



1225 6th Avenue, Suite 110
Marion, Iowa 52302
www.cityofmarion.org

council memo

July 12th, 2016

TO: The Honorable Mayor and City Council
CC: Lon Pluckhahn, Amanda Kaufman
FROM: Terrell Hunter, IT Division Manager
RE: Additional On-site Network Engineer Labor

Exhibit(s): Marco Proposal # MARQ145307

In addition to the 24x7 help desk and managed IT services, we purchase blocks of network engineer time from Marco to perform projects and maintenance tasks outside of the scope of the support contract. This time allows us to fill a need for that skillset that is not needed quite enough for a full time person. We currently utilize this on-site support more heavily at the Police Department. It's approximately an 80/20 split of the time. With the upcoming projects and support tasks needed, we are requesting approval for a second block of 32 hours per month for fiscal year 2016 - 2017. The cost was approved in the 2016 – 2017 budget.

This partial staffing supplementation to the IT Division is an effective and efficient way to fill a need and grow the IT Division until we have grown to the point of needing to hire a full time position for this skillset. It also provides extreme flexibility to adapt weekly duties to meet the current needs that is not easily attainable by individual project based contracting for network engineering services. It allows us to directly interact with the onsite support on weekly duties without the need to schedule and work through an account manager to get dynamically changing tasks completed.

In addition to weekly ad-hoc urgencies that this position assists with are project based tasks. Projects that this time will be used for are configuring networking, wireless and cyber-security systems as well as consulting and engineering our systems to meet compliances.

The intent is to dedicate this time 1 full day for the Police Dept. and 1 full day for the rest of the city departments including work done to maintain the fiber connectivity around the city's fiber network. And, in cases where this time is needed for small project work at one or the other, we collaborate with each other to share this resource for work that requires more than 1 day to complete.

SOW Schedule of Products

Job # SOW8826



Date | Proposal #
06/08/16 | MARQ145307

Voice: 800.892.8548 | Fax: 800.847.3087

Client: CITY OF MARION
Terrell Hunter
1225 6TH AVE
MARION, IA 52302

Phone: 319-743-4735

Email: thunter@cityofmarion.com

Qty	Description	Unit Price	Ext. Price
	Marco Professional Services Additional On-Site Labor for a Data Engineer		
1	32 Hours per Month @ \$110.00 per hour. Total \$3520.00 The addition will run through June 30, 2017	\$3,520.00	\$3,520.00
		Subtotal	\$3,520.00
		Shipping	\$0.00
		Tax	\$0.00
		Monthly Total	\$3,520.00

Tax and/or shipping may be charged where applicable.

Implementation Contact Name _____

Phone Number _____

Email Address _____

Customer Signature

Date



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council memo

July 15, 2016

TO: Mayor, City Council Members

CC: Lon Pluckhahn, City Manager

FROM: Traci Miller, Administrative Assistant, City Manager's Department

RE: Receive and file

Exhibit(s): Correspondence

H. Motion to receive and file correspondence regarding business parking from 10th Street to 9th Street (Judy Saluri, 1785 Grand Avenue).

The above item(s) are letters and emails that are addressed to the Mayor and City Council Members.

1785 Grand Ave
Marion, Iowa 52302
July 7, 2016

Marion City Council
Marion City Hall
1225 6th Ave
Marion, Iowa 52302

Dear Mayor and Council Members,

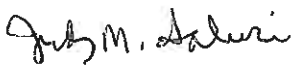
I have been attending Council meetings for a while now. The recent development along the 6th Avenue Corridor is exciting, but leaves me with a concern that was echoed by Councilwoman Pazour at the work session Tuesday afternoon. I volunteer at the Marion Heritage Center several days a week and am very concerned about parking, or rather, the lack thereof, for the businesses from 10th to 9th Street and to the proposed building by Perry Development Partners between 8th and 9th Street.

My concern, though, goes one step further. The only handicapped parking for patrons of the Heritage Center, the Kettle House, Another Road Brewery or the new Perry building are on the Square or at the Library and these are limited. After many years of caring for my mother, who had severe back and knee problems and used a walker, I have firsthand knowledge and experience in knowing how far a disabled or handicapped person can go to get to a shop, museum, or restaurant. I also know what pleasure they derive from getting out to these destinations. I don't believe that the City of Marion wants to limit access to a significant and growing portion of our population!

In discussing this with Lynette Brenzel, the Director of the Marion Heritage Center, she echoed my concern. Lynette had one other that she wanted me to convey. In the last week there were a couple of visitors who rode bicycles. The first one brought the bike into the center. Lynette said that the entry doesn't have enough room to house bikes and must be kept open for visitors who need the space for walkers and wheelchairs. There can be no obstacles. The second visitor chained their bike to the railing. That isn't a good alternative either, as the railing must be kept for people who need to hold on to it as they come down the steps. The City of Marion wants to be bicycle friendly, but has no place to chain a bike and keep it safe.

Thank-you for your consideration in both these matters. Please, now is the time to develop some sort of policies for these issues. I would hope that the lack of handicapped parking could be looked into quickly as not one of us is getting any younger!

Sincerely,



Judy M. Saluri



1225 6th Avenue, Suite 110
Marion, Iowa 52302
www.cityofmarion.org

council memo

July 15, 2016

TO: Mayor, City Council Members
CC: Lon Pluckhahn, City Manager
FROM: Traci Miller, Administrative Assistant, City Manager's Department
RE: Departmental Monthly Reports

Exhibit(s): Monthly Report

H. Motion to receive and file June 2016 Departmental Reports.

Departmental Reports are submitted monthly from each department and received and filed to Council. The reports show each departments' monthly activities.

BUILDING DEPARTMENT SUMMARY
BUILDING INSPECTION DEPARTMENT

ENGINEERING DEPARTMENT

FINANCE DIRECTOR'S REPORT

FIRE DEPARTMENT

LIBRARY

PARKS, RECREATION AND CEMETERY

PLANNING AND DEVELOPMENT DEPARTMENT

POLICE DEPARTMENT

PUBLIC SERVICES DEPARTMENT

RECEIVE AND FILE STATUS REPORT

MONTHLY REPORT

JUNE 2016
(Ama Bartlett)

INSPECTIONS:	CURRENT		LAST MONTH		LAST YEAR	
BUILDING	528		495		651	
ELECTRICAL	33		31		33	
PLUMBING	17		26		39	
MECHANICAL	33		20		52	
WRECKING	10		2		0	
COMPLAINT	84		124		91	
HOUSING	120		173		358	
BEER & LIQUOR INSP	0		5		1	
TOTAL INSPECTIONS	825		876		1,225	
Electrical, Mechanical & Plumbing inspections performed with building projects are not recorded in individual category.						
PERMITS		UNITS		UNITS		UNITS
ACTIVE DEPT PERMITS	3,984		4,484		3,908	
PERMITS ISSUED CURRENT	329		339		346	
NEW SINGLE FAMILY	17		15		17	
NEW MULTI-FAMILY	3	7	1	4	3	29
COMMERCIAL PERMITS	3		6		5	
REMODEL PERMITS	25		23		26	
PERMITS ISSUED FYTD	3,628		3,299		3,245	
FINANCIAL						
RECEIPTS CURRENT	58,085		76,746		66,757	
RECEIPTS FYTD	720,681		662,597		682,632	
CODE COMPLIANCE:						
NEW COMPLAINTS	12		8		20	
RESOLVED COMPLAINTS	4		6		20	
ACTIVE COMPLAINTS	68		60		70	
RENTAL HOUSING:						
RENTAL HOUSING UNITS	4,049		4,050		4,038	
NEW UNITS REGISTERED	5		9		21	
UNITS REMOVED	7		7		13	
REGULAR INSPECTIONS	156		114		226	
VIOLATION INSPECTIONS	61		212		57	
OTHER CONTACTS	36		57		75	

DEPARTMENT EDUCATION

Ron Hoover attended two classes with the Iowa Plumbing and Mechanical Systems Board on June 8th. Gary Hansen, Matt Newhouse and Amal Eltahir attended the Iowa Association of Building Officials Fire Stopping seminar in Cedar Rapids on June 20th.

BUILDING INSPECTIONS



Stop work order placed on this property - mainly for all corrections needed to this sunroom.



These wire connections are not rated for outdoors (wet location).

COMMERCIAL/INDUSTRIAL CONSTRUCTION ACTIVITY

(Gary Hansen)



Contractor pumped concrete over 300' to pour the Linn Mar Kitchen floor. You can see the hose laying on the floor.



Future Blairs Ferry Senior Housing



This picture was taken of an electrical box at the Arbor Trails Senior Housing on Blairs Ferry. It shows insulation sprayed into the outlet box, which is a violation of the Electrical code not allowing foreign (non-approved) materials in any electrical installation. The insulation company should have covered them before spraying. Since they didn't they had to go back and clean the combustible material out of each box.

NEW CONSTRUCTION PROJECTS:

- Plans have been submitted for a new Professional Building. This will house Parks and Schmidt Orthodontist, and 3 other tenants. It is to be built at (901 Tower Terrace Rd)
- Plans have been submitted, reviewed and ready for issuance for Anderson Automotive's new building at (300 44th St.)
- A permit has been issued and foundation work to begin soon, for an addition to a Menards out building at (200 Menards Lane)
- Permits have been issued and work is starting for 2 build-outs at (905 29th Ave)
- Site work has started for Marion Independent's new Longfellow Elementary School at (2900 8th Ave.)

