

RESOLUTION NO. 17-18-58

A RESOLUTION MAKING THE AWARD OF A CONTRACT FOR THE ELECTRIC DISTRIBUTION IMPROVEMENTS – PHASE I PROJECT FOR FOREST CITY, IOWA.

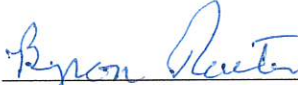
BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FOREST CITY, IOWA:


Section I. That the bid of Perrin Directional Drilling, LLC, 1500 South 2nd Street, Cherokee, Iowa, in the amount of \$399,599.25 for the **Electric Distribution Improvements-Phase I Project** in and for the City of Forest City, Iowa, be and is hereby accepted, the same being the lowest responsible responsive bid received for said work.

Section II. That the final acceptance of the contract will be conditioned upon review and approval of the bond and contract documents by the Mayor, City Attorney, and City Administrator.

Section III. That upon final approval by the Mayor, City Attorney, and City Administrator, the Mayor and Clerk are hereby directed to execute the contract awarded above for the construction of said improvements, said contract not to be binding on the City until all bonds and insurance forms are on file with the City.

PASSED AND APPROVED, this 21st day of May, 2018.


Byron Ruiters, Mayor

ATTEST: 
Barbara Smith, City Administrator/City Clerk

RESOLUTION NO. 17-18-59

RESOLUTION ORDERING BIDS, APPROVING PLANS, SPECIFICATIONS AND FORM OF CONTRACT AND NOTICE TO BIDDERS, FIXING AMOUNT OF BID SECURITY, AND ORDERING CLERK TO PUBLISH NOTICE AND FIXING A DATE FOR RECEIVING SAME, AND FOR A PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS FOR THE ELECTRICAL METER CUTOVER – PHASE 1A FOR FOREST CITY, IOWA.

BE IT RESOLVED BY THE CITY OF FOREST CITY, IOWA, THAT:

That the construction of the **Electrical Meter Cutover – Phase 1A** in and for the City of Forest City, Forest City, Iowa, is hereby ordered to be advertised for bids for construction.

BE IT FURTHER RESOLVED that the detailed plans and specifications for the construction of the **Electrical Meter Cutover – Phase 1A**, for the City of Forest City, Iowa, and the Form of Contract and Notice to Bidders, as approved by the Attorney, be and the same are hereby approved, subject to hearing thereon, and are hereby ordered placed on file in the office of the Clerk for public inspection.

BE IT FURTHER RESOLVED that the amount of the security to accompany each bid shall be in the amount of Ten (10%) per cent. Said bid security shall conform to the provisions of the Notice to Bidders hereby approved.

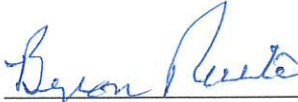
BE IT FURTHER RESOLVED, that at the Council Meeting in the Council Chambers in the City Hall, 305 North Clark Street, Forest City, Iowa, at 7:00 o'clock P.M., on June 18, 2018, a public hearing on the plans, specifications, form of contract and estimate of costs for said improvements will be held.

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of hearing, in the Summit/Tribune, a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City, said publication to be not less than four clear days nor more than twenty (20) days prior to the date hereinafter fixed as the date for public hearing on the plans, specifications, form of contract and estimate of costs for said project. A copy of said Notice is attached hereto marked Exhibit "A" and incorporated herein as if set out verbatim.

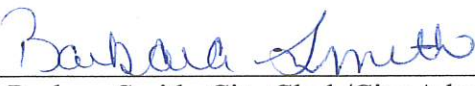
BE IT FURTHER RESOLVED that the Clerk be and is hereby directed to publish notice to bidders once in once on the following website; www.questcdn.com. Publication shall be not less than four (4) clear days nor more than forty-five (45) days prior to June 12, 2018, which latter date is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 2:00 o'clock P.M., on said date, at the office of the City Clerk, 305 North Clark Street, Forest City, Iowa. A copy of said Notice is attached hereto marked Exhibit "B" and incorporated herein as if set out verbatim.

BE IT FURTHER RESOLVED, the Council will at the June 18, 2018 Council Meeting will act on the bids to be received for the construction and possibly award the contact thereof in accordance with the notice to Bidders to be published as herein provided.

PASSED AND APPROVED this 21st day of May, 2018.



Bryon Ruiters, Mayor

ATTEST: 

Barbara Smith, City Clerk/City Administrator

City 1718/reso setting hearing on phase A1 electrical Meter Cutover

EXHIBIT "A"

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING ON PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT, AND ESTIMATE OF COST FOR THE ELECTRIC METER CUTOVER – PHASE 1A FOR THE CITY OF FOREST CITY, IOWA.

Notice is hereby given that the City Council of Forest City, Iowa will meet at City Hall, 305 North Clark Street, Forest City, Iowa 50436 on June 18, 2018 at 7:00 PM, at which time and place the City Council will consider the adoption of plans and specifications and proposed form of contract for the above referenced improvements, which are now on file in the City Offices. At said meeting the City Council will conduct a public hearing for the improvements, as well as take action on the received bids.

The general nature of the work on which bids will be received consists of the installation and connection of electric meters and meter sockets, conduit, ground rods, ground wire and miscellaneous assemblies. The project also consists of removal of existing meter sockets, secondary conductor, conduit and miscellaneous assemblies. The project includes the cutover of new and existing electric meters at residences and businesses to the new underground primary distribution system.

