205.58	
002 CHECKING - ARP	0.00	0.00	0.00	0.00		
110 CHECKING - ROAD USE	219,643.46	0.00	985.68	218,657.78	1,021.18	
111 CHECKING I-JOBS	0.00	0.00	0.00	0.00		
112 CHECKING - EMPLOYEE BENEFIT	17,007.09	0.00	360.49	16,646.60		
119 CHECKING - EMERGENCY FUND	36,779.58	0.00	0.00	36,779.58		
121 CHECKING-LOCAL OPTION SALES	7,271.46	0.00	0.00	7,271.46		
125 CHECKING - TIF	11,825.00-	0.00	0.00	11,825.00-		
125 CHECKING - LMI TIF	24,304.31	0.00	0.00	24,304.31		
167 CHECKING - COM DISASTER GRANT	0.00	0.00	0.00	0.00		
200 CHECKING-DEBT SERVICE	17,434.97	0.00	3,454.99	13,979.98	3,454.99	
302 CHECKING-CAP PROJECT LOSST	115,632.71	0.00	10,717.65	104,915.06	13,069.15	
430 CHECKING	0.00	0.00	0.00	0.00		
600 CHECKING - WATER	35,149.76	0.00	0.00	35,149.76	44.00	
601 CHECKING- WATER CAP PROJ LOSST	64,746.35	0.00	0.00	64,746.35		
610 CHECKING - SEWER	137,750.52	0.00	27,692.03	110,058.49	27,762.53	
611 CHECKING-SEWER CAP PRJ-LOSST	710.70	0.00	0.00	710.70		
611 WASTE WATER CAP IMP FUND	238,136.96	0.00	0.00	238,136.96		
611 SRF CASH	101,310.65	0.00	0.00	101,310.65		
611 GO BOND DEPOSITS	0.00	0.00	3,287.50	3,287.50-	3,287.50	
					19,343.41	
KEYSTONE SAVINGS BANK TOTALS	1,607,341.59	16,931.35	55,235.90	1,569,037.04	39,501.52	1,608,538.56
<b>CD-GENERAL</b>						
BANK CD-GENERAL						15,669.10
001 CD - GENERAL	15,669.10	0.00	0.00	15,669.10		
CD-GENERAL TOTALS	15,669.10	0.00	0.00	15,669.10	0.00	15,669.10
<b>CD-WATER</b>						
BANK CD-WATER						3,098.03
600 CD - WATER	3,098.03	0.00	0.00	3,098.03		
CD-WATER TOTALS	3,098.03	0.00	0.00	3,098.03	0.00	3,098.03
<b>CD-SEWER</b>						
BANK CD-SEWER						23,454.33
610 CD - SEWER	23,454.33	0.00	0.00	23,454.33		
CD-SEWER TOTALS	23,454.33	0.00	0.00	23,454.33	0.00	23,454.33
<b>TOTAL OF ALL BANKS</b>	<b>1,649,563.05</b>	<b>16,931.35</b>	<b>55,235.90</b>	<b>1,611,258.50</b>	<b>39,501.52</b>	<b>1,650,760.02</b>

# OUTSTANDING TRANSACTION REGISTER

11/01/2025 TO 11/30/2025

MOD CODE	BANK NO NUMBER	BANK NAME DATE	PERIOD	VEND/EMPL	OTHER NUMB	DEPOSITS	CHECKS AND WITHDRAWALS	RECONCILING	VOIDED	MANUAL
	1	KEYSTONE SAVINGS BANK			STATEMENT DATE: 11/30/2025					
AP CHK	8721	11/19/25	05/26	SNYDER & ASSOCIATES			2,351.50			
				BANK TOTAL		.00	2,351.50	.00		
				DEPOSITS-CHECKS		2,351.50-				

**Runnells City Council Meeting minutes  
November 12<sup>th</sup>, 2025 7:00 PM Community Center**

1. Called to Order: Mayor Pro Tem Gaudette 7:09
  2. Roll Call Mayor Pro Tem Gaudette, Phillips, Henry, Hawkins, Bohn, city clerk Curry, legal Wright
  3. Approval of Agenda. Bohn/Phillips
    - a. all ayes 0 nays motion passed (5.0)
  5. Consent of agenda Hawkins/Phillips all ayes 0 nays motion passed (5.0)
  6. New Business:
    - a. Motion to approve Park Boards Resolution for basketball hoops Phillips/Bohn all aye 0 nays motion passed (5.0)
    - b. Ordinance 2026-01 water rate increase Bohn/ Hawkins motioned to approve with changing verbiage to tier rates all ayes 0 nays motion passed (5.0)
    - c. Ordinance 2026-01 waiving second/third readings Henry/Bohn all ayes 0 nays motion passed (5.0)
    - d. Resolution 2025-63 approving railing at city hall Bohn/Phillips all ayes 0 nays motion passed (5.0)
    - e. Resolution 2025-64 garage sale reimbursement Bohn/Phillips all ayes 0 nays motion passed (5.0)
    - f. Resolution 2025-59 City Hall renovation Phillips motioned to approve the Hinman Home Improvement bid Bohn second 4 Ayes 0 Nays councilman Henry abstained motion passed (4.0)
    - g. MidAmerican energy contract tabled checking on insurance
    - h. motion to approve work change order for wastewater treatment facility Henry/Hawkins all aye 0 nays motion passed (5.0)
    - i. Resolution 2025-65 pay application 22 wastewater treatment plant Henry/Hawkins all ayes 0 nays motion passed (5.0)
    - J. Resolution 2025-66 pay application 23 wastewater treatment plant Hawkins/Henry all ayes 0 nays motion passed (5.0)
- Adjournment: 8:00 PM Phillips/Bohn all ayes 0 nays motion passed (5.0)

