

City of Centerville
312 East Maple St.
PO Box 578
Centerville, IA 52544
(O) 641-437-4339
(F) 641-437-1498



Mike O'Connor, Mayor
Ron Creagan, Councilmember
Jay Dillard, Councilmember
Darrin Hamilton, Councilmember
Don Sherwood Councilmember
Jan Spurgeon, Councilmember

www.centerville-ia.org

email: cityhall@centerville-ia.org

Regular Council Meeting Agenda of the City of Centerville Council

Monday, January 16, 2023 at 6:00 P.M.

Zoom Online Meeting

To access this meeting, please use the following link or dial-in information:

<https://zoom.us/j/92284366531?pwd=VGpPc3dtWngzWkt1VVFZbk2REM0dz09>

Meeting ID: 922 8436 6531 Password: 620695
Dial-in: 1 (312) 626 - 6799 Meeting ID: 922 8436 6531

Notice to the Public: The Mayor and the City Council welcome you to the regular City Council meeting. Attendance may be limited because of COVID-19 social distancing recommendations by the CDC.

Public comments for items on the Agenda may be submitted through email by mail or by dropping a note through the drop box at City Hall prior to the City Council meeting. For those wishing to speak on an agenda item, please sign-in on the registration form at the back of the council room. For public hearings and items not on the agenda, time is allotted during the "Public Hearing" and "Public Forum" sections of the meeting for public comment.

For those wishing to provide comment during the meeting, the Mayor will call for public comment. Please state your name and address before making your comments. The Mayor may limit each speaker to three minutes. The normal process on any particular agenda item is that the motion is placed on the floor, the Council is given an opportunity to comment on the issue or respond to public concerns, and the vote is taken.

The use of obscene and vulgar language, hate speech, racial slurs, slanderous comments, and any other disruptive behavior during the Council meeting will not be tolerated and offenders may be barred by the presiding officer from further comment and/or disconnected from the meeting.

1. Call to Order

- a. Roll Call
- b. Pledge of Allegiance
- c. Approval of Agenda

2. **Consent Agenda:** These items will be enacted by one motion without separate discussion unless a request is made prior to the time Council votes on the motion. (Any item on the Consent Agenda may be removed for separate consideration.) Approval of Consent Agenda to include:

- a. Approval of Minutes of the January 3, 2023 Regular Council Meeting;

- b. Approval of Committee/Board Minutes –Library Board Minutes 1/11/2023
- c. Approval of Beer/Liquor License(s): None
- d. Approval of Professional Engineering Agreement – Hall Engineering – Woodland Drive.
- e. Approval of Mayor’s Appointment of Delaney Evers to the Park Board with a term ending January 1, 2028.
- f. Approval of Mayor’s Appointment of Sheree Lange to the Park Board with a term ending January 1, 2028.

3. Public Hearing

- a. None

4. Discussion/Action Items/General Business/Old Business

- a. Approval of Bills
- b. Approval of Financial Report for December 2022
- c. Departmental Reports
 - i. City Administrator
 - ii. Public Works
 - iii. Library
- d. Approval of Rental Inspection Program Proposal – Iowa Inspections, LLC
- e. Approval of Res. 2023-3934 Authorizing the Acquisition of Real Property by Assignment and Foreclosure of Tax Sale Certificate – 306 N. 12th
- f. Approval of Res. 2023-3935 Authorizing Abandonment Against 904 S. 16th
- g. Approval of Res. 2023-3936 Authorizing Abandonment Against 908 S. 16th
- h. Approval of Res. 2023-3937 Authorizing Abandonment Against 620 N. 10th
- i. Approval of Res. 2023-3938 Authorizing Abandonment Against 509 E. Clark
- j. Approval of Res. 2023-3939 Authorizing Abandonment Against 603 W. Jackson
- k. Approval of Res. 2023-3940 Authorizing Abandonment Against 411 N. 7th
- l. Approval of Res. 2023-3941 Authorizing Abandonment Against 649 N. Main
- m. Approval of Res. 2023-3942 Authorizing the Emergency Demolition of 515 N. Park
- n. FY24 Budget Discussion No. 1
- o. Possible Exempt Session per Chapter 20 of the Iowa Code.
- p. Approval of PPME and AFSCME Union Contracts for FY24.

- 5. **Public Forum:** Time set aside for comments from the public on topics of City business other than those listed on the agenda – no action may be taken. This is an opportunity for members of the audience to bring to the Council’s attention any item not listed on the agenda.
- 6. **Adjourn** to 6:00 p.m. on Monday, February 6, 2022 for the Regular Meeting of the City Council.

Jason Fraser
City Administrator

Posted: 01/13/2023

CITY OF CENTERVILLE

REGULAR COUNCIL MEETING MINUTES

January 3, 2023 at 6:00 P.M.

Mayor O'Connor called the meeting to order at 6:00 p.m.

This meeting was held via an online/telephonic format and in-person due to social distancing requirements caused by the coronavirus pandemic.

Roll Call - Present: Creagan, Dillard, Hamilton, Sherwood and Spurgeon. Absent: None.

Mayor O'Connor led the Pledge of Allegiance.

Moved by Dillard, seconded by Spurgeon to approve the agenda as presented report. Ayes: All. Motion carried.

Moved by Hamilton, seconded by Creagan to approve the consent agenda to include: Approval of Minutes of the December 19, 2022 Regular Council Meeting; Approval of Committee/Board Minutes: Drake Public Library Board Minutes for December 14, 2022; Airport Commission Minutes for December 12, 2022; Airport Commission Special Meeting Minutes December 21, 2022. Approval of Beer/Liquor License(s): Eagles Club: License Number LC0006807; Yesway: License Number LE0003187; Approval of Resolution 2022-3934 Transfer of Funds for FY23 (129) LOST Sewer Fund to (611) Sewer Sinking Fund. Roll Call Vote as follows – Ayes: Creagan, Dillard, Hamilton, Sherwood and Spurgeon. Nays: None. Motion carried.

Moved by Dillard, seconded by Hamilton to approve the bills as presented. Ayes: All. Nays: None. Motion carried.

Reports highlighting the activities of the Police Department, Fire Department and the Building Official were presented.

An update on the Waste Water Project was provided by Fox Strand

Moved by Spurgeon, seconded by Creagan to Approve Pay Change Order No. 06 for Locke AMI for the Waste Water Project. Roll Call Vote as follows – Ayes: Creagan, Dillard, Hamilton, Sherwood and Spurgeon. Nays: None. Motion carried.

Moved by Spurgeon, seconded by Hamilton to Approve Pay Application No. 13 for Locke AMI for the Waste Water Project. Roll Call Vote as follows – Ayes: Creagan, Dillard, Hamilton, Sherwood and Spurgeon. Nays: None. Motion carried.

Public Comments were made by Ron Creagan about the status of repair of Windstream pedestals in the City Right-of-Way.

Moved by Dillard, seconded by Hamilton to adjourn at 6:24 p.m. until the next regular council meeting on January 16, 2023. Ayes: All. Motion carried.

Jason Fraser, City Administrator

Mike O'Connor, Mayor

Drake Public Library Board of Trustees
Wednesday, January 11, 2023, 5:00pm
Regular Board Meeting Minutes – Meeting held at Craver, Grothe, & Cox Conference Room

Call to Order: Board-President, Nicole Cox called the meeting to order at 5:01 p.m.

