

NOTICE AND CALL OF PUBLIC MEETING

GOVERNMENTAL BODY: THE CITY COUNCIL OF CRESCO, IOWA
DATE OF MEETING: JULY 7, 2021
TIME AND PLACE OF MEETING: 5:30 P.M. CITY HALL, 130 N PARK PLACE

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ABOVE MENTIONED GOVERNMENTAL BODY WILL MEET AT THE DATE, TIME AND PLACE SET OUT ABOVE. THE TENTATIVE AGENDA FOR SAID MEETING IS AS FOLLOWS:

ROLL CALL: BRENNO, McCONNELL, FORTUNE, BOUSKA, CARMAN

ACT ON THE CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time council votes on the motion.

1. Approval of the Agenda
2. Approval of the Claims
3. Approval of Minutes from June 21, 2021
4. Approval of Special Class C Liquor License for Extended Outdoor Service Area to Atomic Pizza Pub LLC d/b/a Atomic Pizza Pub for July 17, 2021

STAFF REPORTS: There may be action taken on each of the items listed below.

1. Public Works
2. Police
3. Administration
4. Committee Updates

COMMENTS FROM AUDIENCE:

BUSINESS: There may be action taken on each of the items listed below.

1. Review Quotes for Concrete Improvements Project and Possible Award of Contract
2. Review Cresco Tourism Advisory Committee Recommendations and Award of Hotel/Motel Tax Grants
3. Review Quotes for Excavation Contract for July 1, 2021 – June 30, 2022 and Possible Award of Contract
4. Resolution Authorizing the Cresco Public Library Director to sign Documents and File Necessary Paperwork for the American Rescue Plan Act
5. Resolution Authorizing the Mayor and City Clerk to Enter into a Standard Professional Services Agreement with Callahan Municipal Consultants LLC
6. Set Worksession for Capital Improvement Planning for July 19, 2021
7. Request for Sewer Adjustment for Water not Entering the Sanitary Sewer System from Connie Bourassa

8. Motion to Approve a Promissory Note for Connie Bourassa Using the Revolving Loan Fund
9. Resolution Authorizing Transfer of Funds for FY 2022 (July Transfers)
10. Recommendation of Boards and Commissions to Appoint Members for a Term of Three Years Expiring 6/30/2024:
 - a. Planning & Zoning Commission to Appoint Brady Norman (to Replace George Willis)
 - b. Planning & Zoning Commission to Appoint Annette Trachta (to Allison Holten)
 - c. Planning & Zoning Commission to Appoint Dean Lickteig (to Replace Bruce Kingsley)
11. Discuss November 2, 2021 City Election
12. Motion to Add a Public Measure to the City Ballot to Reduce the Number of Library Board of Trustees from Nine to Seven
13. Discuss Chapter 122 of the City of Cresco Code of Ordinances Pertaining to Peddlers, Solicitors and Transient Merchants

ADJOURN:

THIS NOTICE IS GIVEN AT THE DIRECTION OF THE MAYOR PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENTAL BODY. POSTED JULY 2, 2021.

Mayor Bohle called the Cresco City Council meeting to order on June 21, 2021, at 5:30 pm. Council Members Brenno, McConnell, Fortune, Bouska, and Carman were present. No council members were absent.

Carman made the motion to approve the consent agenda which included approval of the agenda; claims; minutes from June 7, 2021 meeting; Class C Liquor License with Sunday sales to Cuautla Jalisco Inc; Tax Abatement under the Urban Revitalization Plan for Cresco Building Service Inc. Brenno seconded and it passed all ayes.

Public Works Director Widell reported: (a) Street Dept is busy trimming trees, painting lines, mowing ditches, and will begin chip sealing next week; (b) Water Dept is working on projects and fixing concrete from watermain breaks last winter; (c) Sewer Dept is busy with plant and collection system maintenance, and Shawn started today; (d) Daren with WHKS is conducting the Hydraulic Study on the 7th St W project and will also be sending out the specs for bids for the concrete projects budgeted next fiscal year.

Police Chief Ruroden introduced the two newest Police Officers hired, Sam Fotiadis and Ben Hillyer, and both conducted the Oath of Office. Due to COVID and Academy training, their introductions and Oaths of Office were delayed since they were hired May 1, 2020 and February 1, 2021 respectively. Council welcomed the officers to Cresco.

City Clerk Girolamo reported they have been busy with yearend processing. Short term investments in CD's will be done to keep cash at a minimum in the bank and will be researching other options for long-term investments. We will be requesting an extension for the Housing Rehab project until January 31, 2022 because only four of the six houses have been completed.

Fortune reported the Theatre will be closed this week for the Fair and CCT will be rehearsing Shrek the Musical for their July performance.

Bouska reported the Regional Housing Commission met and unfortunately Jeremy Jostand has resigned to move to Oregon. He will be missed because he was such a good advocator for housing in the area.

Library Director Kay introduced the new Library Director Jordyn McDonald. The Library is no longer requesting patrons to wear masks and are also reinstating the overdue fees. Alexandra Frost has been hired as a new part-time employee so the Library is fully staffed again.

Brenno reported the Park Board met. Fitness Center memberships are slowly increasing. A contract is being negotiated with the Earl buses parked at the Fitness Center. Park Board President Kris Riley introduced the new Director Brandon Kerian. They are busy with summer recreation programs and everything is going good. The HVAC study was shared with the Park Board and Council. A committee will be formed to address the issues identified. The East Park Bleacher project is almost finished and fundraising went really well with over \$61,000 received in donations and pledges.

Mayor Bohle asked for comments from the audience and there were none.

Trisha Wilkins, Executive Director for Northeast Iowa Community Action, discussed services offered by their Agency. There are many programs available to Cresco and Howard County residents including early childhood programs, family support services, housing, budget counseling, public transit, pregnancy prevention, weatherization, and emergency assistance. New COVID-19 programs include Low Income Home Energy Assistance and Iowa Rent & Utility Assistance. A new Low-Income Household Water Assistance Program is available for assistance with water and wastewater utility bills. Residents should visit the Family Services Center office just east of City Hall in Cresco.

Two quotes for the FY2022 Excavation Contract were opened from Mehmert Tiling and Skyline Construction. There was a discrepancy in the quote requirements so the contractors will be contacted and possible new quotes will be requested so they can be compared.

Bouska made the motion to approve the resolution authorizing the Mayor and City Clerk to enter into an Industrial Sewer Rental Agreement with Cresco Food Technologies LLC. Carman seconded and it passed all ayes.

Brenno made the motion to approve the resolution Committing Fund Balance Resources for General Funds and Special Revenue Funds (GASB 54). Bouska seconded and it passed all ayes.

Bouska made the motion to approve the resolution authorizing Transfer of Funds for FY 2021 (June Transfers). Fortune seconded and it passed all ayes.

Carman made the motion to approve the resolution authorizing Transfer of Funds over-budget. McConnell seconded and it passed all ayes.

Bouska made the motion to write off one uncollectible customer account of \$186.35 for FYE June 30, 2021. Brenno seconded and it passed all ayes.

Carman made the motion to change the July 5th Council Meeting date to Wednesday, July 7, 2021 due to the Holiday. Brenno seconded and it passed all ayes.

Carman made the motion to approve the resolution authorizing the City Clerk to sign documents and file necessary paperwork for the American Rescue Plan Act. Bouska seconded and it passed all ayes.

Carman made the motion to approve the recommendation of Boards and Commissions to appoint members for a term of three years expiring 6/30/2024: (a) Board of Adjustment to reappoint Richard Holten and appoint Alison Holten; (b) Library Board of Trustees to reappoint Janis Rockabrand and Sally Godwin; (c) Airport Commission to appoint Clair Pecinovsky; (d) Theatre Commission to reappoint Tara Henry and Kari Waterbeck. McConnell seconded and it passed all ayes.

The Fireworks Ordinance was reviewed and discussed. Display Fireworks are not addressed in the City Code nor the State Code. Council decided that each year in May, the Council will choose one or two nights that Display Fireworks will be allowed to be discharged. This year the Display Fireworks permits will be allowed on the date applied for until 11 pm.

Carman made the motion to approve permits for Supervised Display of Fireworks for: Bryan Sheehy at H&S Motors on 7/2/21. McConnell seconded and it passed all ayes. The application to change the date was withdrawn from Alan Lewis so the original permit for 7/3/21 is still valid.

The software program that the City utilizes is making improvements to encryption of private information which will cause the City to utilize the FrontDesk program. The cost of processing ACH payments will be paid by the City at 50 cents per transaction. The overall increase in cost to the City for the extra programs and processing will be about \$13,000 per year. Bouska made the motion to approve the resolution authorizing the City Clerk to sign agreements activating FrontDesk with gWorks and processing payments through Forte. Carman seconded and it passed all ayes.

McConnell reported the Airport Commission met and increased hangar rent 10% for the next year. The Commission asked if the Council would consider allowing individuals to build their own hangars with a long-term land lease. The Council would possibly consider it but only after specs for the buildings, aprons, maintenance, and lease agreements were established. A list of interested parties with a commitment would be necessary before Council will make any decisions. Comparisons of other airports hangar rents and agreements should be reviewed.

Carman reported the Hospital will be administering Johnson & Johnson vaccinations at the Fair. Regional Health Services will continue to offer Moderna and Pfizer vaccinations by appointment.

Carman moved to adjourn the Council Meeting at 6:27 pm. Fortune seconded and it passed all ayes. The next regular Cresco City Council meeting will be Wednesday, July 7, 2021, at 5:30 pm at Cresco City Hall.