- Reconstruction work has started for the remodel of the Marion Used Car Superstore, this will be changed to a Volkswagen dealership, at (675 Blairs Ferry Rd)
- The permits are ready to be issued for 2 new duplex storage warehouses at (5605/5607 & 5606/5608 Business Lane)

ON-GOING CONSTRUCTION PROJECTS:

- Drywall and paint have been completed and the interior trim work has begun at the new Dunkin Donuts at (584 7th Ave)
- Exterior Framing is being completed and the interior underground work will be starting soon for the new Lebeda Mattress retail store at (2525 7th Ave.)
- Work is being completed and Occupancies coming soon for KTRO Storage's 3 self-storage garages on (4150 3rd Ave.)
- All the Kitchen floor has been removed, underground Plumbing and Electrical installed and concrete has been re-poured for Linn Mar High School Kitchen Renovation (3111 10th St)
- Building addition structure has gone up with brick and roofing to make it water-tite for the LM Oak Ridge Middle School cafeteria expansion (4901 Alburnett Rd)
- Finish work is being completed for Fashion Par Kitchen's new location at (1246 7th Ave)
- Finish work is continuing for an interior commercial build-out at (4281 3rd Ave)
- APC Emmert's has been granted a Temporary Occupancy for their new building at (4155 3rd Ave)
- A Temporary Occupancy punch list is being completed for Electrical Specialties new building at (6451 Partners Ave)
- Trim finish work has started on the 4th floor, while drywall is being completed on the 1st floor. Parking lot is being completed and the north retaining wall plans have been submitted and will begin building that soon, at the Arbor Trails Senior housing project at (1362 Blairs Ferry Rd)
- The first 2 units of 3 Self-storage units, has been issued a temporary occupancy at (1286 Blairs Ferry Rd)
- The interior work is being completed and the concrete batch plant equipment is being installed for a new readi-mix plant at (600 49th St.)
- Framing of the 60 unit Blairs Ferry Senior Housing has started at (830 Blairs Ferry Rd.)
- A Temporary Occupancy has been granted for Victory Gymnastics building on (North Gateway Dr.)
- Exterior walls are being constructed and all footings and underground work has been completed at the new Hills Bank side of the Goodwill/Hills Bank project at (3204 7th Ave)
- The second rental warehouse is nearly complete with just an exterior punch list remaining at (570 44th St)
- Select Construction is completing rough-ins on their new warehouse/shop at (665 49th St)
- A Temporary Occupancy has been granted for the new office building for Linn Coop at (325 35th street)
- Integrity Homes has all 5 buildings being completed as they are being occupied at (591 62nd St.)
- Finish trim is being completed, and Occupancy for the warehouse, shipping offices and the 2nd floor office areas has been granted for Legacy Manufacturing's 130,000 plus sq. ft. building at (6509 Partners Ave.)
- Remodeling of the existing building continues. The new additions are nearing completion, the exterior brick and concrete sidewalks and drives are being done now at Linn Mar High School at (3111 10th St.) Expected Completion date is December 2016

- Interior finish is being completed for a 4000 square foot warehouse of Joe Meyers at (3300 3rd Ave)
- Interior work is being completed to the Hupp Electric building addition at (500 57th St.)
- Finish work being completed for an addition to the car wash at (1188 Grand Ave.)
- Snugs bar has been issued a Temporary Occupancy for the bar portion of the permit with the punch list being completed at (760 11th street)
- A Temporary Occupancy has been issued for two new Self storage units at (5185 8th Ave.)
- The current Building permit has expired and a new one will need to be obtained before the work can continue. Plans had been received, although new plans are expected prior to construction being restarted. It is unknown at this time when reconstruction will begin at (1204 7th Ave).

BUILDING PROJECTS: COMPLETED

- A Final Occupancy has been issued for the new airport office building at (1690 Marion Airport Rd)
- Knutson Construction has completed 1st phase of the Shadow Ridge complex on Prairie Hill Dr.

CODE COMPLIANCE DEPARTMENT

Compiled by Matt Newhouse - Code Compliance Coordinator

OVERVIEW:

Old and outstanding complaint are being review and many have been closed due to compliance. A few are still going to require staff to pursue further. New complaints are being handled in a timely manner and we are looking forward to continuing the prompt and courteous response to any and all concerns voiced to all involved staff.

Existing Complaints of Interest:

5010 Winslow Road Sam Nemer.

Property remains in compliance for an A1 zoning. There are still building materials on site for the 2 garage expansion and re-roofing permits. Mr. Nemer has yet to pay the +7,000.00 fines imposed by the court when he was granted a 30 day extension in June and a motion by Mr. Nemer to set aside the fines was recently denied. Anne E. H. Kruse continues to work on obtaining the fines and Code Compliance will monitor for any future activity which violates Marion Code and would place Mr. Nemer in contempt. **At this time there has been no new activity on the construction of garage additions which had expired and were renewed in July 2015.**

Trailers in the Marion Village Mobile Home Park with complaints concerning hoarding and poor living conditions.

- **334 Neta (Patricia Carter)**. Posted for no occupancy after the owner was taken in for mental and physical assessment by DHS. Severe hording, lack of egress pathways and access, severely leaking roof, multiple property maintenance issues. The manager of the mobile home court has advised that there is nobody currently living there and they are actively pursuing the removal of the mobile home. **We will continue to monitor this address.**
- **435 Erin Drive (Claudia Feuss)** Code Compliance was called to property to review living conditions by the DHS. DHS was removing the children from the residence. Conditions were deplorable. 4 dogs and 4 cats in residence and it appears they defecated and urinated wherever they felt like it. Children's bedroom was full of debris and bathroom at the front was a mess. Could not see kitchen counters or floors, smell was terrible, sink piled high with dirty dishes, appliances were black with food residue. Master bedroom has a pile of clothing 15ft in diameter by 7ft tall in one corner. Unable to see the floor in master bedroom. Master bathroom was not ideal but usable. Gave owner's daughter and son-in-law 1 week to make huge improvement or the property would be placarded (Claudia is bedridden and stays on the couch in the living room all the time). Requested floor egress be opened up, counter cleared, floors cleared and a path through the house with nothing on it. Also spoke to trailer court manager about getting extra trash containers on site for a while. They agreed and brought down 4 additional containers. Inspection a week later found improvement but also further issues as the counters and floors were disgusting with stuck on food and animal feces. Carpets were severely stained and also shredded by animals. Followed up on weekly basis and eventually children (teenagers) were allowed to return. Property is still far from compliance but being monitored. They have since added one more dog and it may be necessary to have the animals removed from the property as they seem to be causing much of the cleanup issues. **By-weekly inspections have been instituted and so far there has been progress in cleaning of the home.**
- **241 Normandy Drive. Raymond and Marcia Scott.** Call from MPD and MFD to inspect trailer where there had been a medical call. Trailer had extensive deterioration of entry floor area and portion of the wall is even detached from the flooring. Broken spots in other flooring areas along with very poor sanitary conditions, debris blocking egress openings, and bathrooms inaccessible were cause for the residence to be posted for no occupancy. Family members say the owners will not be returning. Based on health issues with both owners this is a good choice. Property will remain posted until it either passes inspection or is demolished. **As of 6/1/2016 this property remains posted and unoccupied.**

1960 1st Ave. (Claudia Leslie). Property was posted for no occupancy for lack of utilities May 4th. Multiple other violations exist on the property. Owner and her son have started working on getting it back into compliance and will hopefully complete the exterior items over the next few months. Abatement notice sent to owner and her son to motivate them into getting the property exterior cleaned up sooner. They have since removed most of yard debris and are keeping the grass mowed. Code Compliance inspected the property and approved it for occupancy (all utilities back on and minimum requirements for occupancy met). Continuing to monitor progress on garage repairs. They are using special trash pick-ups to manage debris as they clean. Junk car has been removed. Claudia passed away several weeks ago so now her son Tom is responsible for the house. A large pile of debris in the drive near the curb has been there for 2 months now and needs to be removed but I can't get Tom to answer his phone. A new number for Tom has been found and contact with him has been recent. A pile of garbage has been left at the curb for some time now. Tom plans on having a special pick

up scheduled to remove these items. **The items have been removed from the curb but Tom has started to accumulate more items by the garage. An abatement letter is being prepared.**

1885 Jackson Dr. (Shannon Moyer). A hoarding condition was discovered by the Marion PD during a domestic dispute response. The mobile home was noted as having "a lot of stuff". Although there is a lot of stuff there is no pet issue and no pest or vermin issue noted. Just a lot of stuff blocking pathways and egress doors and windows. An abatement letter was sent noting several items that needed to be completed on a graduated time frame. A few of these items have already been met and we are actively working on getting the remaining items completed. Inspections are being performed on a bi-weekly schedule currently. Shannon continues to procrastinate about getting the items cleaned up. I will have to post this property for no occupancy in the near future if it continues to be an issue. After a very serious threat from myself of posting the home with a Do Not Occupy Shannon has made significant strides towards removing all the clutter and debris from the home. **Shannon and Kelly have rented a storage garage and continue to move boxes to the garage. They continue to make strides in clearing debris from the inside of their home.**

4821 & 4831 Tama Street A complaint was received from a neighboring property owner about brush, trees and overgrowth behind this property. This property presents an unusual case as it butts up to the city owned ROW and DOT property. Coordination between the property owners, Parks Department, Alliant Energy (trees grown into power lines) and IDOT needs to happen in order to gain compliance on these properties. I do not anticipate this complaint being closed anytime in the near future. An abatement notice has been sent to all property owners and contact has been made with the DOT. The IDOT and 4831 Tama have cleaned their areas up. 4821 has been in contact with me and is employing a tree removal company to remove the trees and brush. Most of the trees noted have been cut down but have yet to be removed. Progress is being made albeit slow at times. **Most of the trees and brush have been removed. There is one pile left that has been there for a month that seems to be an act of defiance.**

2595 5th Ave. (James Turner) This structure has been vacant for a very long time. The property has continued to deteriorate from the lack of maintenance and Jim was contacted several times by Neal. An abatement notice was sent to Jim recently and it appears that it has given the Turners ambition to sell the property. The lawn has been maintained but nothing has changed on the condition of the property. There were rumors of Ken Spence tearing the house down for them but nothing has materialized. The Turners have made a couple trips to see me here at City Hall to discuss the actions or lack thereof on their property. They are still actively pursuing the sale of the home but have yet to secure a buyer. If it comes down to it they will be tearing the home down themselves. **The Turners continue to make trips to City Hall to update me on what is going on. I've made a few phone calls myself to try and secure a buyer for them.**

New or items of interest:

2783 24th Street (Ken Spence) Many hours have been spent consulting and for lack of a better term, babysitting this project. Ken's ineptitude and incompetence are really the only way to describe why this project has ended up the way it did. There were 33 corrections noted during an occupancy inspection recently. Some were minor but most are major issues like structural deficiencies on the sunroom, zoning issues on attached and detached structures and foundation anchorage. Ken was informed early on when the house was first being moved that the anchor bolts were not code compliant yet he ignored

our multiple attempts to correct this issue before the project nears completion. Now that the project is nearing completion he is combative and non-responsive to my solution to the problem(s). Another issue has arisen recently with the placement of a sunroom that was not on the original site plan that Dave Hockett spent multiple hours with Ken. It was discovered that after myself questioning him multiple times if the sun room will fit on the lot that it was not located correctly. Ken was questioned at the following stages in the project:

- When it was perched precariously on blocks on the original lot (3501 29th Ave.).
- When it was finally moved because of myself badgering him on the unsafe condition it was left in and the need to complete all the items left on his purchase agreement.
- When he left the structure parked on the street at the new location blocking the neighbor's driveway for an entire night.
- When the neighbors at the new location called expressing their concern of the placement of the sunroom in relationship to their property.
- When I questioned Ken if he has located the property pins after he parked the trailer supporting the sunroom on the lot.
- When I told Ken to contact Dave Hockett each time before he moved it any closer to the house, before he removed enough material (which he illegally dumped on the 3495 29th Ave. lot and had to be called about), before he re-attached it to the dwelling and when he was all done to insure that the sunroom was not located closer than the minimum of 7' as required by the zoning code.

Ken completed most of the items needed to be granted a temporary. Before these items were completed he demanded a certificate while at city hall and staged a sit-in until he got what he wanted. Ken requested and was granted a permit to modify the garden shed so to be compliant with the zoning code even though he had made application for a variance on this structure. An application for a variance on the placement of the sunroom remains and will be acted on June 21st.

Ken's request for a variance on the sunroom was denied however Planning Department staff offered a way that the structure could stay. Ken performed these items and requested a re-inspection without addressing any items noted on the temporary occupancy list.