Board Members Present: Michelle Moore, Nicole Cox, Kris Hoffman, Ron Eggerman, Dennis Beeson, Julie Eagen, Janell Armstrong and Mike Cockrum(entered at 5:02 p.m.)

Board Members Absent: Kathy Cridlebaugh

Library Staff Present: Library Director JeNel Barth

City Staff Present: None

Agenda Approval: Approved as presented

Minutes Approval: December 14, 2022, Regular board meeting approved as presented

Visitors/Public Comment: None

Approval of Bills: Kris Hoffman moved to approve the payment of bills, second Dennis Beeson, approved by all.

Director's Report: Library Director JeNel Barth reports 1) There has been an increase in participation in the children's programs, 2) A plan has been implemented to begin delivering to the local nursing homes, 3) The librarian for the Centerville Community School District is working with JeNel to implement a partnership between the schools and the library and a meeting is scheduled in February to begin with the Middle School, 4) There was a gas smell at the library today that was a result of a spill at Bratz across the street. After a brief shut down and a walk through by Alliant and the Centerville Fire Department, the building was cleared and opened back up. There is a repair being discussed to prevent this from happening again.

Report from the City: Jason is continuing to work on the city budget.

Report from the Friends: The Friends will be meeting at the end of the month and new officers will be elected. Imagination Library continues to add participants and funding.

Report for the Drake Public Library Foundation: The Foundation met and discussed assisting the library with fire alarm upgrades, security system upgrades and technology updates.

Reports from Standing Committees (Executive, Budget and Finance, Governance, Building, Public Relations, Personnel):

1. **Budget & Finance:** The Budget and Finance Committee met with JeNel to review the budget on January 3, 2023. A secondary meeting will be held after the January 11 meeting to finalize.

Old Business: None

New Business: None

Agenda Items for Future Meetings: Personnel Policies Review

Upcoming Meeting: Regular Board Meeting Wednesday, February 8, 2023, at 5 p.m.

Adjournment: Meeting adjourned by President Nicole Cox.

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

This Agreement made this ____ day of _____, 202,
by and between the City of Centerville, Iowa, hereinafter called the Owner, and
Hall Engineering Company, hereinafter called the Engineer, witnesseth that:

WHEREAS, the Owner desires to employ the Engineer to render
professional engineering services for the Woodland View Drive Pavement
Reconstruction, hereinafter called the Project.

WHEREAS, the Engineer desires to render engineering services in
connection with the Owner's Project.

ARTICLE 1. SCOPE OF SERVICES

A. Basic Services of the Engineer

The Engineer shall perform professional services as hereinafter stated
which include design services and general services during construction.

1. Design services by the Engineer shall include the following:

- a. The necessary field surveys to obtain site information required for design.
- b. Preparation of general and detailed Plans and Specifications.
Design to be in compliance with all federal, state, or local regulations pertaining to the Project.
- c. Preparation of Contract Documents including bid form, advertisement, construction contract, and bond forms as required, subject to the approval of the Owner's legal counsel.
- d. Furnishing all necessary copies of Plans, Specifications, and Contract Documents of the Project to the Owner for its own use.
- e. Assisting the Owner in securing construction bids for the Project.

- f. Furnishing copies of Plans, Specifications, and Contract Documents of the Project to prospective bidders, material supplies, and other interested parties upon request. The Owner will be responsible for costs associated with printing and binding Plans, Specifications, and Contract Documents to prospective bidders.
 - g. Assisting the Owner throughout the letting and at the bid opening.
 - h. Tabulating and analyzing construction bids and reporting on them to the Owner together with advice and assistance to the Owner in award of construction contract.
 - i. Consult with and advise the Owner as to the acceptability of subcontractors and other persons and organizations proposed by the prime contractor for those portions of the work as to which such acceptability is required by the Contract Documents.
 - j. Consult with and advise the Owner as to the acceptability of substitute materials proposed by the contractor when substitution is permitted by the Contract Documents.
- 2. General services during construction by the Engineer shall include the following:
 - a. Consult with and advise the Owner and act as their representative. The extent and limitations of the duties, responsibilities and authority of the Engineer as assigned in the Contract Documents shall not be modified without the Engineer's written consent; all of the Owner's instructions to the contractor shall be issued through the Engineer who will have authority to act on behalf of the Owner.
 - b. Assisting contractor in interpretation of Plans and Specifications.
 - c. Periodic visits to the site to observe as an experienced and qualified design professional, the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the Plans, Specifications, and Contract Documents. He/she shall not be required to make exhaustive or continuous on-site inspections to check the quality of work; he/she shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the contractor or the safety precautions and programs incidental to the work of the contractor. His/her efforts will be directed toward providing assurance for the Owner that the completed Project will conform to the Plans, Specifications, and Contract Documents, but he/she shall not be responsible for the failure of the contractor to perform the construction work in accordance with the Plans, Specifications, and Contract Documents.

During such visits and on the basis of his/her on-site observations, he/she shall keep the Owner informed of the progress of the work, shall endeavor to guard the Owner against defects and deficiencies in the work of the contractor and may disapprove or reject work as failing to conform to the Plans, Specifications, and Contract Documents.

- d. Review and approve samples, the results of tests and inspections, and other data which any contractor is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Plans, Specifications, and Contract Documents; determine the acceptability of substitute materials proposed by the contractor; and receive and review (for general content as required by the Contract Documents) schedules, guarantees, bonds and certificates of insurance which are to be assembled by the contractor in accordance with the Contract Documents.
- e. Issue all instructions of the Owner to the contractor; prepare routine change orders as required; Engineer may, as the Owner's representative, require special inspection or testing of the work; Engineer shall act as interpreter of the requirements of the Plans, Specifications, and Contract Documents and judge of the performance thereunder by the parties thereto and shall make decisions on all claims of the Owner and the contractor relating to the execution and progress of the work and all other matters and questions related thereto; but the Engineer shall not be liable for the results of any such interpretations or decisions rendered by him/her in good faith.
- f. Based on his/her on-site observations as an experienced and qualified design professional and on his/her review of the contractor's applications for payment and the accompanying data and schedules, determine the amounts owing to the contractor and prepare in writing payment estimates due the contractor in such amounts; such approval of payment estimates will constitute a representation to the Owner, based on such observations and review, that the work has progressed to the point indicated and that, to the best of his/her knowledge, information and belief, the quality of the work is in accordance with the Plans, Specifications, and Contract Documents (subject to an evaluation of the work as a functioning Project upon substantial completion, to the results of any subsequent tests called for in the Plans, Specifications, and Contract Documents, and to any qualifications stated in his/her approval), but by approving an application for payment the Engineer will not be deemed to have represented that he/she has made any examination to determine how or for what purposes any contractor has used the

monies paid on account of the contract price, or that title to any of the contractor's work, materials, or equipment has passed to the Owner free and clear of any lien, claims, security interests or encumbrances.

- g. Conduct an inspection to determine if the Project is substantially complete and a final inspection to determine if the Project has been completed in accordance with the Plans, Specifications, and Contract Documents and if the contractor has fulfilled all of his obligations thereunder so that the Engineer may approve, in writing, the final payment to the contractor.
- h. The Engineer shall not be responsible for the acts or omissions of any contractor, any subcontractor or any of the contractor's or subcontractor's agents or employees or any other persons (except his/her own employees and agents) at the Project site or otherwise performing any of the work of the Project.