Claims: Amazon 152.90 C.L Carrol 900.00 Canon Financial 1554.31 Caseys 1.27 EFTPS 961.05 Gworks 4104.00 IPERS 740.45 JEO 3776.25 Keystone 1718.47 LocalIQ 294.67 Mediacom 233.95 Melissa Lindquist 400.00 Menards 240.98 Metro waste 2781.20 Snyder & Assoc 2351.50 State of Iowa 61.75 Accounts payable total 20272.75 Payroll 10/27/25 1979.82 Payroll 11/10/2025 1922.80 Payroll total 3902.62 Report total 24175.37 General 17566.84 Road Use 2597.36 Water 2.44 Sewer 2.48 Sewer Cap Proj Lost 4006.25 Total funds 24175.37

Attested  
Tami Curry

**Runnells City council  
Work Meeting  
November 12th 5:30 PM  
City Hall**

1. Call to order Mayor Pro Tem Gaudette 5:32
2. Roll call: Phillips, Henry Team meetings, Hawkins, Bohn, legal Wright, city clerk Curry,
3. Approval of Agenda Phillips/Hawkins all ayes 0 nays motion passed (5.0)
4. Discussion policies and procedures
5. Discussion of rolls as council/liasons
6. Scheduling another work meeting December 2025
7. Adjournment Hawkins/Phillips all ayes 0 nays motion passed (5.0) 6:58 PM adjournment

Attest  
Tami Curry

# RUNNELLS COMMUNITY LIBRARY

## BOARD MEETING MINUTES APPROVAL

Date of Meeting: 12/01/25


Minutes Prepared By: Melissa Vick-Smith

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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: 12.4.25

Name (printed): Shoshanna Swanson

Secretary:  Date: 12/04/25

Name (printed): Melissa Vick-Smith

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

Runnells Community Library Board Meeting Minutes

Date: December 1, 2025 Time: 6:30pm

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

ShoShanna Swanson - President (City, 8/27), Melissa Vick-Smith - Secretary (Country, 9/27), Bob Borg - Treasurer (City, 1/25)  
Megan Freel (City, 9/28) Tiffany Phillips - Library Liaison

Director

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

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

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

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

1. **Call to Order:** ShoShanna called the meeting to order at 6:37 pm.
2. **Board Members Roll Call:**
  - a. ShoShanna Swanson - Board President Present
  - b. Melissa Vick-Smith - Board Secretary Present
  - c. Bob Borg - Board Treasurer Present
  - d. Megan Freel - Board Member Present
  - e. Joanna Robinson - Librarian Present
  - f. Tiffany Phillips - Library Liaison Present
3. **Approval of Prior Month Meeting Minutes:** ShoShanna motions to approve the November Meeting Minutes and Bob seconds the motion. All Approve.
4. **Approval of the Meeting Agenda:** ShoShanna motions to approve the December Meeting Agenda and Bob seconds the motion. All Approve.
5. **Public Input:** None
6. **Financial:**
  - a. FY Budget Discussion - Bob
    - i. Monthly allocation for content - \$335 monthly budget
    - ii. Monthly allocation for supplies - \$200 monthly budget
    - iii. Monthly allocation for postage - \$25 monthly budget
    - iv. Annual subscriptions - \$3275 yearly budget
    - v. Contingency line item - will fall under office supplies and non book items
      1. Bob motions the above listed monthly/yearly allocations will be allocated to the librarian/director and ShoShanna seconds this motion. All approve
      2. Roll Call: ShoShanna Swanson -Y, Melissa Vick-Smith - Y, Bob Borg -Y, Megan Freel - Y
    - vi. Wage discussion and possible action -
      1. Bob motions that we adjust Assistant Director wages to \$17/hour for Fiscal Year 2026/2027 and ShoShanna second this motion. All agree
      2. Roll Call: ShoShanna Swanson -Y, Melissa Vick-Smith - Y, Bob Borg -Y, Megan Freel - Y
    - vii. Discussion of including lower wage support staff
    - viii. Have a substitute employee - Susan Conner - get her application to the city by Wednesday ShoShanna motions to approve Susan Conner as a substitute Librarian with the same wage as current Librarian. Melissa seconds this motion. All Approve.
      1. Roll Call: ShoShanna Swanson -Y, Melissa Vick-Smith - Y, Bob Borg -Y, Megan Freel - Y
  - b. Public Librarian - added hours and approval for paid time to attend meetings
    - i. Bob motions to approve that Joanna gets paid for extra administrative hours, extra librarian hours and to get paid for attending meetings ShoShanna seconds this motion
      1. Roll Call: ShoShanna Swanson -Y, Melissa Vick-Smith - Y, Bob Borg -Y, Megan Freel - Y

- c. Approve Keystone Credit Card bill in the amount of \$373.14 - The next statement's closing date is December 23, 2025
  - i. ShoShanna motions to approve the Keystone statement as listed above and Melissa seconds this motion. All approve
  - ii. Roll Call Vote - ShoShanna Swanson - Y, Melissa Vick-Smith - Y, Bob Borg - Y, Megan Freel - Y
  
- d. Future orders to be placed - None at this time

**7. New Business:**

- a. Open director position - discussion
  - i. Exit Procedure - read through and bring your edits
  - ii. Exit checklist - read through and bring your edits
  - iii. Public Librarian and Library Director - read through and bring edits
  - iv. Job posting - read through and bring additional edits
  - v. Bob motions to make a search committee (Melissa and ShoShanna), Megan seconds this motion. All agree.
  - vi. Roll Call. ShoShanna Swanson - Y, Melissa Vick-Smith - Y, Bob Borg - Y, Megan Freel - Y
- b. Tami C added an account number for dues and subscriptions
- c. List of City Holidays matches our holidays
- d. FY Budget: see above
  - i. Present it to the library board December 1st
  - ii. Get a copy to the city before December 2nd
- e. Policies and Procedures ready for final review - will add and review with new procedures

**8. Director's Report:**

- a. Meeting with Mr. Bartels
- b. Patron Report and Reading log
- c. Current Events
- d. Updates on last months activities
- e. Updates on future programs: Cookies and Clause: Christmas Story Time with Santa -
  - i. ShoShanna motions to approve Joanna's daughter to sell her kids crafts in the library during Cookies and Clause, Melissa seconds this motion. All agree.
  - ii. Cookie Exchange December 16th