City owned property updates:

29th and 35th properties. There have been multiple complaints received and addressed on the conditions of the properties being worked on by Mr. Spence. Both houses have been moved and only one of the foundations have been filled in and only because of several phone calls and email to Mr. Spence. We are currently monitoring the situations and addressing issues as they arise. Ken continues to ignore aspects of the purchase agreement and needs to be reminded quite often. The deadline for completion of work on City property is April 1, 2016. Both foundations have been knocked in and covered. Ken called to inform me it was completely done. Again, Ken continues to ignore the items in the purchase agreement and needed to be reminded again of the items he needs to get done to meet the April 1st deadline. Multiple times Mr. Spence has been asked about completing the items set forth within the purchase agreement. Every time I see him on the properties to which the homes were moved he is questioned about it to which I either get silence or an "I'm working on it" response. Ken was also informed that if he doesn't complete the items that the city will be forced to employ someone to complete the job and then will seek reimbursement either through billing him, litigation or both. I'm not completely sure as to what course of action the city can take to seek reimbursement since my

inquiries with Anne Kruse have gone unanswered as well. I have sought cooperation with Ryan Miller and the Public Service Department through an e-mail sent in early March and have received no response about completing the remaining items. I have since recently contacted Mike Carolan about finishing the grading and replacement of the sidewalks as this is all that remains and have yet to hear back from him as well. A RFP was sent out and 3 bids were received. I am currently communicating with the city attorneys about this matter before a memo will be sent to the city manager with my recommendations on what contractor I feel would be the best to complete the work left behind by Ken Spence. **The bid was awarded to Abode Landscaping. Work commenced on the lots on 6/27/16 and was approved and accepted by the Parks, Engineering and Building Departments on 6/29/16.**

1543 6th Ave. City of Marion purchased property. Council has sent this to Historical Board for review. Parks Dept is maintaining.

525 11TH Street (old Urban Vintage Salon). Parks Department has winterized, secured exterior doors, removed junk, and cleaned up overgrowth from around the property. Looks much better. Decision still needs to be made on the future of this building.

GENERAL INFORMATION

There were 12 new complaints and 4 complaints were closed making a total of 68 active complaints at this time.

15 of these are property maintenance code issues, 19 are housing code issues.

There were 88 notes on nuisance inspections and communications recorded this month.

Nuisance Board notes:

Next meeting will be the 1st Tuesday of September.

Items slated to be on the agenda are:

- New board member will be introduced. (Jon Milburn)
- Starting the review process of a Crime free housing program in surrounding communities.
- Hoarding condition at 988 14th Street.

CAPITAL PROJECTS (CURRENTLY UNDER CONSTRUCTION)**RCB Culvert New – Single Box; STP-E-CO57(113)-8V-57:**

The project was started on 6.30.15. Vieth Construction is the contractor. As of 10.31.15 the contractor has completed 99% of the project and has used 136% of the days allotted. Punchlist items have been completed and the final audit preparation has been started. Iowa DOT has agreed via email that the DLSE review is complete. The second part of the Audit done by Doug Herren has been completed. Materials Audit still remains and is being coordinated by Snyder and Associates.

Central Corridor- Roundabout at 7th Street/ 7th Ave; STP-A-4775(627)- - 86 - 57:

Final plans were approved by Council on February 19, 2015. Plans were approved by IDOT District 6 on February 27, 2015. IDOT has released the plans for letting. Letting date was May 19, 2015. The IDOT received two bids. Ricklefs Construction \$2,871,607.00 (112.3% of Engineers Estimate) and Rathje \$3,045,873.10 (119.1% of Engineers Estimate) Liquidated damages of \$1200 and 120 working days has been specified by the IDOT. The City requested late start date of 4.11.16 was granted. A preconstruction meeting was held on 3.4.16. An open house was held on 3.22.16. A groundbreaking was held on 3.28.16. The project started on 4.11.16 and as of 7.2.16 the contractor has completed 28% of the contract and has used 43% of the time allotted. The contractor is currently in Stage 4 of the project.

Indian Creek / Dry Creek Trunk Sanitary Sewer Project:

City Council concurred with the award of Contract to SM Hentges & Son's Inc. in the amount of \$2,754,758.59 on January 22, 2015. Cedar Rapids is taking care of the inspection and administration for this phase.

The 28E between Cedar Rapids, Hiawatha, Robins, and Linn County was approved at the 6.9.16 Council Meeting. It is awaiting other municipalities signature. The agreement includes segments 7 and 11 which include:

- From 36th Street Drive (east of) to approximately 300 feet north of Iowa Highway 100, approximately 6,393 lineal feet.
- From confluence Indian Creek and Dry Run Creek to approximately 700 feet north of the intersection of Alpine Road and West 14th Avenue, approximately 4,972 lineal feet.

29th Avenue and 35th Street Mini Roundabout:

Three bids were received on 7.14.15 with Eastern Iowa Excavating and Concrete LLC for \$255,366.00 which was 113.3% of the Engineers Estimate. A preconstruction meeting was held on 8.11.15. A 2nd preconstruction meeting was held on 3.14.16. The contractor started the project on 4.11.16, and completed approximately a stage a week. The project has been completed except for the installation of a future cabinet. As of 7.2.16 the contractor has completed 98% of the project and used 87% of the working days.

Alburnett Road Widening (29th Avenue – East Robins):

8 bids were received on 6.9.15. The low bid was Rathje Construction for a price of \$189,587.00 (49.2% of Engineers Estimate). Due to the contractor's work load they were going to start this

fall but have changed their minds and will start in the spring. A preconstruction meeting was held on 10.1.15. The contractor was originally going to start in the fall but due to their work load they did not. The plan is to have another preconstruction meeting. A 2nd preconstruction meeting was held on 2.26.16. The contractor started the project on 4.11.16. As of 7.2.16 the contractor has completed 99% of the contract and has used 94% of the working days. The project will be accepted once the punchlist is complete.

2015 Storm Sewer Project (7 locations):

Nine bids were received on 6.9.15. The low bid was Dave Schmitt for \$153,757.00. (76.96% of engineer's estimate.) A preconstruction meeting was held on 3.2.16. The contractor began work on 3.14.16. As of 4.29.16 the contractor has used 47% of the time allotted and has completed 100% of the contract. The project is scheduled to be accepted on the 5.5.16 Council Meeting. Final release of retainage was completed in June.

Lindale Trail Crossing at Lindale Drive:

An engineering contract was awarded to Shive Hattery on 10.8.15 for \$7,500.00. There was a letting on 11.24.15 from Trey Electric for \$16,769.00 (60.3% of estimate) There are some issues with the supplier as they only gave a number for one unit and not the two on the plans. The City also needs to decide if we want wireless or wired units. There was some confusion during the bid and the contractor only bid one flasher. A change order was approved at the 1.7.16 City Council Meeting for \$8,737 bringing the total to \$25,506.00 which is 91.7% of engineer's estimate. A preconstruction meeting was held on 3.13.16. The field work has been completed except for hardware and sign installation as that is back ordered. As of 5.27.16 the contractor has completed the project and has used 292% of the time allotted. Acceptance of the project and finalization of paperwork. Determination of liquidated damages is to be agreed on then the project will be accepted.

2016 Curb Ramp Repair Project:

There was a letting on December 29, 2015 in which 5 bids were received. The low bid was from Midwest Concrete Inc. for \$78,090.50 which was 96.12% of the engineer's estimate. Contract has been approved. A preconstruction meeting was held on 3.16.16. The contractor started work on 3.28.16. The contractor completed the project on 5.6.16 and used 24% of the contract time. The project was accepted on 5.19.16. Final retainage was released in June.

Donnelly Park Bridge:

There was a letting held on 10.13.15. There were 7 bids received that ranged from \$148,413 (71 % of estimate) to \$189,980.25 with the low bid from Ricklef's Excavating. Contracts were accepted on 11.5.15. A preconstruction meeting was held on 3.11.16. Shop drawing review has been completed. The bridge has been manufactured and the contractor is intending on starting on the late start date of 5.16.16. As of 6.25.16 the contractor has completed the project and has used 86% of the time allotted. The project is planned to be accepted at the 7.7.16 Council Meeting.

ImaginArt in the Alley:

A letting was held on December 22, 2015 and 3 bids were received. The low bid was from Central States Concrete LLC. Contracts and bonds have been accepted by Council. The bid

was for 343,468.15 included the alternate which was 105.6% of engineer's estimate. The contract has a completion date of 10.28.16. A preconstruction was held on 3.30.16. The contractor was originally planning on starting on 4.11.16 but was pushed back to 4.18.16 to allow the uptown painting project to be completed. A utility coordination meeting was held on 4.4.16. Work began on 5.4.16. Additional utilities that were unknown have been discovered and MidAmerican Energy has decided to place a new gas main while everything is torn up. MidAmerican Energy has finished their work and the contractor has come back onto the site. The wall behind the stage has been modified and a leadership meeting was held on 7.6.16 to discuss changes. As of 7.2.16 the contractor has completed 14% of the work and used 14 working days.

Tower Terrace Road Phase V (10th St to Winslow Rd):

Traffic signals up and fully functional.

12'x5' precast box culvert placed. Mass grading of site will can proceed now that the culvert is in place, but will take weeks to finish.

Winslow Road Realignment:

This is a private / public partnership project. Street paving has been completed. Trail paving is partially done. Backfilling will be finished once intake tops are set.

Central Corridor – 26th to 31st Street (Stage 1 – Sanitary Sewer):

This is a private/public partnership project [\$369,232.30]. A preconstruction meeting was held on 8.14.15. Construction started on 8.19.15. As of 11.28.15 the contractor has completed 93% of this phase and has used 62 working days. Working days are being tracked but there were not any allocated to this project. There are currently issues with some hot spots on the Marion Iron Site. There is a contact scheduled for the 4.7.16 council meeting for the soil contamination remediation plan. A meeting with the IDNR was held and the project has continued and has been combined with Stage 2.

Central Corridor – 26th to 31st Street (Stage 2 – Remaining Improvements):

This is a private/public partnership project [\$1,949,127.74]. Plans have been approved and issues with the soil, utilities and contract are being worked thru for a spring start. A meeting was held with the IDNR and it was determined the site would not be cleaned up with mitigation so it would be better to cap the site. A letter stating this effect is to be written. The project is projected to start 6.6.16. The contractor has installed sanitary sewer and storm sewer and is preparing for granular subbase and paving. As of 7.2.16 the contractor has completed 5% of the contract and has used 11 working days.

2016 Fairview Drive Reconstruction Project:

6 bids were received on 2.23.16. The low bid was Rathje Construction for 438,819.10 which was 83.2% of the engineer's estimate. Contracts were approved on 3.17.16. Shop drawings have been received and a preconstruction meeting needs to be scheduled. The contractor intends to start near the late start date of 5.31.16. There is a preconstruction meeting scheduled for 5.13.16. The contractor started the project on 5.31.16. The storm sewer has been installed, fire hydrant has been installed and the temporary gravel sidewalk and grading for the connection has been started. As of 7.2.16 the contractor has completed 22% of the

contract and has used 29% of the time allotted.