Detailed inspection of materials and work on the site of the Project are not included within this category. General services during construction include visits to the construction site by the Engineer as required to maintain overall review of the project during construction.

B. Construction Layout and Staking

The Engineer shall provide a qualified engineering or surveying technician trained, experienced, and skilled in construction layout and staking. Services provided shall include:

- a. Establishing all control points, benchmarks, and base line from which construction staking may be accomplished.
- b. Construction layout and reference staking necessary for proper completion of the project.
- c. Setting and checking of lines and grades required during construction.
- d. Existing and proposed digital elevation models (d.e.m.) shall be provided to the contractor, upon request.

C. Construction Surveillance

The Engineer shall provide a technically qualified construction inspection technician who will act as directed by the Engineer in order to provide more

extensive representation on the project site during the construction phase.

Services provided shall include:

- a. General surveillance of the contractor's work and materials to ascertain and advise as to general compliance with the Plans and Specifications.
- b. Concrete slump and air testing.
- c. Assistance to the contractor in interpreting Plans and Specifications.
- d. Assistance to the contractor in checking dimensions, elevations, and other details of the Plans and Specifications.
- e. Observation of the work for substantial compliance with the Plans and Specifications.
- f. Documentation of the contractor's construction activities including notations on the nature and cost of any extra work or changes ordered during construction.
- g. On-site coordination of the construction phase of the Project.
- h. Report to the Engineer any problems which are delaying or are anticipated to delay the work.
- i. Prepare a list of items to be corrected, added or deleted to make the work conform to the Plans and Specifications as necessary or reasonably requested by the contractor.

Through more extensive on-site observations of the work in progress, and field checks of materials and equipment by the field technician, the Engineer shall endeavor to provide further protection for the Owner against defects and deficiencies in the work.

Construction Surveillance Services do not thereby guarantee and shall not be construed as guaranteeing the performance of the contractors, nor assuring or providing safe methods of construction or performance of work, nor safe places for access, visits, use, work, travel, or occupancy by any contractors, subcontractors, suppliers, or their employees or any other person.

ARTICLE 2. OWNER'S RESPONSIBILITY

The responsibilities and duties of the Owner in performance of this Agreement shall include:

- a. Provide full information as to their requirements for the Project.
- b. Assist the Engineer by placing at his/her disposal all available information pertinent to the Project including previous reports and any other data relative to design and construction of the Project.
- c. Furnish to the Engineer, as required by him/her for performance of his/her Basic Services, data prepared by or services of others; appropriate professional interpretations of all of the foregoing as may be available; property, boundary, easement, right-of-way, topographic and utility surveys and property descriptions as may be available or required; zoning and deed restrictions; and other special data or consultations not covered in Article I; all of which the Engineer may rely upon in performing his services.
- d. Guarantee access to and make all provisions for the Engineer to enter upon public and private property as required for the Engineer to perform his/her services.
- e. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Engineer, obtain advice of an attorney, insurance counselor and other consultants as he/she deems appropriate for such examination and render written or oral decisions pertaining thereto within a reasonable time so as not to delay the services of the Engineer.
- f. Pays all costs incidental to obtaining bids from contractors.
- g. Provide such legal, accounting, independent cost estimating and insurance counseling services as may be required for the Project, and such auditing service as the Owner may require to ascertain how or for what purpose any contractor has used the monies paid to him/her under the construction contract.
- h. Designate in writing a person to act as the Owner's representative with respect to the work to be performed under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the Owner's policies and decisions with respect to materials, equipment, elements and systems pertinent to the Engineer's services.

- i. Give prompt written notice to the Engineer whenever the Owner observes or otherwise becomes aware of any defect in the Project.
- j. Furnish, or direct the Engineer to provide, necessary additional services as stipulated in Article 4 of this Agreement or other services as required.

ARTICLE 3. ENGINEER'S FEES AND PAYMENTS

A. Engineering services under Subsection 1 of Section A of Article 1 shall be performed or furnished for the lump sum amount of eight thousand one hundred seventy dollars (\$8,170.00). This fee is based upon proceeding with the project substantially unchanged in the scope and character after initial authorization by the Owner to proceed with the work.

B. Engineering services under Subsection 2 of Section A of Article 1 shall be performed or furnished for the lump sum amount of two thousand six hundred twenty dollars (\$2,620.00). This fee is based upon proceeding with the project substantially unchanged in the scope and character after initial authorization by the Owner to proceed with the work.

C. Construction layout and staking services under Section B of Article 1 shall be performed at the per diem rate then in effect of the technician furnished but shall not exceed two thousand four hundred dollars (\$2,400.00) without prior written authorization of the Owner.

D. Construction surveillance services under Section C of Article 1 shall be performed at the per diem rate then in effect for the technician furnished but shall not exceed four thousand seven hundred and fifty dollars (\$4,750.00) without prior written authorization of the Owner.

E. The Engineer will prepare monthly statements for the services performed to date of billing and payment for such services. If Owner fails to make payment due Engineer within 30 days after receipt of Engineer's invoice, amount due to

Engineer will be increased at the rate of 1% per month from said thirtieth day. Engineer may, after giving seven days written notice to the Owner, suspend services under this Agreement until Owner has paid in full all amounts due for services, expenses and such other related charges.

ARTICLE 4. ADDITIONAL SERVICES

A. If the Owner shall desire additional engineering services above the scope or financial limit of this Agreement, the Owner and the Engineer may jointly amend this Agreement.

B. The following additional services are occasionally furnished by the Engineer, but they are specifically not included in Section A of Article 1 above and are not compensated for by the fee named herein:

- a. Assistance to the Owner in negotiating for acquisition of property, easements, or right-of-way.
- b. Revision of Plans, Specifications, and Contract Documents after initial approval by the Owner due to changes made by the Owner; and services required for the second or subsequent taking of bids for construction.
- c. Revision of Plans to reflect changes in the Project which occur during the construction phase.

C. The Engineer's fees and payment for additional services, if any, shall be compensated for at the regular per diem rates then in effect, or by any other arrangement negotiated and agreed to by the Owner and the Engineer.

ARTICLE 5. NOTICE TO PROCEED. COMPLETION TIME

A. The progress of the elements of work is dependant upon the Owner's desired schedule. The Owner and Engineer shall communicate regularly as to Owner's desired schedule for the services.

B. The Engineer will commence work on the specific elements of the project upon written notice(s) by the Owner. The Owner will be responsible at all times to notify the Engineer of changes to such notices.

C. The Owner expects the Engineer to pursue the work authorized under this agreement with diligence and without undue delay. Whenever any delays are imminent, the Engineer shall so notify the Owner so that they may agree upon any remedial course of action.

IN WITNESS WHEREOF, the parties to these presents have hereunto caused these presents to be executed the day, month, and year first mentioned above.

