

RESOLUTION NO. 18-19-61

A RESOLUTION APPROVING THE GRANTING OF AN EASEMENT FOR INGRESS AND EGRESS TO PROPERTY IN THE S 1/2 OF THE NE 1/4 OF THE SW 1/4 OF SECTION 25, TOWNSHIP 98 NORTH, RANGE 24 WEST, WINNEBAGO COUNTY IA LOCATED OFF OF HIGHWAY 9, FOREST CITY, IOWA, TO BUTTER SOLAR LLC,

WHEREAS, the City is owner of certain real property located off of Iowa Highway 9, Forest City, Winnebago County, Iowa 50436; and

WHEREAS, pursuant to a proposed easement from Butter Solar LLC for an easement for ingress and egress over certain property owned by the City for ingress and egress for constructing, maintaining, and operating a solar farm facility; and

WHEREAS, the City wishes to grant to Butter Solar LLC a permanent and non-exclusive easement, extending under, over, through, and across the City's property, for accessing the premises and for the installation and maintenance of a solar farm to serve the facility; and

WHEREAS a resolution calling for a hearing on the granting of said property was passed and approved by the City Council on Monday, March 4, 2018, said hearing to be held at 7:00 PM in the Council Chamber, City Hall, 305 North Clark Street, Forest City, Iowa on April 1, 2018;

WHEREAS a notice of hearing was published on March 19, 2018, and;

WHEREAS a public hearing was held on April 1, 2018;


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

SECTION I: That the City of Forest City herein will grant an easement pursuant to Exhibit "A" attached hereto, subject to all existing utilities;

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SECTION II: The Mayor and City Clerk of the City of Forest City are hereby authorized to execute any documents necessary to effectuate this transaction according to the provisions of this resolution.

PASSED AND APPROVED ON April 2, 2018.


Byron Ruiter, Mayor

ATTEST:


Barbara Smith, City Administrator/Clerk

City1819/reso approving easement with Butter Solar

After recording return to:

Jacob Yaniero, Esq.
Norton Rose Fulbright US LLP
799 9th Street, NW, Suite 1000
Washington, DC 20001

ACCESS EASEMENT AGREEMENT

THIS ACCESS EASEMENT AGREEMENT (this "Agreement") is made this ___ day of _____, 2019, between **CITY OF FOREST CITY, IOWA**, having an address at c/o Office of Mayor Byron Ruitter, 305 N. Clark Street, Forest City, Iowa 50436 ("Grantor") and **BUTTER SOLAR, LLC**, a Delaware limited liability company, having a principal business address at c/o Cogency Global Inc., 850 New Burton Road, Suite 201, Dover, Delaware 19904 ("Grantee") and together with Grantor, the "Parties").

RECITALS:

A. Grantor is the owner of the real property located in County of Winnebago, State of Iowa, as described in Exhibit A attached hereto and incorporated herein by this reference ("Grantor's Property").

B. Grantee is the owner of the real property located in the County of Winnebago, State of Iowa, as described in Exhibit B attached hereto and incorporated herein by this reference ("Grantee's Property");

C. Grantee is desirous of receiving from Grantor, and Grantor has agreed to grant to Grantee, on the terms and conditions set forth herein, a certain access easement across Grantor's Property for the purpose of planning, constructing, operating and maintaining solar energy generating systems and related electrical or other energy distribution and transmission infrastructure (the "Project").

Now therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Grantor hereby grants and conveys to Grantee a certain perpetual non-exclusive easement (the "Easement") in, under, over, across, upon and through that portion of Grantor's Property described in Exhibit C, attached hereto and incorporated herein by this reference (the "Easement Area"). The Easement may be used for pedestrian and vehicular ingress and egress in order to construct, alter, access, maintain, inspect, repair, reconstruct, replace, remove, add to and operate the Project.

2. The Easement Area and all improvements of Grantee located thereon shall be maintained in a good and husbandlike state of condition and repair by and at the sole cost and expense of Grantee.

3. Grantee shall indemnify and hold Grantor harmless from and against any and all costs, liabilities, damage, claims and causes of action (including, without limitation, reasonable attorney's fees) arising out of or in connection with Grantee's negligence or intentional misconduct in Grantee's use of the Easement Area. Likewise, Grantor shall indemnify and hold Grantee harmless from and against any and all costs, liabilities, damage, claims and causes of action (including, without limitation, reasonable attorney's fees) arising out of or in connection with Grantor's negligence or intentional misconduct in Grantor's use of the Easement Area, or Grantor's unreasonable interference with Grantee's use and enjoyment thereof.

4. Grantor shall not erect or construct, nor permit or suffer to be erected or constructed, any buildings, fences or structures on the Easement Area, nor permit any activity to occur or condition to exist (exclusive of Grantee's activities and use of the Easement) which in the reasonable judgment of Grantee is inconsistent with Grantee's use and enjoyment of the Easement.

5. Grantee shall have the right to remove and clear any and all buildings, fences, structures, combustible materials, brush, debris, or any other obstruction from the Easement Area, which in the reasonable judgment of Grantee may interfere with or endanger the construction, alteration, access, maintenance, inspection, repair, reconstruction, replacement, removal, addition to, operation or general use and enjoyment of the Easement and the Project.

6. Grantee shall have the right to cut down or trim all trees within, adjacent to and outside the Easement Area which may in the reasonable judgment of Grantee interfere with or endanger the construction, alteration, access, maintenance, inspection, repair, reconstruction, replacement, removal, addition to, operation or general use and enjoyment of the Easement and the Project.

7. The Easement is hereby deemed appurtenant to Grantee's Property and is for the use and benefit of Grantee's Property. Grantor shall be entitled to use of the Easement Area so long as such use does not materially or unreasonably interfere with Grantee's use and enjoyment of any Easement for the purposes set forth herein.

8. Grantee shall at all times have the right to sell, assign, encumber, transfer or grant Easement of any or all of its rights and interests under this Agreement without Grantor's consent. The burdens of the Easement and rights contained in this Agreement shall run with and against Grantor's Property and shall be a charge and burden thereon for the duration of this Agreement and shall be binding upon and against Grantor and its successors, assigns, permittees, licensees, lessees, employees and agents.

9. In the event any legal action, suit or proceeding, including but not limited to, arbitration, is commenced by either party hereto for the interpretation or enforcement of this Agreement, the prevailing party in such proceeding shall be entitled, in addition to whatever other relief is afforded such party in such proceeding, to an award of such party's reasonable attorneys' fees and costs incurred in connection with such proceeding.

[Signatures on Following Pages]

IN WITNESS WHEREOF, the parties have executed this document this 15th day of April, 2019.

GRANTOR:

CITY OF FOREST CITY, IOWA

By: Byron Ruitter
Byron Ruitter, Mayor

ATTEST:

Barbara Smith
Barbara Smith, City Administrator/Clerk

GRANTEE:

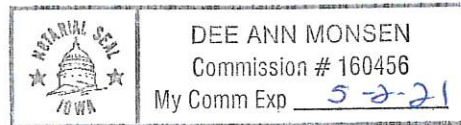
BUTTER SOLAR, LLC,
a Delaware limited liability company

By: _____
Name:
Title:

STATE OF)
Iowa)
) ss.
COUNTY OF)
Winnebago)

This instrument was acknowledged before me on 4-4, 2019, by
Byron Ruiter, as Mayor of City of Forest City, Iowa.

Dee Ann Monsen
Notary Public
My Commission Expires: 5-2-21



STATE OF _____)

_____) ss.
COUNTY OF _____)

This instrument was acknowledged before me on _____, 2019, by
_____, as _____ of Butter Solar, LLC, a Delaware
limited liability company.

Notary Public
My Commission Expires: _____

EXHIBIT A

Legal Description of Grantor's Property

Tract 1:

The West 20 feet of the South 747.25 feet of the following described property: Commencing at the Southwest Corner of the Southwest Quarter of the Southeast Quarter of Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa; thence North 1,118.25 feet; thence East 323.4 feet; thence South 650 feet; thence West 257.4 feet; thence South 468.25 feet; thence West 66 feet to point of beginning.