2016 HMA Resurfacing:

City Council approved 12 locations on 1.7.16:

- 5th Street [29th Avenue – 300' North]
- South 14th Street [A Avenue – G Avenue]
- 5th Avenue [13th Street – 31st Street]
- A Avenue [15th Street – 22nd Street]
- 22nd Street [8th Avenue – 10th Avenue]
- 12th Avenue [Maplecrest – Northview Drive]
- 15th Avenue [Maplecrest – Northview Drive]
- 8th Avenue [25th Street – 30th Street]
- 26th Street [3rd Avenue – 5th Avenue]
- 4th Avenue [27th Street – 31st Street]
- 50th Street [8th Avenue – 10th Avenue]
- Southview Drive [Twixt Town Road – Ridge Drive]

One bid was received on 2.23.16 from L.L. Pelling for \$912,293.60 which was 93.2% of the engineer's estimate. Contracts were approved on 3.17.16. A preconstruction meeting was held on 4.19.16 with a proposed start date of 5.2.16. As of 6.23.16 the contractor has used 67% of the time and has completed the contract. Acceptance of the project will be on the 7.7.16 Council Agenda.

2016 Lowe Park Parking Lot Project:

Top soil has been stripped in parking lot and street locations. Mass grading has been going for a couple of weeks.

2016 Lowe Park Lighting Project:

Trey Electric was the low bid and will be awarded the contract on 6/9/16. No work until Parking Lot Project is completed.

2016 Sanitary Sewer Repair Project:

A letting was held on 3.8.16 and 5 bids were received. The low bid was from Rathje Construction for \$44,470.00 which was 89.4% of the engineer's estimate. A preconstruction meeting is scheduled for 5.13.16. The contractor started the project on 5.31.16. As of 7.2.16 the contractor has completed 65% of the contract and has used 78% of the contract time. One sanitary manhole remains.

2016 Sanitary Sewer Lining Project:

A letting was held on 3.29.16 and 4 bids were received. The low bid was from Visu-Sewer, Inc. for \$137,303.00 which was 83.3% of engineer's estimate. A preconstruction meeting is scheduled for 7.28.16. The contractor intends to start work in late August.

Uptown Parking Paint:

Two quotes were received on 3.21.16. The low quote was from Advanced Traffic Control for \$3,957.75 which was 101% of the engineer's estimate. Most of this work has been completed.

Uptown Parking Signs:

One quote was received on 3.21.16. The quote was from Advanced Traffic Control for \$2,999.60 which was 225% of engineer's estimate. Shop drawings are complete and waiting for the signs. Some of the signs have been placed but they are not complete.

Winslow Road Reconstruction Project:

Plans have been accepted and are out for bids. Letting is 5.31.16. 6 bids were received. The low bidder was Rathje Construction at \$994,589.75 which was 82.75% of the Engineers Estimate. A preconstruction meeting is scheduled for 7.11.16.

2016 Sidewalk Assessment Program:

A committee meeting was held on 1.21.16 and the following locations were recommended:

- 27th Street (West Side) From 10th to 12th Avenue [\$35,550]
- Grand Avenue (South Side) South 15th Street to 420' west [\$18,900]
- Barrington Parkway (North Side) west of 10th Street [\$665]
- East Post Road (West Side) Oakbrook Drive to 1040 Grand Avenue [\$42,000]

The locations go to City Council the first meeting in February for approval to start the assessment process. A Public Hearing was held and one spoke for and a letter was received in decent of the project. The plans were accepted 5.5.16 and released 5.6.16. for a 5.31.16 letting. 2 bids were received with the low bid from Borst Brothers Inc. of \$128,445.00 which was 95.6% of Engineers Estimate. Contracts have been accepted and a preconstruction meeting needs to be setup.

Bridge Inspections:

A contract with Calhoun-Burns and Associates was approved at the 5.19.16 Council Meeting [\$3450.00]. This inspection is required every other year as required by the IDOT.

CAPITAL PROJECTS (UNDERGOING DESIGN PHASE)**2016 Storm Sewer / Drain tile:**

Locations are being evaluated in conjunction with the Public Service Department for this year.

Boyson Road Culvert Extension:

Construction plans are under development. Currently waiting on response from adjacent property owners.

West 8th Avenue Project:

Funds for this project have been re-allocated to Winslow and Lucore as this project did not score well during the CIP process with City Council.

2016 Sidewalk Inspection Program:

The program will be put together based on the Sidewalk Inspection Program.

Armar Drive Extension:

A condemnation attorney has been hired and survey and plans have been started by Anderson Bogert. A set of plans was reviewed and sent back to the consultant on 9.9.15.

Tower Terrace (C Avenue to Alburnett):

Several meetings have been held. Anderson Bogert is the design engineer for the project. This is a joint project with Marion, Cedar Rapids and Linn County. The Environmental study is underway which could take 18 months. Additional funding has been applied for with the CMPO. The IDOT is proposing a complete EA process which will add another year to the design process.

Waldo Rock Park:

The project site has been surveyed. Exhibits have been created and given to the Parks Department for the REAP grant submittal. The Parks Department has received a REAP Grant and so this project will be added to the Engineering Work Program. The Parks Department is in the process of grading the site.

Grant Wood Trail Extension:

Anderson Bogert has submitted preliminary plans. Billings and Barkalow have started negotiations for easements and acquisitions. All acquisitions have been completed except for Rathje Construction.

Central Corridor – Phase at 13th Street to 26th Street:

Universal has been hired by the Planning Department to start the acquisition and easement process. Hall and Hall is the design engineering firm for this project. A public meeting was held on 11.12.15 and ~20 individuals showed up the meeting to give them an update on the proposed project and the future acquisitions.

Alburnett Road Extension:

An RFP was released on 3.16.16 to the consultants which are due 4.13.16. Staff is evaluation the RFP's to make a selection and a meeting is scheduled for 5.6.16. Synder and Associates was selected and a contract for the work will be coming to Council.

Central Corridor Basin– 31st St to 35th St:

Preliminary calculations are done confirming the option of constructing a stormwater basin in the old RR ROW between 31st St and 35th St. This site will not be used to establish additional wetlands for disturbance to other sites along the old RR ROW. No additional work was done this month.

29th Avenue and HWY 13 Intersection Improvements

Survey has been completed. Design has started.

MISCELLANEOUS

For new subdivisions, we GPS all the infrastructure and incorporate it into the GIS mapping.

During the month of June, we issued 18 Sewer and 17 Street Occupancy Permits in our department. All sewer and street occupancy permits are inspected by an Engineering Tech. The street occupancy total does not include the inspections done on new residential construction where a separate permit is not issued for sidewalks, driveway approaches, or sump line connections, but inspections are still preformed.

2014 Sidewalk Inspection Program: 3 of the 536 violations remain to be repaired for the south ½ of the City. A list was submitted to Assistant City Attorney for legal action.

Staff conducted monthly utility coordination meeting to discuss upcoming developments and projects.

2016 Sidewalk Inspection Program: Inspections have been completed. Notices went out to 186 properties for the north ½ of the City. Property owners have until August 16, 2016 to fix the identified violations. Out of the 186 violations marked, 167 remain to be repaired.

SUBDIVISIONS

Authors 4th Addition:

Plans were approved. No work has been done, and a preconstruction meeting has not been held.

Bedford Heights 1st Addition:

Underground utility work has been completed.

Bridge Creek 4th Addition:

See Winslow Road Realignment.

Bowman Meadows 4th Addition:

Plans were approved. No work has been done, and a preconstruction meeting has not been held.

Bowman Woods Unit 37:

Underground work (minus draitile) is completed. No work other than site seeding this month.

Echo Ridge Estates 1st Addition:

Plans were approved. No work has been done though a preconstruction meeting was held.

Edgebrooke Estates North 1st Addition:

Preconstruction meeting was held and sanitary sewer main installation started.

Gemstone 3rd Addition:

Site was seeded. No other work this month.

Prairie Hill 17th Addition:

Revised plans from Consultant was submitted. Waiting for minor change to approve.

Prairie Ridge Estates 7th:

Plans were approved. No work has been done, and a preconstruction meeting has not been held.

Squaw Creek Meadows 7th:

Subdivision to be accepted at July 7th City Council meeting.

COMMERCIAL DEVELOPMENT**1207 7th Ave, Capital Commercial:**

The building construction is continuing/starting over after framing collapse. Has been on hold for months.

Integrity Homes Storage Garages on 62st Street:

Site work nearly completed. Final stabilization and planting need to occur for acceptance.

Marion Public Services Site:

New prelim plans were looked at briefly, but nothing has been official re-submitted or reviewed.

Legacy Site Plan:

Site under construction.

Linn CO-OP Expansion (3rd Ave):

Site has been seeded. Acceptance once Building punchlist is completed.

2535 Prairie Hill Drive:

Site to be accepted once Building punchlist is completed.

4598 Commercial Ave:

Site under construction.

Linn Mar High School Remodel:

Site under construction.

Moose Properties (44th St):

Borst working on south detention basin and south grading of site for third (south) building.

Croell Redi-Mix:

Site under construction.

Goodwill/Hills Bank (7th Ave):

Work in south lot next to west ½ of building (Goodwill) is complete. Reconstruction of east half of building and site is still underway.

Hotchkiss Commercial Property (Blairs Ferry Road):

Bond was submitted so sanitary sewer was accepted. Remaining site work is not done.

Electric Specialty Manufacturing (Partners Ave):

Site to be accepted once Building punchlist is completed.

Arctic Insulation Specialists (Partners Ave):

Site plan reviewed and approved. No site work has started.

Platinum Multi-use (29th Ave and Prairie Hill Dr):

Revised site plan reviewed and comments sent back to Consultant.

Blairs Ferry Senior Housing (830 Blairs Ferry Rd):

Site work underway.

Victory Gymnastics (6200 N. Gateway Dr):

Work nearly completed. Final site seeding needs to happen, and re-shaping of the basin.

Arbor Trails Senior Housing:

Waiting on bond to accept the sewer. Detention basin staked but not constructed.

MISD – Longfellow Elementary:

Site grading has started.

APC Emmert Site Plan:

Building construction nearing completion. Site needs to be seeded.

KTRO Storage Units:

Buildings under construction.

Hy-Vee:

Site development plan was reviewed. No additional work this month.

Lebeda Mattress Factory (2525 7th Ave):

Building under construction.

The Views Assisted Living (Oakbrook Drive):

No additional review this month. No work has been done on this site.

Linn County Business Park (5606 Business Lane):

Site plan was approved.

Marion First United Methodist Church (35th Ave and HWY 13):

Preliminary plat went to P&Z and Council. No plan of improvements have been submitted.

Downing Preliminary Plat - Scenic Development (Alburnett Road):

Preliminary plat went to P&Z. No plan of improvements have been submitted, nor will they be until the site is annexed.

