

RESOLUTION NO. _____

**RESOLUTION WAIVING THE SECOND AND THIRD READING AND
CONSIDERATION OF ORDINANCE NUMBER 515 FOR A
ZONING CHANGE FOR AARON WEMARK**

WHEREAS, the City Council of the City of Cresco, Iowa, desires to pass Ordinance Number 515 which amends the Code of Ordinances of the City of Cresco, Iowa, by amending Chapter 165.03 for a zoning change for Aaron Wemark property at 101 7th Street Southwest.

Legal Description:

Lot 5 of 4 IR SURV of the SE ¼ of Section 22, Township 99 North, Range 11 West of the 5th P.M, Howard County, Iowa and Lot 9, Block 28, Baldwins Addition in Cresco, Howard County, Iowa

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Cresco, Iowa, that the second and third reading and consideration of Ordinance Number 515, be waived according to Section 380.3 of the Code of Iowa and that Ordinance Number 515 be read and considered at the City Council meeting held August 19, 2024, in the City Council Chambers at City Hall.

Council Member _____ moved the adoption of the foregoing resolution and Council Member _____ seconded said motion. Thereupon the Mayor called for a roll call vote and the following council members voted in favor of the foregoing resolution: _____.

Council Members _____ voted against the adoption of the foregoing resolution.

Council Member _____ was absent from the meeting.

The Mayor thereupon declared Resolution No. _____ duly passed and adopted by at least 3/4ths affirmative vote by the council members and Ordinance Number 515 is ready to be discussed and considered.

PASSED THIS _____ DAY OF _____, 2024

Mayor Alexander Fortune

ATTEST: _____
City Clerk Nicole Hill

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF A PUBLIC HEARING ON A
PROPOSED 2024 AMENDMENT TO THE URBAN RENEWAL
PLAN FOR THE CRESCO URBAN RENEWAL AREA IN THE
CITY OF CRESCO, STATE OF IOWA

WHEREAS, by Resolution No. 090402, adopted September 8, 2004, the City adopted Amendment No. 4 to the Commercial Urban Renewal Plan, and by Resolution No. 090401, adopted the same date, the City adopted Amendment No. 3 to the Industrial Parks Urban Renewal Plan (collectively, the "Plan" or "Urban Renewal Plan"), and in doing so consolidated the Commercial Urban Renewal Area and the Industrial Parks Urban Renewal Area, and renamed the consolidated area the Cresco Urban Renewal Area (the "Area" or "Urban Renewal Area"), which Plan is on file in the office of the Recorder of Howard County; and

WHEREAS, City staff has caused there to be prepared a form of 2024 Amendment to the Plan ("2024 Amendment" or "Amendment"), a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to remove land from the Urban Renewal Area, add right of way to connect the remaining portions of the Area, and update the description of the Plan's Effective Period; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan, as amended; and

WHEREAS, this proposed Amendment removes land from the Urban Renewal Area and adds land to the Urban Renewal Area, as follows:

Land REMOVED from Cresco Urban Renewal Area by the 2024 Amendment

A. COMMERCIAL URBAN RENEWAL AREA AMENDMENT NO. 3 AREA

Parcel #320480001010000
Parcel #320480002010000
Parcel #320480001030000
Parcel #320480001020000
Parcel #322482600010000
Parcel #330060226010000
Parcel #320480004090000
Parcel #321750001000000

B. COMMERCIAL URBAN RENEWAL AREA AMENDMENT NO. 4 AREA

Parcel # 325-44-00-060-010-000
Parcel # 325-44-00-060-020-000
Parcel # 325-44-00-060-060-000
Parcel # 325-44-00-060-070-000
Parcel # 325-44-00-050-010-000

Parcel # 320-44-00-020-010-000
Parcel # 320-44-00-020-020-000
Parcel # 320-44-00-020-030-000
Parcel # 320-44-00-020-040-000
Parcel # 320-44-00-020-050-000
Parcel # 320-44-00-020-060-000
Parcel # 320-44-00-030-010-000
Parcel # 320-44-00-030-020-000
Parcel # 320-44-00-030-030-000
Parcel # 320-44-00-030-040-000
Parcel # 320-44-00-030-050-000
Parcel # 320-44-00-060-060-000

AND

Parcel # 110-22-08-34-070-000
Parcel # 320-21-00-00-010-000
Parcel # 320-21-00-00-020-000
Parcel # 320-21-00-01-010-000
Parcel # 320-50-00-02-010-000
Parcel # 320-50-00-02-020-000
Parcel # 320-50-00-02-030-000
Parcel # 320-50-00-02-040-000
Parcel # 320-50-00-04-010-000
Parcel # 320-50-00-04-020-000
Parcel # 320-50-00-04-040-000
Parcel # 320-50-00-04-050-000
Parcel # 320-50-00-04-060-000
Parcel # 320-50-00-04-070-000
Parcel # 320-50-00-04-080-000
Parcel # 320-50-00-04-090-000
Parcel # 324-59-22-00-010-000

AND

Parcel # 320-01-27-01-010-000
Parcel # 320-01-27-01-020-000
Parcel # 320-01-27-04-010-000
Parcel # 320-01-27-02-010-000
Parcel # 320-01-27-05-010-000
Parcel # 320-01-27-06-000-000
Parcel # 321-21-00-01-020-000
Parcel # 321-44-00-03-060-000
Parcel # 321-44-00-06-080-000

Property to be Added to Cresco Urban Renewal Area

The full ROW of 7th Street West from Stock Avenue to 6th Avenue West; and

WHEREAS, because the proposed Amendment does not add projects to the Plan nor identify additional indebtedness to paid with tax increment, the Urban Renewal Law does not require the City to hold a separate consultation meeting with the affected taxing entities; and

WHEREAS, the City Council will hold a public hearing on the proposed Amendment subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Amendment and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

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

Section 1. That a public hearing shall be held on the proposed Amendment before the City Council at its meeting which commences at 5:30 P.M. on September 4, 2024, in the Council Chambers, City Hall, 130 North Park Place, Cresco, Iowa.