Tract 2:

The West 75 feet of the following described Real Estate:

The Northwest Quarter of the Southeast Quarter in Section 25, Township 98 North, Range 24; and the North 4 rods of the East Half of the Southwest Quarter of the Southeast Quarter of Section 25, Township 98 North, Range 24, all in Winnebago County, Iowa.

AND

The West Half of the Southwest Quarter of the Southeast Quarter in Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa; EXCEPT the East 2 rods of the South 76 rods and EXCEPT Commencing at the Southwest Corner of the Southwest Quarter of the Southeast Quarter of Section 25, Township 98 North, Range 24, West of the 5th P.M., Winnebago County, Iowa; thence North 747.25 feet; thence East 323.4 feet; thence South 279 feet; thence West 257.4 feet; thence South 468.25 feet; thence West 66 feet to the point of beginning; and EXCEPT a tract of land in the West Half of the Southwest Quarter of the Southeast Quarter in Section 25, Township 98 North, Range 24, West of the 5th P.M., Winnebago County, Iowa, described as commencing at the Southwest corner of the Southwest Quarter of the Southeast Quarter of said Section 25; thence North 747.25 feet to the point of beginning; thence North 371.00 feet; thence East 323.40 feet; thence South 371.00 feet; thence West 323.40 feet; thence West 323.40 feet to the point of beginning and EXCEPT the South 468.25 feet of the West Half of the Southwest Quarter of the Southeast Quarter in Section 25 except the East 2 rods thereof and except the West 4 rods thereof, and EXCEPT a parcel of land located in part of the Southwest Quarter of the Southeast Quarter of Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa, described as follows: Commencing at the Southwest corner of said Southwest Quarter of the Southeast Quarter of Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa; thence North 90 degrees 00 minutes 00 seconds East along the South line of said Southwest Quarter of the Southeast Quarter, 619.70 feet; thence North 1 degree 50 minutes 00 seconds West, 468.25 feet to the Point of Beginning; thence South 90 degrees 00 minutes 00 seconds West, 295.98 feet; thence North 1 degree 47 minutes 40 seconds West, 279.00 feet; thence North 90 degrees 00 minutes 00 seconds East, 265.79 feet; thence South 1 degree 50 minutes 00 seconds East, 202.75 feet; thence North 90 degrees 00 minutes 00 seconds East, 30.00 feet; thence South 1 degree 50 minutes 00 seconds East, 76.25 feet to the Point of Beginning.

NOTE: In the above description, the South line of said Southwest Quarter of the Southeast Quarter is assumed to bear North 90 degrees 00 minutes 00 seconds East; AND EXCEPT a tract of land described as beginning at a point on the South line of the Southeast Quarter of Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa, 1090 feet East of the Southwest Corner of said Southeast Quarter; thence North 165 feet; thence East 132 feet; thence South 165 feet; thence West 132 feet to the place of beginning; AND EXCEPT a tract of land described as commencing 2 rods West of the West line of the East Half

of the Southwest Quarter of the Southeast Quarter of Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa, and on North line of road on South side of said Section 25, running thence North 29 rods; thence East 9 rods, 3 feet; thence South 29 rods; thence West 9 rods, 3 feet to the beginning and a tract of land described as commencing at the South Quarter Corner of Section 25, Township 98 North, Range 24 West of the 5th P.M., Winnebago County, Iowa; thence East on Section line 619.7 feet; thence North 1 degree 50

minutes West 511.5 feet to the place of beginning; thence North 1 degree 50 minutes West 33.0 feet; thence East parallel to the Section line 151.5 feet; thence South 1 degree 50 minutes East 33.0 feet; thence West parallel to the Section line 151.5 feet to the place of beginning.

Tract 3:

The West 75 feet of a tract of land in the West Half of the Southwest Quarter of the Southeast Quarter in Section 25, Township 98 North, Range 24, West of the 5th P.M., Winnebago County, Iowa, described as commencing at the Southwest Corner of the Southwest Quarter of the Southeast Quarter of said Section 25; thence North 747.25 feet to the point of beginning; thence North 371.00 feet; thence East 323.40 feet; thence South 371.00 feet; thence West 323.40 feet to the point of beginning.

EXHIBIT B

Legal Description of Grantee's Property

Parcel 2

East Half (E/12) of Lot Eight (8) in Subdivision of the Southwest Quarter (SW1/4) of Section Twenty-five (25), Township Ninety-eight (98) North, Range Twenty-four (24), West of the Fifth Principal Meridian, Winnebago County, Iowa, LESS and EXCEPT a parcel conveyed in Warranty Deed recorded July 9, 2012 in Fee Book 2012-1235, more particularly described as follows: The North Half (N1/2) of the East Half (E1/2) of Lot Eight (8) (also described as the South Half of the East Half of Lot 8).

Parcel No.: 1125326003

Parcel 3

Lot Nine (9) in the Subdivision of the Southwest Quarter (SW1/4) of Section Twenty-five (25), Township Ninety-eight (98) North, Range Twenty-four (24), Winnebago, County, Iowa, LESS and EXCEPT a parcel conveyed in Warranty Deed recorded July 9, 2012 in Fee Book 2012-1235, more particularly described as follows: The North Half (N1/2) of Lot Nine (9) in the Subdivision of the Southwest Quarter (SW1/4) of Section Twenty-five (25), Township Ninety-eight (98) North, Range Twenty-four (24), West of the Fifth Principal Meridian, Winnebago County, Iowa.

Parcel No.: 1125326002

Parcel 4

The North Half (N1/2) of the East Half (E1/2) of Lot Eight (8) (also described as the South Half of the East Half of Lot 8); and The North Half (N1/2) of Lot Nine (9) in the Subdivision of the Southwest Quarter (SW1/4) of Section Twenty-five (25), Township Ninety-eight (98) North, Range Twenty-four (24), West of the Fifth Principal Meridian, Winnebago County, Iowa.

Parcel No.: 1125326005

EXHIBIT C

Legal Description of the Easement Area

(See Attached)

RESOLUTION 18-19-62

RESOLUTION SETTING DATE OF A PUBLIC HEARING
BUDGET AMENDMENT FOR FISCAL YEAR 2019

WHEREAS, The State of Iowa requires cities within the state to hold a public hearing prior to certifying a budget amendment during the current fiscal year;

WHEREAS, The City of Forest City wishes to comply with guidelines set forth by the State of Iowa;

WHEREAS, The City of Forest City wishes to amend the fiscal year 2019 budget;

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

1) That a public hearing shall be held on the proposed Fiscal Year 2019 Budget Amendment on May 7, 2018 at 7:00 pm in the Council Chambers located at 305 N Clark Street, Forest City, Iowa.

2) That the City Clerk is authorized and directed to publish notice of this public hearing in the Summit-Tribune, once on a date not less than ten (10) and not more than twenty (20) days before the date of the public hearing.

PASSED and APPROVED this 15th day of April, 2019.

AYES: Buffington, Davis, Holland, Mikes, Pehrson, Woodridge

NEYS: _____

OTHER: Zehren - absent

Byron Ruiter
Byron Ruiter, Mayor

ATTEST:

Barbara Smith
Barbara Smith, City Clerk

NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2018-2019 CITY BUDGET

Form 653.C1

The City Council of Forest City in WINNEBAGO & HANCOCK County, Iowa
will meet at Council Chambers in City Hall, 305 N Clark Street, Forest City, IA
at seven (7) PM on 5/6/2019
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019
(year)
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	2,346,578		2,346,578
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	2,346,578	0	2,346,578
Delinquent Property Taxes	4	0		0
TIF Revenues	5	490,560		490,560
Other City Taxes	6	516,925		516,925
Licenses & Permits	7	8,200		8,200
Use of Money and Property	8	50,750	76,356	127,106
Intergovernmental	9	1,214,028	55,870	1,269,898
Charges for Services	10	8,526,350	51,344	8,577,694
Special Assessments	11	50,000		50,000
Miscellaneous	12	427,200	201,050	628,250
Other Financing Sources	13	8,504,370	-1,147,645	7,356,725
Transfers In	14	1,068,561		1,068,561
Total Revenues and Other Sources	15	23,203,522	-763,025	22,440,497
Expenditures & Other Financing Uses				
Public Safety	16	1,487,505	88,215	1,575,720
Public Works	17	1,012,787	62,700	1,075,487
Health and Social Services	18	17,250		17,250
Culture and Recreation	19	876,180	129,491	1,005,671
Community and Economic Development	20	581,471	145,884	727,355
General Government	21	234,120	10,080	244,200
Debt Service	22	535,738	112,986	648,724
Capital Projects	23	5,400,000	-933,829	4,466,171
Total Government Activities Expenditures	24	10,145,051	-384,473	9,760,578
Business Type / Enterprises	25	9,795,319	944,319	10,739,638
Total Gov Activities & Business Expenditures	26	19,940,370	559,846	20,500,216
Transfers Out	27	1,068,561	37,180	1,105,741
Total Expenditures/Transfers Out	28	21,008,931	597,026	21,605,957
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	2,194,591	-1,360,051	834,540
Beginning Fund Balance July 1	30	7,768,870		7,768,870
Ending Fund Balance June 30	31	9,963,461	-1,360,051	8,603,410

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Other Financing Sources declined due to one USDA loan was received in FY 18 and one in FY 19; and the street bond that was sold did not net the full \$2.9 Million after the cost of money. Expenses have increased due to the purchase of the mowers for the golf course, the PRN fees for the paramedics, an additional, street budget was increased due to the winter that we have had; the Street Bond interest payment was not budgeted for; the electric bond interest and revenue had not been budgeted, as well as the purchase of the supplies for the project.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Barbara A Smith
City Clerk/ Finance Officer Name

A RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATIONS
FOR IOWA AIRPORT IMPROVEMENT PROGRAM
AND CERTIFYING ELIGIBILITY REQUIREMENTS

WHEREAS, the City of Forest City intends to apply for fiscal year 2020 General Aviation Vertical Infrastructure (GAVI) and Airport Improvement Program (AIP) funding to the Iowa Department of Transportation for certain improvements at the Forest City Municipal Airport as described as follows:

- Hangar Building (GAVI)
- Hangar Site Improvements (AIP)

WHEREAS, if the Hangar Building project is selected for funding, the Iowa DOT grant would pay 55% of the project cost and the remaining 45% is required to be paid from local contributions; and

WHEREAS, the project cost for the preliminary plan for the Hangar Building project has been estimated to be \$55,000 and the 45% local contribution would be \$24,750; and

WHEREAS, if the Hangar Site Improvements project is selected for funding, the DOT grant would pay 75% of the project cost and the remaining 25% is required to be paid from local contributions; and

WHEREAS, the project cost for the preliminary plan for the Hangar Site Improvements project has been estimated to be \$95,000 and the 25% local contribution would be \$23,750; and

WHEREAS, the Iowa Department of transportation requires a resolution certifying certain application requirements, commitments, and criteria; and

WHEREAS, on behalf of the City, Clapsaddle-Garber Associates, Inc. has prepared an application describing the proposed improvements.

NOW THEREFORE BE IT RESOLVED THAT:

1. City staff is hereby authorized to apply for Grants from the State of Iowa for Hangar Building and Hangar Site Improvements at the Forest City Municipal Airport.
2. Forty Eight Thousand Five Hundred (\$48,500) is hereby committed by the City of Forest City to be spent for the Hangar Building and Hangar Site improvements projects at the Forest City Municipal Airport, subject to Grants being received from the State of Iowa for the balance of the cost of said project.
3. The Airport Manager is hereby authorized to execute whatever documents may be needed in order to apply for said Grant with the State of Iowa and to proceed with these projects

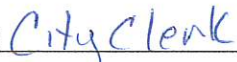
PASSED AND APPROVED BY THE CITY:



Mayor

ATTEST:

By: 

Title: 

Date: 

**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Print Form

Fiscal year 2020

Submit a separate data sheet for each project.

Airport

Forest City Municipal

Date

April 10, 2019

**Project type
(Check one only.)**

- Airport Improvement Program (AIP)
- Commercial Service Vertical Infrastructure (CSVI)
- General Aviation Vertical Infrastructure (GAVI)

Project description

This Hangar Site Improvements project would provide preparation for installation of a new hangar building intended to replace an existing damaged and degraded 4-Stall Hangar. Site Improvements would include demolition of the existing wood post frame hangar, installation of new hangar building foundations, grading and paving of the hangar floor and approaches, and electrical improvements.

Engineering firm (if unknown, write unknown.)

Clapsaddle-Garber Associates

Shown on current Airport Layout Plan (ALP)

Yes No

Current ALP date

2/27/2017

Sketch

Attach separate sketch from ALP if applicable.

**Project justification
(Include detailed information and data to support need.)**

The existing 4 Stall Hangar was originally built in the 1960s and is one of the original buildings when the airport was first established. It is over 50 years old and is in an extremely deteriorated state, with significant leaking issues. A recent wind storm event has caused significant damage to hangar building. The hangar also does not have a fully paved hangar floor. The poor condition of the existing hangar have affected the ability to properly rent the hangar spaces. A reconstructed hangar will allow the airport to easily utilize these spaces again while also being able to charge a higher industry standard rental rate.

**Detailed cost estimate
(Attach separate sheet if necessary.)**

See Attached

	Amount	Percentage
Total project cost	\$95,000.00	100%
Local share	\$71,250.00	25%
Requested state share	\$23,750.00	75%

Signature

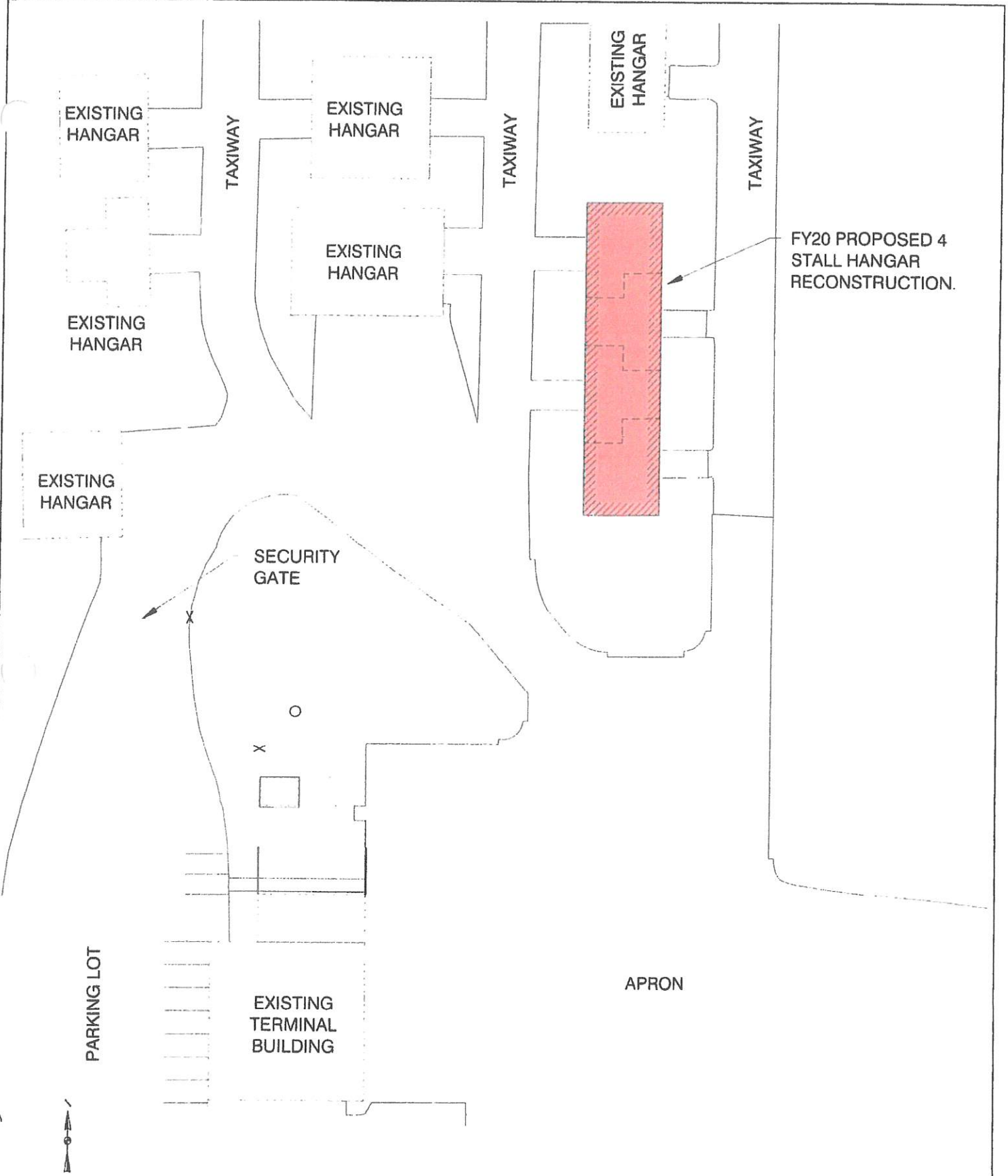
Airport Manager

Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager
Office of Aviation
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010