CITY OF CENTERVILLE, IOWA

HALL ENGINEERING COMPANY

By _____

Jason Fraser
City Administrator

By Nancy Buss

Nancy Buss, P.E.
President

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIABILITY					
COLLECTION SERVICES CENTER	CHILD SUPPORT		1,115.56	54067	1/05/23
INTERNAL REVENUE SERVICE	FED/FICA TAX	21,102.90		15086778	1/05/23
INTERNAL REVENUE SERVICE	FED/FICA TAX		21,102.90		
MFPRSI	MFPRSI PENSION				
TREASURER - STATE OF IOWA	STATE TAX				

050	LIABILITY TOTAL		22,218.46		
POLICE DEPT					
APPANOOSE CO SERVICE AGENCY	1/2 LAW CENTER EXPENSES		823.43		
FIRST NATIONAL BANK OMAHA	POSTAGE	83.55		15086791	1/16/23
FIRST NATIONAL BANK OMAHA	IACP MEMBERSHIP	190.00		15086792	1/16/23
FIRST NATIONAL BANK OMAHA	FLOOR MATS X 3	677.37	950.92	15086793	1/16/23
IA DEPT OF PUBLIC SAFETY	NCIC TERMINAL CHARGE		300.00		
MAINSTAY SYSTEMS OF IOWA LLC	DL SCANNER X 3		850.00		
RACOM CORPORATION	IN CAR COMPUTER EQUIPMENT		2,471.32		
WEX BANK	FUEL/SERVICE PURCHASES		1,737.94	15086795	1/16/23

110	POLICE DEPT TOTAL		7,133.61		
EMERGENCY MGMT					
COSSOLOTTO READY MIX INC	PARK SIGNS FOR STORY WALK		1,120.00		

130	EMERGENCY MGMT TOTAL		1,120.00		
FIRE DEPT					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.15		
FOGLE TRUE VALUE	NUTS/BOLTS		47.79		
ICAP	ADDL ENDORS-2023 FREIGHTLINER		1,631.00	15086796	1/16/23
KINETIC EDGE PHYSICAL THERAPY	PRE-EMPLOY - POWELL		100.00		
MAST OVERHEAD DOORS INC	SERVICE CALL - COTTER PIN		125.00		
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST - JAN		377.60		
QUILL LLC	FOLDERS/COPY PAPER/CALCULATOR		60.03		
WEX BANK	FUEL/SERVICE PURCHASES		394.22	15086795	1/16/23

150	FIRE DEPT TOTAL		2,747.79		
EMS					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.14		
BANKERS FIDELITY LIFE INS CO	IRF-2 REFUND - BORRALL		98.37		
CARQUEST OF CENTERVILLE	OIL		57.82		
EASTERN IOWA TIRE	BRAKE PADS #68		450.82		
EMERGENCY MEDICAL PRODUCTS INC	MEDICAL SUPPLIES		447.52		
FIRST NATIONAL BANK OMAHA	INK FOR PRINTER		103.73	15086787	1/16/23
KINETIC EDGE PHYSICAL THERAPY	PRE-EMPLOY - KOLL		200.00		
PHYSICIANS CLAIMS CO (PCC) INC	SEPT 2022 AMBULANCE BILLING		1,610.94		
QUILL LLC	FOLDERS/COPY PAPER/CALCULATOR		60.04		
SJ SMITH CO INC	OXYGEN - RENTAL		66.00		
WEX BANK	FUEL/SERVICE PURCHASES		1,151.66	15086795	1/16/23

160	EMS TOTAL		4,259.04		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
BUILDING INSPECTOR					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.14		
JUSTIN DOLL	CELL PHONE REIMBURSEMENT		35.00		
FIRST NATIONAL BANK OMAHA	CERTIFIED MAIL	147.44		15086786	1/16/23
FIRST NATIONAL BANK OMAHA	WHITEBOARD FOR NUISANCE	274.00	421.44	15086789	1/16/23
IMPRESSIVE DESIGNS STUDIO & PR	BUSINESS CARDS - DOLL		15.00		
QUILL LLC	FOLDERS/COPY PAPER/CALCULATOR		60.03		
RATHBUN AREA SOLID WASTE COMM	DUMPING FEES/HOUSE ON 22ND ST		5,018.40		
WEX BANK	FUEL/SERVICE PURCHASES		25.89	15086795	1/16/23

	170 BUILDING INSPECTOR TOTAL		5,587.90		
ANIMAL CONTROL					
PARKSIDE ANIMAL HOSPITAL LLC	FEB 2023 SHELTER AGREEMENT		500.00		

	190 ANIMAL CONTROL TOTAL		500.00		
STREET DEPT					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.14		
CANTERA AGGREGATES LLC	ROCK - 7		779.55		
CARQUEST OF CENTERVILLE	TRAILER CONNECTORS/FRAM DEF		180.85		
DOUDS STONE LLC	SAND - 7		3,503.75		
INDEPENDENT SALT COMPANY	SALT - 4		7,723.27		
LOCKRIDGE INC	IMPACT WRENCH/FUEL RATCHET		957.27		
MACQUEEN EQUIPMENT	SWEEPER PARTS		415.88		
SINCLAIR NAPA	OIL DRY/HOSE FITTINGS/MARKER		1,129.02		
O'REILLY AUTOMOTIVE STORE INC	WIPER BLADES		106.43		
QUILL LLC	FOLDERS/COPY PAPER/CALCULATOR		60.03		
RATHBUN AREA SOLID WASTE COMM	DUMPING FEES		74.40		
SINCLAIR TRACTOR	FILTERS		331.27		
WEX BANK	FUEL/SERVICE PURCHASES		3,381.82	15086795	1/16/23

	210 STREET DEPT TOTAL		18,655.68		
STREET LIGHTS & ELECTRIC					
MCGILL'S REPAIR & CONSTRUCTION	INSTALL SURGE PROT SQUARE		750.00		

	240 STREET LIGHTS & ELECTRIC TOTAL		750.00		
CDBG - STORM SEWERS					
COSSOLOTTO READY MIX INC	LIBRARY STORM SEWER PATCH		140.00		

	527 CDBG - STORM SEWERS TOTAL		140.00		
CITY HALL & GEN BLDGS					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.15		
CRAVER GROTHE & COX LLP	CITATIONS		3,691.79		
FIRST NATIONAL BANK OMAHA	WHITEPAGES MEMBERSHIP	167.97		15086788	1/16/23
FIRST NATIONAL BANK OMAHA	NOVEMBER EMAIL SERVICE	1,410.19	1,578.16	15086789	1/16/23
MAID 2 ORDER LLC	CITY HALL CLEANING DEC 22		300.00		
PROFESSIONAL COMPUTER SOLUTION	DNS MGMT JAN 23		5.00		
QUILL LLC	FOLDERS/COPY PAPER/CALCULATOR		60.05		
SUPERIOR ELECTRICAL & DATA	REPLACE BULBS AT CITY HALL		83.94		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	650 CITY HALL & GEN BLDGS TOTAL		5,731.09		
WATER					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.14		
FIRST NATIONAL BANK OMAHA	CLEANING SUPPLIES		89.97	15086790	1/16/23
QUILL LLC	PAID STAMP		160.15		
VERMEER SALES & SERVICE INC	FILTERS		99.26		
WEX BANK	FUEL/SERVICE PURCHASES		646.43	15086795	1/16/23
	810 WATER TOTAL		1,007.95		
SEWER					
ATOMIC PEST CONTROL	QUARTERLY PEST MANAGEMENT		12.14		
BAKER'S REPAIR	TRIGGER/SWITCH		91.49		
BELZER EQUIPMENT	PLOW BIT		291.80		
CARQUEST OF CENTERVILLE	PARTS		118.82		
FIRST NATIONAL BANK OMAHA	LODGING - HAWKINS		349.44	15086794	1/16/23
MICROBAC LABORATORIES, INC.	TESTING		2,381.25		
LOCKRIDGE INC	HOSES/TUBING		223.62		
SINCLAIR NAPA	BRAKES		344.14		
QUILL LLC	FODLERS/COPY PAPER/CALCULATOR		60.03		
RATHBUN AREA SOLID WASTE COMM	DUMPING FEES		156.80		
TERRACON CONSULTANTS, INC.	WWTP SPECIAL INSPECTION		7,865.00		
TREASURER - STATE OF IOWA	SALES TAX	1,431.19		15086783	1/06/23
TREASURER - STATE OF IOWA	SALES TAX-SEPT		1,431.19		
VIRGINIA RUBBER CORPORATION	HOSES/FITTINGS		374.62		
WEX BANK	FUEL/SERVICE PURCHASES		734.31	15086795	1/16/23
	815 SEWER TOTAL		14,434.65		
STORM WATER					
TREASURER - STATE OF IOWA	SALES TAX	61.03		15086783	1/06/23
TREASURER - STATE OF IOWA	SALES TAX-SEPT		61.03		
	865 STORM WATER TOTAL		61.03		
	Accounts Payable Total		84,347.20		
	Invoices: Paid		36,907.61		
	Invoices: Scheduled		47,439.59		
	Payroll Checks		80,061.70		
	Report Total		164,408.90		