Section 2. That the City Clerk is authorized and directed to publish notice of this public hearing in the Times Plain Dealer, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL
OF A PROPOSED 2024 AMENDMENT TO THE URBAN
RENEWAL PLAN FOR THE CRESCO URBAN RENEWAL
AREA IN THE CITY OF CRESCO, STATE OF IOWA

The City Council of the City of Cresco, State of Iowa, will hold a public hearing before itself at its meeting which commences at 5:30 P.M. on September 4, 2024 in the Council Chambers, City Hall, 130 North Park Place, Cresco, Iowa, to consider adoption of a proposed 2024 Amendment to the Urban Renewal Plan for the Cresco Urban Renewal Area (the "Amendment") in the City of Cresco, State of Iowa.

The Amendment proposes to remove certain land from the Urban Renewal Area and to add certain land to the Urban Renewal Area, legally described as follows:

Land REMOVED from Cresco Urban Renewal Area by the 2024 Amendment

A. COMMERCIAL URBAN RENEWAL AREA AMENDMENT NO. 3 AREA

Parcel #320480001010000
Parcel #320480002010000
Parcel #320480001030000
Parcel #320480001020000
Parcel #322482600010000
Parcel #330060226010000
Parcel #320480004090000
Parcel #321750001000000

B. COMMERCIAL URBAN RENEWAL AREA AMENDMENT NO. 4 AREA

Parcel # 325-44-00-060-010-000
Parcel # 325-44-00-060-020-000
Parcel # 325-44-00-060-060-000
Parcel # 325-44-00-060-070-000
Parcel # 325-44-00-050-010-000
Parcel # 320-44-00-020-010-000
Parcel # 320-44-00-020-020-000
Parcel # 320-44-00-020-030-000
Parcel # 320-44-00-020-040-000
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Parcel # 320-44-00-030-040-000
Parcel # 320-44-00-030-050-000

Parcel # 320-44-00-060-060-000

AND

Parcel # 110-22-08-34-070-000

Parcel # 320-21-00-00-010-000

Parcel # 320-21-00-00-020-000

Parcel # 320-21-00-01-010-000

Parcel # 320-50-00-02-010-000

Parcel # 320-50-00-02-020-000

Parcel # 320-50-00-02-030-000

Parcel # 320-50-00-02-040-000

Parcel # 320-50-00-04-010-000

Parcel # 320-50-00-04-020-000

Parcel # 320-50-00-04-040-000

Parcel # 320-50-00-04-050-000

Parcel # 320-50-00-04-060-000

Parcel # 320-50-00-04-070-000

Parcel # 320-50-00-04-080-000

Parcel # 320-50-00-04-090-000

Parcel # 324-59-22-00-010-000

AND

Parcel # 320-01-27-01-010-000

Parcel # 320-01-27-01-020-000

Parcel # 320-01-27-04-010-000

Parcel # 320-01-27-02-010-000

Parcel # 320-01-27-05-010-000

Parcel # 320-01-27-06-000-000

Parcel # 321-21-00-01-020-000

Parcel # 321-44-00-03-060-000

Parcel # 321-44-00-06-080-000

Property to be Added to Cresco Urban Renewal Area

The full ROW of 7th Street West from Stock Avenue to 6th Avenue West

A copy of the Amendment is on file for public inspection in the office of the City Clerk, City Hall, City of Cresco, Iowa.

The City of Cresco, State of Iowa is the local public agency which, if such Amendment is approved, shall undertake the urban renewal activities described in such Amendment.

The general scope of the urban renewal activities under consideration in the Amendment is to promote economic development and to rehabilitate, conserve and redevelop land, buildings and other improvements within such area through the elimination and containment of conditions

of blight so as to improve the community through the establishment of effective land use controls, through use of an effective program of rehabilitation of existing buildings and elimination of those structures which cannot be economically rehabilitated, with a limited amount of acquisition, clearance, resale and improvement of land for various purposes specified in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A, Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The City also may acquire and make land available for development or redevelopment by private enterprise as authorized by law. The Amendment provides that the City may issue bonds or use available funds for purposes allowed by the Plan and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Amendment initially proposes no specific public infrastructure or site improvements to be undertaken by the City, and provides that the Amendment may be amended from time to time.

The proposed Amendment would remove land from the Urban Renewal Area, add right of way to connect the remaining portions of the Area; and update the description of the Plan's Effective Period.

Other provisions of the Plan not affected by the Amendment would remain in full force and effect.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Cresco, State of Iowa, as provided by Section 403.5, Code of Iowa.

Dated this _____ day of _____, 2024.

City Clerk, City of Cresco, State of Iowa

(End of Notice)

Section 3. That the proposed Amendment, attached hereto as Exhibit 1, for the Urban Renewal Area described therein is hereby officially declared to be the proposed Amendment referred to in the notice for purpose of such hearing and that a copy of the Amendment shall be placed on file in the office of the City Clerk.