Email:
Phone: 515-239-1048
Fax: 515-233-7983



FY20 PROPOSED 4 STALL HANGAR RECONSTRUCTION.

FY 2020

**4 STALL HANGAR RECONSTRUCTION
PROJECT EXHIBIT
FOREST CITY MUNICIPAL AIRPORT**


Clapsaddle-Carber Associates, Inc.
 16 East Main Street
 Marshalltown, Iowa 50158
 Ph 641-752-6701
 www.cgaconsultants.com

**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Print Form

Fiscal year 2020

Submit a separate data sheet for each project.

Airport Forest City Municipal **Date** April 10, 2019

Project type (Check one only.)
 Airport Improvement Program (AIP)
 Commercial Service Vertical Infrastructure (CSVI)
 General Aviation Vertical Infrastructure (GAVI)

Project description
 This Hangar Building project would provide a complete reconstruction of the existing wood post frame 4 Stall T-Hangar at the Airport. The airport has the ability to acquire the steel framing for a similar sized hangar from another airport in Iowa, so the scope and cost of the project will only include erection of the acquired framing and installation of new metal skin for the exterior of the building.

Engineering firm (if unknown, write unknown.) Clapsaddle-Garber Associates

Shown on current Airport Layout Plan (ALP) Yes No **Current ALP date** 2/27/2017

Sketch Attach separate sketch from ALP if applicable.

Project justification (Include detailed information and data to support need.)
 The existing 4 Stall Hangar was originally built in the 1960s and is one of the original buildings when the airport was first established. It is over 50 years old and is in an extremely deteriorated state, with significant leaking issues. A recent wind storm event has caused significant damage to hangar building. The hangar also does not have a fully paved hangar floor. The poor condition of the existing hangar have affected the ability to properly rent the hangar spaces. A reconstructed hangar will allow the airport to easily utilize these spaces again while also being able to charge a higher industry standard rental rate.

Detailed cost estimate (Attach separate sheet if necessary.)
 See Attached

	Amount	Percentage
Total project cost	\$55,000.00	100%
Local share	\$24,750.00	45%
Requested state share	\$30,250.00	55%

Signature

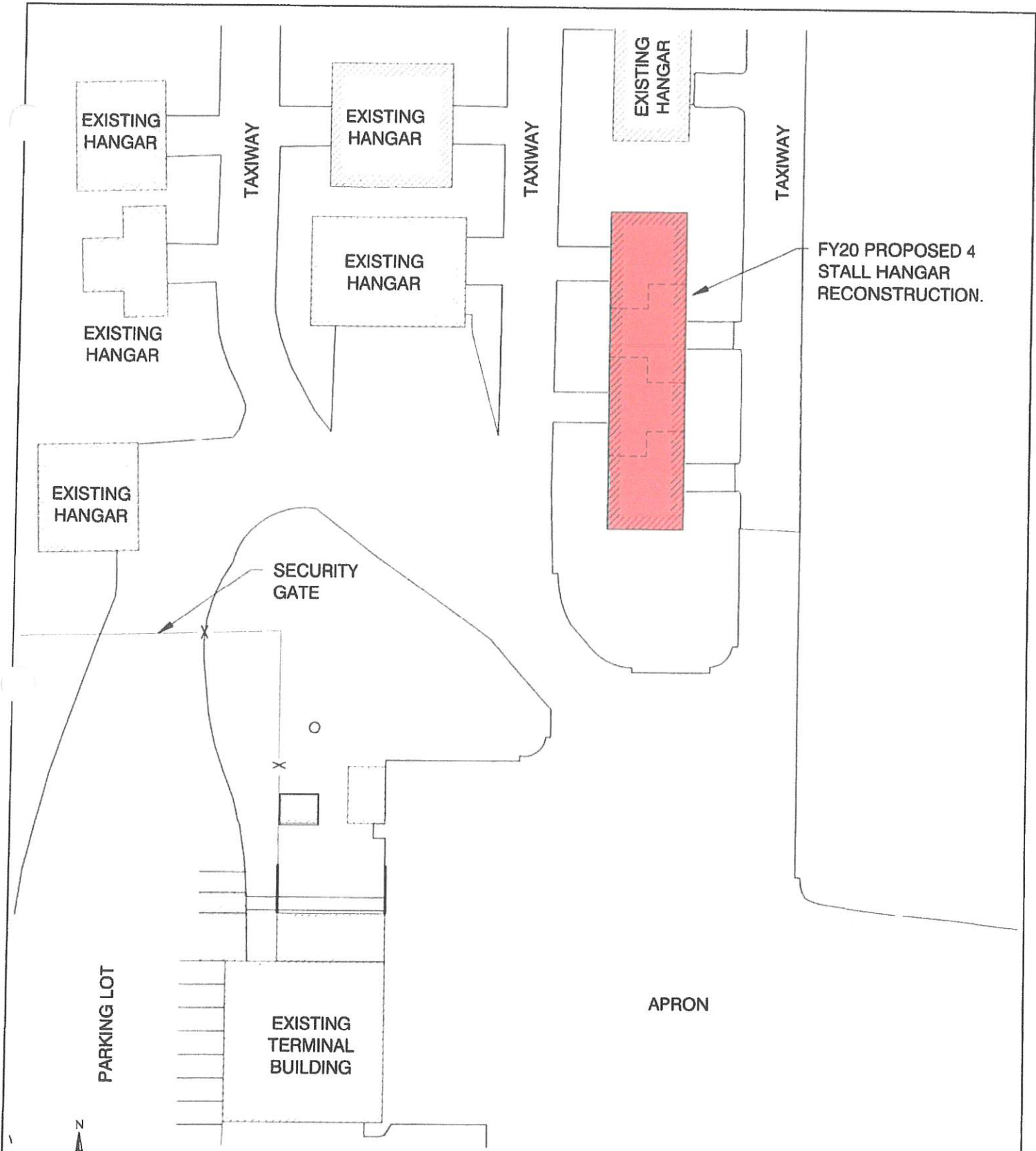
Airport Manager

Sponsor's title

Please mail, fax, or email the signed application to:

Attn.: Program manager
 Office of Aviation
 Iowa Department of Transportation
 800 Lincoln Way
 Ames, IA 50010

Email:
 Phone: 515-239-1048
 Fax: 515-233-7983



FY20 PROPOSED 4 STALL HANGAR RECONSTRUCTION.

APRON

EXISTING TERMINAL BUILDING

SECURITY GATE

PARKING LOT

EXISTING HANGAR

EXISTING HANGAR

EXISTING HANGAR

EXISTING HANGAR

EXISTING HANGAR

EXISTING HANGAR

TAXIWAY

TAXIWAY

TAXIWAY

SCALE 1"=50'

50'



Clapsaddle-Garber Associates, Inc
 16 East Main Street
 Marshalltown, Iowa 50158
 Ph 641-752-6701
 www.cgaconsultants.com

FY 2020
 4 STALL HANGAR RECONSTRUCTION
 PROJECT EXHIBIT
 FOREST CITY MUNICIPAL AIRPORT

RESOLUTION NO. 18-19-65

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 ELECTRIC METER CUTOVER – PHASE 1B FOR FOREST CITY, IOWA.