9. **Board Members:** Bob thanked ShoShanna and Melissa for the time and attention to urgent matters

**10. Unfinished Business:**

- a. Install antivirus software on Library computer - need to purchase something
- b. Wal Mart Tax ID card - need credit card first

**11. Council Update:**

- a. Will ask for December 2nd dead line - done and email sent to City at meeting

**Board Education:** Board responsibilities and interview processes - Search Committee assigned

**Final Remarks:**

**12. Upcoming Meetings:**

- a. January 6, 2025 at 6:30pm
- b. February 3, 2025 at 6:30pm
- c. March 3, 2025 at 6:30pm

13. **Adjournment:** ShoShanna motions to adjourn meeting at 9:21 pm. Melissa seconds the motion. All approve.



November 2025 Statement 10/24/2025 - 11/24/2025

Page 2 of 2

CITY OF RUNNELLS  
ERIN LABELLE (CPN 002164261)

Elan Financial Services ( 1-866-552-8855

**Important Messages**

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

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

**\*IMPORTANT NOTICE:** Please see the enclosed insert for changes being made to your cardmember agreement.

**Transactions**

**Purchases and Other Debits**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
10/27	10/24	7949	WALMART COM 8009256278 800-966-6546 AR	\$49 41	1
10/27	10/24	8020	WALMART COM 8009256278 800-966-6546 AR	\$39 12	2
11/12	11/11	6203	AMAZON MKTPL*BT4GH48A2 Amzn com/bill WA	\$284 61	3
<b>TOTAL THIS PERIOD</b>				<b>\$373.14</b>	

<b>2025 Totals Year-to-Date</b>	
Total Fees Charged in 2025	\$0 00
Total Interest Charged in 2025	\$0 00

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

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

**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%	

Rundell Community Library Requisition

Date 12/01/25

Invoice Due By \_\_\_\_\_

Vendor/Supplier \_\_\_\_\_

1. Walmart Dollar Amount 49.41 Acct# 6506

2. Walmart Dollar Amount 39.12 Acct# 6506

3. Amazon Dollar Amount 284.61 Acct# 6502 - 277.63  
6506 - 6.98

4. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

5. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

6. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

7. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

8. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

9. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

10. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

11. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

12. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_

13. \_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_ 14.

\_\_\_\_\_ Dollar Amount \_\_\_\_\_ Acct# \_\_\_\_\_ Approved By:

President [Signature]

Secretary Missy 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



November 2025 Statement

Open Date: 10/24/2025 Closing Date: 11/24/2025

Account Ending in: ##### 8966

Visa® Community Card

Elan Financial Services

1-866-552-8855

BUS 30 ELN

13

15

CITY OF RUNNELLS (CPN 002164261)

<b>New Balance</b>	<b>\$627.52</b>
<b>Minimum Payment Due</b>	<b>\$627.52</b>
<b>Payment Due Date</b>	<b>12/22/2025</b>
<b>Late Payment Warning:</b> As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.	

<b>Activity Summary</b>		
Previous Balance	+	\$1,718.47
Payments	-	\$1,718.47 <sup>CR</sup>
Other Credits		\$0.00
Purchases	+	\$627.52
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>\$627.52</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$627.52</b>
Credit Line		\$5,000.00
Available Credit		\$4,372.48
Days in Billing Period		32

RECEIVED  
12/24/25  
TKP

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

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



0047985100687589660000627520000627522

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

to pay by phone  
to change your address

Account Ending in	##### 8966
Payment Due Date	12/22/2025
New Balance	\$627.52
Minimum Payment Due	\$627.52

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

000028379 MUSB20DD112525140535 01 10100000 028476 002

Elan Financial Services

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



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

00028379 56757 0001-0002 DUSB20DD112525140542 00 L 00028476 U828SSOME



November 2025 Statement 10/24/2025 - 11/24/2025  
 CITY OF RUNNELLS (CPN 002164261)

Elan Financial Services ( 1-866-552-8855

**Important Messages**

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

\*IMPORTANT NOTICE: Please see the enclosed insert for changes being made to your cardmember agreement.

Transactions				CURRY,TAMI	Credit Limit \$3000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
11/04	11/03	8618	NORTON *AP1648530251 NORTON.COM/CC AZ	\$127.19	_____
11/04	11/03	9269	NORTON *AP1648527849 NORTON.COM/CC AZ	\$127.19	_____
<b>Total for Account ##### ##### 9956</b>				<b>\$254.38</b>	

Transactions				LABELLE,ERIN	Credit Limit \$1000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
10/27	10/24	7949	WALMART.COM 8009256278 800-966-6546 AR	\$49.41	_____
10/27	10/24	8020	WALMART.COM 8009256278 800-966-6546 AR	\$39.12	_____
11/12	11/11	6203	AMAZON MKTPL*BT4GH48A2 Amzn.com/bill WA	\$284.61	_____
<b>Total for Account ##### ##### 2208</b>				<b>\$373.14</b>	

Transactions				BILLING ACCOUNT ACTIVITY	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Payments and Other Credits</b>					
11/18	11/16	0087	PAYMENT THANK YOU	\$1,718.47CR	_____
<b>Total for Account ##### ##### 8966</b>				<b>\$1,718.47CR</b>	

<b>2025 Totals Year-to-Date</b>	
Total Fees Charged in 2025	\$5.22
Total Interest Charged in 2025	\$0.00

00028379 56758 0002-0002 DUSB20DD112525140542 001 00028476 UBZ8SONME



< CITY OF RUNNELLS

# Alcohol Permit Review

CITY OF RUNNELLS  
1008372808



Permit Details

## Business Information

[Application Printable View](#)