Mayor Mark Bohle

City Clerk Michelle Girolamo

Following is a list of claims approved for payment:

A&J'S CONST	Svc	50,000.00	MALEK,CHUCK	CrRef	12.33
ADORAMA	Parts	469.00	MEDIACOM	Phone	313.73
ALLIANT	Elect	995.65	MEHMERT TILING	Svc	34,399.13
BAKER&TAYLOR	Books	830.59	MEINECKE,JEFF	Supp	26.56
BECKER,RYAN	Svc	30.00	MIENERGY	Elect	7,400.43
BITUMINOUS	Oil	14,649.43	MILLER,DEAN	Svc	202.97
BC/BS	Ins	31,264.12	MOBILEDEMAND	Equip	4,421.80
BOB'S ELEC	Equip	26,502.96	MURPHY,DANEA	CrRef	8.28
BODENSTEINER	Parts	21.74	NE IA MOTORS	Svc	80.30
BROWN SUPPLY	Supp	235.20	O'HENRY'S	Supp	1,109.00
BRUENING	Rock	3,192.94	OLSON MEDIA	Ad	35.00
BURKE REAL EST	CrRef	8.98	PAYROLL		71,053.55
CH MCGUINESS	Rprs	1,119.55	PECINOVSKY,CLAIR	Mow	440.00
CAMPSITE	Rprs	129.00	PETTY CASH	Supp	332.03
CARDMEMBER SRVC	Supp	1,015.75	PLUNKETT'S	Svc	384.75
CARQUEST	Supp	75.88	POPULAR SUB	Sub	657.87
CASPER P&H	Svc	427.50	REALLY GOOD STUFF	Supp	63.94
CENTER POINT LG PRT	Book	25.87	REICKS,DEAN	OTmeals	55.44
CITY LAUNDERING	Svc	143.90	REINDERS	Supp	148.57
CITY OF CRESCO	Ins	3,887.24	SAM'S	Supp	4,295.47
CITY OF CRESCO	Rent	50.00	SANDRY FIRE	Equip	4,011.92
CITY OF CRESCO	Util	24.54	SCHUMACHER	Equip	2,770.00
CPU	Svc	450.00	SEBASTIAN,CASEY	CrRef	5.85
CORRIDOR TECH	Svc	352.00	SOLUTIONS	Svc	72.45
COURTNEY LAWN	Svc	80.00	SPAHN&ROSE	Supp	17.79
CR BUILDING	Svc	7,588.00	SPIEKER,LINDA	CrRef	10.78
CR HTG&VTG	Svc	2,511.99	SQUARE	CCfees	14.15
CR SHOPPER	Adv	1,130.31	TREAS,IA	Taxes	5,384.00
CR SMALL ENG	Parts	35.90	TRUCK COUNTRY	Rprs	610.53
CR TPD	Notices	456.50	TWIN RIVERS	Eng	9,712.80
DEC NEWS	Ads	321.00	UPPER EXPL RPC	Rehab	888.08
DIETZ,JAMES	CrRef	270.16	VISA	Trng	2,789.86
DON'S HANDYMAN	Svc	40.00	VISU-SEWER	Svc	19,783.40
EVANS HOME	CrRef	28.42	WEBER PAPER	Supp	160.00
FACKRELL,JULIA	CrRef	30.00	WINDSTREAM	Phone	232.54
FOLEY'S CONST	Svc	251.98	WOOD,KEVIN	Prog	300.00
GERHOLDT,JAMES	Prog	280.00			
GILLUND ENT	Lub	179.88	GENERAL		151,064.47
GORDON FLESCH	Copier	140.43	NUISANCE HOUSE		1.55
GOSCH'S	Svc	373.25	FIRE STATION BLDG		36,661.60
H&S MOTORS	Supp	17.82	CR COMM FIRE		4,759.65
HANSON TIRE	Supp	2,534.42	ROAD USE		30,214.29
HAWKEYE SAN	Gb/Rc	51,543.42	EMPLOYEE BEN		9,492.90
HENRY,DAN	CrRef	13.82	REHAB HOUSE		888.08
HOME LIFE	Sub	10.00	FC TRUST		9,903.00
INTERSTATE PWR SYS	Svc	3,498.93	PARK TRUST		50,000.00
IA DOT	Oil	600.00	WATER		17,198.97
IA LEAGUE	Dues	2,238.00	WATER EQUIP		29,115.96
KEYSTONE	Analys	1,280.10	SEWER OP		24,071.66
KNOX,BRANDON	CrRef	10.16	SEWER PROJ		28,259.51
KWIK TRIP	Gas	3,712.62	CAP IMPR		5.94
L&L APTS	CrRef	8.98	YARDWASTE		918.24
LEXIPOL	Svc	3,779.10			
LIB JOURNAL	Sub	99.00	TOTAL FUNDS		392,555.82
LT MECH	Rprs	1,373.00	Revenues 6/8-6/21/21		226,873.51
LUESCHOW,SHIRLEY	CrRef	11.49			

Services <https://factory.iowa.gov/services/index.cfm?app=1,101492737,1194412368,14894790353,ia_alm=84200687006>
 Agencies <https://factory.iowa.gov/agency/index.cfm?app=1,101492737,1194412368,14894790353,ia_alm=84200687006>
 Social <https://factory.iowa.gov/social/index.cfm?app=1,101492737,1194412368,14894790353,ia_alm=84200687006>

License Application (BW0095501)

Applicant

Name of Legal Entity : Atomic Pizza Pub LLC
 Name of Business(DEA) : Atomic Pizza Pub
 Address of Premises : 134 N Elm St
 City : Cresco
 County : Winnebago **Howard**
 Zip : 52136
 Business : (563) 380-9318
 Mailing Address: 134 N Elm St
 City : Cresco
 State : Iowa
 Zip : 52136

Contact Person

Name : Michel Stone
 Phone : (563) 380-9318
 Email : michelstonygalt@yahoo.com

License Information

License Number : BW0095501
 License/Permit Type : Special Class C Liquor License
 Term : 12 Month
 Effective Date : 2021-06-01
 Expiration Date : 2022-05-31
 Sub-Permits/Privileges: **Outdoor Service**
 - **Expanded area for July 17, 2021 only**

Status of Business

Business Type : Limited Liability Company

Ownership

Michel Stone
 City : Cresco
 State : Iowa
 Zip : 52136
 Position : Owner
 % of ownership : 50
 U.S. Citizen : Yes

Steven Stone
 City : Cresco
 State : Iowa
 Zip : 52136
 Position : Owner
 % of ownership : 50
 U.S. Citizen : Yes

Insurance Company Information

Insurance Company : Ginnell Mutual
 Policy Effective Date : 2021-06-01
 Policy Expiration : 2022-06-01
 Bond Effective :
 Dram Cancel Date :
 Outdoor Service Effective : 2021-07-17
 Outdoor Service Expiration : 2021-07-17
 Temp Transfer Effective Date :

**CITY OF CRESCO
CASH & INVESTMENT BY FUND
AS OF JUNE 30, 2021**

	CASH BALANCE	MONEY MKT BALANCE	CD BALANCE	OTHER BANK BALANCE	FUND BALANCE	
001	General Fund	1,027.16	323,800.00	1,045,000.00	-	1,369,827.16
001	General Fund - Theatre	-	-	-	4,203.09	4,203.09
001	General Fund - Credit Card Processing	-	-	-	3,500.00	3,500.00
001	General Fund - RAGBRAI	-	-	8,955.76	-	8,955.76
002	General Fund-Hotel/Motel	354.59	14,000.00	20,000.00		34,354.59
022	Local Option Tax Project	825.92	135,000.00	1,350,000.00		1,485,825.92
065	Nuisance House Fund	898.14	3,000.00	-		3,898.14
078	Fire Station Building	567.76	4,000.00	-		4,567.76
087	Equipment Replace	516.30	2,000.00	28,000.00		30,516.30
090	Office/Computer Equip.	45.27	2,000.00	27,000.00		29,045.27
091	Street Equipment Trust	755.77	5,000.00	30,000.00		35,755.77
092	Theatre Trust	672.22	3,000.00	38,000.00		41,672.22
094	Airport Trust	790.18	3,000.00	67,000.00		70,790.18
098	Cresco Community Fire	930.62	6,000.00	60,000.00		66,930.62
110	Road Use Tax Fund	743.61	48,000.00	600,000.00		648,743.61
112	Employee Benefits Trust	397.17	94,000.00	690,000.00		784,397.17
119	Emergency Fund	-	-	-		-
160	CIDC/CityRevol.Loan-bus.	95.02	1,700.00	83,000.00		84,795.02
177	Police Forfeiture Fund	240.13	-	-		240.13
182	Rehab Housing	52.40	42,000.00	-		42,052.40
183	Equip.Repair-Fitness Ctr	659.65	67,000.00	-		67,659.65
184	City Park Trust	811.03	7,000.00	-		7,811.03
185	Recreation Supply	702.79	12,000.00	-		12,702.79
186	Park Tree Trust	534.89	5,000.00	-		5,534.89
188	Fire Equipment Trust	312.20	11,000.00	30,000.00		41,312.20
189	Library Trust	222.41	3,000.00	25,000.00		28,222.41
200	Debt Service Fund	810.95	5,000.00	58,000.00		63,810.95
322	Scene Shop Project Fund	632.20	1,000.00	12,000.00		13,632.20
600	Water Utility Fund	64.62	56,000.00	360,000.00		416,064.62
601	Water Deposit Trust	566.20	13,000.00	20,000.00		33,566.20
602	Water Utility Replacement	543.38	69,000.00	450,000.00		519,543.38
610	MSSU Revenue	526.85	96,000.00	530,000.00		626,526.85
612	MSSU Operation/Maint	721.16	-	-		721.16
613	MSSU Replacement	214.16	105,000.00	1,070,000.00		1,175,214.16
614	MSSU Rev.Bond Int	882.49	-	32,000.00		32,882.49
620	Cap Imp Water, Sewer, Storm	611.99	90,000.00	-		90,611.99
670	Yard Waste Fund	24.96	9,000.00	120,000.00		129,024.96
820	Health Ins Partial Self Fund	-	-	60,000.00	56,130.25	116,130.25
Totals		17,754.19	1,235,500.00	6,813,955.76	63,833.34	8,131,043.29
		0%	15%	84%	1%	<u>8,131,043.29</u>

Checking - Cresco Bank & Trust (operating) 0.05% 17,754.19
 Checking - CB&T (credit cards) 0.00% 3,500.00
 Theatre Checking (CB&T) 0.00% 4,203.09

Money Market - Cresco Bank & Trust 0.10% 1,235,500.00
 MMKT Hlth Ins Partial Self Funded 0.05% 56,130.25

CD RAGBRAI - 3 yr - matures 9/14/23 (CUSB) 0.65% 8,955.76 Eligible for Exchange Rate - 1 time higher interest rate
 CD Safe-T-Fund -6 mth - matures 11/17/21 0.30% 60,000.00
 CD - 60 Day - matures 8/16/21 (CB&T) 0.25% 3,400,000.00
 CD - 50 Day - matures 8/16/21 (CB&T) 0.25% 3,345,000.00