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

That the construction of the **Electric Meter Cutover – Phase 1B** 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 **Electric Meter Cutover – Phase 1B** 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 May 20, 2019, 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 once in the Summit/Tribune, said publication to be not less than four (4) 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 Engineer, DGR Engineering of Rock Rapids, Iowa, be and is hereby directed to post notice to bidders to the following: 1. QuestCDN, which qualifies as a relevant contractor plan room and construction lead generating service with statewide circulation, and 2. the Iowa League of Cities website. Posting shall be not less than thirteen (13) clear days nor more than forty-five (45) days prior to May 9, 2019, which latter date is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 1:00 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 May 20, 2019 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 15th day of April 2019.



Bryon Ruitter, Mayor

ATTEST: 

Barbara Smith, City Clerk/City Administrator

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 **1:00 P.M. on May 9, 2019**, for Electric Meter Cutover – Phase 1B 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 assembles. 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 #6284877** 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 1B" 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 31, 2019. 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 Ruitter
Mayor

ATTEST:

Barb Smith
City Administrator/Clerk

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 1B 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 May 20, 2019 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 15th day of April 2019.

CITY OF FOREST CITY, IOWA

By /s/ Byron Ruitter
Mayor

ATTEST:

Barb Smith
City Administrator/Clerk

95-912

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2019 - AMENDMENT #1

To the Auditor of WINNEBAGO & HANCOCK County, Iowa:

The City Council of Forest City in said County/Countries met on 5/6/2019, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. 18-19-66

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30 2019
(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of Forest City

Section 1. Following notice published 4/23/2019

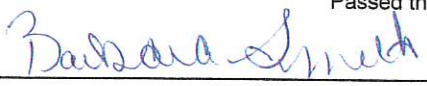
and the public hearing held, 5/6/2019 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

WINNEBAGO COUNTY
FILED
MAY 13 2019
COUNTY AUDITOR
KARLA WEISS

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property 1	2,346,578	0	2,346,578
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
Net Current Property Taxes 3	2,346,578	0	2,346,578
Delinquent Property Taxes 4	0	0	0
TIF Revenues 5	490,560	0	490,560
Other City Taxes 6	516,925	0	516,925
Licenses & Permits 7	8,200	0	8,200
Use of Money and Property 8	50,750	0	50,750
Intergovernmental 9	1,214,028	0	1,214,028
Charges for Services 10	8,526,350	0	8,526,350
Special Assessments 11	50,000	0	50,000
Miscellaneous 12	427,200	0	427,200
Other Financing Sources 13	8,504,370	0	8,504,370
Transfers In 14	1,068,561	0	1,068,561
Total Revenues and Other Sources 15	23,203,522	0	23,203,522
Expenditures & Other Financing Uses			
Public Safety 16	1,487,505	0	1,487,505
Public Works 17	1,012,787	0	1,012,787
Health and Social Services 18	17,250	0	17,250
Culture and Recreation 19	876,180	0	876,180
Community and Economic Development 20	581,471	0	581,471
General Government 21	234,120	0	234,120
Debt Service 22	535,738	0	535,738
Capital Projects 23	5,400,000	0	5,400,000
Total Government Activities Expenditures 24	10,145,051	0	10,145,051
Business Type / Enterprises 25	9,795,319	0	9,795,319
Total Gov Activities & Business Expenditures 26	19,940,370	0	19,940,370
Transfers Out 27	1,068,561	0	1,068,561
Total Expenditures/Transfers Out 28	21,008,931	0	21,008,931
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year 29	2,194,591	0	2,194,591
Beginning Fund Balance July 1 30	7,768,870	0	7,768,870
Ending Fund Balance June 30 31	9,963,461	0	9,963,461

Passed this 6th (Day)

day of May, 2019 (Month/Year)


Signature
City Clerk/Finance Officer


Signature
Mayor

RESOLUTION NO. 18-19-67

Resolution consenting to assignment of Trustee Agent Agreements; Escrow Agent Agreements; and/or Paying Agent and Registrar and Transfer Agent Agreements

WHEREAS, the City Council of the City of Forest City, Iowa (the "City"), has adopted certain resolutions (the "Resolutions") duly authorizing and providing for the issuance of certain bonds, notes or other obligations (collectively, the "Outstanding Obligations"); and

WHEREAS, pursuant to the Resolutions, the City appointed Bankers Trust Company, Des Moines, Iowa ("Bankers Trust"), as the registrar and paying agent for the Outstanding Obligations and approved the execution of Paying Agent and Registrar and Transfer Agent Agreements with Bankers Trust with respect to the Outstanding Obligations; and

WHEREAS, in connection with the issuance of certain Outstanding Obligations, the City may have also entered into certain Trustee Agent Agreements and/or Escrow Agent Agreements with Bankers Trust; and

WHEREAS, UMB Bank, n.a. ("UMB") will acquire the corporate trust business of Bankers Trust, and any existing Trustee Agent Agreements; Escrow Agent Agreements; and Paying Agent and Registrar and Transfer Agent Agreements (collectively, such Agreements are hereinafter referred to as the "Agreements") between the City and Bankers Trust will be assigned by Bankers Trust to UMB; and

WHEREAS, Bankers Trust and UMB have requested that the City consent to the assignment of the Agreements;

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

Section 1. The City hereby consents to the assignment of the Agreements from Bankers Trust to UMB. The Mayor and the City Clerk are hereby authorized to execute such documents as may be necessary to carry out the assignment of the Agreements, including the "Acknowledgment to Assignment" that has been prepared by Bankers Trust and presented to the City.

Section 2. The effective date of the assignment of the Agreements shall be as set forth in the Acknowledgment to Assignment.

Section 3. To the extent that the City has continuing disclosure requirements pursuant to Rule 15c2-12 of the Securities Exchange Act relative to the Outstanding Obligations, the City will cause a notice of the assignment of the Agreements to be posted on the MSRB Electronic Municipal Market Access (EMMA).


Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved May 6, 2019.



Mayor

Attest:



City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
HANCOCK AND WINNEBAGO COUNTIES
CITY OF FOREST CITY

SS:

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 adopting a resolution consenting to assignment of Trustee Agent Agreements; Escrow Agent Agreements; and/or Paying Agent and Registrar and Transfer Agent Agreements, as referred to therein.

WITNESS MY HAND this 6th day of May, 2019.

Barbara Smith

City Clerk

NOTICE OF ASSIGNMENT

CITY OF FOREST CITY

This will constitute notice that contingent upon and effective as of the closing of the acquisition by UMB Bank, n.a. ("UMB") of the trust business of Bankers Trust Company, anticipated to occur on or about June 10, 2019 (the "Effective Date"), the Trustee, Escrow Agent and/or Paying Agent Agreement(s) or equivalent arrangement(s) by and between you and Bankers Trust Company will be assigned to UMB. The assignment will transfer all of Bankers Trust Company's rights, responsibilities and obligations under the Agreement(s) to UMB. As a result of this assignment, as of the Effective Date, UMB will be deemed to be the successor trustee, escrow agent and/or paying agent and will assume Bankers Trust Company's responsibilities and obligations under the Agreement(s). On the Effective Date, Bankers Trust Company will no longer be the Trustee, Escrow Agent and/or Paying Agent and will cease to have any responsibility or obligations under the Agreement(s), such responsibility having been assumed by UMB as successor to Bankers Trust Company.

BANKERS TRUST COMPANY

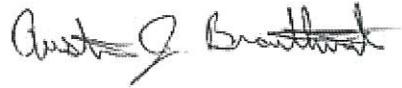
By



Kevin Chorniak, Senior Managing Director
Institutional & Wealth Management Services

UMB BANK, n.a.