Parks and Schmidt (901 Tower Terrace Road):

Site plan was reviewed and comments sent back to Consultant.

Anderson Automotive (300 44th St):

Site plan was reviewed and approved. Site grading has started.

Dunkin Donuts (584 7th Ave):

Site concrete flatwork is nearly completed. Basin and site needs to be fine graded.

MS4 PERMIT & STORM WATER MANAGEMENT

Continued development of new minor erosion permit review procedures.

Attended a meeting with local developers on 6/1 at HBA office to discuss transfer agreements and topsoil requirements with Joe Griffin.

Coordinate power washing concrete cure on the 35th/29th mini roundabout with Construction Materials Inc. to ensure there will be minimal stormwater impacts.

Attended the Uptown Marion Market on 6/11

Developed the database of address points in Marion and imported them into New World application

On-going the GP#2 SWPPP inspections for the 2016 3rd quarter.

On-going Stormwater Utility fee updates and revisions.

ADMINISTRATION

Met with Snyder and Associates regarding Alburnett Road Extension RFP
Met with Genesis Equities regarding Central Corridor Project – Phase 2 construction contract
Met to discuss Tower Terrace Road Accounting and new software
Met with Ken and Karen Swalley 3501 29th Avenue Property
Met to discuss branding images on City Vehicles
Met regarding discussion regarding Rathje Trail Easement Options
Met with Don Hoskins - 601 7th Avenue, Daryl Braun Insurance
Met with Todd Frazier - EPA Fines
Attended Harassment Training and review of the updated policy
Attended Central Corridor Development Team
Provided Engineering staff annual training
Attended Step Into Nature - Engineering Review

Met with contractor regarding concrete contrast on 29th and 35th Mini RAB
Attended Update taping for RAB Project
Attended Monthly Development/Project Check-Ins Meeting
Attended Monthly Utility Meeting
Attended CMPO TTAC Meeting
Attended Monthly Subdivision Review Meetings
Continued to work with Cedar Rapids regarding Indian Creek Trunk Sewer Development
Continued discussion regarding Central Corridor Project – 13TH to 31ST Street
Attended Linn-Mar Schools Monthly Coordination Meeting
Attended Marion Independent Monthly Coordination Meeting
Continued distribution of Weekly Project Update Email
Continued participation with APWA – Iowa Chapter Board of Directors (Past-President)
Continued to serve on the Iowa Engineering Society Regional Board (Director)
Continued regular engineering staff and supervisory meetings
Attended Communication Committee Meeting
Attended Regular Subdivision Review Meetings (2)
Performed monthly update of Engineering Work Program (progress tracking)
Evaluated and presented several TAC items to City Council
Attended Department Head Meeting

This report does not include items directly related to council meetings or daily phone calls and requests.

July 14, 2016

To: The Honorable Mayor and City Council

From: Lianne Cairy, Finance Manager

Attached you will find *preliminary* finance reports for the month ended June 30, 2016. With it being year-end, departments will need time to review their June reports for any changes that need to be made. We also leave the year open for corrections recommended by the auditors.

Project Update – Enterprise Resource Planning Software

I will provide a project update in each monthly report as this project progresses. As always, if you have any questions regarding this project, please feel free to stop by the Finance/City Clerk Office.

Financial

Merchant Credit Card Services –Discussion is on the council agenda for 7/21. See memo in council packet.

Capital Assets – Data has been uploaded into the Live Site. The finance department is working through the process of recording and depreciating assets placed into service prior to July 1, 2015.

Payroll

Payroll went live on July 1. To my knowledge the first payroll in the new software was successful. There were a few minor adjustments that needed to be made.

Community Development

New World will be on-site July 25-29 for training

Scheduled to go live the week of September 6

FINANCE REPORT

June 30, 2016

FUND	FUND NAME	BEGINNING BALANCE	RECEIPTS	TRANSFERS IN	EXPENSES	TRANSFERS OUT	ENDING BALANCE	OUTSTANDING CHECKS	TREASURER'S BALANCE
101	GENERAL	9,253,432.45	244,341.78	156,029.70	1,313,172.29	784,027.00	7,556,604.64		
105	EQUIPMENT RESERVE	2,611,989.24	17,239.76	756,450.00	70,675.76		3,315,003.24		
106	SPECIAL CENSUS RESERVE	122,654.69	891.98		11.57	60,000.00	63,535.10		
107	TAX STABILIZATION	265,653.48	0.00		0.00	35,000.00	230,653.48		
108	HOTEL/MOTEL	109,093.39	41,738.13		0.00	7,500.00	143,331.52		
110	ROAD USE TAX	3,573,797.79	389,597.16	10,000.00	254,434.55	265,019.00	3,453,941.40		
111	ROAD USE REPLACEMENT	1,018,234.54	6,039.53	200,000.00	0.00		1,224,274.07		
112	EMPLOYEE BENEFITS	893,318.81	4,336.36	155,358.00	94,721.70		958,291.47		
130	SPECIAL REVENUE/T&A	1,064,701.83	34,300.14		101,284.76	312,314.20	685,403.01		
121	LOCAL OPTION SALES TAX	4,776,041.04	338,224.04		22,972.58	337,548.70	4,753,743.80		
131	T&A - SWAMP FOX	16,831.90	1,000.00		283.76		17,548.14		
132	T&A - CANINE	27,849.31	2,941.16		1,733.39		29,057.08		
133	T&A - FORFEITURE	66,279.91	3,737.48		1,911.00		70,106.39		
140	WINSLOW ROAD URA	396,182.70	371.53		0.00	93,490.00	303,064.23		
141	COMMERCE CORRIDOR URA	1,811,231.98	22,163.76		144,792.00	1,688,603.74	0.00		
142	WEST TOWER TERRACE URA	254,516.25	1,883.53		28,357.00	227,042.78	0.00		
144	HIGHWAY 13 N 1 URA	61,569.44	0.00		20,280.00		41,289.44		
160	ECONOMIC DEVELOPMENT (CDBG)	146,739.67	977.35		9,705.00		138,012.02		
180	PENSION-SELF INS.	705,035.30	2,984.03		0.00	25,000.00	683,019.33		
200	DEBT SERVICE	2,817,470.07	36,235.64	2,327,217.52	4,730,271.42		450,651.81		
301	CAPITAL PROJECT	25,458,571.62	119,152.68	333,257.53	1,780,307.10	30,000.00	24,100,674.73		
310	PARK DEVELOPMENT	169,985.30	1,032.90		0.00		171,018.20		
320	MAINTENANCE BOND FUND	315,385.42	1,915.74		0.00		317,301.16		
325	SUBDIVISION DEV ESCROW	20,288.20	0.00		0.00		20,288.20		
400	FLEET MAINTENANCE	9,589.67	(1,530.19)		8,059.48		(0.00)		
510	CEMETERY PERP. CARE	169,344.65	1,021.39		0.00		170,366.04		
520	CEMETERY MEMORIAL	1,374.97	2.00		0.00		1,376.97		
610	SANITARY SEWER	1,457,602.54	328,366.48		298,240.12	56,587.08	1,431,141.82		
615	SEWER REPLACEMENT	2,535,688.47	51,379.57		0.00		2,587,068.04		
630	CITY COMMUNICATIONS	552,386.27	3,104.69		80,316.00		475,174.96		
670	SOLID WASTE	442,106.84	149,047.92		146,202.14	56,156.17	388,796.45		
675	SOLID WASTE REPLACEMENT	780,033.18	27,096.63		2,325.00		804,804.81		
720	URBAN FOREST UTILITY	487,269.07	34,406.24		11,344.65	31,522.17	478,808.49		
740	STORMWATER MANAGEMENT	1,191,839.95	90,352.47		49,204.01	168,219.33	1,064,769.08		
820	HEALTH INSURANCE	2,399,319.37	25,520.07	239,717.42	157,607.39		2,506,949.47		
	SUBTOTAL	65,985,409.31	1,979,871.95	4,178,030.17	9,329,212.67	4,178,030.17	58,636,068.59	155,382.79	58,791,451.38
	WATER DEPT.	4,466,571.90	1,018,407.78	34,516.88	1,090,160.73	34,516.88	4,394,818.95	59,116.52	4,453,935.47
	TOTAL	70,451,981.21	2,998,279.73	4,212,547.05	10,419,373.40	4,212,547.05	63,030,887.54	214,499.31	63,245,386.85

Cash and Investments by Location
June 2016

Savings/Investments Accounts by Fund	Total	IPAIT	Wells Fargo	Farmers State Bank	US Bank	Waddell & Reed Money Market	Govt Securities
101 General	2,868,269.40	2,328,606.80		1,993.40			537,669.20
105 Equipment Reserve	75,323.44						75,323.44
107 Tax Stabilization	22,678.23						22,678.23
111 Road Use Replacement	120,001.56	120,001.56					0.00
112 Employee Benefits	502,124.75						502,124.75
133 Asset Forfeiture	97,571.38			97,571.38			0.00
180 Pension	259,467.25			207,565.31			51,901.94
200 Debt Service	7,869.87	7,869.87					0.00
301 Capital Projects - Misc	12,040,267.52	2,059,388.21					9,950,879.31
301 Capital Projects - Paving Escrow	14,339.05	14,339.05					0.00
510 Cemetery Perpetual Care	123,152.93			123,152.93			0.00
520 Cemetery Memorial	2,008.07	3.79		2,004.28			0.00
610 Sanitary Sewer	351,280.06	351,280.06					0.00
615 Sewer Replacement	561,613.68						561,613.68
670 Solid Waste	405,005.00						405,005.00
675 Solid Waste Replacement	402,000.00						402,000.00
999 Treasury Fund - Pooled Cash	39,123,176.42		5,800,528.39	31,222,044.04	2,030,311.17	70,292.82	0.00
Total	56,976,148.61	4,911,489.34	5,800,528.39	31,654,331.34	2,030,311.17	70,292.82	12,509,195.55

Petty Cash/Operating Accounts	TOTAL	IPAIT	WELLS FARGO	FSB	US BANK	Waddell & Reed	Govt Securities
Checking (Operating) Accounts	1,816,641.30		26,138.88	1,790,502.42			
Petty Cash	4,377.25						
Total	1,821,018.55	0.00	26,138.88	1,790,502.42	0.00	0.00	0.00

Total Cash and Investments 58,797,167.16 4,911,489.34 5,826,667.27 33,444,833.76 2,030,311.17 70,292.82 12,509,195.55
Percent by Location 100.00% 8.35% 9.91% 56.88% 3.45% 0.12% 21.28%