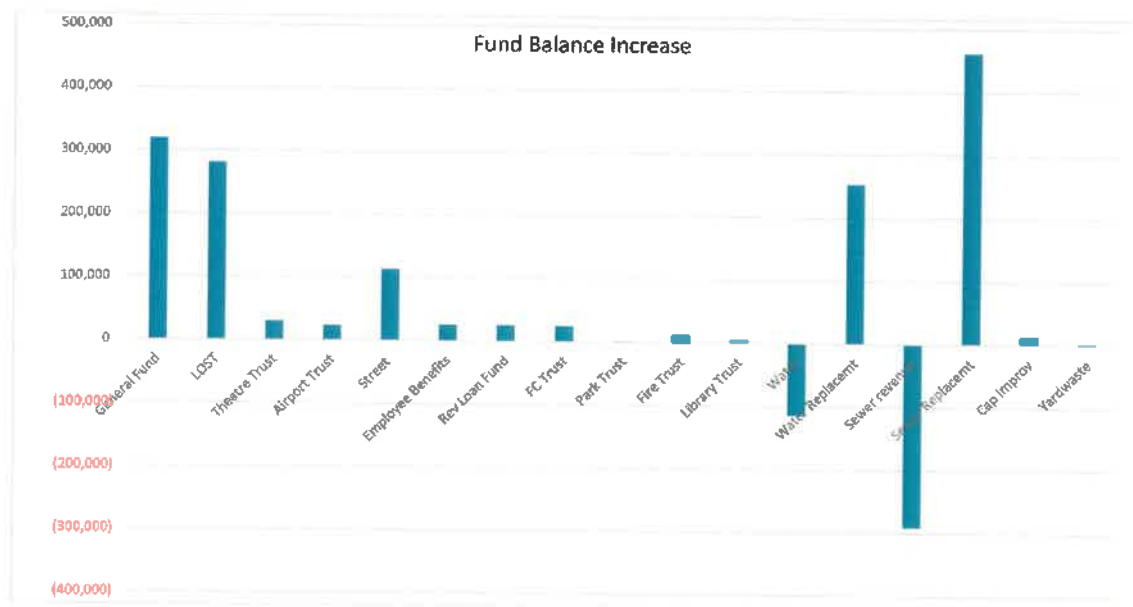
\$ 8,131,043.29

CITY OF CRESCO
 REVENUE REPORT
 CALENDAR 6/2021, FISCAL 12/2021

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	% RECEIVED
	GENERAL TOTAL	307,830.59	3,133,044.91	3,372,850.00	92.89
	HOTEL/MOTEL TAX TOTAL	.00	18,605.30	22,000.00	84.57
	LOST PROJECT TOTAL	41,206.80	528,394.47	543,150.00	97.28
	NUISANCE HOUSE TOTAL	.64	1,352.23	22,600.00	5.98
	FIRE STATION BUILDING TOTAL	29,015.81	50,829.54	53,200.00	95.54
	EQUIPMENT REPLACEMENT TOTAL	40.82	4,143.83	4,500.00	92.09
	OFFICE EQUIPMENT TOTAL	45.30	135.37	100.00	135.37
	STREET TRUST TOTAL	9,672.93	63,868.17	55,300.00	115.49
	THEATRE TRUST FUND TOTAL	81.93	30,372.29	34,100.00	89.07
	DRUG DOG TOTAL	.00	2.08	.00	.00
	AIRPORT TRUST FUND TOTAL	13,605.72	23,769.06	8,950.00	265.58
	CRESCO COMMUNITY FIRE TOTAL	629.58	94,713.27	92,450.00	102.45
	ROAD USE TAX TOTAL	50,284.26	578,893.59	540,000.00	107.20
	EMPLOYER BENEFITS TOTAL	9,142.30	546,955.94	556,413.00	98.30
	EMERGENCY FUND TOTAL	376.98	34,883.30	34,700.00	100.53
	LOCAL OPTION SALES TAX TOTAL	44,257.41	580,427.34	583,500.00	99.47
	REVOLVING LOAN TOTAL	1,356.91	26,672.74	20,000.00	133.36
	POLICE FORFEITURE FUND TOTAL	.00	125.00	.00	.00
	REHAB HOUSE TOTAL	12,077.00	72,646.71	191,200.00	38.00
	FITNESS CENTER TRUST TOTAL	416.26	90,145.97	89,200.00	101.06
	PARK TRUST TOTAL	9,251.50	63,843.07	94,600.00	67.49
	RECREATION SUPPLY TOTAL	329.57	364.00	10,200.00	3.57
	PARK TREE TRUST TOTAL	1.07	34.98	.00	.00
	FIRE EQUIPMENT TOTAL	12,011.51	89,876.19	84,200.00	106.74
	LIBRARY TOTAL	23.08	6,254.87	10,000.00	62.55
	DEBT SERVICE TOTAL	7,560.45	554,240.48	551,700.00	100.46
	STREET ASSESSMENT TOTAL	.00	.60	.00	.00
	SCENE SHOP PROJECT TOTAL	18.16	43,185.33	40,000.00	107.96
	WATER TOTAL	54,378.36	579,855.76	602,800.00	96.19
	WATER DEPOSIT TOTAL	860.36	12,193.44	13,000.00	93.80
	WATER EQUIPMENT REPLACE TOTAL	645.80	313,042.24	315,600.00	99.19
	SEWER TOTAL	77,058.63	823,934.27	832,900.00	98.92
	SEWER OPERATIONS TOTAL	36,000.00	582,500.00	665,300.00	87.55
	SEWER REPLACEMENT PROJ TOTAL	100,875.10	503,138.74	509,000.00	98.85
	SEWER SINKING TOTAL	74.04	31,221.61	31,450.00	99.27
	PROPRIETARY CAP IMPROVE TOTAL	6,925.95	91,773.26	95,900.00	95.70
	YARDWASTE TOTAL	3,567.58	39,093.11	41,300.00	94.66
	SELF INSURANCE TOTAL	3,889.49	45,070.71	.00	.00
	TOTAL REVENUE BY FUND	832,252.73	9,659,603.77	10,122,163.00	95.43

ACCOUNT NUMBER	ACCOUNT TITLE	MDT BALANCE	YTD BALANCE	BUDGET	% SPENT
	GENERAL TOTAL	273,655.41	2,813,514.75	3,155,690.00	89.16
	HOTEL/MOTEL TAX TOTAL	.00	13,218.24	22,000.00	60.08
	LOST PROJECT TOTAL	64,504.92	247,069.89	459,900.00	53.72
	NUISANCE HOUSE TOTAL	1.55	51.55	22,400.00	.23
	FIRE STATION BUILDING TOTAL	36,973.43	52,038.71	55,400.00	93.93
	EQUIPMENT REPLACEMENT TOTAL	53.53	510.80	1,000.00	51.08
	STREET TRUST TOTAL	100,000.00	136,970.07	134,000.00	102.22
	THATRE TRUST FUND TOTAL	.00	.00	7,000.00	.00
	DRUG DOG TOTAL	.00	3,687.97	3,700.00	99.67
	AIRPORT TRUST FUND TOTAL	.00	.00	2,000.00	.00
	CRESCO COMMUNITY FIRE TOTAL	17,796.80	93,934.19	92,450.00	101.61
	ROAD USE TAX TOTAL	52,599.66	465,332.54	570,900.00	81.51
	EMPLOYEE BENEFITS TOTAL	45,944.19	521,168.98	595,150.00	87.57
	EMERGENCY FUND TOTAL	34,883.30	34,883.30	34,700.00	100.53
	LOCAL OPTION SALES TAX TOTAL	44,257.41	580,427.34	583,500.00	99.47
	REVOLVING LOAN TOTAL	500.00	512.00	20,000.00	2.56
	REHAB HOUSE TOTAL	959.23	84,819.53	190,700.00	44.48
	FITNESS CENTER TRUST TOTAL	9,903.00	65,530.18	89,000.00	73.63
	PARK TRUST TOTAL	51,616.10	62,025.82	66,500.00	93.27
	RECREATION SUPPLY TOTAL	.00	.00	10,000.00	.00
	PARK TREE TRUST TOTAL	.00	1,799.00	1,800.00	99.94
	FIRE EQUIPMENT TOTAL	.00	77,814.30	78,000.00	99.76
	LIBRARY TOTAL	.00	2,015.31	2,200.00	91.61
	DEBT SERVICE TOTAL	.00	551,613.72	556,400.00	99.14
	STREET ASSESSMENT TOTAL	.00	7,093.04	7,100.00	99.90
	SCENE SHOP PROJECT TOTAL	.00	29,553.13	40,000.00	73.88
	WATER TOTAL	30,654.12	694,169.27	752,600.00	92.24
	WATER DEPOSIT TOTAL	1,208.00	9,813.58	13,000.00	75.49
	WATER EQUIPMENT REPLACE TOTAL	29,115.96	59,813.76	253,200.00	23.62
	SEWER TOTAL	136,000.00	1,114,500.00	1,197,300.00	93.08
	SEWER OPERATIONS TOTAL	36,261.56	582,572.16	658,000.00	88.54
	SEWER REPLACEMENT PROJ TOTAL	29,399.51	41,016.31	501,000.00	8.19
	SEWER SINKING TOTAL	.00	77,731.00	76,450.00	101.68
	PROPRIETARY CAP IMPROVE TOTAL	82.91	80,131.39	95,300.00	84.08
	YARDWASTE TOTAL	1,211.86	36,262.03	40,160.00	90.29
	SELF INSURANCE TOTAL	2,772.27	46,616.61	.00	.00
	TOTAL EXPENSES BY FUND	1,000,354.72	8,588,210.47	10,388,500.00	82.67