PASSED AND APPROVED this 19th day of August, 2024.

Mayor

ATTEST:

City Clerk

Label the Amendment as Exhibit 1 (with all exhibits) and attach it to this Resolution.

**2024 Amendment to the Urban Renewal Plan
for the
Cresco Urban Renewal Area
City of Cresco, Iowa**

Exhibit 1

INTRODUCTION

By Resolution No. 090402, adopted September 8, 2004, the City adopted Amendment No. 4 to the Commercial Urban Renewal Plan, and by Resolution No. 090401, adopted the same date, the City adopted Amendment No. 3 to the Industrial Parks Urban Renewal Plan (collectively, the "Plan"), and in doing so consolidated the Commercial Urban Renewal Area and the Industrial Parks Urban Renewal Area, renamed the consolidated area the Cresco Urban Renewal Area (the "Area" or "Urban Renewal Area"), and added property to the Area. The Plan for the Area is being further amended by this 2024 Amendment ("2024 Amendment" or "Amendment") to remove land from the Urban Renewal Area, add right of way to connect the remaining portions of the Area, and update the Effective Period.

Except as modified by this Amendment, the provisions of the Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment shall control. Any subsection of the Plan not mentioned in this Amendment shall continue to apply to the Plan, as previously amended.

DESCRIPTION OF THE AMENDMENT AREA

The legal description of the property being removed from the Cresco Urban Renewal Area by this Amendment is attached hereto as Exhibit A. The legal description of the right of way being added to the Area by this Amendment is attached hereto as Exhibit B. The remaining Area, as amended, is depicted in Exhibit C.

DEVELOPMENT PLAN/ZONING

The City of Cresco has a general plan for the physical development of the City as a whole outlined in the 2012 Comprehensive Plan adopted on November 5, 2012. The Plan, as amended hereby, is in conformity with the Comprehensive Plan.

The Plan, as amended, does not in any way replace or modify the City's current land use planning or zoning regulation process.

Except as otherwise provided herein, the City has not determined a current need for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area, as amended.

FINANCIAL INFORMATION

1.	July 1, 2024 constitutional debt limit:	\$13,718,381.10
2.	Current outstanding general obligation debt:	\$5,995,000
3.	No projects are being added by this Amendment.	

EFFECTIVE PERIOD

This Amendment will become effective upon its adoption by the City Council and will remain in effect until it is repealed by the City Council. Notwithstanding anything to the contrary in the Plan, any prior amendment, resolution, or document, the Plan, as amended, shall remain in effect until terminated by the City Council.

With the adoption of this Amendment, any property added to the Area after 1994 is removed. The property remaining in the Area was included in the Area prior to 1995 and was previously described as blighted. Because Iowa Code section 403.17(10) provides that the 20-year limitation on the division of revenue applies only to economic development areas with no part containing slum or blighted conditions, and because the Area contains parts that are blighted, the Area is not subject to the 20-year limitation on the division of revenue set forth in section 403.17(10). In addition, because the original plans and amendments adding the property remaining in the Area were adopted before the effective date (January 1, 1995) of the Iowa Code Section 403.17 requirement that the division of revenue be limited to twenty years in areas that are established on the basis of an economic development finding, the division of revenue in the remaining Area has no expiration date or sunset. As such, notwithstanding anything to the contrary in any prior plan, amendment, or resolution, the use of incremental property tax revenues, or the "division of revenue", as those words are used in Chapter 403 of the *Code of Iowa*, will be consistent with Chapter 403 of the Iowa Code and currently does not have a termination date.

REPEALER AND SEVERABILITY CLAUSE

Any parts of the previous plan, as previously amended, in conflict with this Amendment are hereby repealed.

If any part of this Amendment or the Plan, as previously amended, is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the Amendment or the Plan as a whole, or any part of the Amendment or the Plan not determined to be invalid or unconstitutional.

EXHIBIT A

Land REMOVED from Cresco Urban Renewal Area by the 2024 Amendment

A. COMMERCIAL URBAN RENEWAL AREA AMENDMENT NO. 3 AREA

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Parcel #320480002010000
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Parcel # 320-01-27-06-000-000
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Parcel # 321-44-00-03-060-000
Parcel # 321-44-00-06-080-000