Publication upon order of the City Council of Forest City, Iowa.

Dated this 5th day of June 2018.

CITY OF FOREST CITY, IOWA

By /s/ Byron Ruitter
Mayor

ATTEST:

Barb Smith
City Administrator/Clerk

EXHIBIT "B"

NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by the City Clerk of the City of Forest City, Iowa at City Hall, 305 North Clark Street, Forest City, Iowa 50436, until **2:00 P.M. on June 12, 2018**, for Electric Meter Cutover – Phase 1A for the City of Forest City, Iowa. At said time and place bids will be publicly opened and read aloud. Bids will be acted upon by the City Council at a subsequent meeting.

The general nature of the work on which bids will be received consists of the installation and connection of electric meters and meter sockets, conduit, ground rods, ground wire and miscellaneous assemblies. The project also consists of removal of existing meter sockets, secondary conductor, conduit and miscellaneous assemblies. The project includes the cutover of new and existing electric meters at residences and businesses to the new underground primary distribution system.

The above work shall be in accordance with the specifications and proposed form of contract now on file in the office of the Municipal Electric Utility in said City of Forest City, Iowa, by this reference made a part hereof, as though fully set out and incorporated herein.

Complete digital project bidding documents are available at www.questcdn.com. You may download the digital plan documents at no charge by inputting **Quest project #5772403** on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with this digital project information. An optional paper set of the proposal forms and specifications at no charge for individual use may be obtained from the office of the Engineer, DGR Engineering, 1302 South Union, P.O. Box 511, Rock Rapids, Iowa 51246, telephone 712-472-2531, Fax 712-472-2710, e-mail: dgr@dgr.com.

Each bid shall be made out on a blank form furnished by the Utility and must contain either (1) a cashier's check or draft or check or share draft certified and drawn on a solvent State or National bank, in an amount equal to ten percent (10%) of the amount of the Bid; or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in an amount not less than ten percent (10%) of the amount of the Bid. The bid security shall be made payable to the City of Forest City, Iowa. The bid security must not contain any conditions either in the body or as an endorsement thereon. Such bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within fifteen (15) days after the award of contract and post satisfactory performance and payment bonds.

The sealed envelope containing the bid shall be clearly marked "BID ENCLOSED – ELECTRIC METER CUTOVER – PHASE 1A" on the outside of the envelope.

Payment to the Contractor for said construction work will be made from cash on hand or such other funds that legally may be used or obtained for such purposes. Estimates will be paid monthly by the Utility to the Contractor in accordance with the following schedule:

Ninety-five percent (95%) upon certification of units completed; five percent (5%) thirty days after final completion and acceptance.

Construction may be started after the execution of the Construction Agreement (the Contract) and the issuance of the Notice to Proceed. Substantial Completion of the project shall be no later than October 19, 2018. See the "Construction Schedule" of the Technical Specifications for special instructions relating to this project.

By virtue of statutory authority, a preference will be given to products and provisions grown, and coal produced within the State of Iowa, and preference shall be given to Iowa domestic labor in the construction of said improvements. The Owner will, in evaluating Bids, consider the requirements of the resident bidder preference law, and allow such preferences to resident bidders as are required to be allowed under State Law. Bidder shall, when submitting a Bid, furnish an executed Bidder Status Form for the Owner to use when applying the preference law. Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

The City Council reserves the right to defer acceptance of any proposal for a period not to exceed thirty (30) days after the date proposals are received and no proposal may be withdrawn during this period. The City Council also reserves the right to reject any or all bids and enter into such contract as it shall deem to be in the best interest of the City.

Publication upon order of the City Council of Forest City, Iowa.

CITY OF FOREST CITY, IOWA

By /s/ Byron Ruiter
Mayor

ATTEST:

Barb Smith
City Administrator/Clerk

SET DATE FOR HEARING ON URBAN
RENEWAL PLAN AMENDMENT

475838-6

Forest City, Iowa

June 4, 2018

The City Council of the City of Forest City, Iowa, met on June 4, 2018, at 7 o'clock, p.m., at the City Hall, in the City, for the purpose of setting a date for a public hearing on a proposed urban renewal plan amendment. The Mayor presided and the roll being called, the following members of the Council were present and absent:

Present: Buffington, Davis, Holland, Mikes, Peterson, Woodbridge, Zehren

Absent: _____.

The Mayor announced that an amendment to the urban renewal plan for the Forest City Urban Renewal Area had been prepared, and that it was now necessary to set a date for a public hearing on the proposed amendment to the urban renewal plan. Accordingly, Council Member Zehren moved the adoption of the following resolution entitled "Resolution Setting Date for a Public Hearing on Urban Renewal Plan Amendment," and the motion was seconded by Council Member Mikes. Following due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Buffington, Davis, Holland, Mikes, _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. 17-18-62

Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment

WHEREAS, the City Council of the City of Forest City, Iowa by resolution previously established the Forest City Urban Renewal Area (the "Urban Renewal Area") and adopted an urban renewal plan (the "Plan") for the governance of initiatives and projects therein; and

WHEREAS, an amendment (the "Amendment") to the Plan has been prepared which authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (i) providing tax increment financing support to the YMCA of Forest City in connection with the expansion and operation of child care facilities; (ii) using tax increment financing to pay the costs of constructing street improvements on 11th Street; and (iii) using tax increment financing to pay the costs of constructing street improvements on John K. Hanson Drive, and it is now necessary that a date be set for a public hearing on the Amendment; and

NOW, THEREFORE, Be It Resolved by the City Council of the City of Forest City, Iowa, as follows:

Section 1. This City Council will meet at the City Hall, Forest City, Iowa, on July 2, 2018, at 7 o'clock p.m., at which time and place it will hold a public hearing on the proposed Amendment.