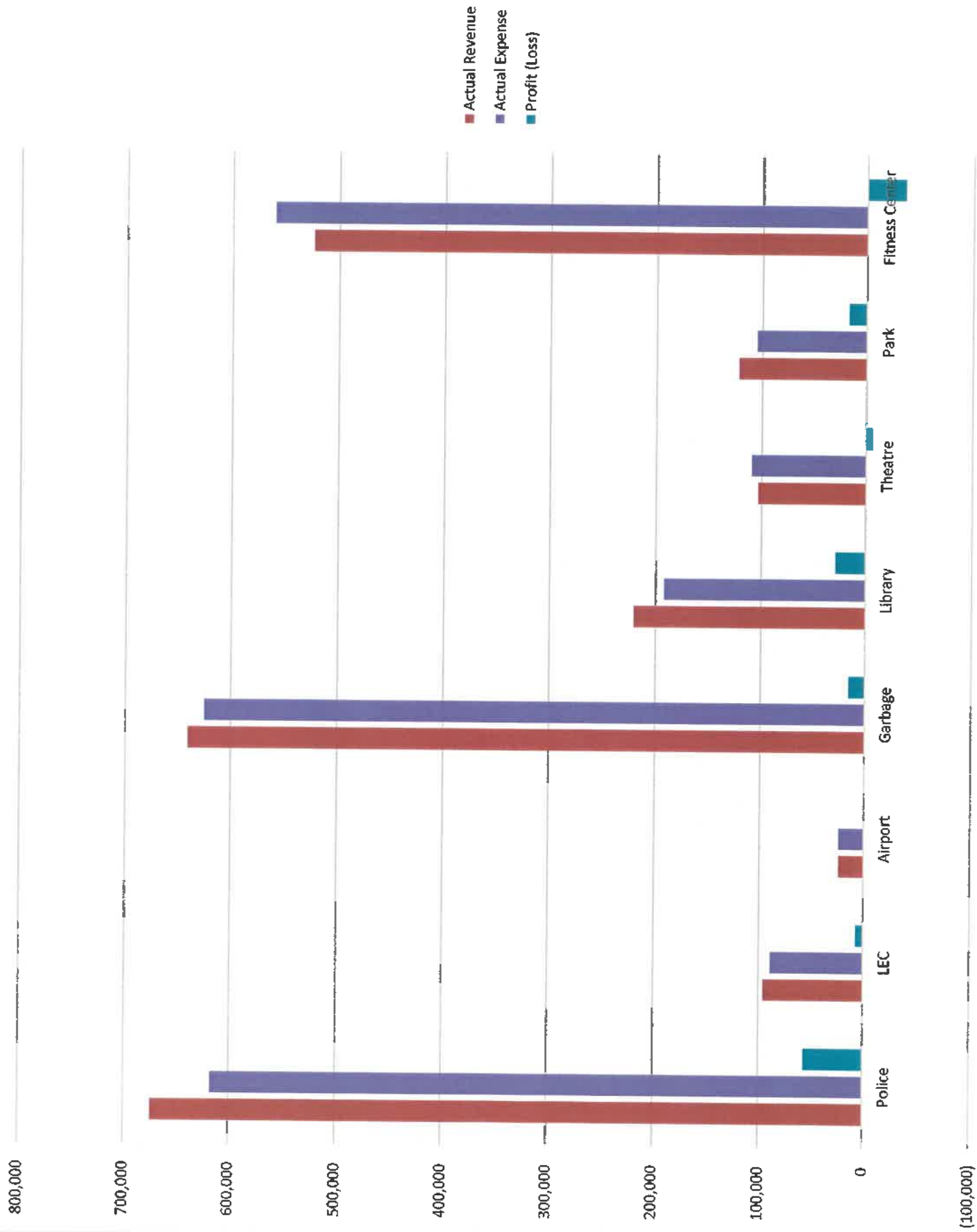
Fund	Budget Rev	Actual Revenue	Budget Exp	Actual Net Income Expense	Actual Net Income (Loss)	Actual Rev	Actual Exp	Actual Profit	Reason
						Over (Under) Budget Rev	Over (Under) Budget Exp	Over (Under) Budget Profit	
001 General Fund	3,372,850	3,133,045	3,155,690	2,813,515	319,530	(239,805)	(342,175)	102,370	UB=Pol, Lib, Theatre, FC
002 Hotel/Motel Tax	22,000	18,605	22,000	13,218	5,387	(3,395)	(8,782)	5,387	
022 LOST	543,150	528,394	459,900	247,070	281,324	(14,756)	(212,830)	198,074	RD=Crosswalks, Bike Trail, Lib projects
065 Nuisance House	22,600	1,352	22,400	52	1,300	(21,248)	(22,348)	1,100	
078 Fire Station	53,200	50,829	55,400	52,039	(1,210)	(2,371)	(3,361)	990	
087 Equip Replacemt	4,500	4,143	1,000	511	3,632	(357)	(489)	132	
090 Office Equip	100	135	0	0	135	35	0	35	
091 Street Trust	55,300	63,868	134,000	136,970	(73,102)	8,568	2,970	5,598	
092 Theatre Trust	34,100	30,372	7,000	0	30,372	(3,728)	(7,000)	3,272	
093 Drug Dog	0	2	3,700	3,688	(3,686)	2	(12)	14	
094 Airport Trust	8,950	23,769	2,000	0	23,769	14,819	(2,000)	16,819	
098 Fire	92,450	94,713	92,450	93,934	779	2,263	1,484	779	
110 Street	540,000	578,894	570,900	465,333	113,561	38,894	(105,567)	144,461	UB=Wages; Rock; Street Maint
112 Employee Benefits	556,413	546,956	595,150	521,169	25,787	(9,457)	(73,981)	64,524	UB=Hlth Ins. Short-staff
119 Emergency Fund	34,700	34,883	34,700	34,883	0	183	183	0	
121 LOST revenue	583,500	580,427	583,500	580,427	0	(3,073)	(3,073)	0	
160 Rev Loan Fund	20,000	26,672	20,000	512	26,160	6,672	(19,488)	26,160	
177 Police Forfeiture	0	125	0	0	125	125	0	125	
182 Rehab Housing	191,200	72,647	190,700	84,820	(12,173)	(118,553)	(105,880)	(12,673)	NC=Rehab Hsg (COVID)
183 FC Trust	89,200	90,146	89,000	65,530	24,616	946	(23,470)	24,416	
184 Park Trust	94,600	63,843	66,500	62,026	1,817	(30,757)	(4,474)	(26,283)	
185 Rec Trust	10,200	364	10,000	0	364	(9,836)	(10,000)	164	
186 Park Tree Trust	0	35	1,800	1,799	(1,764)	35	(1)	36	
188 Fire Trust	84,200	89,876	78,000	77,814	12,062	5,676	(186)	5,862	
189 Library Trust	10,000	6,255	2,200	2,015	4,240	(3,745)	(185)	(3,560)	
200 Debt Service	551,700	554,240	556,400	551,614	2,626	2,540	(4,786)	7,326	
321 Street Assess Proj			7,100	7,093	(7,093)	0	(7)	7	
322 Scene Shop Proj	40,000	43,185	40,000	29,553	13,632	3,185	(10,447)	13,632	
600 Water	602,800	579,856	752,600	694,169	(114,313)	(22,944)	(58,431)	35,487	UB=Wages; electricity; by@reals & values;
601 Water Deposit	13,000	12,193	13,000	9,814	2,379	(807)	(3,186)	2,379	
602 Water Replacemt	315,600	313,042	253,200	59,814	253,228	(2,558)	(193,386)	190,828	ND=Well #3 recasing; software upgrade
610 Sewer revenue	832,900	823,934	1,197,300	1,114,500	(290,566)	(8,966)	(62,800)	73,834	
612 Sewer operating	665,300	582,500	658,000	582,572	(72)	(82,800)	(75,428)	(7,372)	UB=Wages; ee ben; elect;
613 Sewer Replacemt	509,000	503,139	501,000	41,016	462,123	(5,861)	(459,984)	454,123	NC=Grk Replacemt
614 Sewer Bond Sink	31,450	31,222	76,450	77,731	(46,509)	(228)	1,281	(1,509)	
620 Cap Improv	95,900	91,773	95,300	80,131	11,642	(4,127)	(15,169)	11,042	
670 Yardwaste	41,300	39,093	40,160	36,262	2,831	(2,207)	(3,898)	1,691	
820 Self Fund Hlth Ins		45,071		46,617	(1,546)	45,071	46,617	(1,546)	NC=Not Complete
GRAND TOTALS	10,122,163	9,659,598	10,388,500	8,588,211	1,071,387	(462,565)	(1,800,289)	1,337,724	ND=Not done this yr
					1,071,387	(462,565)	(1,800,289)	1,337,724	UB=Underbudget
									OB=Overbudget



Fund	Budget Rev	Actual Revenue	Budget Exp	Actual Expense	Actual Net Income (Loss)	Rev Over (Under) Budget	Exp Over (Under) Budget	Profit Over (Under) Budget	
001					Actual				
Police	690,850	674,571	697,450	617,593	56,978	(16,279)	(79,857)	63,578	UB=Wages; ee benefits; Training; Truck; Reserves
LEC	97,600	95,879	97,600	89,019	6,860	(1,721)	(8,581)	6,860	
Em Mgmt	19,340	19,620	20,500	19,822	(202)	280	(678)	958	
Animal Control	1,600	345	1,600	694	(349)	(1,255)	(906)	(349)	
Street(Lights/WC In	87,700	88,795	87,700	69,352	19,443	1,095	(18,348)	19,443	UB-Street Lights electricity
Airport	26,300	24,304	26,300	24,304	0	(1,996)	(1,996)	0	Profit transfer to Trust \$13,545
Garbage	646,000	640,660	627,900	625,059	15,601	(5,340)	(2,841)	(2,499)	
Tree Replacemt	900	2,891	3,900	3,463	(572)	1,991	(437)	2,428	
TR fr Street Proj	134,000	134,000	0	0	134,000	0	0	0	2nd St Project repayment
Other Agencies			5,700	5,368	(5,368)	0	(332)	332	
Library	244,250	220,652	244,250	191,913	28,739	(23,598)	(52,337)	28,739	UB=wages&ee benefits / LOST projects not done
Theatre	177,680	103,369	177,680	109,530	(6,161)	(74,311)	(68,150)	(6,161)	UB=Movie Tickets; Sp Events; Concessions
Park	140,750	122,119	140,750	104,945	17,174	(18,631)	(35,805)	17,174	UB=Wages; ee benefits
Fitness Center	602,600	523,879	602,600	560,073	(36,194)	(78,721)	(42,527)	(36,194)	UB=Memberships; Daily Admin; wages
Bike Trail	2,000	2,000	4,700	1,917	83	0	(2,783)	2,783	
Comm Beaut	3,400	3,300	4,500	4,174	(874)	(100)	(326)	226	
Economic Devel			15,000	15,000	(15,000)	0	0	0	
Housing & Urban Renewal			10,000	8,333	(8,333)	0	(1,667)	1,667	
Council/Mayor	1,800	1,767	17,500	17,992	(16,225)	(33)	492	(525)	
Admin	75,900	71,403	268,400	257,616	(186,213)	(4,497)	(10,784)	6,287	
Elections					0	0	0	0	
Legal			2,000	1,439	(1,439)	0	(561)	561	
City Hall	5,874	5,119	30,800	21,503	(16,384)	(755)	(9,297)	8,542	
Insurance	52,532	63,649	68,860	64,407	(758)	11,117	(4,453)	15,570	OB=Ins Dividend Income
Other Gen Gov	361,774	334,722			334,722	(27,052)	0	(27,052)	
TOTALS	3,372,850	3,133,044	3,155,690	2,813,516	319,528	(239,806)	(342,174)	102,368	
					319,528	(239,806)	(342,174)	102,368	

NC=Not Complete
 ND=Not done this yr
 UB=Underbudget
 OB=Overbudget

Actual Revenue vs Actual Expense and Profit (Loss) by Department (General Operating Funds)