By



Austin Braithwait, Executive Director
Corporate Trust

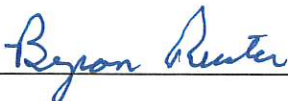
ACKNOWLEDGMENT TO ASSIGNMENT

The undersigned hereby acknowledges the assignment of the Trustee, Escrow Agent and/or Paying Agent Agreement(s) as set forth above, including the removal of Bankers Trust Company and succession of UMB as Trustee, Escrow Agent and/or Paying Agent as of the Effective Date. From and after the Effective Date, the undersigned hereby agrees Bankers Trust Company will no longer be the Trustee, Escrow Agent and/or Paying Agent and will cease to have any responsibility or obligations under the Agreement(s), such responsibility having been assumed by UMB as successor to Bankers Trust Company.

CITY OF FOREST CITY

Issuer/Client

By



Title

Mayor

Date

May 6, 2019

MINUTES TO ADOPT RESOLUTION
CONSENTING TO ASSIGNMENT OF
TRUSTEE AGENT AGREEMENTS;
ESCROW AGENT AGREEMENTS;
AND/OR PAYING AGENT AND
REGISTRAR AND TRANSFER AGENT
AGREEMENTS

Forest City, Iowa

May 6, 2019

The City Council of the City of Forest City, Iowa, met on May 6, 2019, at seven (7) o'clock p.m., at the City Hall Council Chambers, Forest City, Iowa. The Mayor presided and the roll was called showing the following members of the City Council present and absent:

Present: Buttington, Davis, Holland, Mike, Peterson, Woodbridge, Zehren

Absent: _____.

Council Member Holland introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member Zehren; and after due consideration thereof by the City Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: Buttington, Davis, Holland, Mike, Peterson, Woodbridge, Zehren

Nays: _____.

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

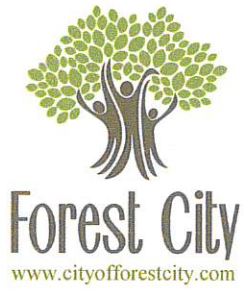
••••

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

Rayon Rents
Mayor

Attest:

Barbara Smith
City Clerk



CITY OF FOREST CITY

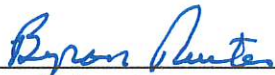
305 NORTH CLARK STREET ■ P.O. BOX 346 ■ FOREST CITY, IA 50436
(641) 585-3574 ■ FAX (641) 585-4502

RESOLUTION 18-19-68

LIBRARY BOARD APPOINTMENT

Library Board

Seth Thorson (fulfilling Marge Fitzgerald's term – Term Exp 7/1/22)



Byron Ruiters, Mayor

ATTEST:



Barbara Smith, City Clerk

RESOLUTION NO. 18-19-69

RESOLUTION AUTHORIZING THE GUIDELINES FOR THE HOUSING BUYOUT PROGRAM.

WHEREAS, it is necessary to provide vacant lots for future development in furtherance of the City's economic development objectives to be determined by the City Council of the City of Forest City, Iowa.

WHEREAS, the City Council will be selling vacant lots for \$1.00 with the following provisions

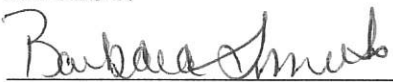
1. Contractors will not be allowed to purchase the lot for resale.
2. Construction must begin within six (6) months after obtaining ownership of the property.
3. If the owner does not start construction on the home within six (6) months, the property will revert back to the City of Forest City.
4. No trailer homes will be allowed on this property.
5. Prefabrication or modular homes will be allowed.
6. A minimum of \$100,000 must be spent on construction of this home.
7. The home must be built by a Licensed and Bonded Contractor/Builder.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Forest City, Iowa, that the following guidelines shall be effective upon passage of this Resolution and will remain in effect until amended by later Resolution of the City Council:

Passed and approved this 20th day of May, 2019.


Byron Ruiters, Mayor

ATTEST:



Barbara Smith, City Administrator/City Clerk



CITY OF FOREST CITY

305 NORTH CLARK STREET ■ P.O. BOX 346 ■ FOREST CITY, IA 50436
(641) 585-3574 ■ FAX (641) 585-4502

Housing Buyout Program – Selling the following Lots for \$1

To see the lots log on to: <https://beacon.schneidercorp.com> click on property search.
Search the site by the address or the parcel number to determine lot size and location.

	<u>Lot Size</u>	<u>Parcel Number</u>
409 Secor Ave	72 X 165	1136151009
246 N 8 th St.	66 X 132	1135258002

Guidelines:

1. Construction on a stick-built home must begin within 6 months after obtaining ownership or the property will revert back to the City of Forest City.
2. The construction must be completed within 18 months after obtaining ownership.
3. No trailer homes will be allowed on this property.
4. A minimum of \$100,000 will be spent on construction of the home.
5. A Licensed and Bonded Contractor/Builder must be hired.
6. Applicant must reside in the home.
7. A \$750 Water Hook-up charge will be required before the application is presented for approval.
8. A \$50 Sewer Hook-up charge will be required before the application is presented for approval.

Application No. _____

Date Received _____

City of Forest City

HOUSING BUYOUT PROGRAM

\$1.00 - "FREE LOT" Application

PURPOSE: Persons seeking a free lot from the City of Forest City to build a new home.

PERSONAL INFORMATION

Name _____ Date _____

Current Address _____ Phone _____

City/State/Zip Code _____

Cell Phone(s) _____ Email _____

Current Employer _____ Phone _____

Address _____

City/State/Zip Code _____

Length of employment with current employer (in years) _____

Spouse's Current Employer _____ Phone _____

Address _____

City/State/Zip Code _____

Length of employment with current employer (in years) _____

MORTGAGE /LOT INFORMATION

Address of Lot Requesting _____ Lot Square footage: _____

Contractor Name _____ Phone _____

Address _____

Estimated Cost of House _____ Square footage _____

Lending Institution _____ Type of Financing _____

Address _____ Phone _____

City/State/Zip Code _____ Email _____

Contact Person _____ Fax _____

(Mortgage or Loan Officer)

Homeowners:

I (we) have read and understand the following information and agree to the terms of this agreement:

1. I(we) will begin construction on a stick-built home within 6 months after obtaining ownership of the property.
2. If I(we) do not start construction on the home within 6 months, I(we) understand the property will revert back to the City of Forest City.
3. I(we) agree the construction must be completed and I(we) will occupy the home within 18 months after obtaining ownership.
4. I(we) understand no trailer homes will be allowed on this property.
5. I(we) agree that a minimum of \$100,000 will be spent on construction of this home.
6. I(we) agree to hire a Licensed and Bonded Contractor/Builder.
7. Construction on a stick-built home must begin within 6 months after obtaining ownership or the property will revert back to the City of Forest City.
8. A \$300.00 Water Hook-up charge will be required before the application is presented for approval.
9. A \$300.00 Sewer Hook-up charge will be required before the application is presented for approval.
10. A \$130.00 utility deposit will be required before the application is presented for approval.

Signed _____

Date _____

NOTE: Application must be received in City Hall by Wednesday noon prior to the Monday council meeting.

Applicant(s) are responsible for completion of the process, including required information being timely received from the lending institution/realtor for preparation of city documents. Award will be disbursed at closing when all documentation is completed.

The above application was reviewed by the Forest City City Council on the _____ day of _____, 20__ and was approved/disapproved. If disapproved, the reason was _____

Mayor

City Clerk

RESOLUTION NO. 18-19-70

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

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

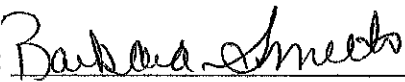
Section I. That the bid of Groe Electric Inc., 102 S. Iowa St., Lake Mills, Iowa 50450, in the amount of \$33,297.77 for the **Electric Meter Cutover-Phase 1B Project** in and for the City of Forest City, Iowa, be and is hereby accepted, the same being the lowest responsible responsive bid received for 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 20th day of May, 2019.


Byron Ruiter, Mayor

ATTEST: 
Barbara Smith, City Administrator/City Clerk



May 14, 2019 (VIA E-MAIL)

Mr. Duane Kuhn
Electric Department Manager
City of Forest City, IA

**Re: Award Recommendation – Electric Meter Cutover
Electric Distribution Improvements – Phase 1B
City of Forest City, IA
DGR Project No. 418821**

Dear Duane:

We have completed our review of the bids that were received on May 9, 2019 for the meter cutover portion of the Electric Distribution Improvements - Phase 1B 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 \$33,297.77 to \$61,592.00. Groe Electric Inc. (Groe) of Lake Mills, Iowa submitted the apparent low bid of \$33,297.77. The Engineer's Estimate for this portion of the work was \$55,000.00.