Section 2. The City Clerk shall publish notice of said hearing, the same being in the form attached hereto, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall be not less than four (4) and not more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, the City Administrator is hereby designated as the City's representative in connection with the consultation process which is required under that section of the urban renewal law.

Passed and approved this June 4, 2018.

Byron Reuter
Mayor

Attest:

Barbara Smith
City Clerk

NOTICE OF PUBLIC HEARING ON PROPOSED URBAN RENEWAL PLAN
AMENDMENT

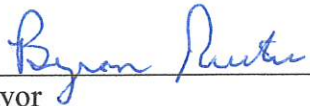
Notice Is Hereby Given: That at 7 o'clock p.m., at the Council Chambers Forest City, Iowa, on July 2, 2018, the City Council of the City of Forest City, Iowa, will hold a public hearing on the question of amending the urban renewal plan for the Forest City Urban Renewal Area (the "Urban Renewal Area") to authorize the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (i) providing tax increment financing support to the YMCA of Forest City in connection with the expansion and operation of child care facilities; (ii) using tax increment financing to pay the costs of constructing street improvements on 11th Street; and (iii) using tax increment financing to pay the costs of constructing street improvements on John K. Hanson Drive.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Barbara Smith
City Clerk

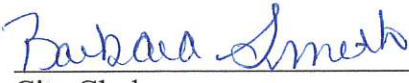
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On motion and vote the meeting adjourned.



Mayor

Attest:



City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
COUNTIES OF WINNEBAGO AND HANCOCK SS:
CITY OF FOREST CITY

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with setting a date for public hearing on an urban renewal plan amendment.

WITNESS my hand this 6th day of June, 2018.

Barbara Smith
City Clerk

MINUTES FOR HEARING AND
ADDITIONAL ACTION ON ENTERING
INTO A LOAN AGREEMENT

475838-9

Forest City, Iowa

June 4, 2018

The City Council of the City of Forest City, Iowa, met on June 4, 2018, at 7:00 p.m., at the City Hall, Forest City, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: Buffington, Davis, Holland, Mikes, Pehrson, Wooldridge, Zehren

Absent: none.

This being the time and place specified for taking action on the proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,300,000, the City Clerk announced that no written objections had been placed on file. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed.

After due consideration and discussion, Council Member Zehren introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member Holland. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: Buffington, Davis, Holland, Mikes, Pehrson, Wooldridge, Zehren

Nays: none.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

RESOLUTION NO. 17-18-60

Resolution taking additional action on proposal to enter into a General Obligation Corporate Purpose Loan Agreement

WHEREAS, the City of Forest City (the "City"), in Hancock and Winnebago Counties, State of Iowa, heretofore proposed to enter into a General Obligation Corporate Purpose Loan Agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,300,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of constructing street, sidewalk, water system, sanitary sewer system, storm water drainage and curb and gutter improvements, and pursuant to law and duly published notice of the proposed action has held a hearing thereon on June 4, 2018;

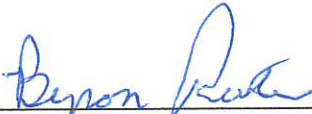
NOW, THEREFORE, Be It Resolved by the City Council of the City of Forest City, Iowa, as follows:

Section 1. The City Council hereby determines to enter into the Loan Agreement in the future and orders that General Obligation Corporate Purpose bonds or notes be issued at such time, in evidence thereof. The City Council further declares that this resolution constitutes the "additional action" required by Section 384.24A of the Code of Iowa.

Section 2. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.


Section 3. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved June 4, 2018.



Mayor

Attest:



City Clerk

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On motion and vote, the meeting adjourned.



Mayor

Attest:



City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
COUNTIES OF HANCOCK AND WINNEBAGO SS:
CITY OF FOREST CITY

I, the undersigned, City Clerk of the City of Forest City, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to the public hearing and additional action on the City Council's intention of entering into a certain loan agreement in the future.

WITNESS MY HAND this 6th day of June, 2018.

Barbara Smith
City Clerk

MINUTES FOR HEARING AND
ADDITIONAL ACTION ON ENTERING
INTO A LOAN AGREEMENT

475838-10

Forest City, Iowa

June 4, 2018

The City Council of the City of Forest City, Iowa, met on June 4, 2018, at 7:00 p.m. at the City Hall, in the City. The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: Buffington, Davis, Holland, Mike, Pehrson, Woodbridge, Zehren

Absent: none.

This being the time and place specified for taking action on the proposal to enter into an Electric Revenue Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$3,950,000, the City Clerk announced that no written objections had been placed on file. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor declared the public hearing closed.

After due consideration and discussion, Council Member Holland introduced the following resolution and moved its adoption, seconded by Council Member Pehrson. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: Buffington, Davis, Holland, Mike, Pehrson, Woodbridge, Zehren

Nays: none.