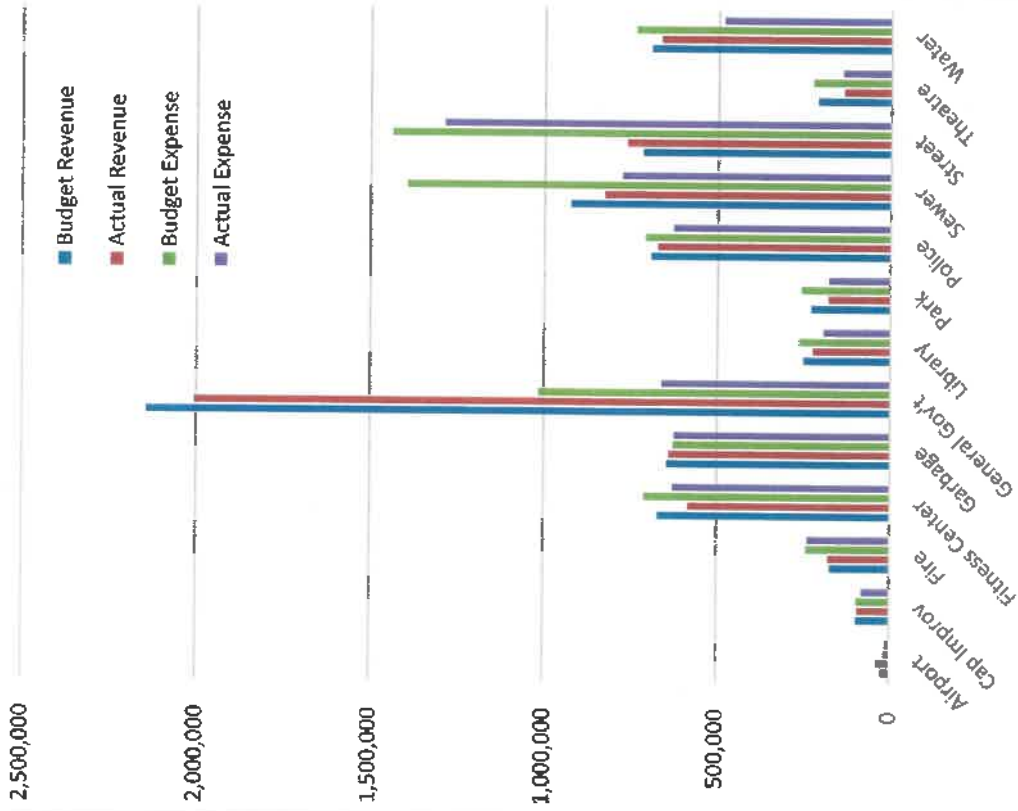


City of Cresco
 Department Analysis
 FYE June 30, 2021

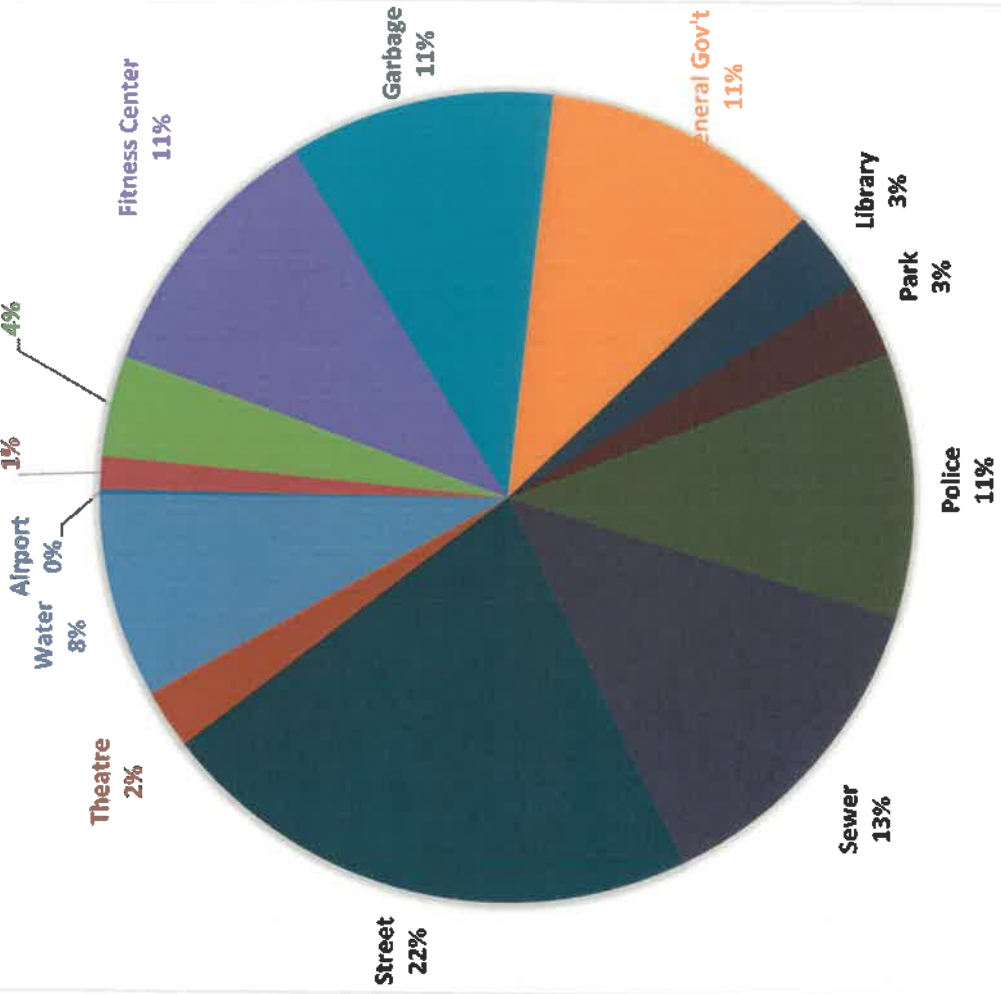
	<u>Budget Revenue</u>	<u>Actual Revenue</u>	<u>Budget Expense</u>	<u>Actual Expense</u>	<u>Net Income (Loss)</u>	<u>Actual Rev Over (Under) Budget Rev</u>	<u>Actual Exp Over (Under) Budget Exp</u>	<u>Actual Profit Over (Under) Budget Profit</u>
Airport	21,706	34,529	14,756	10,760	23,769	12,823	(3,996)	16,819
Cap Improv	95,900	91,773	95,300	80,131	11,642	(4,127)	(15,169)	11,042
Fire	172,310	177,789	242,110	237,573	(59,784)	5,479	(4,537)	10,016
Fitness Center	672,000	584,389	711,550	628,930	(44,541)	(87,611)	(82,620)	(4,991)
Garbage	646,000	640,660	627,900	625,059	15,601	(5,340)	(2,841)	(2,499)
General Gov't	2,142,507	2,005,512	1,015,234	661,947	1,343,565	(136,995)	(353,287)	216,292
Library	251,277	223,934	263,377	193,928	30,006	(27,343)	(69,449)	42,106
Park	229,366	179,997	258,016	178,693	1,304	(49,369)	(79,323)	29,954
Police	692,450	675,043	709,600	628,745	46,298	(17,407)	(80,855)	63,448
Sewer	925,150	827,295	1,394,850	777,665	49,630	(97,855)	(617,185)	519,330
Street	717,207	763,557	1,437,719	1,287,145	(523,588)	46,350	(150,574)	196,924
Theatre	211,780	136,926	226,680	141,249	(4,323)	(74,854)	(85,431)	10,577
Water	692,802	666,485	739,700	484,677	181,808	(26,317)	(255,023)	228,706
GRAND TOTALS	7,470,455	7,007,889	7,736,792	5,936,502	1,071,387	(462,566)	(1,800,290)	1,337,724
	10,122,163	9,659,597	10,388,500	8,588,210	1,071,387	(462,566)	(1,800,290)	1,337,724
					1,071,387			

*Includes Debt Payments but eliminates Transfers in same dept

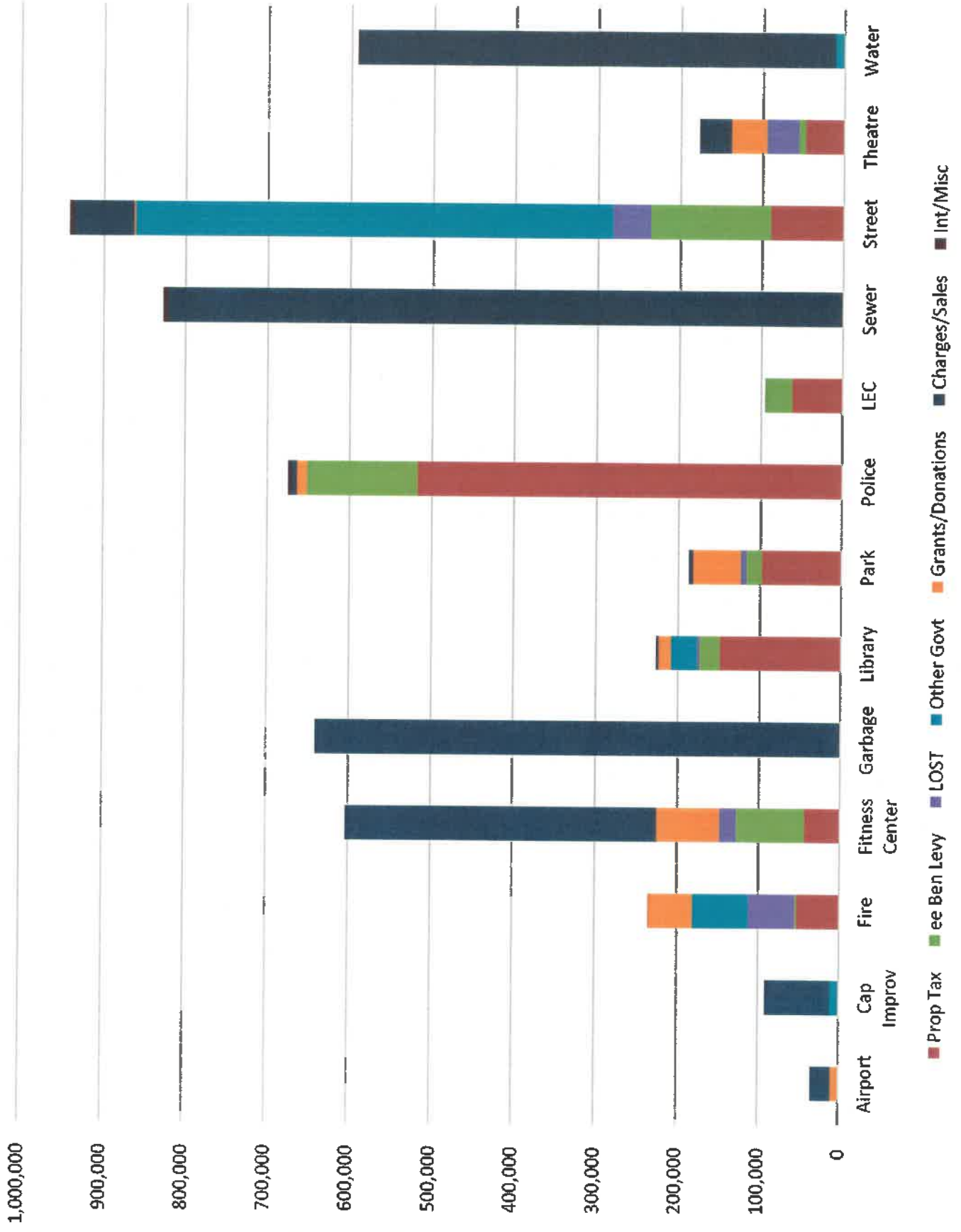
Budget vs Actual Revenue & Expense



ACTUAL EXPENSES
 (INCLUDES DEBT)



Department Revenue by Source (without Debt Levy)



Travel and tourism is defined as:

Advancing the economic welfare of Cresco by promoting and competitively marketing ourselves as a visitor and tourism destination.