U.S. Government Securities June 2016

DESCRIPTI ON	CUSIP	DATE ACQUIRED	FUND	LOCATION HELD	MATURITY DATE	RATE	ORIGINAL FACE VALUE	CURRENT BANK PRINCIPAL	PREMIUM (DISCOUNT)	ACCRUED INTEREST	INTEREST ADJ	PREMIUM/DISC INT ADJ	CURRENT			INTEREST YTD
													BOOK BALANCE	INTEREST CURR MO	INTEREST YTD	
GNMA	36208MPV1	6/14/2003	001 G.F.	Waddell Reed	12/15/2027	6.50%	131,051	4,652.40	4,000.00				8,652.40	25.43	379.98	
GNMA	36202DWF4	7/22/2003	001 G.F.	Waddell Reed	2/20/2033	5.50%	280,664	12,308.56	5,000.00				17,308.56	57.57	754.14	
GNMA	38374E5M6	2/19/2004	001 G.F.	Waddell Reed	6/20/2033	5.00%	560,000	477,673.57	(9,100.00)				468,573.57	2,023.82	26,629.87	
GNMA	36207KMY9	6/27/2003	001 G.F.	Waddell Reed	4/15/2029	7.00%	165,082	6,538.03	4,000.00				10,538.03	38.29	469.10	
GNMA	36202DX89	6/26/2003	001 G.F.	Waddell Reed	6/20/2033	5.50%	100,000	5,313.79	3,500.00				8,813.79	24.75	323.64	
GNMA	36202DXT3	6/19/2003	001 G.F.	Waddell Reed	5/20/2033	5.50%	59,850	2,963.07	2,000.00				4,963.07	13.86	181.98	
GNMA	38374MHH5	11/28/2005	001 G.F.	Waddell Reed	10/17/2032	5.50%	122,000	16,374.78	2,445.00				18,818.78	81.17	1,325.28	
GNMA	38378VOL2	7/30/2013	001 G.F.	Waddell Reed	7/20/2043	3.50%	148,000	0.00	385.00			(385.00)	0.00	-	1,124.39	
GNMA	38373VAH3	8/7/2002	005 Equip Res	Waddell Reed	8/20/2032	6.00%	1,000,000	57,990.11	17,333.33				75,323.44	186.72	3,919.90	
GNMA	38373RZM4	11/16/2001	007 Tax Stab	Waddell Reed	10/20/2031	6.00%	100,000	20,924.23	1,784.00				22,678.23	107.98	1,430.38	
GNMA	38374BSB0	8/20/2003	112 Empl Ben	Waddell Reed	3/20/2033	5.50%	900,000	515,619.75	(13,495.00)				502,124.75	2,442.43	34,615.98	
GNMA	38374CN64	10/23/2003	180 Pension	Waddell Reed	10/20/2032	5.50%	55,000	0.01	1,650.00			(1,650.01)	0.00	-	75.95	
GNMA	38374BTM5	9/24/2003	180 Pension	Waddell Reed	8/20/2032	5.50%	65,000	51,381.63	487.50				51,869.13	239.26	3,132.45	
GNMA (NAT)	33911144	9/19/1986	180 Pension	MidFirst	8/15/2016	9.00%	100,000	32.81	0.00				32.81	0.28	10.15	
GNMA (CURI)	5454578	10/18/88	301 C.P.	MidFirst	8/15/2017	9.00%	100,000	15.57	0.00				15.57	-	0.00	
GNMA (NATI)	3379538	09/19/86	301 C.P.	MidFirst	8/15/2016	9.00%	100,000	697.30	0.00				697.30	-	0.00	
GNMA (HUIN)	6102769	6/25/89	301 C.P.	MidFirst	6/15/2019	10.50%	50,000	(316.28)	0.00				(316.28)	0.28	10.15	
GNMA	38373WDX3	02/28/02	301 C.P.	Waddell Reed	1/20/2032	6.50%	92,000	1,870.59	1,000.00				2,870.59	11.56	259.60	
GNMA	38374KP23	03/03/05	301 C.P.	Waddell Reed	3/20/2035	5.50%	77,000	65,112.18	582.50				65,694.68	297.92	3,930.45	
GNMA	38373QXC0	07/29/05	301 C.P.	Waddell Reed	10/16/2032	5.50%	269,000	18,052.65	9,083.75				27,136.40	89.49	1,461.10	
GNMA	38374MSX8	06/01/06	301 C.P.	Waddell Reed	12/20/2034	5.50%	111,000	23,888.46	(3,879.50)				20,008.96	122.65	2,307.20	
GNMA	36202EP94	09/27/05	301 C.P.	Waddell Reed	11/20/2037	5.50%	290,274	21,637.85	0.00				21,637.85	54.75	747.06	
GNMA	38374RWQ2	08/28/05	301 C.P.	Waddell Reed	2/20/2035	5.00%	255,000	255,000.00	(1,902.50)				253,097.50	1,062.50	12,750.00	
GNMA	38374KLR2	08/28/05	301 C.P.	Waddell Reed	10/20/2034	5.00%	113,000	74,250.15	(282.50)				73,967.65	307.74	4,125.12	
GNMA	38374L2G5	10/31/06	301 C.P.	Waddell Reed	9/20/2035	5.00%	108,000	79,646.76	(3,991.00)				75,655.76	337.73	4,488.20	
GNMA	38374KLR2	04/29/05	301 C.P.	Waddell Reed	10/20/2034	5.00%	129,000	82,889.22	(322.50)				82,566.72	366.35	4,910.85	
GNMA	38374KP23	05/25/05	301 C.P.	Waddell Reed	3/20/2035	5.50%	137,000	107,604.05	(3,487.00)				104,117.06	507.25	5,535.85	
GNMA	36202KD4	12/30/05	301 C.P.	Waddell Reed	4/16/2005	5.50%	97,000	52,441.44	1,702.50				54,143.94	243.76	3,293.15	
GNMA	36201APP9	05/20/04	301 C.P.	Waddell Reed	1/15/2032	6.00%	217,521	8,690.35	4,000.00				12,690.35	43.61	535.11	
GNMA	36225BHZ4	05/21/04	301 C.P.	Waddell Reed	7/15/2028	6.00%	308,179	19,752.73	3,000.00				22,752.73	100.07	1,321.72	
GNMA	38374H5M8	09/30/04	301 C.P.	Waddell Reed	4/20/2034	5.50%	84,000	45,541.71	2,105.00				47,646.71	216.85	3,201.14	
GNMA	38374KLU0	06/24/05	301 C.P.	Waddell Reed	9/20/2034	5.00%	139,000	139,000.00	2,085.00				141,085.00	579.17	5,950.04	
US TREASUJ	38373RW21	11/30/2001	301 C.P.	Waddell Reed	11/20/2031	6.00%	400,000	75,717.30	(2,996.00)				72,721.30	385.99	5,160.37	
US TREASUJ	38373RZM4	11/21/2001	301 C.P.	Waddell Reed	10/20/2031	6.00%	300,000	52,772.61	4.00				52,776.61	323.95	4,291.15	
GNMA	38374MWY3	4/7/2006	301 C.P.	Waddell Reed	3/20/2024	5.50%	108,000	48,509.59	1,085.50				49,595.09	231.25	3,431.73	
GNMA	36202DY21	5/30/2003	301 C.P.	Waddell Reed	8/20/2033	5.50%	800,000	59,178.47	11,875.55				71,054.02	311.33	4,069.56	
GNMA	38374HF68	6/1/2005	301 C.P.	Waddell Reed	9/20/2034	5.50%	97,000	97,000.00	3,395.00				100,395.00	444.58	5,334.96	
GNMA	38373VP95	7/1/2004	301 C.P.	Waddell Reed	11/16/2032	6.00%	100,000	57,793.92	2,375.00				60,168.92	296.27	3,900.95	
GNMA	38374ESC2	1/13/2004	301 C.P.	Waddell Reed	11/20/2033	5.50%	54,000	31,655.62	1,147.50				32,803.12	147.58	1,942.33	
GNMA	38374JY48	12/1/2004	301 C.P.	Waddell Reed	10/20/2034	5.50%	335,000	335,000.00	5,030.00				340,030.00	1,535.42	18,425.04	
GNMA	38374KQY3	1/29/2005	301 C.P.	Waddell Reed	3/17/2033	5.50%	168,000	168,000.00	4,200.00				172,200.00	770.00	9,240.00	
GNMA	38374KQY3	2/1/2005	301 C.P.	Waddell Reed	3/17/2033	5.50%	50,000	50,000.00	1,375.00				51,375.00	229.16	2,749.92	
GNMA	38373S7E1	10/27/2006	301 C.P.	Waddell Reed	8/16/2032	5.50%	131,000	(0.01)	393.00			(392.99)	(0.00)	-	119.82	
GNMA	38373Y5V2	6/28/2007	301 C.P.	Waddell Reed	2/20/2033	5.50%	100,000	20,514.33	(1,875.00)				18,639.33	95.95	1,256.86	
GNMA	38374MW89	1/22/2007	301 C.P.	Waddell Reed	4/20/2036	6.00%	100,000	52,214.29	3,250.00				55,464.29	269.37	3,391.19	
GNMA	38374BDM2	4/16/2007	301 C.P.	Waddell Reed	7/20/2033	5.00%	100,000	100,000.00	(4,375.00)				95,625.00	416.67	5,000.04	
GNMA	36200QW75	12/1/2007	301 C.P.	Waddell Reed	11/20/2037	5.50%	200,000	25,192.27	5,000.00				30,192.27	112.86	1,509.60	
GNMA	36202EQL6	1/28/2008	301 C.P.	Waddell Reed	12/20/2037	5.50%	250,000	15,062.63	9,967.53				25,030.16	68.93	946.88	