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

RESOLUTION NO. 17-18-61

Resolution Taking Additional Action with Respect to an Electric Revenue Loan Agreement

WHEREAS, the City of Forest City (the "City"), in Hancock and Winnebago Counties, State of Iowa, did heretofore establish a Municipal Electric Utility System (the "Utility") in and for the City which has continuously supplied electric service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the "Council") and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution of the Council (the "Outstanding Note Resolution"), the City has previously issued its \$2,330,000 Electric Revenue Refunding Capital Loan Notes, Series 2014, dated October 1, 2014 (the "Outstanding Notes"), a portion of which currently remain outstanding; and

WHEREAS, pursuant to the Outstanding Note Resolution, the City reserved the right to issue additional obligations payable from the same source as and ranking on a parity with the Outstanding Notes, subject to the provisions of the Outstanding Note Resolution; and

WHEREAS, the City heretofore proposed to enter into an Electric Revenue Loan Agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$3,950,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of constructing improvements and extensions to the Utility, and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on June 4, 2018;


NOW, THEREFORE, Be It Resolved by the City Council of the City of Forest City, Iowa as follows:

Section 1. The City Council hereby determines to enter into the Loan Agreement in the future and orders that Electric Revenue bonds or notes be issued at such time in evidence thereof. The City Council further declares that this resolution constitutes the "additional action" required by Section 384.24A of the Code of Iowa.

Section 2. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

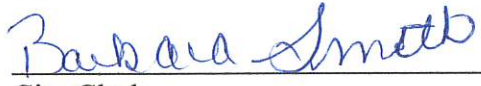
Section 3. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved June 4, 2018.



Mayor

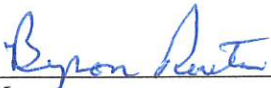
Attest:



City Clerk

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On motion and vote, the meeting adjourned.



Mayor

Attest:



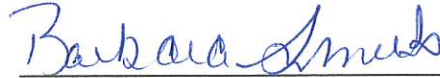
City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
HANCOCK AND WINNEBAGO COUNTIES SS:
CITY OF FOREST CITY

I, the undersigned, City Clerk of the City of Forest City, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to the public hearing on the City Council's intention of entering into a certain electric revenue loan agreement in the future.

WITNESS MY HAND this 6th day of June, 2018.



City Clerk

MINUTES PROVIDING FOR ADOPTION
OF RESOLUTION APPROVING
INTERNAL ADVANCE

475838-7

Forest City, Iowa

June 4, 2018

The City Council of the City of Forest City, Iowa met on June 4, 2018, at 7
o'clock p.m., at the City Hall, in the City. The meeting was called to order
by the Mayor, and the roll was called showing the following Council Members present and
absent:

Present: Buttington, Davis, Holland, Mikes, Pehrson, Waldridge, Zehren

Absent: _____

After due consideration and discussion, Council Member Mikes
introduced the following resolution and moved its adoption, seconded by Council Member
Buttington. The Mayor put the question upon the adoption of said
resolution, and the roll being called, the following Council Members voted:

Ayes: Buttington, Davis, Holland, Mikes, Pehrson, Waldridge, Zehren

Nays: _____

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

....

At the conclusion of the meeting and upon motion and vote, the City Council adjourned.

Byron Hunter
Mayor

Attest:
Barbara Smith
City Clerk

RESOLUTION NO 17-18-63

Resolution Authorizing Internal Advance for Funding of Urban Renewal Project

WHEREAS, the City of Forest City, Iowa (the "City"), has previously established the 2018 Northeast Urban Renewal Area (the "Urban Renewal Area") and has established the 2018 Northeast Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund") in connection therewith; and

WHEREAS, the City has authorized an urban renewal project in the Urban Renewal Area consisting of the Commercial Development Project (the "Project"), including the acquisition of certain property in the Urban Renewal Area; and

WHEREAS, certain costs (the "Project Costs") have been or will be incurred in connection with the carrying out of the Project; and

WHEREAS, in order to cover a portion of the Project Costs and to make such Project Costs eligible to be recouped from incremental property tax revenues, it is necessary to facilitate an internal advance (the "Advance") of funds;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Forest City, Iowa, as follows:


Section 1. It is hereby directed that an amount not in excess of Three Hundred Fifty Thousand Dollars (\$350,000) be advanced (the "Advance") from the General Fund (the "Source Fund") in order to cover a portion of the Project Costs. The Advance shall be repaid to the Source Fund, without interest, out of incremental property tax revenues received with respect to the Urban Renewal Area.

It is intended that the Advance shall be repaid in ten (10) annual installments on June 1 in each of the years 2022 and 2031, inclusive, provided however that repayment of the Advance is subject to the determination of future City Councils that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Fund relative to the Advance, and the City Council reserves the right to appropriate funds to the repayment of the Advance, or to withhold such appropriation, at its discretion.

Section 2. A copy of this Resolution shall be filed in the office of the County Auditor of Winnebago County, Iowa to evidence the Advance. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify the Advance no later than December 1, 2020.

Section 3. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this June 4, 2018.



Mayor

Attest:



City Clerk

RESOLUTION NO. 17-18-64

**A RESOLUTION MAKING THE AWARD OF A CONTRACT FOR THE ELECTRIC
METER CUTOVER – PHASE 1A PROJECT FOR FOREST CITY, IOWA.**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FOREST CITY,
IOWA:**

Section I. That the bid of Linahon Electric, 1055 15th SW, Mason City, Iowa, in the amount of \$35,000.20 for the **Electric Meter Cutover - Phase 1A Project** in and for the City of Forest City, Iowa, be and is hereby accepted, the same being the lowest responsible responsive bid received for said work.