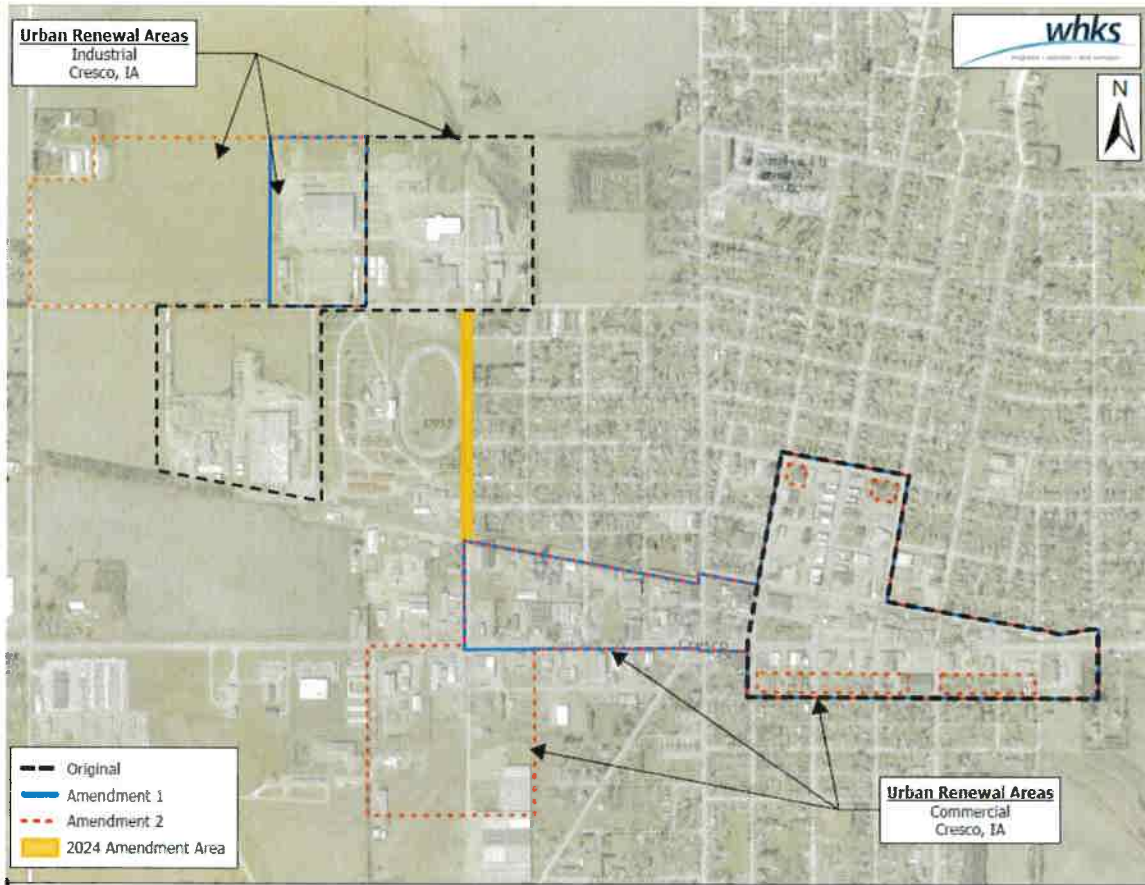
EXHIBIT B

ROW to be ADDED to Cresco Urban Renewal Area by the 2024 Amendment

The full ROW of 7th Street West from Stock Avenue to 6th Avenue West.

EXHIBIT C

Map of Cresco Urban Renewal Area, As Amended by the 2024 Amendment



RESOLUTION NUMBER _____

**RESOLUTION AUTHORIZING THE CITY CLERK
TO APPLY FOR A CONSTRUCTION LOAN
WITH THE STATE REVOLVING FUND**

WHEREAS, the State Revolving Fund offers construction loans to provide affordable assistance for SRF-eligible projects and the City of Cresco will be utilizing the State Revolving Fund for the Wastewater Treatment Plant Aging Equipment Project; and

WHEREAS, the City of Cresco wishes to apply for a Construction Loan through the State Revolving Loan Fund for the Wastewater Treatment Plant Aging Equipment Project.

NOW, THEREFORE, BE IT RESOLVED THAT the City Clerk is authorized and directed to apply and sign a Construction Loan application with the State Revolving Fund.

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 application form for the City of Cresco is approved and that the City Clerk is authorized to sign the application on behalf of the City of Cresco.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

BY: _____
Mayor Alexander Fortune

ATTEST: _____
City Clerk Nicole Hill

Construction Loan Application



PARTNERSHIP WITH THE IOWA FINANCE AUTHORITY AND THE IOWA DEPARTMENT OF NATURAL RESOURCES

Applicant Information			
Applicant:		City of Cresco	
Tax ID Number:			
Contact Person and Title:		Nicole Hill, City Clerk	
Street Address:	130 N Park Pl,	State:	IA
City:	Cresco	Zip Code:	52136
Telephone Number:	(563) 547-3101	County:	Howard
E-Mail:	cityclerk@cityofcresco.com		

Project Information

Clean Water SRF NPDES Number: 4515001
 Drinking Water SRF PWSID Number:

Please write a brief description of the proposed project:

The project includes an overhaul of the non-potable water system, modifications to the influent channel after the screw pumps, replacement of the screw pumps, rehabilitation of the final clarifiers, demolition of the existing aerobic digester building and replacement with a new building system, miscellaneous piping work, and controls upgrades to the City's lift stations.

Have construction contracts been awarded? Yes No

If Yes, provide the actual contract dates. If No, provide the expected dates:

Construction Start Date:	September 16, 2024
Substantial Completion Date:	November 28, 2025
Final Completion Date:	December 30, 2025

Funding Information

Does this project have other funding? Check all that apply:

CDBG USDA-RD WTFAP

Are you interested in an extended term loan (up to 30 years)? Yes No

If yes, has the extended term worksheet been submitted to DNR? Yes No

Date submitted or expected date of submission:

Type of Debt Requested:

Revenue G.O Combination

Tax Exempt Taxable Combination



Project Cost Breakdown

Administrative, Financial & Legal expenses	\$ 13,000
Planning & Design expenses	\$ 124,700
Engineering construction expenses	\$ 82,000
Construction	\$ 498,360
Equipment	\$ 1,086,640
other expenses	\$
other expenses	\$
other expenses	\$
other expenses	\$
Contingency	\$ 106,300
Total Project Cost	\$ 1,911,000
Minus Funds from other sources	\$
SRF Loan Subtotal	\$ 1,911,000
1/2% loan origination fee (.005 x SRF amount)	\$ 9,555
Total SRF Loan (round to nearest \$1,000)	\$ 1,921,000

Sources of Funds

Total SRF Loan	\$ 1,921,000
other funding sources	\$
other funding sources	\$
other funding sources	\$
Total Source of Funds	\$ 1,921,000

The application must include the following documentation with the completed application.