**CLAIMS REPORT
CLAIMS FUND SUMMARY****Payroll Checks: 1/04/2023- 1/16/2023**

FUND	NAME	AMOUNT
001	GENERAL FUND	96,226.75
003	ARPA FUND	1,120.00
110	ROAD USE TAX FUND	30,500.15
112	EMPLOYEE BENEFIT FUND	300.00
609	CITY WATER FUND	9,995.09
610	SEWER UTILITY OPERATING	26,065.88
740	STORM SEWER RESERVE	201.03

	TOTAL FUNDS	164,408.90

TREASURER'S REPORT

CALENDAR 12/2022, FISCAL 6/2023

ACCOUNT TITLE		LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	TRANSFERS	ENDING BALANCE
001	GENERAL FUND	533,109.84	316,510.56	445,568.03	3,176.14	180,891.44-	588,119.95
002	POLICE K-9 FUND	.00	.00	.00	.00	.00	.00
003	ARPA FUND	309,667.91	.00	10,883.34	.00	.00	298,784.57
004	LIBRARY	83,949.80	3,990.53	5,422.31	.00	.00	82,518.02
005	LIBRARY MEMORIAL	96,524.48	41.17	4,900.00	.00	.00	91,665.65
006	FIRE DEPT CAP RESERVE	118,251.59	8,035.43	4,013.67	.00	.00	122,273.35
008	UTILITY FRANCHISE	253,935.79	.00	.00	.00	180,891.44	73,044.35
009	SPECIAL ASSESSMENTS	.00	.00	.00	.00	.00	.00
010	ANIMAL RESCUE PROGRAM	161.59	.00	.00	.00	.00	161.59
110	ROAD USE TAX FUND	5,033.04	63,457.12	47,332.84	.00	.00	21,157.32
112	EMPLOYEE BENEFIT FUND	278,752.21	62,387.36	64,195.96	.00	.00	276,943.61
119	EMERGENCY LEVY FUND	21,926.52	2,640.20	.00	.00	.00	24,566.72
120	HOTEL/MOTEL TAX	118,113.97	.00	39,641.18	.00	.00	78,472.79
121	LOST-LIBRARY	.00	.00	.00	.00	.00	.00
122	LOST-POOL	408,267.31	18,760.84	17,018.01	.00	.00	410,010.14
123	LOST-FIRE	124,457.11	6,003.47	118,256.56	.00	.00	12,204.02
124	LOST-SCHOOL	.00	.00	.00	.00	.00	.00
125	TIF	5,530.36	234.01	.00	.00	.00	5,764.37
126	LOST-LAW CENTER	.00	.00	.00	.00	.00	.00
127	LOST-ECONOMIC DEV	3,875.34	3,752.17	3,875.34	.00	.00	3,752.17
128	LOST-INFRASTRUCTURE	485,239.14	15,008.67	.00	.00	.00	500,247.81
129	LOST-SEWER	106,647.54	21,387.36	.00	.00	.00	128,034.90
130	PARK MEMORIALS	107.00	.00	.00	.00	.00	107.00
131	NEW LAW CENTER	172,046.86	10,130.85	.00	.00	.00	182,177.71
132	POOL DEBT	.00	.00	.00	.00	.00	.00
160	ECONOMIC DEVELOPMENT	154,312.50	1,678.00	.00	.00	.00	155,990.50
200	DEBT SERVICE	159,774.49	27,560.05	500.00	.00	.00	186,834.54
300	CAPITAL RESERVES-LEVY	.00	.00	.00	.00	.00	.00
301	CAP PROJ-STATE STREET	.00	.00	.00	.00	.00	.00
302	CAP PROJ-BELLA VISTA	23,699.51	.00	.00	.00	.00	23,699.51
303	CAP PROJ-LMI	.00	.00	.00	.00	.00	.00
304	CAP PROJ-SHANAHAN ADDIT	13,060.40	.00	.00	.00	.00	13,060.40
501	CEMETERY PERPETUAL CARE	204,481.14	.00	.00	.00	.00	204,481.14
502	FRIENDS OF OAKLAND CEME	27,696.92	500.00	.00	.00	.00	28,196.92
609	CITY WATER FUND	.00	29,008.53	29,008.53	.00	.00	.00
610	SEWER UTILITY OPERATING	305,977.80-	2,216,424.50	721,404.02	.00	15,968.10	1,173,074.58
611	SEWER BOND SINKING	15,968.10-	.00	.00	.00	15,968.10-	.00
612	SEWER REVENUE RESERVE	3,182,334.41	42,979.31	.00	.00	.00	3,225,313.72
613	SEWER IMPROVEMENT RESER	841,438.28	.00	.00	.00	.00	841,438.28
660	AIRPORT-CITY	15,478.51-	40.36	100.36	.00	.00	15,538.51-
661	MUNICIPAL AIRPORT	99,423.90	13,987.21	15,606.11	.00	.00	97,805.00
740	STORM SEWER RESERVE	624,095.37	6,720.37	11,938.45	.00	.00	618,877.29
820	INSURANCE TRUST FUND	322,991.05	50,114.42	.00	.00	.00	373,105.47
821	FLEX ACCOUNT	5,911.54	1,996.76	2,958.68	.00	.00	4,949.62
Report Total		8,447,392.50	2,923,349.25	1,542,623.39	3,176.14	.00	9,831,294.50



DPL Directors Report

January FY23

PROGRAMS

- *MONDAYS: LITTLE LISTENERS 10:30AM
WII PLAY 4 - 5 PM
- *TUESDAYS: TEEN SCENE 4 - 5 PM
- *LAST WEDNESDAY OF THE MONTH: BOOK CHAT
12:15 PM OR 5:15 PM
("THE GOOD HOUSE" BY ANN LEARY)
- *THURSDAYS: CREATE CREW 4 - 5 PM
- *FRIDAY: LEGO DAY AFTER SCHOOL



COMING UP

The Summer Reading Program theme for 2023 is Find Your Voice. The focus will be music, unique hobbies and interests. The very popular Bug Zoo will be coming back as well as area farm animals for a petting zoo. Stay tuned for more fun details as they emerge.