Section II. That the final acceptance of the contract will be conditioned upon review and approval of the bond and contract documents by the Mayor, City Attorney, and City Administrator.

Section III. That upon final approval by the Mayor, City Attorney, and City Administrator, the Mayor and Clerk are hereby directed to execute the contract awarded above for the construction of said improvements, said contract not to be binding on the City until all bonds and insurance forms are on file with the City.

PASSED AND APPROVED, this 18th day of June, 2018.


Byron Ruiters, Mayor

ATTEST


Barbara Smith, City Administrator/City Clerk



June 14, 2018 (VIA E-MAIL)

Barb Smith
City Administrator/Clerk
City of Forest City, IA

**Re: Award Recommendation – Meter Cutover Construction Contract
Electric Meter Cutover – Phase 1A
City of Forest City, IA
DGR Project No. 418820**

Dear Barb:

We have completed our review of the bids that were received on June 12, 2018 for the meter cutover portion of the Electric Distribution Improvements - Phase 1A Project. A bid summary form and detailed tabulation are included with this letter. We will be sending a copy of the bid summary to all planholders and a copy of the bid tabulation to all bidders.

Three (3) bids were received for this work, ranging in price from \$35,000.20 to \$74,864.69. Linahon Electric of Mason City, Iowa submitted the apparent low bid of \$35,000.20. The Engineer's Estimate for this portion of the work was \$78,000.00.

Since Linahon's bid came in substantially lower than the other bidders, we asked Linahon to verify that they did not make a material and substantial mistake in preparation of their bid. After review, Linahon stated that they feel comfortable with their bid and look forward to starting the project. While they have not completed any projects for our firm's other clients, Linahon is a reputable contractor who is well known locally and has successfully completed work in Forest City in the past. We know of no reason why they should not be awarded the project. We therefore recommend that Linahon Electric be awarded the contract for this project.

Please pass our recommendation on to the City Council, and let us know when this contract has been awarded. We will then proceed with processing the Contract Documents. Feel free to contact us with any questions you or the Council may have.

Best Regards,

DGR Engineering

A handwritten signature in black ink, appearing to read 'Andy Koob', written over a horizontal line.

Andy Koob, P.E.

Enclosures 1

BID SUMMARY

**ELECTRIC METER CUTOVER - PHASE 1A
CITY OF FOREST CITY/MUNICIPAL UTILITIES
FOREST CITY, IOWA**



1302 South Union Street
Rock Rapids, Iowa 51246
DGR Project No. 418820

Bid Letting: June 12, 2018 - 2:00 PM
City Hall
Page 1 of 1

Bidder and Address	Bid Security	Total Base Bid	Comments
Linahon Electric 1055 15th SW Mason City, IA 50401	10% Bid Bond	\$35,000.20 *	
Groe Electric 102 S. Iowa St. Lake Mills, IA 50450	10% Cashier Check	\$57,600.80 *	
Austin Electric 1111 5th PL SE Austin, MN 55912	10% Bid Bond	\$74,864.69 *	

* = CORRECTED AMOUNT



BID TABULATION
 ELECTRIC METER CUTOVER - PHASE 1A
 CITY OF FOREST CITY/MUNICIPAL UTILITIES - FOREST CITY, IOWA
 DGR Project No. 418820
 Bid Letting: June 12, 2018; 2:00 PM