Available funds: \$4,011.28 Funds requested: \$10,000.00

I. **Members present:** Amy Bouska, Bootie Kapler Via Email: Jan Carman
HCBT present: Spiff Slifka, Jason Passmore

II. **Recommendations**

1. Cresco's Night Out
 - a. Requesting \$2,500
 - b. The committee scores this application favorably and looks forward to the opportunity for our residents/visitors, especially our youth, to interact with local law enforcement.
 - c. **Committee recommends awarding \$2,250**
2. 100 Years of CHS Wrestling
 - a. Requesting \$1,000
 - b. The committee scores this application favorably. This exciting event will bring many people to Cresco to celebrate and honor 100 years of wrestling. Congratulations!
 - c. **Committee recommends awarding \$1,000**
3. StoryWalk on Howard County Trail
 - a. Requesting \$1,000
 - b. The committee scores this favorably and expects this unique, added-value project to our trail system should be seen by more families and bring more people to Cresco.
 - c. **Committee recommends awarding \$1,000**
4. 2021 Marketing
 - a. Requesting \$2,000
 - b. The committee scores this application favorably. Marketing Cresco and Howard County is our definition of tourism.
5. 80s Block Party
 - a. Requesting \$1,000
 - b. The committee scores this application favorably and is encouraged to see more events with the Theatre.
 - c. **Committee recommends awarding \$1,000**
6. Kellow House
 - a. Requesting \$2,5000
 - b. The committee recommends the Historical Society re-apply as soon as they finalize their last project with the city.
 - c. **Committee recommends awarding \$0.00**

Cresco City Council,

The Travel & Tourism Committee believes more activities, events and visitor travel in our area will increase lodging stays and bring more dollars to the Hotel/Motel Tax fund in 2021.

Our recommendation is to tap into that fund balance and market Cresco and Howard County and bring more visitors to our area. We are excited to work with these projects as we open up our economy to residents and visitors alike.

Travel & Tourism Committee

Tourism Advisory Committee Evaluation & Recommendation

Application	Time Sensitive or Need	Application meets Tourism Definition	Lodging	Qtr 2 Funds recommendation
Cresco's Night Out	H	H	L-M	\$2,250
100 Years of CHS Wrestling	H	H	H	\$1,000
StoryWalk on Howard County Trail	L	L-M	L	\$1,000
2021 Marketing	H	H	M	\$1,000
80s Block Party	H	H	L-M	\$2,000
Kellow House	H	M	L	\$0
Recommended				\$7,250.00
Available 2nd Qtr Funds				\$4,011.28
Use of Available Fund Balance				\$3,238.72
Total Award				\$7,250.00
H=high, M=medium, L=low				

I have requested clarification but haven't received it yet.

4 Marketing

5 80's Party

Total Recommendation
or

RESOLUTION NUMBER _____

**RESOLUTION AUTHORIZING THE CRESCO PUBLIC LIBRARY DIRECTOR
TO SIGN DOCUMENTS AND FILE NECESSARY PAPERWORK FOR THE
AMERICAN RESCUE PLAN ACT**

WHEREAS, the Cresco Public Library is eligible to apply for a grant under the American Rescue Plan Act under the City of Cresco; and

WHEREAS, the City must file applications, forms, and documentation with the U.S. Department of the Treasury and/or the State of Iowa; and

WHEREAS, the City Council understands that the funds will need to be used for eligible expenditures and in compliance with all requirements; and

WHEREAS, the projects must be paid initially by the City and then eligible expenses will be reimbursed by the grant.

BE IT RESOLVED, by the City Council of the City of Cresco, Iowa, that the Council hereby directs the Cresco Public Library Director, Jordyn MacDonald, to file all necessary paperwork and applications for the American Rescue Plan Act on behalf of the City of Cresco d/b/a the Cresco Public Library.

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

Mayor Mark Bohle

ATTEST: _____
City Clerk Michelle Elton

RESOLUTION NUMBER _____

**RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER
INTO A STANDARD PROFESSIONAL SERVICES AGREEMENT WITH
CALLAHAN MUNICIPAL CONSULTANTS LLC**

WHEREAS, the City of Cresco desires to prepare a Capital Improvements Plan; and

WHEREAS, Callahan Municipal Consultants, LLC shall provide professional services as set forth in the agreement.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor is authorized and directed to sign the Standard Professional Services Agreement with Callahan Municipal Consultants, LLC in Anamosa, Iowa.

Council Person _____ moved the adoption of the foregoing Resolution and Council Person _____ seconded said Motion. Following discussion, a roll call vote was requested by Mayor and said roll call resulted as follows:

Ayes: _____

Nays: _____

Absent: _____

Thereupon, the Mayor declared said Resolution duly passed and announced that the Standard Professional Services Agreement between the City of Cresco and Callahan Municipal Consultants, LLC is approved and that the Mayor is authorized to execute the agreement on behalf of the City of Cresco.

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

BY: _____
Mayor Mark Bohle

ATTEST: _____
City Clerk Michelle Elton



STANDARD PROFESSIONAL SERVICES AGREEMENT (Short Form)

NOW ON THIS ____ day of July, 2021, Callahan Municipal Consultants, LLC (hereinafter, Professional), 417 Kaitlynn Avenue, Anamosa, Iowa 52205 and City of Cresco, Iowa (hereinafter, Client), 130 North Park Place, Cresco, Iowa 52136.

1. **PROJECT:** Professional agrees to provide Professional Services (Services) for Client's project known and identified as: **Preparation of Capital Improvements Plan**
2. **SCOPE AND FEES:** The Scope of and the fees to be paid for said Services are set forth on Exhibit A attached hereto and by this reference made a part of this Agreement. Any Services not shown on Exhibit A shall be considered Additional Services. Additional Services may only be added by written change order, amendment or supplement to this agreement signed by both parties.
3. **TIMELINESS:** Professional will perform its services with reasonable diligence and expediency consistent with sound professional practices and within the time period(s), if any, set forth in Exhibit A.
4. **STANDARD OF CARE:** In providing Services under this Agreement, the Professional shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same professional discipline currently practicing under similar circumstances at the same time and in the same or similar locality. Professional makes no warranty, express or implied, as to its professional services rendered under this Agreement. Client shall promptly report to Professional any defects or suspected defects in the Professional's Services of which Client becomes aware. Withholdings, deductions or offsets shall not be made from the Professional's compensation for any reason unless the professional has been found to be legally liable for such amounts by a court of competent jurisdiction.
5. **INVOICE, PAYMENT, INTEREST, SUSPENSION:** Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoice(s) to Client as outlined in Exhibit. Client agrees to timely pay each invoice within 30 days of the invoice date. Payments not paid within said 30 days shall accrue interest on unpaid balances at the rate of 0.2% per month (or the maximum rate of interest permitted by law, if less) from said 30th day. In addition, Professional may, after giving 7 days written notice to Client, suspend services under this Agreement until Professional has been paid in full for Services, interest, expenses and other related charges rendered, accrued, advanced and/or incurred by Professional to the date of suspension. Client waives any and all claims against Professional arising out of or resulting from said suspension.
6. **RELIANCE:** The Client shall furnish, at its expense, all information, requirements, reports, data, surveys and instructions required by this Agreement and Professional may use such furnished information and material in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Professional shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Client and/or the Client's consultants and contractors.
7. **ASSIGNMENT:** Client shall not transfer, sublet or assign any rights or duties under or interest in this Agreement, without the prior written consent of Professional.
8. **OWNERSHIP OF INSTRUMENTS OF SERVICE:** All reports, drawings, specifications, electronic and hard copy files, field data, notes and other documents and instruments prepared by Professional for the Project are acknowledged to be instruments of service and shall remain the property of the Professional. The Professional shall retain all common law, statutory and other reserved rights, including, without limitation, the copyrights thereto. If Professional agrees to allow transfer of its electronic media file(s), Client understands and agrees that as a condition precedent, it will sign the Professional's "Electronic Media Transfer Agreement" form prior to the transfer of an electronic media file.

ADDITIONAL TERMS AND CONDITIONS

9. **MUTUAL INDEMNIFICATION:** The Professional and the Client mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts, errors or omissions, or willful misconduct in the performance of their services, duties and responsibilities under this Agreement, to the extent that each party is responsible for such damages, liabilities and costs on a comparative basis of fault.
10. **MUTUAL WAIVERS:** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor the Professional, their respective officers, directors, partners, employees, contractors or sub-consultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement.
11. **LIMITATION:** In allocating the risks of this Project and notwithstanding any other provision of this Agreement, the Client agrees to limit, to the maximum extent permitted by law, the Professional's liability for the Client's damages to the aggregate sum of the Professional's fee for this Project. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.
12. **DISPUTE RESOLUTION:** Any disputes that arise during the Project or following the completion of the Project will be resolved by representatives from each party who have authority to settle. Those issues not resolved shall be submitted to formal nonbinding mediation prior to submission to a court of competent jurisdiction. Each party shall endeavor to include a similar dispute resolution in all agreements with other consultants, contractors and subcontractors of any tier who are retained for the project so that formal mediation is required as the primary form of dispute resolution.
13. **SEVERABILITY:** If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.
14. **SURVIVAL:** Notwithstanding completion or termination of this Agreement for any reason, all rights duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.
15. **GOVERNING LAW AND JURISDICTION:** The Client and the Professional agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Iowa, without regard to any conflict of laws provisions, which may apply the laws of other jurisdictions. It is further agreed that any legal action between the Client and the Professional arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.
16. **ATTORNEYS FEES, COSTS:** In the event legal action is necessary to enforce the payment terms of this Agreement, Professional shall be entitled to collect from Client and Client agrees to pay to Professional any judgment or settlement sum(s) due, plus reasonable attorneys' fees, court costs and other expenses incurred by Professional for such collection action and, in addition, the reasonable value of the Professional's time and expenses spent for such collection action, computed according to the Professional's prevailing fee schedule and expense policy.
17. **INCORPORATION BY REFERENCE:** It is understood and agreed that the provisions of the following attached Exhibits are incorporated herein and by this reference made a part of this Agreement:

Exhibit A Preparation of Capital Improvements Plan

City of Cresco, Iowa (Client)

Callahan Municipal Consultants, LLC (Professional)

By: _____
(Authorized agent)

By: _____

(Printed or typed signature)

Patrick Callahan, Member
(Printed or typed signature)



Callahan Municipal Consultants, LLC

417 Kaithynn Ave Anamosa, IA 52205 Cell: 563-599-3708 callahan.cmc@gmail.com

May 12, 2021

Michelle Elton
City Clerk
City Hall – 130 North Park Place
Cresco, Iowa 52136

Re: Capital Improvements Plan

Dear Michelle:

You recently requested that we provide to you an estimate of the costs and timeline for completing a capital improvement plan for the City of Cresco. We would be pleased to assist the City with the preparation of a capital improvements plan (CIP).