Name of Legal Entity : CASEYS MARKETING COMPANY

Business Type : Corporation

SOS Business Number : 184278

## Permit/License Details

License Number : LE0002681

Premises DBA : CASEY'S #2683

Premises Address : 6301 SE 116TH ST RUNNELLS IA 50237-2263

Permit/License Type : Class "E" Retail Alcohol License (LE)

Permit/License Length : 12 months

Permit/License Effective Date : 05-Jan-2026

Permit/License Expiration Date : 04-Jan-2027

Sales and Use Permit/License Number : 177111350

Premise Type : Convenience Store

Contact Name : LICENSING TEAM

Contact Phone : 515-381-4090

Contact Phone Extension :

Contact Email Address : [licensingteam@caseys.com](mailto:licensingteam@caseys.com)

## Privileges

Outdoor Service

Living Quarters

Provided description of the Outdoor Service area:

## Premises Information

- Control of Premises : Own
- Number of Floors : 1
- Retail Square Footage : 1,187
- Does or will the licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees? : No
- Is the premises open 24/7? : No
- Are deliveries able to be received 24/7? : No
- Are the hours of delivery flexible? : Yes
- Do you need to make changes to the owners listed? This can include removal of owners, new owners with at least 10% ownership, new board members, etc. : No
- Does your premises conform to all local and state health, fire and building laws and regulations? : Yes
- Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed. : No
- Has the number of floors of the premises changed? : No
- Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas. : No
- Has the square footage of the premises changed? : No
- Do you need to update your Premises Hours? : No
- Do you need to make changes to your delivery hours? : No

## Owners

Ownership Type	Owner	Owner Address	Date of Birth	US Citizen
Individual	FABER, SCOTT	6749 CARDIFF COURT JOHNSTON IA 50131	29-Jan-1979	<input checked="" type="checkbox"/>
Individual	LARSEN, ERIC	4407 NORTHWEST 5TH STREET ANKENY IA 50023	24-Jun-1967	<input checked="" type="checkbox"/>
Individual	BEECH, DOUGLAS	729 NORTHEAST BROOK HAVEN DRIVE ANKENY IA 50021	21-Dec-1962	<input checked="" type="checkbox"/>
Company	42-0935283 CASEY'S GENERAL STORES, INC.	PO BOX 3001 ANKENY IA 50021		<input type="checkbox"/>
Individual	JAMES, SAMUEL	2501 SOUTHEAST 19TH COURT ANKENY IA 50021	04-Jul-1983	<input checked="" type="checkbox"/>

Ownership Type **Owner**

Owner Address

Date of Birth US Citizen

Individual JOHNSON, BRIAN

9129 NORTHWEST 73RD CIRCLE JOHNSTON IA 50131

26-Aug-1975



## Auto Renewal

Do you wish to enroll in the Automatic Renewal Program at this time?

Yes

No

## Criminal History Details

Since the license was last issued, has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

Yes

No

Since the license was last issued, has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

Yes

No

Sketch of Premises

Cancel

Save Draft

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost

### Resources

[Frequently Asked Questions](#)

[Contact Us](#)

[Subscribe to Updates](#)

### Other Links

[State of Iowa Directory](#)

[Website Policies](#)

**City of Runnells**

110 Brown Street • PO Box 33

**Date:** December 9, 2025

**RE: Sidewalk Replacement Notification**

Dear Residents of Runnells,

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

We encourage all property owners with marked sidewalks to begin planning and scheduling these repairs as soon as possible. We understand that the upcoming winter months may bring inclement weather, which could delay outdoor construction projects. With this in mind, please review the following important information:

**Please note:**

- There will be **no penalties or fines issued for uncompleted sidewalk repairs for the remainder of this year.**
- The city is providing ample notice so residents can secure contractors and prepare for repairs.
- **All required sidewalk repairs must be completed by May 1, 2026.**
- Once weather permits, sidewalks will be re-marked with spray paint to confirm areas requiring repair.
- All repairs must meet city ordinance requirements, and some work may require permits and/or inspections.

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

We appreciate your cooperation in maintaining safe and accessible sidewalks throughout our community. If you have any questions regarding your property or the repair process, please contact City Hall at **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**

**From:** Alec Moore <[alec@icapiowa.com](mailto:alec@icapiowa.com)>  
**Sent:** Thursday, November 13, 2025 10:41 AM  
**To:** Tami Curry <[city-clerk@runnellsia.com](mailto:city-clerk@runnellsia.com)>  
**Cc:** Megan Hirst <[megan@icapiowa.com](mailto:megan@icapiowa.com)>  
**Subject:** RE: Mid American - Runnells

Good morning Tami,

The main issue I am seeing in the attached is regarding the limits. This contract requires a \$1M General Liability Limit with \$5M Umbrella limit for a total of \$6M and the city currently has \$2M General Liability Limit with Excess at \$1M for a total of \$3M. To be in compliance, the contract would need to be updated to reflect the Umbrella Limit at \$2M or less, or we would need to increase the member's excess limit from \$1M to \$4M.

If the city had chose a \$4M excess limit at their 2025 renewal, it would have cost an additional \$4,663. If we were to increase this limit effective today, it would around half that amount.

I also wanted to point out that if city employees are the ones doing the work, there should be no issues but if they contract out the work, the contractors should provide their own coverage and list both the city and Mid-American as additional insureds.

Please let me know if you have any questions and how the city would like to proceed regarding the excess limit (whether the contract is being revised or we are increasing the limit)

Thanks!