A pro-forma prepared by a registered Municipal Advisor showing detail of the revenues, expenses, outstanding debt and debt coverage ratios for the system. At a minimum, the pro-forma should show financial information based on actuals for the past two-years, the current year and projections for the next two years.

Documentation that demonstrates the appropriate action has been taken to implement the utility rate recommendation of the Municipal Advisor set forth in the 5-year pro-forma cash flow analysis.

The undersigned is duly authorized to request this loan on behalf of the Borrower. The Borrower declares under penalty of law that all facts given, and information attached are true and correct. The Borrower, authorizes IFA to verify all information.

Authorized Signature _____ Date **08/19/2024**

Typed Name and Title **Nicole Hill, City Clerk**

*Submit Completed Application and Pro-Forma to SRF Program Staff at:
waterquality@iowafinance.com
 515 452-0400*

ORDINANCE NO. 512

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE
CITY OF CRESCO, IOWA, BY AMENDING
PROVISIONS PERTAINING TO WATER METERS

BE IT ENACTED by the City Council of the City of Cresco, Iowa, as follows:

SECTION 1. NEW SECTION. The Code of Ordinances of the City of Cresco, Iowa, is amended by adding section 91.12 entitled METERS SERVING MOBILE HOME PARKS AND MULTI-FAMILY RESIDENTIAL UNITS, which is hereby adopted to read as follows:

91.12 METERS SERVING MOBILE HOME PARKS AND MULTI-FAMILY RESIDENTIAL UNITS. The property owner shall be responsible for charges and maintenance for the water service lines and curb-stop for the entire building regardless of the number of meters installed. The owner has the option to choose one of these options for billing for water passing through the service line:

1. One meter for reading purposes for each mobile home park or multi-family residential unit. The purchase of any meter over $\frac{3}{4}$ inch shall be the responsibility of the property owner. All such meters shall be purchased from the City and shall be maintained by the property owner in a manner satisfactory to the City. Charges for water used shall be based upon this meter and shall include all water passing through said meter, regardless of subsequent usage.

2. Multiple meters may be billed by the City in the names of the tenants, however the property owner shall still be responsible for payment on all accounts unless a lien exemption is on file with the City for each unit. The City will provide one meter up to $\frac{3}{4}$ inch and all additional meters will be the responsibility of the property owner to purchase from the City. Water shall be shut off at the curb stop for the entire building for any delinquent account within the building pursuant to City of Cresco Code 92.05.

3. Property owners in the downtown business district may have separate meters for the commercial and residential portions of their buildings. The City will provide one meter up to $\frac{3}{4}$ inch and all additional meters will be the responsibility of the property owner to purchase from the City. Water shall be shut off at the curb stop for the entire building for any delinquent account within the building pursuant to City of Cresco Code 92.05

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED AND APPROVED THIS _____ DAY OF _____, 20_____.

Mayor Alexander Fortune

ATTEST: _____
City Clerk Nicole Hill

1st Reading 8/5/24 Reading _____ 3rd Reading _____

I certify that the foregoing summary was published as Ordinance No. 512 on the _____ day of _____, 2024.

City Clerk Nicole Hill

City of Cresco

CREDIT CARD POLICY

I. CARDS ISSUED

See Appendix 1.

II. CREDIT LIMITS

See Appendix 1.

III. USES

1. Purchases requiring immediate payment when the City is unable to issue a check for the purchase.
2. Meal expenses when on City business (no alcoholic beverage expenses may be included). Original detailed receipt(s) must be returned to City Hall. See employee handbook for maximum meal allowances.
3. Employee training and/or travel expenses including lodging when applicable.
4. On-line purchases requiring a credit card when no other payment or billing option is available. (on-line purchases may require prior approval for non-budgeted items.)
5. Emergency vehicle maintenance.

IV. EMPLOYEE RESPONSIBILITIES

1. Only authorized employees of the City of Cresco may use a municipal credit card. The credit card must be signed out by the employee, signing and dating the form, and verified by City Hall staff. The card should be returned immediately after use and verified by City Hall staff.
2. Ensure that the credit card is used in compliance with the City's purchasing policies.
3. Personal use of a "City of Cresco" credit card is strictly **PROHIBITED**.
4. The employee using the credit card must submit all receipts to City Hall **within ten (10) days of purchase**. The receipt should include documentation detailing the goods or services purchased, cost, date of purchase, department or expense item to be charged, and signature of employee making the purchase in order to provide adequate audit trail information. If original detailed receipts are not turned in, the City will not be responsible for those charges on the credit card. **Failure to submit receipts within the required ten days will be reported to the City Council and may result in loss of use of the card.**
5. Above said receipts must be submitted to City Hall to reconcile against the monthly credit card statement. The City will reconcile and make payment per credit card agreements, of all outstanding amounts for the preceding month. Preparation for payment, to be completed in a timely fashion will be done through the City Clerk's office. Each department will be responsible for reviewing the individual receipts and submitting them for payment by the 1st of the month. The total will be paid in full each month. The amount of any item without accompanying receipt shall be reimbursed to the City by the employee.
6. Purchases made by the City are exempt from state and local sales tax. Employee should inform vendor of this when making purchase. Sales tax exemption forms are available from the Deputy Clerk.
7. The employee signing out the card is responsible for its protection and custody and shall immediately notify the Cresco City Hall if the card is lost or stolen.
8. The credit card may not be used for cash advances or any other type of purchase not permitted by the City of Cresco.