Unit No.	Name and Description of Construction Unit	No. of Units	Linahon Electric			Groe Electric			Austin Electric			Bid Security: 10% Bid Bond L & M	Ext. Price L & M	
			Labor	Material	L & M	Labor	Material	L & M	Labor	Material	L & M			
UD-1Ø	Conductor Installation, 1Ø (ea.)	50	\$15.00	\$2.00	\$17.00	\$850.00	\$45.00	\$0.00	\$45.00	\$2,250.00	\$91.00	\$0.00	\$91.00	\$4,550.00
UM6-6	Ground Rod Installation (ea.)	29	\$38.00	\$42.00	\$80.00	\$2,320.00	\$65.00	\$101.50	\$166.50	\$4,838.50	\$117.00	\$56.00	\$173.00	\$5,017.00
UM6-Ex	Existing Ground Wire Connection (ea.)	19	\$16.00	\$11.00	\$27.00	\$513.00	\$65.00	\$0.00	\$65.00	\$1,235.00	\$17.00	\$0.00	\$17.00	\$323.00
UM8-MS-DIS-(2Ø)	Meter Socket w/ Main Disconnect, 1Ø 200 amp (ea.)	6	\$42.00	\$570.00	\$612.00	\$3,672.00	\$220.00	\$720.00	\$940.00	\$5,640.00	\$230.00	\$780.00	\$1,010.00	\$6,060.00
UM8-MS	Meter Socket Installation, 1Ø (ea.)	38	\$35.00	\$192.00	\$227.00	\$8,626.00	\$220.00	\$415.15	\$635.15	\$24,135.70	\$104.00	\$258.00	\$362.00	\$13,756.00
UM8-MS-TAP	Meter Socket Installation w/ load tap kit, 1Ø (ea.)	2	\$45.00	\$240.00	\$285.00	\$570.00	\$45.00	\$400.00	\$445.00	\$890.00	\$139.00	\$387.00	\$526.00	\$1,052.00
UM8-PW	Plywood Meter Backing (ea.)	7	\$27.00	\$9.00	\$36.00	\$252.00	\$40.00	\$20.00	\$60.00	\$420.00	\$47.00	\$79.00	\$126.00	\$882.00
UM8-RM	Remove and Reinstall Existing Meter (ea.)	48	\$26.00	\$3.00	\$29.00	\$1,392.00	\$70.00	\$0.00	\$70.00	\$3,360.00	\$17.00	\$0.00	\$17.00	\$816.00
PCC-REP	Portland cement concrete replacement (cu. yd.)	1	\$250.00	\$180.00	\$430.00	\$430.00	\$125.00	\$125.00	\$250.00	\$250.00	\$139.00	\$137.00	\$276.00	\$276.00
PEAROCK-REP	Pea rock replacement (ea.)	8	\$17.00	\$10.00	\$27.00	\$216.00	\$31.00	\$38.85	\$69.85	\$558.80	\$28.00	\$12.00	\$40.00	\$320.00
UR12-2P	Conduit to Service Point, 2 in. diameter, Plastic (Mft.)	0.284	\$4,400.00	\$3,400.00	\$7,800.00	\$2,215.20	\$0.00	\$1,450.00	\$1,450.00	\$411.80	\$56,924.00	\$7,508.00	\$64,432.00	\$18,298.69
UR12-SLIP	Conduit Meter Slip Riser (ea.)	8	\$10.00	\$16.00	\$26.00	\$208.00	\$0.00	\$22.00	\$22.00	\$176.00	\$42.00	\$35.00	\$77.00	\$616.00
UR-4WD	Wood Deck Repair (ea.)	59	\$28.00	\$4.00	\$32.00	\$1,888.00	\$55.00	\$0.00	\$55.00	\$3,245.00	\$24.00	\$19.00	\$43.00	\$2,537.00
UR-LDS	Lawn Damage Seeding (Sqft.)	1	\$28.00	\$3.00	\$31.00	\$31.00	\$250.00	\$250.00	\$500.00	\$500.00	\$17.00	\$19.00	\$36.00	\$36.00
ID-OHS	Removal of Existing Overhead Service (ea.)	40	\$45.00	\$3.00	\$48.00	\$1,920.00	\$45.00	\$0.00	\$45.00	\$1,800.00	\$70.00	\$20.00	\$90.00	\$3,600.00
IUD-UGS	Removal of Existing Underground Service (ea.)	8	\$66.00	\$5.00	\$72.00	\$576.00	\$45.00	\$0.00	\$45.00	\$360.00	\$70.00	\$20.00	\$90.00	\$720.00
IUM8-MS	Removal of Existing Meter Socket (ea.)	47	\$22.00	\$2.00	\$24.00	\$1,128.00	\$45.00	\$0.00	\$45.00	\$2,115.00	\$70.00	\$20.00	\$90.00	\$4,230.00
USW	Special Service Entrance Work (hr.)	45	\$55.00	\$46.00	\$101.00	\$4,545.00	\$65.00	\$0.00	\$65.00	\$2,925.00	\$95.00	\$0.00	\$95.00	\$4,275.00
MOB	Mobilization (as req'd)	1	\$3,648.00	\$0.00	\$3,648.00	\$3,648.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00
TOTAL - CONSTRUCTION BASE BID			TOTAL BASE BID: \$35,000.20			TOTAL BASE BID: \$57,600.80			TOTAL BASE BID: \$74,864.69			TOTAL BASE BID: \$184,465.69		

RESOLUTION NO. 17-18-65

**RESOLUTION ESTABLISHING NEW BASE SALARIES AND BENEFITS FOR THE EMPLOYEES
OF THE CITY OF FOREST CITY, IOWA**

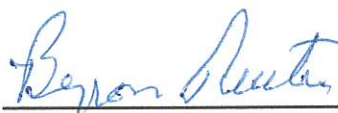
WHEREAS, the Personnel and Finance Committees of the City Council have met and made recommendations regarding the proposed increases and adjustments in salaries and benefits, and

WHEREAS, provisions were made in the budgeting process for the current budget year for the adjustments in salaries and benefits, and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FOREST CITY, IOWA, that the following be and is hereby approved as the Base Salary Schedule of the City of Forest City, Iowa, for Fiscal Year 2018-2019.