**Alec Moore** | ICAP Underwriter

(T) 515-251-1733 | [alec@icapiowa.com](mailto:alec@icapiowa.com) | [www.icapiowa.com](http://www.icapiowa.com)



**ORDINANCE 2026-01**

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF RUNNELLS, IOWA  
CHAPTER 90 WATER SERVICE SYSTEM BY AMENDING THE RATE OF WATER SERVICE  
BY THE CITY OF RUNNELLS, IOWA**

**BE IT ENACTED** by the City Council of the City of Runnells, Iowa

**WHEREAS**, the City of Runnells, Iowa has previously identified the rate at which the water service shall be furnished to the citizens of Runnells in Section 90.12

**WHEREAS**, the City of Runnells, Iowa desires to raise the rate at which the water service shall be furnished to the citizens of Runnells, Iowa and

**NOW THEREFORE**, be it adopted as follows to-wit:

**SECTION 1** The Code of Ordinances of the City of Runnells, Iowa is amended by repealing Section 90.12 Water Service System Provided By Des Moines Water Works of Chapter 90, and adopting the following in lieu thereof:

**90.12 Water Service System Provided By Des Moines Water Works**

1. The City shall collect a per user sewer access charge of \$19.56 per month.
2. Wastewater service shall be furnished at a rate of \$12.30 per 1,000 gallons of water consumed each month, effective January 1, 2026.
3. Water service shall be furnished on a usage-based tier each month, effective January 1, 2026.
  - a. \$8.50 per 1,000 gallons for usage of 0 - 2,000 gallons
  - b. \$12.75 per 1,000 gallons for usage of 2,001 – 9,000 gallons
  - c. \$17.00 per 1,000 gallons for usage over 9,001 gallons
4. The City shall collect a flat fee of \$62.00 each month per user for the wastewater treatment facility fee to pay the Iowa Finance Authority.

**PASSED AND APPROVED** by the City Council this 9th day of December, 2025

\_\_\_\_\_  
Clinton Webster, Mayor City of Runnells

ATTEST:

First Reading December 9th, 2025

\_\_\_\_\_  
Tami Curry, City Clerk

Adopted: December 9<sup>th</sup>, 2025

I certify the foregoing was posted as Ordinance on the 9th day of December, 2025

\_\_\_\_\_  
Tami Curry, City Clerk, City of Runnells

**ORDINANCE 2026-01.2**

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF RUNNELLS, IOWA  
CHAPTER 90 WATER SERVICE SYSTEM BY AMENDING THE RATE OF WATER SERVICE  
BY THE CITY OF RUNNELLS, IOWA**

**BE IT ENACTED** by the City Council of the City of Runnells, Iowa

**WHEREAS**, the City of Runnells, Iowa has previously identified the rate at which the water service shall be furnished to the citizens of Runnells in Section 90.12

**WHEREAS**, the City of Runnells, Iowa desires to raise the rate at which the water service shall be furnished to the citizens of Runnells, Iowa and

**NOW THEREFORE**, be it adopted as follows to-wit:

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4. The City shall collect a flat fee of \$62.00 each month per user for the wastewater treatment facility fee to pay the Iowa Finance Authority.

**PASSED AND APPROVED** by the City Council this 9th day of December, 2025

\_\_\_\_\_  
Clinton Webster, Mayor City of Runnells

ATTEST:

First Reading 12-09-2025  
Second Reading Waived  
Third Reading Waived  
Adopted: 12-09-2025

\_\_\_\_\_  
Tami Curry, City Clerk

I certify the foregoing was posted as Ordinance on the 9th day of December, 2025

\_\_\_\_\_  
Tami Curry, City Clerk, City of Runnells

**CHANGE ORDER**  
For Local Public Agency Projects

No.: 01

Non-Substantial:

Substantial:

Administering Office  
Concurrence Date

Accounting ID No. (5-digit number): \_\_\_\_\_

Project Number: TAP-R-6675(601)-8T-77

Contract Work Type: Crosswalk

Local Public Agency: City of Runnells

Contractor: TK CONCRETE

Date Prepared: December 3, 2025

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- LINE ITEM - 0030 - Increase Item for "Modified Subbase"
- LINE ITEM - 0040 - Increase Item for "Standard PCC, Concrete 8" Class C Durability"
- LINE ITEM - 0050 - Increase item for "Removal of Pavement"
- LINE ITEM - 0140 - Increase item for "Type A Signs, Sheet Aluminum"
- LINE ITEM - 0150 - Increase item for "Painted Pavement Markings, Durable"
- LINE ITEM - 0220 - Decrease Item for "Removal of Perimeter and Slope or Ditch Check Sediment Control Device"
- LINE ITEM - 0230 - Decrease Item for "Open-Throat Curb Intake Sediment Filter, EC-602"
- LINE ITEM - 0240 - Decrease Item for "Maintenance of Open-Throat Curb Intake Sediment Filter"
- LINE ITEM - 0250 - Decrease Item for "Removal of Open-Throat Curb Intake Sediment Filter"
- LINE ITEM - 0260 - Decrease Item for "Mobilization, Erosion Control"
- LINE ITEM - 0270 - Decrease Item for "Mobilizations, Emergency Erosion Control"
- LINE ITEM - 8001 - Add Item for "Liquidated Damages"

B - Reason for change:

- LINE ITEM - 0030 - Increase
- LINE ITEM - 0040 - Increase
- LINE ITEM - 0050 - Increase
- LINE ITEM - 0140 - Increase
- LINE ITEM - 0150 - Increase
- LINE ITEM - 0220 - Decrease
- LINE ITEM - 0230 - Decrease
- LINE ITEM - 0240 - Decrease
- LINE ITEM - 0250 - Decrease
- LINE ITEM - 0260 - Decrease
- LINE ITEM - 0270 - Decrease

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- LINE ITEM - 0030 - Contract Unit Price
- LINE ITEM - 0040 - Contract Unit Price
- LINE ITEM - 0050 - Contract Unit Price
- LINE ITEM - 0140 - Contract Unit Price
- LINE ITEM - 0150 - Contract Unit Price
- LINE ITEM - 0220 - Contract Unit Price
- LINE ITEM - 0230 - Contract Unit Price
- LINE ITEM - 0240 - Contract Unit Price
- LINE ITEM - 0250 - Contract Unit Price
- LINE ITEM - 0260 - Contract Unit Price
- LINE ITEM - 0270 - Contract Unit Price

D - Justification for cost(s) (See I.M. 6.000, Attachment D, Chapter 2.36, for acceptable justification):

- LINE ITEM - 0030 - Contract Unit Price
- LINE ITEM - 0040 - Contract Unit Price
- LINE ITEM - 0050 - Contract Unit Price
- LINE ITEM - 0140 - Contract Unit Price
- LINE ITEM - 0150 - Contract Unit Price
- LINE ITEM - 0220 - Contract Unit Price
- LINE ITEM - 0230 - Contract Unit Price
- LINE ITEM - 0240 - Contract Unit Price
- LINE ITEM - 0250 - Contract Unit Price



LINE ITEM - 0019 - Contract Unit Price

LINE ITEM - 0370 - Contract Unit Price

LINE ITEM - 8001 - The price is determined as \$1,000.00 per day per the contract.