9. Misuse of the credit card, failure to secure or failure to report stolen or missing credit card immediately upon discovery, could result in disciplinary action towards employee and possible employment termination. Employees would not be held responsible for any fraudulent charges to the credit card after it has been reported missing or stolen. **In addition, late charges incurred as a result of not turning in receipts in the required time frame will be the responsibility of the employee.**

V. REWARD POINTS

For City issued credit cards that earn reward points, the reward points shall be redeemed by the individual to whom the card is issued for the following purposes:

1. Cash or Credit to be applied to the outstanding card balance.

If cash or credit to be applied to the outstanding balance is not available for credit card reward points, the points may be redeemed for gift cards or merchandise provided that they are used for public purposes.

The City Clerk will be responsible for redeeming credit cards reward points and tracking their use, to be reviewed by the City's auditor annually.

VI. STORE CARDS (i.e. Kwik Star)

Existing operations include the issuance of certain types of credit cards affiliated with a specific retail or wholesale business. Departments that have these cards will be subject to the same standards as for those who hold a bank issued major credit card.

City of Cresco

CREDIT CARD POLICY

APPENDIX 1

CARDS ISSUED & CREDIT LIMITS

The City has four (4) Visa cardholders. Each cardholder listed below will be issued an individual card under the City's business account with TCM Bank, N.A.

- 1 issued to Police Chief Timothy Ruroden – credit limit \$4,000
- 1 issued to Public Works Director David Brenno – credit limit \$10,000.00
- 1 issued to Park Manager Leyton Bohr – credit limit \$4,000.00
- 1 issued to Theatre Manager Wendy Lickteig – credit limit \$4,000.00

The City has one (1) Mastercard cardholder. Each cardholder listed below will be issued an individual card under the City's business account with CardMemberServices / CUSB Bank.

- 1 issued to Library Director Jordyn Moore – credit limit \$4,000.00

If the employee to whom the card is issued ceases to be an employee of the City or no longer holds the position listed above, the card shall be returned to the City Clerk's office immediately.

DATE APPROVED BY COUNCIL: _____

BY: _____
Mayor Alexander Fortune

ATTEST: _____
City Clerk Nicole Hill

MISCELLANEOUS ITEM LIST 8-16-2024

7TH ST. RECONSTRUCTION - CRESCO, IA 9215.01

Coordinate all punchlist items with City (WHKS) Construction Observer.

Misc.

- Install Tracer wire access boxes on W-1H (SE Corner of HWY 9 & 7th Street)
- Tuck all CB's and MH's
- Clean out sanitary MH's
- Move stop sign at stock towards road as staked.
- Add topsoil, seed / restoration at 4th street.
 - Install 25 MPH Speed sign on east side of 7th Street between A&W and Wemark Buildings.

Pond

- Re-shape and tie down erosion control mat in bottom of ditch, re seed and hydro much as needed.
- Install apron to drain line from recycling center. 6" PVC pipe.
- Replace cracked concrete panel at airport
- Remove Large rocks removed from field
- Install Fence for Hawkeye
- Clean out plunge pool
- Reinstall gate and foundation at recycling entrance
- Remove construction items (pipe and aprons and piles of blacktop) from site
 - Mow entire area.
 - Provide cost for drain tile in ditch.
 - Install Fenceposts on Cleanouts in Pond.

County Engineers Lot

- Grade gravel entrance at 1% up from concrete apron, excess rock to be added to entrance as it turns north.
- Cut a 25' opening in old railroad grade to allow water just south storage structure to drain towards stock avenue ditch. Side slopes to be tapered at a 10:1 slope, seed and blanket area.
- Remove stockpiled items, grade and seed area
- Raise county CO and curb stop. Add rock to inside of casting to prevent future settlement

be required to remove diseased trees or dead wood on the publicly owned property or right-of-way. Maintenance includes timely mowing, trimming trees and shrubs, and picking up litter.

(Code of Iowa, Sec. 364.12[2c])

135.11 FAILURE TO MAINTAIN PARKING OR TERRACE. If the abutting property owner does not perform an action required under the above section within a reasonable time, the City may perform the required action and assess the cost against the abutting property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2e])

135.12 DUMPING OF SNOW. It is unlawful for any person other than employees of the City's Public Works Department, when carrying out the duties of the department, to throw, push, or place or cause to be thrown, pushed or placed, any ice or snow from private property, sidewalks, or driveways onto the traveled way of a street or alley so as to obstruct gutters, or impede the passage of vehicles upon the street or alley or to create a hazardous condition therein; except where, in the cleaning of large commercial drives in the business district it is absolutely necessary to move the snow onto the street or alley temporarily, such accumulation shall be removed promptly by the property owner or agent. Arrangements for the prompt removal of such accumulations shall be made prior to moving the snow.

(Code of Iowa, Sec. 364.12[2])

135.13 SNOW PILES NEAR INTERSECTIONS AND FIRE HYDRANTS.

1. Snow shall not be piled or deposited in excess of three (3) feet high within twenty (20) feet in any direction of the apex of any corner of an intersection.
2. Snow shall not be piled or deposited within three (3) feet in any direction of any fire hydrant.
3. In the event that snow remains in such piles or deposits for more than twenty-four (24) hours, the City shall have the power to remove the piles and to assess the reasonable cost thereof against the property owner.