GOALS FOR 2023

- Increase participation in children's programs
- Update public access technology
- Security updates with more views on all floors and outside
- Further cement partnership with Centerville Schools and Retirement Facilities



STATISTICS

Circulations: 3,462
ILLs: 32
Bridges: 554
Reference: 75
Computer Users: 162
Programs: 69
Mtg Rooms: 27
Wifi Users: 263



Centerville Rental Housing Proposal

The city of Centerville intends to provide safe, sanitary and improved housing to all residents who rent property within the city limits by providing inspections, by city ordinance. This proposal will describe the option to utilize a contracted inspection process, fees and timelines to facilitate this rental inspection program. This approach will be a partnership between a contracted company (Iowa Inspections, LLC) and city staff. We will work together to inform property owners, council and other staff members as to what will be required to operate rental property within the city.

All owners of rental property must comply with the City Rental Code Standards. All property owners shall submit an application requesting a rental certificate. Upon receipt of an application (informational packet), the landowner contacts the contracted inspector, the contracted inspector conducts an inspection of the premises and signs off on the rental registration when it passes the requirements outlined in the city ordinance & adopted codes. The landowner will pay the inspector at the time of the inspection. Upon passing and receiving a signed rental registration, the owner will then pay the city Rental Registration fee, and the city will issue a Rental Certificate (3 year Permit). The data base is maintained by the city, and when a property is approaching the due date for renewal, the clerk will send out a packet of information:

- Rental Registration
- Rental Inspection Checklist
- City Ordinance that outlines the program
- Contact information of contracted inspector to schedule inspection

In accordance with the adopted Rental Housing Inspection Program Administrative Policy, the rental inspector will inspect the property in accordance with the city ordinance/policy.

Below is a brief outline of the Rental Registration process:

- The property owner completes an application for a rental registration. The completed registration form must accompany the appropriate registration fee.
- Registration fee: City Keeps
- Inspection fee: \$125.00 for the 1st unit, and \$50 for each additional unit in the building.
- If the owner/designee is a 'No Show', a \$100 fee will be assessed at the re-inspection.
- The property owner contacts the inspector to schedule an inspection visit.
- The inspector will visit the property and conduct the inspection. Contractor will leave a copy of the itemized check list with the landowner.
- If the rental unit complies with the provisions of the Code, the inspector will sign/complete the rental registration (needed for the clerk to issue the certificate).
- If violations are found, the property owner is responsible for correcting all violations. The inspector will return to the property and perform the re-inspection when the owner calls/schedules the re-inspection. (Same fees apply for re-inspections)
- Upon complying with the city rental policy, the inspector will sign the rental registration, collect inspection fee(s), and the owner will be able to obtain a valid Rental Certificate from the clerk.

The contractor will be available to present an annual property owner 'Rental Inspection Seminar' to be held in a public setting and posted/advertised by the city. The contractor invites council and staff to attend these meetings.

Iowa Inspections, LLC.

City of Centerville

Jason R. VanAusdall

Jason Fraser

_____, 2023

RESOLUTION NO. 2023-3934

**RESOLUTION AUTHORIZING ACQUISITION OF REAL PROPERTY BY ASSIGNMENT
AND FORECLOSURE OF TAX SALE CERTIFICATE**

WHEREAS, Affordable You Save, LLC owns that certain real property located at 306 N. 12th, Centerville, Appanoose County, Iowa, 52544 more particularly described as follows (the "Property");

THE NORTH ONE-HALF (1/2) OF LOT FOUR (4), IN BLOCK THREE (3), IN RANGE TWO (2), IN THE ORIGINAL TOWN OF CENTERVILLE, APPANOOSE COUNTY, IOWA;

WHEREAS, the City of Centerville (the "City") performed extensive nuisance abatement repair work on the building located on the Property (the "Repair Work") and certified the cost of such work to the Appanoose County Treasurer to be collected in the same manner as property taxes on the Property in the 2018-2019 tax year;

WHEREAS, said assessment has since gone unpaid and a tax sale certificate was issued to and remains held by Appanoose County at the June 2021 Tax Sale in (the "Tax Sale Certificate");

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 446.31, *Code of Iowa*, to take assignment to the Tax Sale Certificate;

WHEREAS, the City has the ability pursuant to Chapter 447.9, *Code of Iowa*, to then foreclose on the Tax Sale Certificate thereby taking title to the Property by treasurer's deed pursuant to Chapter 448.1, *Code of Iowa*; and

WHEREAS, it would be in the best interests of the City to obtain title to and sell the Property to be reimbursed for the cost of the Repair Work.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney and City Administrator are hereby authorized to execute any and all documents necessary to obtain title to the Property by taking assignment to and foreclosing on the Tax Sale Certificate.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael O'Connor Mayor

Attest:

Jason Fraser, City Adminsitrator

RESOLUTION NO. 2023-3935

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, Cory Collins is shown as the record-titleholder of that certain real property located at 904 S. 16th, Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property"):

THE EAST NINETY (90) FEET OF LOT EIGHT (8), IN BLOCK ONE (1) IN DRAKE AND STALEY'S ADDITION TO CENTERVILLE, APPANOOSE COUNTY, IOWA, EXCEPT THE COAL UNDERLYING THE SAME.

WHEREAS, the Property has been abandoned by such owner and as a result of such abandonment has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Administrator

RESOLUTION NO. 2023-3936

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, Deborah K. Case is shown as the record-titleholder of that certain real property located at 908 S. 16th, Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property"):

THE EAST ONE HUNDRED (100) FEET OF LOT NINE (9), IN BLOCK ONE (1) IN
DRAKE AND STALEY'S ADDITION TO CENTERVILLE, APPANOOSE COUNTY,
IOWA, EXCEPT THE COAL UNDERLYING THE SAME.

WHEREAS, the Property has been abandoned by such owner and as a result of such abandonment has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Administrator

RESOLUTION NO. 2023-3937

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, FIX PAD HOLDINGS, LLC, a South Carolina limited liability company is shown as the record-titleholder of that certain real property located at 620 N. 10th St., Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property"):

The East Half of the South Half of Lot 2, Block 6, Range 1 in the Original Town of Centerville, Appanoose County, Iowa;

WHEREAS, the Property has been abandoned by such owner, and, as a result of such abandonment, has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Clerk

RESOLUTION NO. 2023-3938

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, Jason Reece and Ashley Reece, husband and wife, are shown as the record-titleholder of that certain real property located at 509 E. Clark, Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property"):

LOT 23 IN CLARK AND PEATMAN'S ADDITION TO CENTERVILLE, APPANOOSE COUNTY, IOWA.

WHEREAS, the Property has been abandoned by such owner and as a result of such abandonment has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Administrator

RESOLUTION NO. 2023-3939

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, Brandon Almond is shown as the record-titleholder of that certain real property located at 603 W. Jackson, Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property"):

THE SOUTH 100 FEET OF THE EAST 50 FEET OF LOT 4 IN AUDITOR'S SUBDIVISION OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 36, TOWNSHIP 69 NORTH, RANGE 18 WEST OF THE 5TH P.M., APPANOOSE COUNTY, IOWA.

WHEREAS, the Property has been abandoned by such owner and as a result of such abandonment has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Administrator

RESOLUTION NO. 2023-3940

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, Christopher M. Brown is shown as the record-titleholder of that certain real property located at 411 N. 7th, Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property");

The South Fifty (50) feet of Lot 26 in Wilson's Addition to the City of Centerville, Appanoose County, Iowa.