E - Contract time adjustment:  No Working Days added  Working Days added: 4  Unknown at this time

Justification for selection:

Additional days were required for staging to maintain traffic without road closure or detour for additional pavement needed to provide drainage slopes.

F - Items included in contract:

Participating					For deductions enter as "-x.xx"			
Federal-aid	State-aid	Line Number	Item Description		Unit Price .xx	Quantity .xxx	Amount .xx	
		0030	Modified Subbase		\$80.00	27.000	\$2,160.00	
		0040	Standard PCC, Concrete 8" Class C Durability		\$90.00	27.000	\$2,430.00	
		0050	Removal of Pavement		\$17.00	27.000	\$459.00	
		0140	Type A Signs, Sheet Aluminum		\$50.00	5.500	\$275.00	
		0150	Painted Pavement Markings, Durable		\$2,100.00	0.160	\$336.00	
		0220	Removal of Perimeter and Slope or Ditch Check Sediment Control Device		\$1.50	-200.000	-\$300.00	
		0230	Open-Throat Curb Intake Sediment Filter, EC-602		\$25.00	-24.000	-\$600.00	
		0240	Maintenance of Open-Throat Curb Intake Sediment Filter		\$50.00	-2.000	-\$100.00	
		0250	Removal of Open-Throat Curb Intake Sediment Filter		\$50.00	-3.000	-\$150.00	
		0260	Mobilization, Erosion Control		\$600.00	-1.000	-\$600.00	
		0270	Mobilizations, Emergency Erosion Control		\$1,200.00	-1.000	-\$1,200.00	
					<b>Add Row</b>	<b>Delete Row</b>	<b>TOTAL</b>	\$2,710.00

G - Items not included in contract:

Participating					For deductions enter as "-x.xx"			
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx	
		8001	6200-1108010	Liquidated Damages	\$1,000.00	-12.000	-\$12,000.00	
				-12,000				
					<b>Add Row</b>	<b>Delete Row</b>	<b>TOTAL</b>	-\$12,000.00

H. Signatures

Signatures will be applied through DocExpress.

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-55**

**RESOLUTION REGARDING COUNCIL APPROVAL TO APPROVE CONTRACTOR'S APPLICATION  
FOR PAYMENT NO.2**

**WHEREAS**, City of Runnels, City Council is wanting to approve the contractor's application for Payment No.2 for the 2025 Brown Street crosswalk project.

**WHEREAS**, the city clerk has attached the list of items to be approved by council, Contractor's Application for Payment No.2 has been signed by and Snyder and Assoc for approval

**BE AND IT IS HEREBY RESOLVED** that the Runnels City Council approves the City clerk to pay the Contractor's Application for Payment No.2 in the amount of \$98636.68.  
\$78909.34 from account CIRPA GRANT  
\$19727.34 Polk Count Community Development Grant

**PASSED AND APPROVED** this 9th day of December, 2025

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

ATTEST:

\_\_\_\_\_  
CLINTON WEBSTER  
MAYOR, PRO TEM, CITY OF RUNNELLS

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

## APPLICATION FOR PARTIAL PAYMENT NO. 2

PROJECT: Brown Street Crosswalk

S&A PROJECT NO.: 123.1049.01  
IOWA DOT PROJECT NO.: TAP-R-6675(601)--81-77

OWNER: City of Runnells  
CONTRACTOR: TK Concrete, Inc.  
ADDRESS: 1608 Fifield Road  
Pella, IA 50219  
DATE: May 10, 2024

PAYMENT PERIOD: July 31, 2025  
to November 6, 2025

### 1. CONTRACT SUMMARY:

Original Contract Amount:	\$ 110,977.30
Net Change by Change Order:	\$ (9,290.00)
Contract Amount to Date:	\$ 101,687.30

#### CONTRACT PERIOD: WORK DAYS

Original Contract Date:	December 18, 2024
Original Contract Working Days:	20

### 2. WORK SUMMARY:

Total Work Performed to Date:	\$ 101,687.30
Retainage: 3%	\$ 3,050.62
Total Earned Less Retainage:	\$ 98,636.68

Added by Change Order:	4
------------------------	---

Total Working Days:	24
---------------------	----

Time Used to Date:	36
--------------------	----

Contract Time Remaining:	-12
--------------------------	-----

Less Previous Applications for Payment:

AMOUNT DUE THIS APPLICATION:	\$ 98,636.68
------------------------------	--------------

### 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
- (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

TK Concrete, Inc.  
CONTRACTOR

By  DATE: 12/4/25

### 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.  
ENGINEER

By  DATE: 12/4/2025

### 5. OWNER'S APPROVAL

City of Runnells  
OWNER

By \_\_\_\_\_ DATE: \_\_\_\_\_

6. DETAILED ESTIMATE OF WORK COMPLETED:

BID ITEM Number	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK THIS PERIOD		COMPLETED WORK TO DATE	
		QUANTITY	UNIT	UNIT COST	TOTAL COST	QUANTITY	COST	QUANTITY	COST
1	EXCAVATION, CLASS 10, ROADWAY & BORROW	100	CY	\$ 30.00	\$ 3,000.00	100.00	\$ 3,000.00	100.00	\$ 3,000.00
2	TOPSOIL, STRIP, SAVAGE & SPREAD	150	CY	\$ 12.50	\$ 1,875.00	150.00	\$ 1,875.00	150.00	\$ 1,875.00
3	MODIFIED SUBBASE	35.6	CY	\$ 80.00	\$ 2,848.00	35.60	\$ 2,848.00	35.60	\$ 2,848.00
4	STANDARD PCC, CONCRETE 8" CLASS C DURABILITY	90.3	SY	\$ 90.00	\$ 8,127.00	90.30	\$ 8,127.00	90.30	\$ 8,127.00
5	REMOVAL OF PAVEMENT	215.9	SY	\$ 17.00	\$ 3,670.30	215.90	\$ 3,670.30	215.90	\$ 3,670.30
6	REMOVAL OF SIDEWALK	150.2	SY	\$ 10.00	\$ 1,502.00	150.20	\$ 1,502.00	150.20	\$ 1,502.00
7	SIDEWALK, PCC, 4"	296	SY	\$ 58.50	\$ 17,316.00	296.00	\$ 17,316.00	296.00	\$ 17,316.00
8	SIDEWALK, PCC, 6"	65.4	SY	\$ 85.00	\$ 5,559.00	65.40	\$ 5,559.00	65.40	\$ 5,559.00
9	DETECTABLE WARNING	61.8	SF	\$ 45.00	\$ 2,781.00	61.80	\$ 2,781.00	61.80	\$ 2,781.00
10	CURB & GUTTER AS PER PLAN	225	LF	\$ 40.00	\$ 9,000.00	225.00	\$ 9,000.00	225.00	\$ 9,000.00
11	COMBINED CONCRETE SIDEWALK AND RETAINING WALL	1	CY	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	1.00	\$ 1,500.00
12	PERFORATED SQUARE STEEL TUBE POSTS	36	LF	\$ 30.00	\$ 1,080.00	36.00	\$ 1,080.00	36.00	\$ 1,080.00
13	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-A	2	EACH	\$ 400.00	\$ 800.00	2.00	\$ 800.00	2.00	\$ 800.00
14	TYPE A SIGNS, SHEET ALUMINUM	16.5	SF	\$ 50.00	\$ 825.00	16.50	\$ 825.00	16.50	\$ 825.00
15	PAINTED PAVEMENT MARKINGS, DURABLE	4.14	STA	\$ 2,100.00	\$ 8,694.00	4.14	\$ 8,694.00	4.14	\$ 8,694.00
16	TRAFFIC CONTROL	1	LS	\$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00	1.00	\$ 6,500.00
17	MOBILIZATION	1	LS	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00	1.00	\$ 10,000.00
18	RECTANGULAR RAPID FLASHING BEACON (RRFB) ASSEMBLY	1	LS	\$ 18,500.00	\$ 18,500.00	1.00	\$ 18,500.00	1.00	\$ 18,500.00
19	MULCHING, BONDED FIBER MATRIX	0.15	ACRE	\$ 8,500.00	\$ 1,275.00	0.15	\$ 1,275.00	0.15	\$ 1,275.00
20	SEED + FERTILIZE (URBAN)	0.15	ACRE	\$ 8,500.00	\$ 1,275.00	0.15	\$ 1,275.00	0.15	\$ 1,275.00
21	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DI	200	LF	\$ 5.50	\$ 1,100.00	200.00	\$ 1,100.00	200.00	\$ 1,100.00
22	REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDI	200	LF	\$ 1.50	\$ 300.00	200.00	\$ 300.00	200.00	\$ 300.00
23	OPEN-THROAT CURB INTAKE SEDIMENT FILTER, EC-602	30	LF	\$ 25.00	\$ 750.00	30.00	\$ 750.00	30.00	\$ 750.00
24	MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIMENT FI	3	EACH	\$ 50.00	\$ 150.00	3.00	\$ 150.00	3.00	\$ 150.00
25	REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	3	EACH	\$ 50.00	\$ 150.00	3.00	\$ 150.00	3.00	\$ 150.00
26	MOBILIZATION, EROSION CONTROL	2	EACH	\$ 600.00	\$ 1,200.00	2.00	\$ 1,200.00	2.00	\$ 1,200.00
27	MOBILIZATIONS, EMERGENCY EROSION CONTROL	1	EACH	\$ 1,200.00	\$ 1,200.00	1.00	\$ 1,200.00	1.00	\$ 1,200.00
<b>TOTAL BASE BID</b>					<b>\$ 110,977.30</b>		<b>\$ 110,977.30</b>		<b>\$ 110,977.30</b>
<b>TOTAL ORIGINAL CONTRACT</b>					<b>\$ 110,977.30</b>		<b>\$ 110,977.30</b>		<b>\$ 110,977.30</b>
CHANGE ORDER ITEMS									
1.1	MODIFIED SUBBASE	27	CY	\$ 80.00	\$ 2,160.00	27	\$ 2,160.00	27	\$ 2,160.00
1.2	STANDARD PCC, CONCRETE 8" CLASS C DURABILITY	27	SY	\$ 90.00	\$ 2,430.00	27	\$ 2,430.00	27	\$ 2,430.00
1.3	REMOVAL OF PAVEMENT	27	SY	\$ 17.00	\$ 459.00	27	\$ 459.00	27	\$ 459.00
1.4	TYPE A SIGNS, SHEET ALUMINUM	5.5	SF	\$ 50.00	\$ 275.00	5.5	\$ 275.00	5.5	\$ 275.00
1.5	PAINTED PAVEMENT MARKINGS, DURABLE	0.16	STA	\$ 2,100.00	\$ 336.00	0.16	\$ 336.00	0.16	\$ 336.00
1.6	REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SI	-200	LF	\$ 1.50	\$ (300.00)	-200	\$ (300.00)	-200	\$ (300.00)
1.7	OPEN-THROAT CURB INTAKE SEDIMENT FILTER, EC-602	-24	LF	\$ 25.00	\$ (600.00)	-24	\$ (600.00)	-24	\$ (600.00)
1.8	MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIMENT	-2	EACH	\$ 50.00	\$ (100.00)	-2	\$ (100.00)	-2	\$ (100.00)
1.9	REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILT	-3	EACH	\$ 50.00	\$ (150.00)	-3	\$ (150.00)	-3	\$ (150.00)
1.10	MOBILIZATION, EROSION CONTROL	-1	EACH	\$ 600.00	\$ (600.00)	-1	\$ (600.00)	-1	\$ (600.00)
1.11	MOBILIZATIONS, EMERGENCY EROSION CONTROL	-1	EACH	\$ 1,200.00	\$ (1,200.00)	-1	\$ (1,200.00)	-1	\$ (1,200.00)
1.12	LIQUIDATED DAMAGES	12	EACH	\$ (1,000.00)	\$ (12,000.00)	12	\$ (12,000.00)	12	\$ (12,000.00)
<b>Total Change Order #1</b>					<b>\$ (9,290.00)</b>		<b>\$ (9,290.00)</b>		<b>\$ (9,290.00)</b>
<b>TOTAL ORIGINAL CONTRACT PLUS CHANGE ORDERS</b>					<b>\$ 101,687.30</b>		<b>\$ 101,687.30</b>		<b>\$ 101,687.30</b>