135.14 DRIVEWAY CULVERTS. The property owner shall, at the owner's expense, install any culvert deemed necessary under any driveway or any other access to the owner's property, and before installing a culvert, permission must first be obtained from the City. In the event repairs are needed at any time with respect to culverts, it shall be the responsibility of the property owner to make such repairs, and, in the event the owner fails to do so, the City shall have the right to make the repairs. If the property owner fails to reimburse the City for the cost of said repairs, the cost shall be certified to the County Treasurer and specially assessed against the property as by law provided.

Chapter 12.44 SNOW, ICE, AND ACCUMULATIONS¹

Sections:

12.44.010 Removal of snow, ice, and accumulations.

12.44.020 Fees and expenses.

12.44.030 Notice of violation.

12.44.040 Collection of costs.

12.44.050 Designated streets list.

12.44.060 Damage caused by snow removal.

12.44.010 Removal of snow, ice, and accumulations.

- A. The [REDACTED] is primarily responsible for the removal of snow, ice and accumulations from city streets, alleys and city owned parking lots following the procedures detailed in the city's "Snow Removal Operations Manual".
- B. It is the responsibility of the property owner to remove snow, ice and accumulations from sidewalks abutting their property within twenty-four hours following a snowfall event. Property owners in all districts are prohibited from depositing or causing the deposition of any snow, ice or accumulations on to city streets, alleys or parking lots, except properties located along designated streets listed in this chapter. The "designated streets list" as shown in Section 12.44.050 illustrates the locations where businesses are permitted to deposit snow from their sidewalks onto city streets. Any property owner found to be in violation of this chapter will be subject to a fine for each violation as detailed in City Code Chapter 1.28, Municipal Infractions.
- C. Property owners in all districts are prohibited from depositing snow, ice or accumulations from their property on to another property or the right-of-way/boulevard adjacent to another property without the express written consent of the appropriate property owner. This prohibition applies to property owners, as well as their agents, contractors, or anyone acting on their behalf to remove snow, ice or other accumulations from their property. The owner of the property where the snow was removed from shall be liable for any such violations. This prohibition also applies to any person acting on behalf of a property owner.

Example from
another City

¹Editor's note(s)—Ord. No. 1284, adopted December 6, 2021, deleted Ch. 12.44, and added new provisions to read as herein set out. Former Ch. 12.44 pertained to similar subject matter, consisted of §§ 12.44.010—12.44.050, and derived from Ord. 730, 1981.

D. Any property owner, causing or desiring snow, ice, or accumulations to be removed from inside or adjacent to the property lines of the property and deposited or placed on city streets is required to complete a "snow removal agreement", which must be reviewed and approved by the city. The agreement will specify fees, rules, and regulations governing snow, ice, or accumulations placed on city streets. The city has sole discretion whether to approve and execute a "snow removal agreement." the agreement must be approved prior to depositing any snow, ice, or accumulations onto city streets. Any property owner found to be in violation of the executed "snow removal agreement" or this chapter will be subject to a fine for each violation as detailed in City Code Chapter 1.28, Municipal Infractions.

(Ord. No. 1284, § 1, 12-6-2021; Ord. No. 1302, § 2, 10-17-2022)

12.44.020 Fees and expenses.

In the event that snow, ice or accumulations are deposited upon city property or city streets as specified in Section 12.44.010, the owner, tenant, or person in charge of the lot, block or parcel of real estate upon which the business or commercial enterprise is located shall be charged an amount approved by the city council and listed on the executed "snow removal agreement". The city council shall by resolution establish the fees to be charged for such services. Such fees shall be based upon the square footage of the total area where snow has been removed as determined by the street superintendent.

(Ord. No. 1284, § 1, 12-6-2021)

12.44.030 Notice of violation.

Whenever the city finds that a property owner has deposited or caused snow, ice or accumulations to be deposited in violation of this chapter or in violation of an executed "snow removal agreement", the city will notify the property owner of the violation. The property owner will be assessed the costs for the removal of snow, ice or accumulations for all violations. Any violations of this chapter or of an executed "snow removal agreement" will also be subject to a fine for each violation as detailed in the City Code Chapter 1.28, Municipal Infractions.

(Ord. No. 1284, § 1, 12-6-2021)

12.44.040 Collection of costs.

In the event that the costs are not paid as set out in this chapter; the clerk shall mail a statement of the total expense incurred to the property owner who has failed to pay the assessed fees and/or fines, and if the amount shown by the statement has not been paid within one month, the clerk shall certify the costs to the county auditor, and it shall then be collected with and in the same manner as general property taxes.

(Ord. No. 1284, § 1, 12-6-2021)

12.44.050 Designated streets list.

Only property owners located along the Designated Streets List are permitted to deposit the snow removed from the sidewalk adjacent to their property onto city streets free of charge and without a snow removal agreement. These property owners are required to deposit snow from their sidewalks onto the streets prior to the city clearing the snow from the adjacent street. If the snow in the adjacent street is removed by the city before the property owner clears their sidewalk, it is the responsibility of the property owner to dispose of the snow removed from their sidewalk. Properties with sidewalks adjacent to parking lots, drives or green space are not allowed to deposit snow from the sidewalks into the city streets without a snow removal agreement approved by the city.