While we have not worked directly with Groe, their references have indicated a positive experience. We know of no reason why they should not be awarded the project, and therefore recommend that Groe Electric, Inc. be awarded the contract.

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 1B
CITY OF FOREST CITY/MUNICIPAL UTILITIES
FOREST CITY, IOWA**



ENGINEERING

1302 South Union Street
Rock Rapids, Iowa 51246
DGR Project No. 418821

**Bid Letting: May 9, 2019 - 1:00 PM
City Hall
Page 1 of 1**

Bidder and Address	Bid Security	Total Base Bid	Comments
Groe Electric Inc. 102 S. Iowa St. Lake Mills, IA 50450	10% Cashier's Check	\$33,297.77	
Linahon Electric Inc. 1055 15th SW Mason City, IA 50401	10% Cashier's Check	\$51,998.70	
Price Industrial Electric Inc. 405 N Troy Rd. Robins, IA 52328	10% Bid Bond	\$61,592.00	

BID TABULATION
ELECTRIC METER CUTOVER - PHASE 1B
CITY OF FOREST CITY/MUNICIPAL UTILITIES - FOREST CITY, IOWA
DGR Project No. 418621
Bid Listing: May 9, 2019; 1:00 PM



Unit No.	Name and Description of Construction Unit	No. of Units	Groe Electric Inc.				Linahon Electric Inc.				Price Industrial Electric Inc.			
			Bid Security: 10% Check			Ext. Price L & M	Bid Security: 10% Check			Ext. Price L & M	Bid Security: 10% Bid Bond			Ext. Price L & M
			Labor	Material	L & M		Labor	Material	L & M		Labor	Material	L & M	
UD-10	Conductor Installation, 10' (ea.)	37	\$16.00	\$3.00	\$19.00	\$703.00	\$19.00	\$3.00	\$22.00	\$814.00	\$65.00	\$5.00	\$70.00	\$2,590.00
UD-30	Conductor Installation, 30' (ea.)	3	\$65.00	\$5.00	\$70.00	\$210.00	\$40.00	\$20.00	\$60.00	\$180.00	\$75.00	\$5.00	\$80.00	\$240.00
UMS-6	Ground Rod Installation (ea.)	31	\$32.00	\$65.00	\$97.00	\$3,007.00	\$52.00	\$49.50	\$101.50	\$3,146.50	\$50.00	\$30.00	\$80.00	\$2,480.00
UMS-3TB	Terminal Box, 30' (ea.)	1	\$48.00	\$292.00	\$340.00	\$340.00	\$960.00	\$1,940.00	\$2,900.00	\$2,900.00	\$2,500.00	\$3,000.00	\$5,500.00	\$5,500.00
IMS-MS-DIS-10I	Meter Socket w/ Main Disconnect, 10, 100 amp (ea.)	17	\$65.00	\$486.00	\$551.00	\$9,367.00	\$130.00	\$535.00	\$665.00	\$11,205.00	\$250.00	\$350.00	\$600.00	\$10,200.00
IMS-MS-DIS-20I	Meter Socket w/ Main Disconnect, 10, 200 amp (ea.)	2	\$85.00	\$560.00	\$645.00	\$1,290.00	\$130.00	\$617.00	\$747.00	\$1,494.00	\$250.00	\$350.00	\$600.00	\$1,200.00
UMS-MS	Meter Socket Installation, 10' (ea.)	11	\$40.00	\$189.00	\$229.00	\$2,519.00	\$60.00	\$222.00	\$282.00	\$3,102.00	\$150.00	\$150.00	\$300.00	\$3,300.00
UMS-PW	Plywood Meter Backing (ea.)	2	\$30.00	\$10.00	\$40.00	\$80.00	\$50.00	\$90.00	\$140.00	\$280.00	\$150.00	\$100.00	\$250.00	\$500.00
UMS-RH	Remove and Reinstall Existing Meter (ea.)	29	\$18.00	\$0.00	\$18.00	\$522.00	\$30.00	\$6.00	\$36.00	\$1,044.00	\$50.00	\$0.00	\$50.00	\$1,450.00
ULR-3	Secondary Riser, 30' (ea.)	1	\$130.00	\$108.00	\$238.00	\$238.00	\$650.00	\$700.00	\$1,350.00	\$1,350.00	\$250.00	\$100.00	\$350.00	\$350.00
PCC-REP	Concrete Replacement (cu. yd.)	1	\$140.00	\$125.00	\$265.00	\$265.00	\$280.00	\$285.00	\$565.00	\$565.00	\$200.00	\$150.00	\$350.00	\$350.00
PEAROCK-REP	Peak Rock Replacement (ea.)	1	\$16.00	\$10.00	\$26.00	\$26.00	\$35.00	\$15.00	\$50.00	\$50.00	\$200.00	\$150.00	\$350.00	\$350.00
UR12-2P	Conduit to Service Point, 2 in. diameter, Plastic (Mft.)	0.208	\$3,750.00	\$3,560.00	\$7,310.00	\$1,520.48	\$4,800.00	\$4,100.00	\$8,900.00	\$1,651.20	\$12,000.00	\$1,000.00	\$13,000.00	\$2,704.00
UR12-4P	Conduit to Service Point, 4 in. diameter, Plastic (Mft.)	0.012	\$6,937.00	\$5,087.00	\$12,024.00	\$144.29	\$4,800.00	\$4,700.00	\$9,500.00	\$114.00	\$16,000.00	\$3,000.00	\$19,000.00	\$228.00
UR12-SLIP	Conduit Meter Slip Riser (ea.)	2	\$6.00	\$20.00	\$26.00	\$52.00	\$18.00	\$15.00	\$33.00	\$66.00	\$50.00	\$50.00	\$100.00	\$200.00
UR-WD	Wood Deck Repair (ea.)	2	\$26.00	\$6.00	\$32.00	\$64.00	\$45.00	\$75.00	\$120.00	\$240.00	\$250.00	\$150.00	\$400.00	\$800.00
UR-LDS	Lawn Damage Seeding (sq ft.)	36	\$16.00	\$4.00	\$20.00	\$720.00	\$90.00	\$4.50	\$44.50	\$1,602.00	\$40.00	\$20.00	\$60.00	\$2,160.00
ID-OHS	Removal of Existing Overhead Service (ea.)	15	\$45.00	\$0.00	\$45.00	\$675.00	\$56.00	\$3.00	\$59.00	\$885.00	\$325.00	\$0.00	\$325.00	\$4,875.00
RUD-LGS	Removal of Existing Underground Service (ea.)	22	\$45.00	\$0.00	\$45.00	\$990.00	\$65.00	\$25.00	\$90.00	\$1,980.00	\$250.00	\$0.00	\$250.00	\$5,500.00
UMS-MS	Removal of Existing Meter Socket (ea.)	30	\$45.00	\$0.00	\$45.00	\$1,350.00	\$26.00	\$3.00	\$29.00	\$870.00	\$50.00	\$0.00	\$50.00	\$1,500.00
USW	Special Service Entrance Work (hr.)	95	\$85.00	\$0.00	\$85.00	\$6,175.00	\$66.00	\$54.00	\$120.00	\$11,400.00	\$85.00	\$0.00	\$85.00	\$8,075.00
IF(UA)	Inspection Fee (ea.)	34	\$0.00	\$0.00	\$0.00	\$2,040.00	\$0.00	\$0.00	\$0.00	\$2,040.00	\$0.00	\$0.00	\$0.00	\$2,040.00
HOB	Mobilization (as req'd)	1	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$4,750.00	\$0.00	\$4,750.00	\$4,750.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00
TOTAL - CONSTRUCTION BASE BID			TOTAL BASE BID: \$33,297.77				TOTAL BASE BID: \$51,998.70				TOTAL BASE BID: \$61,592.00			

RESOLUTION NO. 18-19-71

A RESOLUTION TO APPOINT THREE CITIZENS
TO WORK WITH HOUSING COMMITTEE ON THE PROPOSED HOUSING CODE

WHEREAS, the City of Forest City, IA desires to establish a Housing Code;

WHEREAS, the Mayor of the City of Forest City wishes to appoint the following individuals to a Housing Committee to work with the three council members appointed to the Housing Committee on the Proposed Housing Code:

- 1- Teresa Coombs
- 2- Megan Jakoubek
- 3- Joe Farus
- 4- Bethany Farus (Alternate)


NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FOREST CITY, IOWA that the above individuals are official appointed to the Housing Committee as of June 3, 2019.