WHEREAS, the Property has been abandoned by such owner and as a result of such abandonment has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Administrator

RESOLUTION NO. 2023-3941

RESOLUTION AUTHORIZING ABANDONMENT PROCESS AGAINST REAL PROPERTY

WHEREAS, Jennifer E. Johnson is shown as the record-titleholder of that certain real property located at 649 N. Main, Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property");

THE SOUTH 66 FEET OF THE NORTH 116 FEET OF LOT 1, BLOCK 6, RANGE 4
OF THE ORIGINAL TOWN OF CENTERVILLE, APPANOOSE COUNTY, IOWA.

WHEREAS, the Property has been abandoned by such owner and as a result of such abandonment has become a nuisance;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 657A, *Code of Iowa*, to pursue an action in District Court to declare the Property abandoned and take title to the Property; and

WHEREAS, it would be in the best interests of the City to declare the Property abandoned and obtain title in order to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Attorney is hereby authorized to execute any and all documents necessary to accomplish the abandonment process pursuant to Chapter 657A, *Code of Iowa*, in District Court.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor, Mayor

Attest:

Jason Fraser, City Administrator

RESOLUTION NO. 2023-3942

RESOLUTION AUTHORIZING THE EMERGENCY DEMOLITION OF REAL PROPERTY

WHEREAS, James H. and Tina R. Zugg own certain real property located at 515 N. Park. Centerville, Appanoose County, Iowa, more particularly described as follows (the "Property");

(LEGAL DESCRIPTION) The South One-half(½) of Lot (7), in Block five (5), in Range 1, in the Original Town of Centerville, Appanoose County, Iowa

WHEREAS, the Property has been condemned, deemed a nuisance, and represents a danger to the health and sanitation of the citizens of the City of Centerville by the building inspector for the City of Centerville.;

WHEREAS, the City of Centerville, Iowa (the "City") has the ability pursuant to Chapter 15.18.080, *Municipal Code of Centerville, Iowa*, to enforce the demolition of a property deemed a hazard to the Centerville Community; and

WHEREAS, it would be in the best interests of the City to demolish the improvements on the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CENTERVILLE, IOWA:

Section 1. On behalf of the City, the City Administrator is hereby authorized to execute the demolition of the property pursuant to the *Municipal Code of the City of Centerville*.

Section 2. This resolution shall become effective upon its passage and approval as provided by law.

PASSED AND APPROVED by the City Council this ____ day of _____, 2023.

Michael G. O'Connor Mayor

Attest:

Jason Fraser, City Clerk



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

Agenda Item # 4N

Council Meeting Date: 01-16-2023

COUNCIL ACTION FORM

AGENDA ITEM: Planning for FY24 (July 1, 2023- June 30, 2024) City Budget

HISTORY:

Below is a summary of the significant budget items being discussed for the FY24 budget. This is a working document that will be updated at each council meeting as more information is developed from stakeholder comments and information. Items that are listed in yellow are still pending additional information.

The City has moved its official publications to the Pitch which is a once weekly publication. The timeline for passage of this year's budget is as follows to ensure that additional council meetings are not required:

Calendar with Pitch Publication Deadlines

January 16, 2023: First Council Discussion on FY24 Budget

February 6, 2023: Second Council Discussion on FY24 Budget w/Input from
Department Heads

February 6, 2023: Resolution Setting Public Hearing for 2% Budget Increase

February 15, 2023 (NLT FEB 10): Public Notice of Hearing on 2% budget Increase -
Published

February 27, 2023: Special Council Meeting for Public Hearing on 2% Budget Increase

February 27, 2023: Special Council Meeting for Passage of Resolution on 2% Budget
Increase

February 27, 2023: Special Council Meeting for **Passage of Resolution Setting Public
Hearing of Budget**

March 8, 2023 (NLT FEB 24: Public Notice of Budget Resolution Published

March 20, 2022: Public Hearing/Passage of Budget

Must submit to State by March 31

Under current publishing deadlines from the Pitch, the Ideal path would be 42 (February 6 –
March 20) days without fallback days.

To date, the City Administrator and department heads have met with the Public Works
Committee, the Public Safety Committee, the Airport Commission, the Library Board, and the
Waterworks board to discuss initial budget considerations. The budget should be ready for
initial approval at the February 6th City Council meeting.



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

For FY24, the taxable valuation for the City of Centerville remained flat. This means that the overall City budget will need to remain the same or nearly the same as the FY23 budget to avoid significant tax rate increases. This will be a difficult task with inflation on most goods at 9.5% for this year and with many of our critical goods experiencing 20% or greater inflation.

The overall tax rate for FY23 is \$43.56/\$1000 which is a decrease of 2.25% from FY22's \$44.56/\$1000 tax levy. The City only tax rate for FY23 is \$17.50/\$1000 which was a decrease of 1.25% from the FY22 city only rate of \$17.72/\$1000 tax levy. The proposed FY24 Tax is currently projected at **\$17.95/\$1000 which is a 1%** increase from the FY23 budget.

The overall City tax rate for FY23 was \$43.56 which is the 28th (28 out of 940) highest rate in the State. That number can be further broken down as:

City	17.72	(76 out of 941)
School	17.12	
County	6.80	24 out of 99 (Rural Only is 43 out of 99)
Other (IHCC, Ag Extension)	1.92	

Wages: The CPI (measure of inflation) on the Public Employment Relations Board (PERB) shows that inflation was at 9.5% for the month of December 2022. The CPI being greater than 6 triggers a wage negotiation with both PPME and AFSCME. The current budget utilizes the 10% rate for estimation.

Insurance: The City has received an initial notice from our health insurance provider (IGHCP) of a 3.5% increase in premiums from Wellmark. For planning, the budget estimates a 5% increase which incorporates the additional costs related to partial self-insurance. The final rate should be determined in early February after the annual IGHCP meeting with the City.

Industrial Offset (Rollback): Based on the backfill phase-out plan passed by the Iowa Legislature, the rollback FY23 is \$75,661.66 which will be slowly phased out over the next seven years. \$63,550.89 in FY24; \$52,959.07 in FY25; \$42,367.26 in FY26, \$31,775.44 in FY27, \$21,183.63 in FY28, and \$10,591.81 in FY29 before being completely eliminated in FY30. The loss of rollback is a hit to the general fund that can hopefully be offset by growth.

Senior Tax Credit: The Iowa legislature passed a new tax credit for residents over 70. The program provides a tax credit against property taxes for those over 70 years of age. There is not a financial projection for the impact this could have on City taxes, but the Annual Census Survey estimates that 19.8% (1095 people) of our population is over the age of 65. There is currently no data regarding the impact of this change.



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

Road Use Tax (RUT): RUT is the primary funding source for our street department. The RUT distribution is based on the population for Centerville. The rate for RUT this year is projected as \$130 per capita. For Centerville, that means a projection of \$703,560 ($5412 \times \$130 = \$703,560$).

Waste Water Facility Project: The City will have a principal only payment due in December of 2023 as well as a Principal and Interest Payment due in June of 2024. This is reflected in the debt service section of the budget presentation packet.

Hotel/Motel (Tourism): For FY24, the City is projecting \$10000 from Hotel/Motel revenue. The City has committed all but \$7,500 (retained for community clean-up and cemetery software) of this to PACT to support tourism operations. The tourism operations do include City WiFi on the Square, Funding for the Garden Club, and the Fire Dept. car show

Utility Rates:

Sewer: The City Council has passed an ordinance (Ord. 1343). This rate ordinance included the necessary \$2 per month increase for the DNR Surcharge required to fund the current waste water project. This increase is sufficient for our current Capital expense needs.