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GNMA	38374LG88	12/1/2007	301 C.P.	Waddell Reed	8/20/2035	5.00%	152,000	120,634.85	(8,360.00)				112,274.85	507.84	6,741.51
GNMA	38374E5M5	12/1/2007	301 C.P.	Waddell Reed	6/20/2033	5.00%	98,000	57,824.81	(3,825.00)				53,999.81	245.04	3,228.32
GNMA	36202ES83	6/30/2008	301 C.P.	Waddell Reed	5/20/2038	5.00%	181,000	16,051.10	905.00				16,956.10	68.29	955.60
GNMA	38375PT84	11/26/2008	301 C.P.	Waddell Reed	6/16/2037	5.50%	100,000	100,000.00	(500.00)				99,500.00	458.33	5,499.98
GNMA	36202EK73	4/30/2009	301 C.P.	Waddell Reed	11/20/2036	5.00%	88,699	12,059.21	0.00				12,059.21	28.99	453.19
GNMA	38375KLC4	4/1/2009	301 C.P.	Waddell Reed	6/16/2037	5.50%	197,940	120,425.56	0.00				120,425.56	514.98	6,780.67
GNMA	36202EM97	6/18/2009	301 C.P.	Waddell Reed	5/20/2037	5.00%	84,785	12,414.03	0.00				12,414.03	35.00	519.08
GNMA	36202E5G0	6/25/2009	301 C.P.	Waddell Reed	5/20/2039	5.00%	108,914	19,677.06	0.00				19,677.06	66.57	910.95
GNMA	36202E6D6	9/23/2009	301 C.P.	Waddell Reed	6/20/2039	4.50%	110,000	22,155.08	3,131.43				25,286.51	97.80	1,331.66
GNMA	38374KLR2	9/28/2009	301 C.P.	Waddell Reed	10/20/2034	5.00%	170,000	110,952.62	5,099.99				116,052.61	468.93	6,285.89
GNMA	36202FCN4	11/23/2009	301 C.P.	Waddell Reed	11/20/2039	4.50%	135,000	35,835.80	5,906.25				41,742.05	138.00	1,890.49
GNMA	36202E6E4	7/28/2009	301 C.P.	Waddell Reed	6/20/2039	5.00%	124,000	24,371.70	5,920.31				30,292.01	103.37	1,413.04
GNMA	36201XQH4	1/23/2009	301 C.P.	Waddell Reed	4/15/2036	6.00%	100,000	16,418.78	0.00				16,418.78	55.30	704.92
GNMA	36202EYMH8	9/25/2008	301 C.P.	Waddell Reed	8/20/2038	5.00%	126,000	11,892.71	622.06				12,514.77	50.12	689.74
GNMA	383742VE0	4/18/2008	301 C.P.	Waddell Reed	6/20/2036	5.00%	100,000	54,961.84	1,500.00				56,461.84	241.03	3,897.53
GNMA	38374EQ91	3/30/2004	301 C.P.	Waddell Reed	12/20/2033	5.00%	56,000	19,105.62	(140.00)				18,965.62	81.53	1,084.22
GNMA	36202E6D6	11/30/2009	301 C.P.	Waddell Reed	6/20/2039	4.50%	120,000	33,079.06	4,159.67				37,237.73	106.95	1,442.61
GNMA	36202FDB9	1/21/2010	301 C.P.	Waddell Reed	12/20/2039	4.50%	182,000	51,972.09	3,800.34				55,772.43	199.23	2,706.21
GNMA	36202FDFH5	1/21/2010	301 C.P.	Waddell Reed	1/20/2040	4.50%	155,000	43,804.48	6,005.25				49,810.73	168.37	2,291.44
GNMA	36202FF78	4/29/2010	301 C.P.	Waddell Reed	4/20/2040	4.50%	130,000	34,638.26	4,712.50				39,350.76	133.71	1,841.41
GNMA	36202EF70	6/28/2010	301 C.P.	Waddell Reed	7/20/2039	4.00%	121,000	39,819.64	1,763.14				41,582.78	126.93	1,735.22
GNMA	35374VSP9	7/31/2010	301 C.P.	Waddell Reed	7/20/2040	4.50%	115,000	0.01	1,868.75			(1,868.76)	(0.00)	-	1,963.38
GNMA	36202FJF2	8/23/2010	301 C.P.	Waddell Reed	8/20/2040	4.00%	119,000	38,068.11	6,991.25				45,059.36	130.46	1,789.82
GNMA	38374LWF4	10/28/2010	301 C.P.	Waddell Reed	8/20/2035	4.18%	135,000	109,025.03	10,125.00				119,150.03	468.76	6,222.94
GNMA	38374LWF4	10/28/2010	301 C.P.	Waddell Reed	8/20/2035	5.00%	133,000	133,000.00	10,872.50				143,872.50	554.17	6,650.04
GNMA	36202FMA1	12/23/2010	301 C.P.	Waddell Reed	11/20/2040	4.00%	123,000	49,213.75	3,920.82				52,594.57	151.35	2,020.61
GNMA	38377THV6	1/28/2011	301 C.P.	Waddell Reed	12/20/2040	4.50%	120,000	120,000.00	1,800.00				121,800.00	450.00	5,400.00
GNMA	38374T6M1	3/26/2011	301 C.P.	Waddell Reed	6/20/2039	5.00%	150,000	150,000.00	4,875.00				154,875.00	625.00	7,500.00
GNMA	38377RJX4	5/31/2011	301 C.P.	Waddell Reed	5/20/2040	4.50%	150,000	150,000.00	(13,978.03)				136,021.97	-	0.00
GNMA	38374KLR2	7/28/2011	301 C.P.	Waddell Reed	10/20/2034	4.35%	118,000	77,404.96	6,488.99				83,893.95	322.38	4,321.50
GNMA	38378DW68	4/10/2012	301 C.P.	Waddell Reed	10/16/2041	3.50%	145,000	145,000.00	0.00				145,000.00	422.92	5,075.04
GNMA	38378DX42	4/26/2012	301 C.P.	Waddell Reed	3/16/2042	3.50%	146,000	146,000.00	0.00				146,000.00	431.67	5,180.04
GNMA	38377QPV3	6/5/2012	301 C.P.	Waddell Reed	5/20/2042	3.00%	250,000	144,356.53	15,448.50				160,845.43	362.73	4,740.32
GNMA	36179MCY4	7/24/2012	301 C.P.	Waddell Reed	5/20/2042	3.00%	195,000	112,025.79	14,042.59				126,068.48	285.00	3,724.53
GNMA	36179ME22	8/24/2012	301 C.P.	Waddell Reed	6/20/2042	3.00%	170,000	106,691.99	8,337.25				115,029.24	268.50	3,455.25
GNMA	38375GFR7	9/28/2012	301 C.P.	Waddell Reed	7/20/2042	3.00%	130,000	130,000.00	3,575.00				133,575.00	325.00	3,900.00
GNMA	38375GFR7	10/29/2012	301 C.P.	Waddell Reed	7/20/2042	3.00%	115,000	115,000.00	2,300.00				117,300.00	287.50	3,450.00
GNMA	38378GBF4	11/30/2012	301 C.P.	Waddell Reed	11/20/2042	2.50%	130,000	130,000.00	(1,300.00)				128,700.00	270.83	3,249.96
GNMA	38375DKN7	12/31/2012	301 C.P.	Waddell Reed	7/16/2038	5.50%	109,000	109,000.00	19,483.75				128,483.75	499.58	5,994.96
GNMA	38378CW41	1/31/2013	301 C.P.	Waddell Reed	6/20/2042	2.50%	82,000	82,000.00	(3,690.00)				78,310.00	170.83	2,049.96
GNMA	38378GZ92	1/31/2013	301 C.P.	Waddell Reed	11/20/2042	3.00%	145,000	140,000.00	(700.00)				139,300.00	350.00	4,200.00
GNMA	38378FJT8	3/28/2013	301 C.P.	Waddell Reed	1/20/2043	3.00%	140,000	140,000.00	(1,400.00)				138,600.00	350.00	4,200.00
GNMA	38378F3Y4	5/1/2013	301 C.P.	Waddell Reed	2/20/2043	3.00%	138,000	138,000.00	1,725.00				139,725.00	345.00	4,140.00
GNMA	38378THJ2	6/26/2013	301 C.P.	Waddell Reed	5/20/2043	3.50%	270,000	270,000.00	(1,350.00)				268,650.00	787.50	9,450.00
GNMA	38376CN62	10/7/2013	301 C.P.	Waddell Reed	10/20/2039	5.00%	100,000	100,000.00	9,125.00				109,125.00	416.67	5,000.04
GNMA	38378WR39	10/10/2013	301 C.P.	Waddell Reed	10/20/2039	5.00%	178,000	178,000.00	(2,447.50)				175,552.50	593.33	7,119.96
GNMA	38378VHJ3	11/5/2013	301 C.P.	Waddell Reed	12/20/2042	3.50%	45,000	45,000.00	(371.25)				44,628.75	131.25	1,575.00
GNMA	36378FJ50	11/5/2013	301 C.P.	Waddell Reed	2/20/2043	3.00%	104,000	104,000.00	(14,300.00)				89,700.00	260.00	3,120.00
GNMA	36179M5L0	2/28/2014	301 C.P.	Waddell Reed	3/20/2043	3.00%	260,000	192,652.08	(10,646.36)				182,005.72	456.49	5,875.77
GNMA	38378YR86	4/28/2014	301 C.P.	Waddell Reed	2/16/2044	4.00%	140,000	140,000.00	1,050.00				141,050.00	466.67	5,600.04