(Supp. No. 24, 4-24)

Created: 2024-04-22 12:34:01 [EST]

This includes properties located along the designated streets list. The designated streets list shall be established by resolution adopted by the city council and is on file with the city clerk-finance officer.

(Ord. No. 1284, § 1, 12-6-2021; Ord. No. 1302, § 1, 10-17-2022)

12.44.060 Damage caused by snow removal.

The [REDACTED] assumes no liability for damage to fences, plantings or other decorative appurtenances caused by the removal of snow, ice and accumulations unless it can be determined that the act was malicious and intentional. The city will not replace mailboxes, fences, plantings or other decorative appurtenances damaged as a result of the force of snow, ice and accumulations thrown from the plow. If city operations damage a mailbox, property owners may request reimbursement up to a maximum of fifty dollars by submitting a mailbox claim form. A mailbox claim form shall not be submitted for a mailbox that was in disrepair, not installed correctly based on United States Postal Service guidelines, or for a mailbox damaged or knocked down by the force of snow, ice or accumulations thrown from the plow.

(Ord. No. 1284, § 1, 12-6-2021)

I would like make a change to the "Method of Service" part of our nuisance code. Currently, our code states: "The notice may be in the form of an ordinance or sent by certified mail to the property owner." Certified mail has to signed for by the recipient. Many times, they refuse to sign, and I get it back around 5 weeks later. My goal is to speed up the process.

I have researched other cities in Iowa, and have found a several different options. I would like to change our Method of Service to have the following options:

1. Sent by First-Class mail, certified mail, or other
2. In-person delivery of written notice
3. Delivery of notice by law enforcement officer
4. Posting notice in a conspicuous place on premises
5. Any other method deemed appropriate

I would like to also add a "Habitual Violator" section that reads:

Habitual violators.

Any person who is found to have violated this article three or more times within a 36-month period, at any address in the city, shall be deemed to be a habitual violator.

(c)In addition to other remedies set forth in this article, when it is determined by the department that a nuisance exists and/or that a person is a habitual violator, the city may file a civil action in the district court seeking an order enjoining the person from further violation of this article on real property owned or controlled by such person or real property where such person acts as an agent, tenant, or lessee of any residential dwelling, commercial establishment and/or real property within the city. The city may further request that upon entry of the injunction the court allow the city to abate further violations without notice and/or seek an order of contempt.

CITY OF CRESCO
BUDGET WORKSHEET
CALENDAR 8/2024, FISCAL 2/2025

ACCOUNT NUMBER ACCOUNT TITLE	2 YRS AGO	LAST YEAR	CURRENT BUDGET	EXPENDED YTD	NEW BUDGET
065-599-6402 ADVERTISING,NOTICES,BOOKS			300.00		
065-599-6411 ATTORNEY FEES	4,403.16	2,221.00	6,000.00	503.67	
065-599-6413 FEES/OTHER AGENCIES		3.50			
065-599-6418 PROPERTY TAX PAID			500.00		
065-599-6490 OTHER PROFESSIONAL SERV				88.33	
065-599-6499 OTHER CONTRACTUAL SERV		135.00	1,000.00	50.00	
065-599-6508 POSTAGE		82.87	200.00	95.32	
	=====	=====	=====	=====	=====
DIFFERENCE	4,403.16	2,442.37	8,000.00	737.32	
	=====	=====	=====	=====	=====
	=====	=====	=====	=====	=====
PROOF	4,403.16	2,442.37	8,000.00	737.32	
	=====	=====	=====	=====	=====

CRESKO LIBRARY BOARD OF TRUSTEES

TO: CRESKO CITY COUNCIL

RE: Appointment/Reappointment

We, the Cresko Library Board of Trustees, recommend that the City Council

1. Kranzler Appoint (Name) Janann Meyer

(To replace Trish Johnson)

2. _____ Reappoint (Name) _____

to the Cresko Library Board of Trustees.

Term to run from 09/01/2024 to expire 06/30/2026

Contact Info: 229 6th Ave E
Cresko, IA 52136

Phone: _____ (ok to list on website? Yes No)

Email: janann.meyer@rhshc.com (ok to list on website? Yes No)

	Signed	Date
Chairman	<u>Kay Ben</u>	<u>8/12/24</u>
	<u>Jam Fuster</u>	<u>8/12/24</u>
	<u>Bryan Sheehy</u>	<u>8-12-24</u>
	<u>Pam Taylor</u>	<u>8/12/24</u>
	<u>My</u>	<u>8-12-24</u>
	<u>Joe</u>	<u>8/12/24</u>

Park and Recreation Board Appointment Form

TO: CRESCO CITY COUNCIL

RE: Appointment/Reappointment

We, the Park and Recreation Board for the City of Cresco, recommend that the City Council

1. X Appoint (Name) Leigh Myers
(To replace Dale Ernst)

2. _____ Reappoint (Name) _____

to the park and recreation board.

Term to run from 9/1/24 to expire 6 30 8/31/27

Contact Info: 430 3rd Ave W
(Address) Cresco, IA

Phone: 641-430-5438 (ok to list on website? Yes/No)

Email: essentialmassage@live.com (ok to list on website? Yes/No)

	Signed	Date
Chairman	<u>[Signature]</u>	<u>8/14/24</u>
	<u>[Signature]</u>	<u>8/15/2024</u>
	<u>[Signature]</u>	<u>8/15/24</u>
	_____	_____
	_____	_____
	_____	_____