We have prepared eighteen capital improvements plans for cities in Iowa since 2000. We have prepared capital improvement plans for the Cities of Mitchellville, Lisbon, Walcott, Grand Mound, Delmar, Wheatland, Solon, Wellman, Peosta, McGregor, Springville, Center Point, Peosta, Farley, West Branch, and Urbana.

The cost to prepare a capital improvements plan is largely dependent upon the number of capital projects and equipment purchases that are identified in the plan. Another factor that impacts the process is the number of city departments that have projects listed in the plan. We would estimate that the fees and costs to prepare a capital improvements plan for the City of Cresco would be in the range of \$4,500 to \$8,000, depending upon the number of projects, availability of project cost estimates, level of City assistance, the amount of work that has already been completed and availability of financial information. We would guarantee that the costs would not exceed \$8,000.

There is attached a four page outline of the capital improvements planning process that we have used to prepare plans in other cities. We typically propose the following division of tasks for the CIP preparation process.

1. We would split the duties with you as the coordinator for the CIP process. The City Council and City Department Heads would basically serve as the CIP Committee to monitor the process and provide input on the capital projects.
2. The CIP Committee would define what constitutes a "capital project" and develop the basic policies on the City's infrastructure needs.
3. The City would review the following documents for potential projects:

- Previous Infrastructure Studies
 - DNR Wastewater Inspection Reports
 - DNR Water System Inspection Reports
 - Department Head Reports and Requests
 - Equipment Inspections or Analysis
4. The City Department Heads would conduct inspections of City buildings and facilities to identify the need for major improvements, such as roof replacements, foundation repairs, siding replacement, heating & cooling systems, etc.
 5. The City Department Heads would submit lists of potential capital projects and provide cost estimates, if available.
 6. The City would coordinate the ranking of projects by the Mayor and City Council members.
 7. The City would prepare the public hearing notice and resolution adopting the CIP by the City Council.

As the City's Consultant for the CIP preparation process, we typically provide the following assistance and services:

1. Share the duties with you for the overall coordination of the CIP process.
2. Prepare an initial list of potential projects based upon information provided by the City Department Heads and Council Members for the City Council project ranking process.
3. Identify potential sources of funding for the proposed capital projects with your assistance.
4. Prepare an initial draft copy of the CIP for review by the City Council and Department Heads.
5. Meet with the City Council and Department Heads to review the CIP, discuss the options, and make revisions to the CIP.
6. Prepare the final draft of the CIP based upon revisions requested by the Mayor and City Council.
7. Provide two copies of the final report and CIP.

We are flexible regarding the time table for the CIP preparation process. We can start the CIP preparation process any time after June 14th. It normally takes three to five months to complete the CIP process, depending on your schedule and Council expectations.

While we are flexible on the time table for the CIP process, we would propose the following schedule for the Council's consideration:

1. Initial meeting with the Mayor, City Council and City Department Heads to start the CIP process..... June 21-23
2. Preparation of the initial list of proposed capital projects..... July 1-5
3. Mayor & City Council first ranking of projects..... July 5-10
4. Review of City's financial capacity to find projects..... July 12-30
5. Identify potential sources of funding for projects and the impact on taxes, water rates, and sewer rates..... August 1-15
6. Mayor & City Council's second ranking or review of capital projects, if needed..... August 16
7. Preparation of first draft of the CIP..... August 17-30
8. City Council review and preliminary approval of CIP..... September 7
9. Public hearing on the CIP..... September 20
10. Formal approval of CIP by Mayor and City Council..... October

This is a tentative time table and that it can be adjusted to meet the City's expectations.

There is enclosed for your review the following information:

1. Capital Improvements Planning and Budgeting – An Overview
2. Resume summarizing our experience
3. Capital Improvements Planning Process Outline

If you have any questions, please feel free to contact us at 563-599-3708.

Sincerely,

Callahan Municipal Consultants, LLC

Patrick Callahan

6-28-2021

To: Cresco City Council & Cresco City Clerk

From: Connie Bonmassa, Homeowner
403 2nd Str. SE, Cresco

Re: Forgiveness of City Sewer Charges = \$15.28

On Sunday, June 20, due to faulty plumbing in the new utility room water was "gushing" out of water line onto 1st floor and into basement. Water did not reach the basement floor drain but surged into the opposite direction. I called SewPro for cleanup and when they arrived they sucked the water out with a big machine. So I'm asking for reversed sewer charges of \$15.28 on my water bill.

Thank you for your consideration.

Sincerely

Connie Bonmassa, Homeowner

 ACCOUNT NUMBER 2071001 STATUS Active
 NAME CONNIE BOURASSA
 PROPERTY 403 2ND ST SE CUSTOMER TYPE RESIDENTIAL

TIMES DELQ 30 DAYS 60 DAYS 90 DAYS OVER 90
 0 75.26

LAST BILL 75.26
 PENALTY
 ADJUST
 PAYMENT
 AMT DUE 75.26

13.26 +
 13.26 +
 13.26 +
 13.26 +
 13.26 +

 DATE DESCRIPTION CONSUMPTION CHARGE BILL/PEN/PMT BALANCE

DATE	DESCRIPTION	CONSUMPTION	CHARGE	BILL/PEN/PMT	BALANCE
6/30/2021	SEWER	3266	28.87	28.87	13.26 +
6/11/2021	PAYMENT			13.26-	13.26 +
5/31/2021	SEWER	921	13.26	13.26	13.26 +
5/11/2021	PAYMENT			13.26-	14.13 +
4/30/2021	SEWER	1280	13.26	13.26	15.39 +
4/12/2021	PAYMENT			13.26-	14.62 +
3/31/2021	SEWER	1188	13.26	13.26	12.87 +
3/11/2021	PAYMENT			13.26-	
2/28/2021	SEWER	1083	13.26	13.26	163.09 *
2/11/2021	PAYMENT			13.26-	
1/31/2021	SEWER	1327	13.26	13.26	163.09 ÷
1/11/2021	PAYMENT			13.26-	12. =
12/31/2020	SEWER	955	13.26	13.26	13.59 *
12/11/2020	PAYMENT			13.26-	
11/30/2020	SEWER	1150	13.26	13.26	13.59 -
11/12/2020	PAYMENT			13.26-	28.87 +
10/31/2020	SEWER	1106	13.26	13.26	
10/13/2020	PAYMENT			14.13-	
9/30/2020	SEWER	1598	14.13	14.13	15.28 *
9/11/2020	PAYMENT			15.39-	
8/31/2020	SEWER	1741	15.39	15.39	
8/11/2020	PAYMENT			14.62-	
7/31/2020	SEWER	1654	14.62	14.62	
7/13/2020	PAYMENT			12.87-	
6/30/2020	SEWER	1492	12.87	12.87	
6/11/2020	PAYMENT			12.87-	
5/31/2020	SEWER	1360	12.87	12.87	
5/11/2020	PAYMENT			12.87-	
4/30/2020	SEWER	1281	12.87	12.87	
4/13/2020	PAYMENT			12.87-	
3/31/2020	SEWER	1183	12.87	12.87	
3/11/2020	PAYMENT			12.87-	
2/29/2020	SEWER	1177	12.87	12.87	
2/11/2020	PAYMENT			12.87-	
1/31/2020	SEWER	1139	12.87	12.87	
1/13/2020	PAYMENT			12.87-	
12/31/2019	SEWER	1055	12.87	12.87	
12/11/2019	PAYMENT			12.87-	
11/30/2019	SEWER	1007	12.87	12.87	

0012

0002

sewer credit

1,975 extra gallons of water

RESOLUTION NO. _____

RESOLUTION AUTHORIZING TRANSFER OF FUNDS FOR FY 2022
(JULY & RECURRING TRANSFERS)

WHEREAS, the City of Cresco authorizes the transfer between funds in the budget based on estimated revenues and expenses; and

WHEREAS, the transfers were included in the current budget as adopted for the 2021/2022 Fiscal Year; and

WHEREAS, to increase the transparency of the accounting for the transfers they are listed below:

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>	<u>Description</u>
#112 Employee Benefits	#001 General Fund	\$444,400	Employee benefits including FICA, IPERS and Health Insurance transferred to each General Fund Department (Police, LEC, Library, Theatre, Park, Fitness Center, Council, Mayor, Administration, City Hall)
#112 Employee Benefits	#098 Community Fire	\$2,050	Employee benefits including FICA and IPERS transferred to Community Fire Fund (City's portion 50%)
#121 Local Opt Sales Tax	#022 Local Opt Tax Project	\$472,500	Transfer 90% of the local option sales tax received to the Project Fund for projects and equipment
#121 Local Opt Sales Tax	#200 Debt Service Fund	\$52,500	Transfer 10% of the local option sales tax received for debt payments to reduce property tax asking
#610 Sewer Revenue Fund	#612 Sewer Operating Fund	\$670,000	All sewer revenue is received into the Revenue Fund and transferred as needed to cover sewer operating expenses

BE IT THEREFORE RESOLVED, that the City of Cresco is allowing the transfer of funds indicated above and are included in the budget for FYE June 30, 2022.

PASSED AND APPROVED THIS 7TH DAY OF JULY, 2021

Mayor Mark Bohle

Attest: _____
City Clerk Michelle Elton

Proposed Ballot Language

SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?

Shall the City Council of the City of Cresco, of Howard County, State of Iowa be authorized to change the Library Board of Trustees from nine members to seven members?

- Yes
- No

CHAPTER 122

PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS

122.01 Purpose	122.10 Time Restriction
122.02 Definitions	122.11 Revocation of License
122.03 License Required	122.12 Hearing
122.04 Application for License	122.13 Record and Determination
122.05 Bond Required and Criminal History Report	122.14 Appeal
122.06 License Fees	122.15 Effect of Revocation
122.07 License Issued	122.16 Rebates
122.08 Display of License	122.17 License Exemptions
122.09 License Not Transferable	122.18 Charitable and Nonprofit Organizations

122.01 PURPOSE. The purpose of this chapter is to protect residents of the City against fraud, unfair competition, and intrusion into the privacy of their homes by licensing and regulating peddlers, solicitors, and transient merchants.