However, the Consumer Price Index (CPI), the government measurement of inflation, was 9.5%. This significantly increases the operating cost of our Waste Water and Water Departments. Staffing wise, sewer operation is anticipating a 9.5% increase in expense while material and fuel are projected to be nearly 20% based on what current prices are. This budget proposes the inclusion of a 9.5% rate increase to base Waste Water rates to keep up with the cost of inflation on the Operation side of Sewer.

Water: A matching increase of 9.5% to the base rate is being proposed to the Centerville Municipal Water Board for their approval. The Water Board will consider their final budget and rate changes at their February 13th meeting.

Water Quality Initiative/Sponsored Project: The construction of the storm water retention pond in the City Park is slated to go to bid later this spring. The overall project is projected to cost \$1,600,000. Of that, \$1,100,000 has been funded by a Sponsored Project grant from the Iowa DNR. The remaining \$500,000 will come from other grants, value engineering, LOST/Tourism funding.

Annual External Review: The City Administrator based on the recommendation of the Council is instituting a rotating annual review for each City Department. Fire Rescue and Police were completed in FY23. For FY24, \$7500 is being budgeted for a review of City Hall, the Safety Handbook and Personnel Policies. For FY25, the review will focus on Public Works.



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

Airport: The City funded portion of the airport continues one item which is a 50% cost share for management/FBO services through Centerville Air Techs which is \$22,821.75(50% of \$45,643.50)

In addition to that expense, the City also serves as the fiscal agent for the airport. This includes supporting large projects financially until reimbursed through the FAA and providing administrative support. For FY24, the airport is slated to complete a \$500,000 concrete rehabilitation project. In this case, the City would provide initial funds to be reimbursed 90% by the FAA and 10% by the Airport Commission (Fund 661). There are also smaller amounts that are paid by the City that are reimbursed by the Airport Commission such as Phone Service and Office Supplies. While these show up on the expenditure line of Fund 660, they are a net zero cost.

The airport commission will consider adoption of their FY24 Budget and priorities at their February 13th meeting.

Public Safety

Salaries: The public safety bargaining group has submitted a 30% Across the Board (ATB) salary increase for FY24. This issue will be discussed with the Council at the January 16th meeting for consideration.

FY23:

Police –	\$671,360 Salary,	\$315,141 Benefits
Dispatch –	\$332,544 Salary,	\$125,502 Benefits
Fire -	\$261,968 Salary,	\$102,864 Benefits
EMS –	\$480,790 Salary,	\$174,540 Benefits
Admin –	\$115,000 Salary,	\$29,373 Benefits
Library –	\$163,799 Salary,	\$43,709 Benefits
Building -	\$19,760 Salary,	\$3377 Benefits

General Fund Salaries: \$2,048,221

Proposed FY24 with 10% increase:

Police –	\$731,542 Salary,	\$348,056 Benefits
Dispatch –	\$362,763 Salary,	\$134,217 Benefits
Fire -	\$308,689 Salary,	\$113,289 Benefits
EMS –	\$561,665 Salary,	\$193,007 Benefits



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

Admin –	\$70,114 Salary,	\$26,260 Benefits
Library –	\$180,229 Salary,	\$47,314 Benefits
Building -	\$57,200 Salary,	\$26,303 Benefits

General Fund Salaries: \$2,272,202

Proposed FY24 with 30% increase

Police –	\$833,220 Salary,	\$373,303 Benefits
Dispatch –	\$428,288 Salary,	\$145,362 Benefits
Fire -	\$353,285 Salary,	\$120,946 Benefits
EMS –	\$650,417 Salary,	\$208,060 Benefits
Admin –	\$77,862 Salary,	\$ 27,585 Benefits
Library –	\$201,001 Salary,	\$50,864 Benefits
Building -	\$67,600 Salary,	\$28,080 Benefits

General Fund Salaries: \$2,611,673

Dispatch Transfer: The City of Centerville currently employs 5 staff as dispatchers. Appanoose County Sheriff reimburses the City for 50% of Salary and Benefits cost. This original agreement was done as part of the sharing of the old Law Center. A possible idea for General Fund cost savings would be to transfer the Dispatch Service back to the Sheriff. This would conform with what most counties do with either the Sheriff or Emergency Management employing the dispatch staff.

Fire:

EMS:

As the current proposed budget is drafted, it contemplates moving all EMS slots to be paramedic level on funding. This would allow for our service to employ up to 8 Paramedics. This would not impact current staff as they will still be paid at their Union negotiated rate, but would impact those that have moved from EMT to Paramedic and future hires.

Police

Additional Dispatcher: The current level of dispatcher staffing is not sufficient for current level of responsibility. Included in this proposal is the addition of one dispatcher



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

position. This cost will be split with the County as part of our current dispatch agreement.

New Radios: the officer involved shooting incident that occurred in 2022 showed a deficiency in the Police department's radio coverage. To resolve this, the budget proposes \$60,000 for the purchase of 12 Dual band radios. This would increase the capacity of our communication and decrease areas that radios do not work in. This purchase is eligible for a USDA grant which will be applied for to cover up to 75% of the cost.

Iowa Law Enforcement Academy: with three vacant officer positions currently in the PD, it is likely that we will have to onboard 2 or 3 new officers in FY24. If all training occurs in FY24 this would equate to an estimated \$24,000.

Purchase of Vehicle: Based on previous year experience, police vehicles become available at the end of a fiscal year (May) as opposed to the beginning of the fiscal year (July). The acquisition of a vehicle would be anticipated in May of 2024 for entry into service in June 2024. This would allow us to keep up with our current vehicle replacement policy of six years of street life per vehicle. This projected cost is \$45,000.

Parking at New Law Center: Under the current plans for the new Public Safety center, there is no covered parking for Police vehicles. In the past, the City has had multiple claims for hail damage that exceed the cost of building a covered structure. The cost of the construction of the cover (approx. \$25,000) has been included in this budget, but is currently unfunded on the revenue side. This project will only proceed if there is an additional revenue (grant/settlement) that occurs during the year or if other funds are freed up.

Public Works:

Lights on Square: Installation of 18 Lights on the Square. Projected at \$80,000 (\$63,000 for lights, \$17,000 for labor)

Library

The library board will consider their final budget at the February 8th meeting. The current proposal follows past year's proposals of the City funding the staff wages and benefits. Additionally, the City has a voted levy for library funding. Overall the City contribution to the library operations is \$268,607.



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

Housing Programs

The Administrator proposed additional housing programs for FY24 at the December 14th City Council meeting. An updated evaluation of the plan will be provided in the February 6th budget package. The overall proposed cost for FY24 will be approximately \$100,000 which is being proposed as being funding through bonds.

City Hall

IT Recap and Software Improvement: City Hall will complete IT implementation in August of 2023. This budget includes the completion of that implementation which will be funded by ARPA money that has already been received.

Funding for Election:

The projected cost for the City Council election in November of 2023 is \$3500. The Administrator will be proposing that the City request a ballot question for the funding of EMS on the November ballot if possible. The cost of that election may be a county cost or it could be split amongst all local entities. The total projected costs for all election in FY24 is \$5000.

Parks and Recreation:

Pool Painting \$75,000

Cemetery:

Continue the Orphaned headstone repair project - \$10,000