PASSED and APPROVED this 3rd day of June, 2019.



Byron Ruiter, Mayor

ATTEST:



Barbara Smith, City Clerk

RESOLUTION NO. 18-19-74**RESOLUTION ESTABLISHING NEW BASE SALARIES AND BENEFITS FOR CITY EMPLOYEES**

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

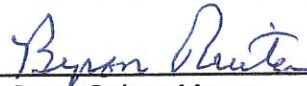
WHEREAS, provisions were made in the budgeting process for the current budget year for the adjustments in salaries and benefits, and

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 2019-2020.

Employee Name	Department	19-20 Hourly Base Rate	Cert Increase	Longevity 7/1/2019	Longevity Increase/Hr 7/1/2019	19-20 Total Rate/Hr	
Akkermann, Juern	Cemetery	16.1539		\$ -	\$ -	\$ 16.16	
Johnson, Lyle	Cemetery	14.9181		\$ -	\$ -	\$ 14.92	
Burress, Betty	City Hall	21.7596		\$ 300.00	\$ 0.1442	\$ 21.91	
Monsen, Dee Ann	City Hall	19.9902		\$ 480.00	\$ 0.2308	\$ 20.23	
Monson, Valerie	City Hall	22.5132		\$ 840.00	\$ 0.4038	\$ 22.92	
Smith, Barb	City Hall	41.8918		\$ -	\$ -	\$ 41.90	
Thompson, Becky	City Hall	21.3357		\$ 840.00	\$ 0.4038	\$ 21.74	
Hill, Kelli Jo	Cleaning	14.3781				\$ 14.38	
Akkermann, Helen	Library	13.0000		\$ -	\$ -	\$ 13.00	
Cosgriff, Christa	Library	26.1159		\$ 840.00	\$ 0.4038	\$ 26.52	
Hallett, Thresea	Library	11.7500		\$ -	\$ -	\$ 11.75	
Jordahl, Linda	Library	11.5000		\$ -	\$ -	\$ 11.50	
Kegler, Sonia	Library	12.2500		\$ -	\$ -	\$ 12.25	
Larson, Nancy	Library	11.5000		\$ -	\$ -	\$ 11.50	
Bina, Chad	Line	29.9186	0.2500	\$ 660.00	\$ 0.3173	\$ 30.49	
Holkesvik, Zach	Line	29.9186	0.2500	\$ 660.00	\$ 0.3173	\$ 30.49	
Kuhn, Duane	Line	37.4471		\$ 840.00	\$ 0.4038	\$ 37.86	
Lang, Andrew	Line	27.3104	0.2500	\$ -	\$ -	\$ 27.57	
Leckrone, Levi	Line	28.5802	0.2500	\$ -	\$ -	\$ 28.84	
Swanson, Kevin	Line	33.5958		\$ 1,200.00	\$ 0.5769	\$ 34.18	
Anderson/Trent	Lt Plant	23.8453		\$ -	\$ -	\$ 23.85	
Groves, Jesse	Lt Plant	22.0565		\$ -	\$ -	\$ 22.06	
Price, Douglas	Lt Plant	29.4563		\$ 480.00	\$ 0.2308	\$ 29.69	
Weiss, Jason	Lt Plant	22.0565		\$ -	\$ -	\$ 22.06	
Rayhons, Dale	Paramedic FT	34.4951		\$ 660.00	\$ 0.3173	\$ 34.82	
Smith, Jason	Paramedic FT	19.9365		\$ -	\$ -	\$ 19.94	
Miller, Ross	Paramedic FT	21.0000		\$ -	\$ -	\$ 21.00	
PT (Contract) Paramedics	Paramedic PT		22.50/hr. weekdays & 26.50/hr. weekends				
PRN Parmedics	Paramedic PT	18.1233				\$ 18.13	
Edmondson, Sue	Park/Rec	28.6507		\$ 1,560.00	\$ 0.7500	\$ 29.41	

Espeland, Todd	Park/Rec	23.4074		\$ -	\$ -	\$ 23.41
Geelan, Brett	Park/Rec	19.3931		\$ -	\$ -	\$ 19.40
Montgomery, Tom	Police	34.4951		\$ 1,200.00	\$ 0.5769	\$ 35.08
Bartleson, Mitch	Police	27.4683		\$ 300.00	\$ 0.1442	\$ 27.62
Douglas, Joshua	Police	24.3531		\$ 480.00	\$ 0.2308	\$ 24.59
Elden, Ross	Police	24.3531		\$ 300.00	\$ 0.1442	\$ 24.50
Gerdes, Matthew	Police	24.3531		\$ -	\$ -	\$ 24.36
Snitzer, Robert Jr	Police	27.4683		\$ 300.00	\$ 0.1442	\$ 27.62
Wubben, Mark	Police	24.3531		\$ 300.00	\$ 0.1442	\$ 24.50
Spooner, Todd	Police	22.1576		\$ -	\$ -	\$ 22.16
Gunderson, Josi	Police Secy	16.2465		\$ -	\$ -	\$ 16.25
Yeager, Jean	Police Secy	16.2465		\$ -	\$ -	\$ 16.25
Carlson, Dan	Street/San	24.9116		\$ 1,020.00	\$ 0.4904	\$ 25.41
Faber, Andrew	Street/San	28.5888		\$ 480.00	\$ 0.2308	\$ 28.82
Folkerts, Ricky	Street/San	21.8042		\$ -	\$ -	\$ 21.81
Hinderaker, Avery	Street/San	19.8876		\$ -	\$ -	\$ 19.89
Langfald, Joe	Street/San	23.6674		\$ -	\$ -	\$ 23.67
O'Rourke, Mike	Street/San	33.8386		\$ 1,200.00	\$ 0.5769	\$ 34.42
Schulze, Steven	Street/San	18.9841		\$ -	\$ -	\$ 18.99
Gerdes, Chad	W/WW	26.5178		\$ 480.00	\$ 0.2308	\$ 26.75
Haugen, Michael	W/WW	23.9338		\$ -	\$ -	\$ 23.94
Haugen, Stephen	W/WW	30.1950	1.0000	\$ 660.00	\$ 0.3173	\$ 31.52
Reicks, Kevin	W/WW	33.8386		\$ 1,380.00	\$ 0.6635	\$ 34.51
Schmidt, Brandon	W/WW	28.7802	0.7500	\$ -	\$ -	\$ 29.54
Thompson, Tyler	W/WW	23.9400		\$ -	\$ -	\$ 23.94

Effective 7/1/19, the monthly insurance benefit for full-time employees will be \$960/mth.


 Byron Ruiter, Mayor

ATTEST:


 Barb Smith, City Administrator/Clerk

RESOLUTION 18-19-75

**A RESOLUTION APPROVING THE CREATION OF THE FLOWER FUND WITHIN
THE CITY OF FOREST CITY.**

WHEREAS, the City employees have for many years donated to a flower fund for the purchase of flowers for employees to celebrate the birth or adoption of a new child, or during times of serious illness or loss; and,

WHEREAS, this has always been a separate checking account from the City's general fund; and,

WHEREAS, in order to continue to use the City's Employer Identification Number, the City is required to create a separate fund.


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

Section 1. There is hereby created a flower fund within the City of Forest City.

Section 2. No money from the City shall be deposited in the fund, the sole source of the funds in said account will be the contributions from the City employees.

Section 3. That the Administrator or his/her designate is authorized to manage said fund.

Dated this 17th day of June, 2019.



Byron Ruiter, Mayor

ATTEST:



Barbara Smith, Administrator/City Clerk