122.02 DEFINITIONS. For use in this chapter the following terms are defined:

1. "Peddler" means any person carrying goods or merchandise who sells or offers for sale for immediate delivery such goods or merchandise from house to house or upon the public street.
2. "Solicitor" means any person who solicits or attempts to solicit from house to house or upon the public street any contribution or donation or any order for goods, services, subscriptions or merchandise to be delivered at a future date.
3. "Transient merchant" means any person who engages in a temporary or itinerant merchandising business and in the course of such business hires, leases or occupies any building or structure whatsoever, or who operates out of a vehicle that is parked anywhere within the City limits. Temporary association with a local merchant, dealer, trader or auctioneer, or conduct of such transient business in connection with, as a part of, or in the name of any local merchant, dealer, trader, or auctioneer does not exempt any person from being considered a transient merchant.

122.03 LICENSE REQUIRED. Any person engaging in peddling, soliciting or in the business of a transient merchant in the City without first obtaining a license as herein provided is in violation of this chapter.

122.04 APPLICATION FOR LICENSE. At least 3 business days prior to the first day any sale is made, an application in writing shall be filed with the City Clerk for a license under this ordinance. Such application shall set forth the applicant's name, date of birth and social security number; permanent and local address; business address, if any; local and permanent telephone number; valid government issued identification; and criminal background of all sales persons. The application shall also set forth the applicant's employer, if any, and the employer's address; telephone number; and the length of time sought to be covered by the license. A copy of the Iowa Sales Tax Certificate and appropriate bonds must accompany the application. A nonrefundable application fee of \$100 is due for each applicant.

122.05 BOND REQUIRED AND CRIMINAL HISTORY REPORT.

1. Before a license under this chapter is issued to a transient merchant, an applicant shall provide to the City Clerk evidence that the applicant has filed a bond with the Secretary of State in accordance with Chapter 9C of the *Code of Iowa*.

2. No peddlers license shall be issued until the applicant has delivered to the City Clerk a cash bond for no less than \$300.00 per license.

A. The bond shall be held to indemnify and pay the city any penalties or costs incurred in the enforcement of any of the sections of this article and indemnify or reimburse any purchaser of services, goods, wares, merchandise or stock for any judgment which may be obtained by a purchaser for damages in any action commenced within three months from the date of purchase, due to misrepresentations as to the kind, quality or value of such services, goods, wares, merchandise or stock, whether the misrepresentations were made by the owner or by his or her servants, agents or employees, either at the time of making the sale or through any advertisement of any character, printed or circulated, with reference to such stock of goods, wares, merchandise, services or any part thereof.

B. The balance of the bond shall be released by the city clerk and returned to the applicant or employer upon request by the applicant or employer at any time more than four months after expiration of the peddlers license(s) for which the cash bond was provided, unless the City Clerk has received notice of a pending action in the state or federal courts seeking a judgement upon a claim eligible for payment from the bond. Except as otherwise provided by court order, the City Clerk shall not release any bond during the pendency of any such action.

C. A Department of Criminal Investigation criminal history report/record for applicant from the state of applicant's residence for the previous five years to include pending charges, such report or record must be dated no more than 30 days prior to the application.

122.06 LICENSE FEES. A license fee of twenty-five dollars (\$25.00) per day for each applicant shall be paid to the City Clerk prior to the issuance of any license.

122.07 LICENSE ISSUED. If the City Clerk finds the application is completed in conformance with the requirements of this chapter, the facts stated therein are found to be correct, and the bond as required in Section 122.05 is in good standing with the Secretary of State, the Clerk shall issue, a license and charge a fee as determined by Sections 122.04 and 122.06. Application processing time will be no more than 10 days.

(Sections 122.04 to 122.07 - Ord. 468 - June 17 Supp.)

122.08 DISPLAY OF LICENSE. Each solicitor or peddler shall keep such license in possession at all times while doing business in the City and shall, upon the request of prospective customers, exhibit the license as evidence of compliance with all requirements of this chapter. Each transient merchant shall display publicly such merchant's license in the merchant's place of business.

122.09 LICENSE NOT TRANSFERABLE. Licenses issued under the provisions of this chapter are not transferable in any situation and are to be applicable only to the person filing the application.

122.10 TIME RESTRICTION. All peddler's and solicitor's licenses shall provide that said licenses are in force and effect only between the hours of 8:00 a.m. and 6:00 p.m.

122.11 REVOCATION OF LICENSE. Following a written notice and an opportunity for a hearing, the Clerk may revoke any license issued pursuant to this chapter for the following reasons:

1. **Fraudulent Statements.** The licensee has made fraudulent statements in the application for the license or in the conduct of the business.
2. **Violation of Law.** The licensee has violated this chapter or has otherwise conducted the business in an unlawful manner.
3. **Endangered Public Welfare, Health, or Safety.** The licensee has conducted the business in such manner as to endanger the public welfare, safety, order, or morals.

The Clerk shall send the written notice to the licensee at the licensee's local address. The notice shall contain particulars of the complaints against the licensee, the ordinance provisions or State statutes allegedly violated, and the date, time, and place for hearing on the matter.

122.12 HEARING. The Clerk shall conduct a hearing at which both the licensee and any complainants shall be present to determine the truth of the facts alleged in the complaint and notice. Should the licensee, or authorized representative, fail to appear without good cause, the Clerk may proceed to a determination of the complaint.

122.13 RECORD AND DETERMINATION. The Clerk shall make and record findings of fact and conclusions of law, and shall revoke a license only when upon review of the entire record the Clerk finds clear and convincing evidence of substantial violation of this chapter or State law.

122.14 APPEAL. If the Clerk revokes or refuses to issue a license, the Clerk shall make a part of the record the reasons for such revocation or refusal. The licensee, or the applicant, shall have a right to a hearing before the Council at its next regular meeting. The Council may reverse, modify, or affirm the decision of the Clerk by a majority vote of the Council members present and the Clerk shall carry out the decision of the Council.

122.15 EFFECT OF REVOCATION. Revocation of any license shall bar the licensee from being eligible for any license under this chapter for a period of one year from the date of the revocation.

122.16 REBATES. Any licensee, except in the case of a revoked license, shall be entitled to a rebate of part of the fee paid if the license is surrendered before it expires. The amount of the rebate shall be determined by dividing the total license fee by the number of days for which the license was issued and then multiplying the result by the number of full days not expired. In all cases, at least five dollars (\$5.00) of the original fee shall be retained by the City to cover administrative costs.

122.17 LICENSE EXEMPTIONS. The following are excluded from the application of this chapter.

1. **Newspapers.** Persons delivering, collecting for, or selling subscriptions to newspapers.

2. Club Members. Members of local civic and service clubs, Boy Scout, Girl Scout, 4-H Clubs, Future Farmers of America, and similar organizations.
3. Local Residents and Farmers. Local residents and farmers who offer for sale their own products.
4. Students. Students representing the Howard-Winneshiek Community School District conducting projects sponsored by organizations recognized by the school.
5. Route Sales. Route delivery persons who only incidentally solicit additional business or make special sales.
6. Resale or Institutional Use. Persons customarily calling on businesses or institutions for the purposes of selling products for resale or institutional use.

122.18 CHARITABLE AND NONPROFIT ORGANIZATIONS. Authorized representatives of charitable or nonprofit organizations operating under the provisions of Chapter 504 of the *Code of Iowa* desiring to solicit money or to distribute literature are exempt from the operation of Sections 122.04 and 122.05. All such organizations are required to submit in writing to the Clerk the name and purpose of the cause for which such activities are sought, names and addresses of the officers and directors of the organization, the period during which such activities are to be carried on, and whether any commissions, fees or wages are to be charged by the solicitor and the amount thereof. If the Clerk finds that the organization is a bona fide charity or nonprofit organization, the Clerk shall issue, free of charge, a license containing the above information to the applicant. In the event the Clerk denies the exemption, the authorized representatives of the organization may appeal the decision to the Council, as provided in Section 122.14 of this chapter.

[The next page is 607]

PEDDLERS, SOLICITORS AND TRANSIENT MERCHANT LICENSE APPLICATION

NAME OF APPLICANT: _____

PERMANENT ADDRESS: _____

LOCAL ADDRESS: _____

DATE OF BIRTH: _____ **SOCIAL SECURITY NUMBER:** _____

CELL PHONE: _____ **PERMANENT PHONE:** _____

LICENSE OF VEHICLE: _____ **STATE:** _____

MAKE & MODEL: _____ **COLOR:** _____

EMPLOYER'S NAME: _____

BUSINESS ADDRESS: _____

NATURE OF BUSINESS: _____

LAST THREE PLACES OF BUSINESS: _____

Dates which said goods, wares or merchandise shall be sold or offered for sale or applicant is to engage in or conduct a temporary or intermittent business: _____

Have you ever been convicted of a crime? Yes or No

If yes, date and nature of crime _____

If applicant is a corporation, list names and addresses of the officers. If an LLC or partnership, list names and addresses of all members: _____

Is this Corporation or Firm authorized to do business in Iowa? _____

List the location and address where such goods, wares or merchandise is to be sold or offered for sale or such business engaged in or conducted: _____

Please list the value of the goods to be sold or offered for sale: _____

APPLICATION FEE is \$100.00 per applicant. (Non-refundable)

LICENSE FEE IS \$25.00 per day.

By signing below, I attest the above statements are true and complete and I have read and understand the rules set forth in the City of Cresco Code of Ordinances Chapter 122.

APPLICANT'S SIGNATURE: _____

Copies of the following items must be provided with the application:

Bond filed with the Secretary of State: (State Phone no. 515-281-5204) Yes _____ No _____
(Those selling food do not need this type of bond but must have food license.)

Huckster Wagon (food sales) food license (Phone no. 515-281-6539) Yes _____ No _____

Cash Bond (at least \$300/license or \$1,000/employer) Yes _____ No _____

Iowa Retailers Sales Tax Permit (Iowa Dept of Revenue online) Yes _____ No _____

Valid Government Issued ID (with photo) Yes _____ No _____

DCI Criminal Background Report Yes _____ No _____

Application Fee of \$100 per applicant with the application (non-refundable) Yes _____ No _____

Licence Fee of \$25 per applicant per day Yes _____ No _____

.....
For Office Use Only: _____

EFFECTIVE DATE _____ EXPIRATION DATE _____

Application Fee Paid (\$100/applicant) _____ License Fee Paid (\$25/day per applicant) _____

Receipt No. _____ Permit No. _____

Bond verified with Secretary of State _____ Notify Police Dept _____ Notify Chamber of Commerce _____
06/05/17 Cresco4.PeddlersAppl.doc