Employee Name	Department	18-19 Hourly Base Rate	Certification Increase	Longevity 7/1/2018	Longevity Increase/Hr 7/1/2018	18-19 Total Rate/Hr
Akkermann, Juern	Cemetery	15.7645		\$ -	\$ -	\$ 15.77
Johnson, Lyle	Cemetery	14.5550		\$ -	\$ -	\$ 14.56
Burress, Betty	City Hall	19.6390		\$ -	\$ -	\$ 19.64
Monsen, Dee Ann	City Hall	19.7415		\$ 480.00	\$ 0.2308	\$ 19.98
Monson, Valerie	City Hall	22.2938		\$ 840.00	\$ 0.4038	\$ 22.70
Smith, Barb	City Hall	39.6700		\$ -	\$ -	\$ 39.67
Thompson, Becky	City Hall	21.1458		\$ 840.00	\$ 0.4038	\$ 21.55
Levad, Judy	Cleaning	16.3693		\$ -	\$ -	\$ 16.37
Akkermann, Helen	Library	10.4345		\$ -	\$ -	\$ 10.44
Coppes, Teresa	Library	10.4345		\$ -	\$ -	\$ 10.44
Cosgriff, Christa	Library	25.5328		\$ 840.00	\$ 0.4038	\$ 25.94
Kegler, Sonia	Library	10.4345		\$ -	\$ -	\$ 10.44
Larson, Nancy	Library	10.4345		\$ -	\$ -	\$ 10.44
Bina, Chad	Line	29.5200	0.2500	\$ 660.00	\$ 0.3173	\$ 29.84
Holkesvik, Zach	Line	29.5200	0.2500	\$ 660.00	\$ 0.3173	\$ 29.84
Kuhn, Duane	Line	36.5338		\$ 840.00	\$ 0.4038	\$ 36.94
Lang, Andrew	Line	25.4665		\$ -	\$ -	\$ 25.47
Leckrone, Levi	Line	26.6500	0.2500	\$ -	\$ -	\$ 26.65
Swanson, Kevin	Line	33.2818		\$ 1,200.00	\$ 0.5769	\$ 33.86
Anderson/Trent	Lt Plant	21.5250		\$ -	\$ -	\$ 21.53
Groves, Jesse	Lt Plant	21.5250		\$ -	\$ -	\$ 21.53
Price, Douglas	Lt Plant	28.7379		\$ 300.00	\$ 0.1442	\$ 28.89
Weiss, Jason	Lt Plant	21.5250		\$ -	\$ -	\$ 21.53
Aschenbrenner, B	Paramedic FT	22.4578		\$ 480.00	\$ 0.2308	\$ 22.69
Kephart, Nancy	Paramedic FT	22.4578		\$ 480.00	\$ 0.2308	\$ 22.69
Rayhons, Dale	Paramedic FT	28.6385		\$ 660.00	\$ 0.3173	\$ 28.96
Sturgal, Jason	Paramedic FT	21.3012		\$ -	\$ -	\$ 21.31
PRN Parmedics	Paramedic PT	17.6813		\$ -	\$ -	\$ 17.69
Anderson, Rodney	Park/Rec	24.5488		\$ 840.00	\$ 0.4038	\$ 24.96

Employee Name	Department	18-19 Hourly Base Rate	Certification Increase	Longevity 7/1/2018	Longevity Increase/Hr 7/1/2018	18-19 Total Rate/Hr
Edmondson, Sue	Park/Rec	28.6385		\$ 1,560.00	\$ 0.7500	\$ 29.39
Vrieze, Amy	Park/Rec	22.1400		\$ 840.00	\$ 0.4038	\$ 22.55
Montgomery, Tom	Police	29.6840		\$ 1,200.00	\$ 0.5769	\$ 30.27
Bartleson, Mitch	Police	26.7983		\$ 300.00	\$ 0.1442	\$ 26.95
Douglas, Joshua	Police	23.9133		\$ 300.00	\$ 0.1442	\$ 24.06
Eiden, Ross	Police	23.7595		\$ 300.00	\$ 0.1442	\$ 23.91
Gerdes, Matthew	Police	23.2265		\$ -	\$ -	\$ 23.23
Snitzer, Robert Jr	Police	26.7983		\$ 300.00	\$ 0.1442	\$ 26.95
Wubben, Mark	Police	23.7595		\$ 300.00	\$ 0.1442	\$ 23.91
New hire	Police	21.0945		\$ -	\$ -	\$ 21.10
Gunderson, Josi	Police Secy	15.0675		\$ -	\$ -	\$ 15.07
Yeager, Jean	Police Secy	15.8568		\$ -	\$ -	\$ 15.86
Carlson, Dan	Street/San	24.7230		\$ 840.00	\$ 0.4038	\$ 25.13
Coppes, Barry	Street/San	24.3040		\$ 660.00	\$ 0.3173	\$ 24.63
Faber, Andrew	Street/San	28.0440		\$ 480.00	\$ 0.2308	\$ 28.28
Folkerts, Ricky	Street/San	18.5218		\$ -		\$ 18.53
Langfald, Joe	Street/San	22.4065		\$ -	\$ -	\$ 22.41
O'Rourke, Mike	Street/San	32.8410		\$ 1,200.00	\$ 0.5769	\$ 33.42
Spooner, Todd	Street/San	20.4231		\$ -	\$ -	\$ 20.43
Gerdes, Chad	W/WW	26.1170		\$ 480.00	\$ 0.2308	\$ 26.35
Haugen, Michael	W/WW	22.1832		\$ -	\$ -	\$ 22.19
Haugen, Stephen	W/WW	30.8115	1.0000	\$ 660.00	\$ 0.3173	\$ 32.13
Reicks, Kevin	W/WW	33.7020		\$ 1,380.00	\$ 0.6635	\$ 34.37
Schmidt, Brandon	W/WW	26.9473	0.2500	\$ -	\$ -	\$ 27.20
Thompson, Tyler	W/WW	22.1832		\$ -	\$ -	\$ 22.19



Byron Ruiter, Byron Ruiter, Mayor

ATTEST:



Barb Smith, City Administrator/Clerk

RESOLUTION NO. 17-18-66

**A RESOLUTION APPROVING THE AGREEMENT FOR ASSISTING WITH
EDUCATION OF SPENCER ARMSTRONG FOR A PARAMEDIC FOR THE CITY OF
FOREST CITY, IOWA.**

WHEREAS, City is a municipal corporation operating paramedics within said City of Forest City, Iowa; and,

WHEREAS, Spencer Armstrong is willing to continue his education and complete the training and Licensing requirements to become a Certified Paramedic within the State of Iowa; and,

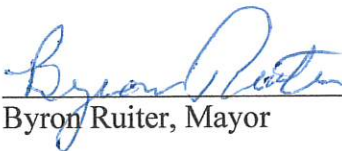
WHEREAS, It is estimated that the cost of the housing, tuition, books and costs may exceed \$20,000.