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF RUNNELLS, IOWA  
NO. 2025-67**

**RESOLUTION REGARDING COUNCIL APPROVAL TO APPROVE PAY APPLICATION FOR  
PAYMENT NO. 26**

**WHEREAS**, City of Runnells, City Council is wanting to approve the contractor's application for Payment No. 26 for the 2023-24 Wastewater Treatment Facility Upgrades Projects.

**WHEREAS**, the city clerk has attached the list of items to be approved by council, engineering Application for Payment No. 26 has been signed by City engineer JEO for approval

**BE AND IT IS HEREBY RESOLVED** that the Runnells City Council approves the City clerk to pay the Engineer's Application for Payment No.26 in the amount of \$3287.50 from account 611-815-6797 GO BOND

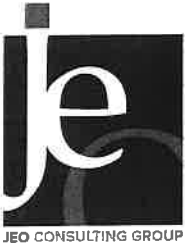
**PASSED AND APPROVED** this 9th day of December, 2025

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Austin Henry				
Erin LaBelle				
Devin Gaudette				
Tiffany Phillips				
Abby Hawkins				

ATTEST:

\_\_\_\_\_  
CLINTON WEBSTER  
MAYOR PRO TEM, CITY OF RUNNELLS

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



Invoice

November 24, 2025

Project No: R171550.00  
Invoice No: 166376  
Invoice Amount: 3,287.50

Tami Curry  
City of Runnells  
110 Brown Street  
PO Box 33  
Runnells, IA 50237-0033

Project Manager Curtis Kampman  
Project R171550.00 Runnells 2020 WWTF Replacement  
Professional Services through November 14, 2025

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
<b>Lump Sum Phase(s)</b>					
Preliminary Design	\$79,000.00	100%	\$79,000.00	\$79,000.00	0.00
Final Design	\$89,500.00	100%	\$89,500.00	\$89,500.00	0.00
Bidding and Negotiation	\$7,200.00	100%	\$7,200.00	\$7,200.00	0.00
Construction Services	\$81,700.00	100%	\$81,700.00	\$81,700.00	0.00
Post Construction	\$10,000.00	100%	\$10,000.00	\$10,000.00	0.00
Redesign & Rebid	\$87,000.00	100%	\$87,000.00	\$87,000.00	0.00
<b>Hourly Phase(s)</b>					
Construction Administration Amendment			\$61,985.00	\$59,567.50	\$2,417.50
RPR Services			\$90,810.00	\$90,810.00	0.00
Post Construction Amendment			\$7,528.75	\$6,658.75	\$870.00
<b>Total</b>	<b>\$354,400.00</b>		<b>\$514,723.75</b>	<b>\$511,436.25</b>	<b>\$3,287.50</b>
<b>Total Amount Due Upon Receipt :</b>					<b>\$3,287.50</b>

RECEIVED  
RECEIVED  
12/2/25  
TKP

**RESOLUTION OF THE PARK AND RECREATION BOARD  
OF THE CITY OF RUNNELLS, IOWA**

**RESOLUTION REGARDING REMOVAL OF PARK BASKETBALL HOOPS**

**WHEREAS**, the Park and Recreation Board (Board) of the City of Runnells, Iowa desires to replace the existing basketball hoops at the City Park; and,

**WHEREAS**, the City Council has approved the purchase and installation of new hoops from Backyard Adventures; and,

**WHEREAS**, the City has attempted to remove the existing hoops but does not have the proper equipment to do so;

**NOW, THEREFORE, BE IT RESOLVED** that the Board approves spending up to \$3,000 to hire a third party to remove the hoops and recommends that the City Council of the City of Runnells, Iowa approve a resolution for payment when work is completed.

**PASSED AND APPROVED** this 3<sup>rd</sup> day of December 2025.

Kathryn Hainline, Park Board Chairperson

**RESOLUTION NO. 2025-68**

**RESOLUTION TO approve the Plat of Survey Four L LLC Plat 1 Runnels IA**

**WHEREAS**, Runnels City Council has reviewed the Plat of Survey Four L LLC

**WHEREAS**, the City Council, of the City of Runnels, IA is approving the Plat of Survey Four L LLC Plat 1 within the City of Runnels (see attached Plat)

**BE AND IT IS HEREBY RESOLVED** that the Runnels City Council approves the Plat of Survey Four L LLC Plat 1 within the City limits of Runnels 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 December 9th, 2025 upon its passage

**PASSED AND APPROVED** this December 9th, 2025.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Devin Gaudette				
Erin LaBells				
Tiffany Phillips				
Austin Henry				
Abby Hawkins				

ATTEST:

\_\_\_\_\_  
 CLINTON WEBSTER  
 MAYOR, CITY OF RUNNELLS

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