NOW THEREFORE, in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

Section I. That the Agreement for Assisting with Education for a Paramedic between Spencer Armstrong and the City of Forest City, IA is hereby approved.

Section II. The Mayor and City Clerk are hereby authorized to execute the Agreement for Assisting with Education for a Paramedic between Spencer Armstrong and the City of Forest City, IA.

Approved and adopted this 18th day of June, 2018.



Byron Ruitter, Mayor

ATTEST:



Barbara Smith, City Clerk

AGREEMENT FOR ASSISTING WITH EDUCATION

AGREEMENT MADE, effective as of June 18, 2018, by and between City of Forest City with a place of business at 305 North Clark Street in the City of Forest City, County of Winnebago, State of Iowa, hereinafter referred to as "City", and Spencer Armstrong of _____, _____, Winnebago County, Iowa, hereinafter referred to as "Student".

Recitals

The parties recite and declare:

A. City is a municipal corporation operating paramedics within said City of Forest City, Iowa.

B. Student is willing to continue his/her education and complete the training and Licensing requirements to become a Certified Paramedic within the State of Iowa.

C. It is estimated that the cost of the housing, tuition, books and costs may exceed \$20,000.

For the reasons set forth above, and in consideration of the mutual promises and agreements set forth in this agreement, City and Student agree as follows:

SECTION ONE Best Efforts of Student

Student agrees that he/she will at all times faithfully, industriously, and to the best of his/her ability, experience, and talents, perform all of the training and requirements which may be required of and from him/her to become a Certified Paramedic licensed by the State of Iowa.

SECTION TWO Payment of Costs of Education

The City herein agrees to pay one-third (1/3) of the costs, said costs not to exceed \$20,000 or \$7,000 whichever is less. The costs shall include housing, tuition, books and fees for a period of time not to exceed 15 months from the execution of this contract. Cost are for the purpose of the Student obtaining his certification and/or license to become a Paramedic.

SECTION THREE Employment

At the time the Student becomes certified or licensed as an Iowa Paramedic, he/she shall commence employment for the City and agrees to be so employed for a period of at least four years. If the Student terminates his employment with the City or the City terminates his/her employment prior to the expiration of the four year period of time, the Student hereby agrees to reimburse the City on a pro-rata basis the costs expended by the City for the education of the

Student. In other words, if the student's employment is terminated after 36 months, the student owes the City 25% of the original amount expended by the City.

SECTION FOUR Modification of Agreement

Any modification of this agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

SECTION FIVE Choice of Law

It is the intention of the parties to this agreement that this agreement and the performance under this agreement, and all suits and special proceedings under this agreement, be construed in accordance with and under and pursuant to the laws of the State of Iowa and that, in any action, special proceedings or other proceeding that may be brought arising out of, in connection with, or by reason of this agreement, the laws of the State of Iowa shall be applicable and shall govern to the exclusion of the law of any other forum, without regard to the jurisdiction in which any action or special proceeding may be instituted.

SECTION SIX No Waiver

The failure of either party to this agreement to insist upon the performance of any of the terms and conditions of this agreement, or the waiver of any breach of any of the terms and conditions of this agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

SECTION SEVEN Paragraph Headings


The titles to the paragraphs of this agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this agreement.

SECTION EIGHT Severability

It is understood and agreed by the parties that if any part, term, or provision of this contract is held by the courts to be illegal or in conflict with any law of the state where made, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular part, term, or provision held to be invalid.

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed at Forest City, Iowa, this 18th day of June, 2018.

CITY OF FOREST CITY, IOWA



Byron Ruitter, Mayor

By: Barbara Smith, City Administrator/
City Clerk

STUDENT

Witness

Spencer Armstrong, Student

I have read and understand this Agreement in full particularly Section Three.

Spencer Armstrong, Student

RESOLUTION NO. 17-18-67

A RESOLUTION SETTING A HEARING FOR AMENDING ZONING, CHAPTER 165 OF THE CODE OF ORDINANCES, FOREST CITY, IOWA, TO ADD AN ADDITIONAL SECTION REGULATING THE CONSTRUCTION OF APARTMENTS IN THE FIRE DISTRICT ZONE.

WHEREAS, the City of Forest City, Iowa, needs regulations as to the construction of Apartments in the Fire District Zone, and;

WHEREAS, a proposed ordinance has been submitted by the Planning and Zoning Commission to the Council for said regulations with a recommendation by the Planning and Zoning Commission for said ordinance passage, and;

WHEREAS, under the Code of Iowa 2017 a hearing is required prior to the passage of and amendment to the Zoning Code, and;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Forest City, Iowa, as follows:


Section 1. That this matter shall come on for hearing upon the 16th day of July, 2018, at 7:00 o'clock P.M., at the Council Chambers of City Hall, 305 North Clark, Forest City, Iowa, and that Notice shall be published no less than seven (7) nor more than twenty (20) days prior to said time and place of the hearing in a paper of general circulation within the county.

Section 4. That the Notice shall be the same as the Notice attached hereto and by this reference made a part hereof.

Passed and approved this 18th day of June, 2018.



Byron Ruiter, Mayor

ATTEST: 

Barbara Smith, City Clerk