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GNMA	38378VHK4	7/28/2014	301 C.P.	Waddell Reed	12/20/2042	3.50%	220,000	220,000.00	(1,825.00)				218,975.00		641.67	7,700.04
GNMA	38378JXP2	12/16/2014	301 C.P.	Waddell Reed	1/20/2042	3.00%	100,000	100,000.00	2,719.00				102,719.00		250.00	3,000.00
GNMA	38379GD61	12/17/2014	301 C.P.	Waddell Reed	10/20/2044	3.00%	100,000	100,000.00	848.73				18,340.57		46.98	1,229.81
GNMA	38379GD61	1/2/2015	301 C.P.	Waddell Reed	10/20/2044	3.00%	100,000	18,491.88	(311.45)				18,180.43		46.98	1,229.80
GNMA	38379GD61	1/6/2015	301 C.P.	Waddell Reed	10/20/2044	3.00%	100,000	18,491.83	(311.45)				18,180.38		46.97	1,229.80
GNMA	38379HGA7	1/6/2015	301 C.P.	Waddell Reed	12/20/2044	3.00%	100,000	81,283.55	1,534.91				82,818.46		202.07	2,672.06
GNMA	38379JR45	4/6/2015	301 C.P.	Waddell Reed	2/20/2043	3.00%	100,000	100,000.00	(500.00)				99,500.00		250.00	3,000.00
GNMA	38378GPW2	4/6/2015	301 C.P.	Waddell Reed	12/20/2042	2.00%	100,000	100,000.00	(9,187.00)				90,813.00		166.67	2,000.04
GNMA	3837ATTQ7	4/6/2015	301 C.P.	Waddell Reed	4/16/2039	4.50%	100,000	82,872.46	10,000.00				92,872.46		648.36	5,911.31
GNMA	38378HQM1	6/2/2015	301 C.P.	Waddell Reed	4/16/2042	1.50%	135,000	84,561.66	0.00				41,600.78		108.55	1,394.91
GNMA	38378AV81	6/9/2015	301 C.P.	Waddell Reed	11/20/2041	3.00%	50,000	44,249.41	(2,648.63)				41,600.78		105.64	1,315.19
GNMA	3837XX4L3	6/16/2015	301 C.P.	Waddell Reed	11/20/2042	2.00%	82,000	76,995.41	(23,916.80)				102.25		102.25	1,277.94
GNMA	38375GZ20	6/17/2015	301 C.P.	Waddell Reed	8/20/2042	2.00%	135,000	135,000.00	(20,365.00)				114,615.00		225.00	0.00
GNMA	38378GNY0	6/16/2015	301 C.P.	Waddell Reed	12/20/2042	2.00%	50,000	50,000.00	(12,781.79)				37,218.21		72.55	870.60
GNMA	38378DRZ0	7/23/2015	301 C.P.	Waddell Reed	8/20/2037	2.50%	99,570	56,278.80	0.00	151.24		(151.24)	66,278.80		142.58	1,874.40
GNMA	38377YH37	7/31/2015	301 C.P.	Waddell Reed	9/16/2041	3.00%	153,905	124,407.79	0.00	388.28		(388.28)	124,407.79		408.61	4,722.71
GNMA	38379GDF1	8/28/2015	301 C.P.	Waddell Reed	9/20/2044	3.50%	100,000	100,000.00	2,000.00	285.50		(285.50)	102,000.00		291.67	2,915.69
GNMA	38379GMF1	8/31/2015	301 C.P.	Waddell Reed	9/20/2044	3.50%	100,000	100,000.00	1,500.00	295.67		(295.67)	101,500.00		291.66	2,916.61
GNMA	38378KUR2	10/13/2015	301 C.P.	Waddell Reed	2/20/2035	5.00%	40,000	34,558.58	2,764.82	68.14		(68.14)	37,323.40		140.53	1,202.87
GNMA	38378VMH9	10/13/2015	301 C.P.	Waddell Reed	6/16/2037	4.50%	25,000	25,000.00	2,750.00	41.50		(41.50)	27,750.00		93.75	750.00
GNMA	38377JMU4	10/13/2015	301 C.P.	Waddell Reed	9/20/2036	4.50%	47,000	47,000.00	4,112.50	74.50		(74.50)	51,112.50		176.25	1,410.00
GNMA	38377LTS7	10/13/2015	301 C.P.	Waddell Reed	5/20/2040	4.50%	30,000	30,000.00	2,850.00	49.00		(49.00)	32,850.00		112.50	900.00
GNMA	38378CXR3	10/13/2015	301 C.P.	Waddell Reed	8/16/2039	3.50%	43,000	43,000.00	2,042.50	58.35		(58.35)	45,042.50		125.42	1,003.36
GNMA	38377YH37	10/13/2015	301 C.P.	Waddell Reed	9/16/2041	3.00%	50,000	50,000.00	(12,015.90)	41.82		(41.82)	37,984.10		-	-
GNMA	38379P2Y2	11/13/2015	301 C.P.	Waddell Reed	6/20/2045	3.00%	100,000	98,738.46	(979.71)	102.90		(102.90)	97,758.75		247.24	1,730.68
GNMA	38377R2M6	11/20/2015	301 C.P.	Waddell Reed	12/20/2040	4.50%	90,000	90,000.00	9,787.50	217.75		(217.75)	99,787.50		338.96	2,371.26
GNMA	38374KRU9	11/27/2015	301 C.P.	Waddell Reed	1/20/2035	5.00%	50,000	50,000.00	7,500.00	184.96		(184.96)	57,500.00		-	-
GNMA	38378R2M6	12/1/2015	301 C.P.	Waddell Reed	12/20/2040	4.50%	41,000	41,000.00	4,458.75	4.00		(4.00)	45,458.75		152.29	913.74
GNMA	38378HK39	12/1/2015	301 C.P.	Waddell Reed	10/20/2042	2.00%	50,000	50,000.00	(6,750.00)	4.00		(4.00)	43,250.00		83.33	499.98
GNMA	38374TTQ7	1/14/2016	301 C.P.	Waddell Reed	4/16/2039	4.50%	90,000	90,000.00	3,887.29	143.97		(143.97)	93,887.29		-	-
GNMA	38379JYU9	2/1/2016	301 C.P.	Waddell Reed	2/20/2045	2.50%	70,000	10,455.23	(6,122.89)	4.90		(4.90)	4,333.34		59.51	441.52
GNMA	38379TQU6	2/3/2016	301 C.P.	Waddell Reed	1/20/2046	3.00%	120,000	118,075.57	1,476.69	23.95		(23.95)	119,522.26		296.57	1,191.83
GNMA	38379NBA9	2/3/2016	301 C.P.	Waddell Reed	6/20/2044	2.50%	70,000	66,367.48	(4,734.45)	13.09		(13.09)	81,653.03		130.83	534.49
GNMA	38378PX86	3/31/2016	301 C.P.	Waddell Reed	1/20/2044	3.50%	100,000	100,000.00	1,375.00	295.67		(295.67)	101,375.00		291.67	875.01
GNMA	38379JR78	3/31/2016	301 C.P.	Waddell Reed	11/20/2044	2.50%	98,500	100,000.00	(1,500.00)	212.33		(212.33)	98,500.00		208.33	624.99
GNMA	38375KEX6	5/26/2016	301 C.P.	Waddell Reed	6/20/2037	5.50%	95,000	95,000.00	14,250.00	366.85		(366.85)	109,250.00		435.42	435.42
GNMA	38377VT89	5/26/2016	301 C.P.	Waddell Reed	7/20/2039	4.00%	75,000	75,000.00	6,375.00	122.33		(122.33)	81,375.00		250.00	250.00
GNMA	38376PSY8	5/31/2016	301 C.P.	Waddell Reed	11/20/2037	5.25%	27,000	27,000.00	(3,952.50)	89.00		(89.00)	32,130.00		118.13	118.13
GNMA	38378H3H7	5/31/2016	301 C.P.	Waddell Reed	10/20/2042	2.00%	51,000	51,000.00	(3,952.50)	89.00		(89.00)	47,047.50		85.00	85.00
GNMA	38376GUN7	6/30/2016	301 C.P.	Waddell Reed	8/20/2042	2.50%	72,000	75,000.00	(3,000.00)	155.04		(155.04)	72,000.00		-	-
GNMA	38373VAH3	8/13/2002	615 Sew Repl	Waddell Reed	6/20/2032	6.00%	600,000	(3,056.60)	13,500.00				10,443.40		114.44	2,402.51
GNMA	38377GH51	8/26/2011	615 Sew Repl	Waddell Reed	4/20/2040	4.50%	80,000	80,000.00	2,200.00				82,200.00		300.00	3,600.00
GNMA	36202FMA1	10/31/2011	615 Sew Repl	Waddell Reed	11/20/2040	4.00%	155,000	63,587.49	4,264.68				67,852.17		203.53	2,717.35
GNMA	36202FMA1	11/30/2011	615 Sew Repl	Waddell Reed	11/20/1940	4.00%	128,000	54,510.47	2,327.64				56,838.11		166.99	2,229.61
GNMA	38378FJ50	3/4/2013	615 Sew Repl	Waddell Reed	2/20/2043	3.00%	200,000	200,000.00	(1,500.00)				198,500.00		500.00	6,000.00
GNMA	38378UWX1	11/29/2013	615 Sew Repl	Waddell Reed	6/20/2043	4.00%	148,000	148,000.00	(2,220.00)				145,780.00		493.33	5,919.96
GNMA	38374JC87	11/24/2004	670 Sol Wate	Waddell Reed	11/20/2034	5.50%	400,000	400,000.00	5,005.00				405,005.00		1,833.33	21,999.96
GNMA	38373VAJ9	9/17/2002	675 Ref Repl	Waddell Reed	8/20/2032	6.00%	400,000	400,000.00	2,000.00				402,000.00		2,000.00	24,000.00

12,316,521.51 196,950.80 3,586.57 0.00 (7,863.33) 12,509,195.55 43,529.72 524,853.42



3933 Katz Drive
Marion, Iowa 52302
www.cityofmarion.org

council memo

July 08, 2016

TO: Marion City Council
CC: Marion City Manager
FROM: Deb Krebill, Fire Chief
RE: June 2016 Monthly Report

Exhibit(s): Response Stats, Response Synopsis, Response Detail, Fire Details, Fire Response Map, Medical Response Map, Training Hours, Fire Prevention Hours, Maintenance report

June 9th, 2016, was our graduation ceremony for nine citizens who completed the Marion Fire Department's Citizen Academy. This was our 4th year of the hosting the academy and again it was a success. The citizen feedback was all positive, except for their disappointment that the academy is only eight weeks!





3933 Katz Drive
Marion, Iowa 52302
www.cityofmarion.org

For Public Education events, we reached quite a few people during the month of June. We had fire extinguisher training at the *Uptown Marion Market* on June 11th. Many people came by and learned how to properly use a fire extinguisher and was able to put out a real fire. The experience of putting out a live fire, which is something most people have never done before, gives confidence and self-esteem in knowing they are capable of such a feat.

On June 26th, the Fire Prevention Bureau and many of our paid-on-call firefighters attended the *Fly-In Breakfast* at the Marion Airport. We had many kids come up to see the fire engine and learn about fire safety. We had one of our largest crowds ever for our room and contents burn demonstration. This is where we set up two individual rooms with normal living room furniture and set one of the rooms on fire to show how fast a fire will flashover (become completely involved and non-survivable) which is usually less than two minutes. Then we set the other room on fire, but this room has a fire sprinkler that activates and brings the fire under control before there is any major burning in the room. It is estimated we had over 100 people watching our demonstration.





3933 Katz Drive
Marion, Iowa 52302
www.cityofmarion.org

The shift personnel are getting the last of our annual Spring chores completed along with a very full schedule of training. During Spring, Summer and Fall we try hard to get in as much 'hands-on-training' as we can and the troops are doing a great job fitting it into their schedules even though the call volume has been high. We have had several occasions this past month in which we had to page for more personnel, due to being called out to 3-5 calls at one time.

Administratively, RFP's were sent out for the possible need to expand one of the apparatus bays at Station #2, to accommodate a new aerial apparatus. Reminder, that we will be purchasing a new aerial in the next year with Local Option Sales Tax funds. Our present aerial is now 22 years old and as you know, has had to have a lot of repairs of late.

Also, looking at possible locations for Fire Station #3. Hopefully, we can have a site by summer's end.

If you ever have questions or concerns, please feel free to call me anytime day or night at 319-360-6270.

Stay Safe.....

Fire Chief Deb Krebill

Response Statistics

From 06/01/16 To 06/30/16

RUN STATISTICS				
	Fire	Med	Comb	
Current Month	25	121	146	District 1 - City
	19	93	112	District 2 - City
	0	7	7	District 1 - Township
	2	7	9	District 2 - Township
	0	0	0	Mutual Aid
	46	228	274	TOTALS FOR MONTH
Year-To-Date	148	712	860	District 1 - City
	108	561	669	District 2 - City
	8	28	36	District 1 - Township
	3	23	26	District 2 - Township
	2	0	2	Mutual Aid
	269	1324	1593	TOTALS FOR YEAR

EMERGENCY RESPONSE TIMES (min)		
Month	Fire Response	YTD
0:03:00	District 1 - City	0:03:20
0:04:03	District 2 - City	0:03:33
N/A	District 1 - Township	0:06:52
0:06:03	District 2 - Township	0:06:19
Month	Medical Response	YTD
0:02:49	District 1 - City	0:02:38
0:02:15	District 2 - City	0:02:23
0:05:06	District 1 - Township	0:05:34
0:05:44	District 2 - Township	0:05:09
Month	Combination Response	YTD
0:02:51	District 1 - City	0:02:42
0:02:30	District 2 - City	0:02:30
0:05:06	District 1 - Township	0:05:42
0:05:48	District 2 - Township	0:05:17
Month	City Response	YTD
0:03:30	Fire	0:03:25
0:02:34	Medical	0:02:31
0:02:42	Combination	0:02:37
#####	Amb Resp. Time	#####

NFPA 1710 INFORMATION (Average Times)		
Current Month	0:01:14 min	Emergent Medical Turnout Time
	0:02:00 min	Emergent Fire Turnout Time
	0:06:03 min	Turnout Time For All Emergent Calls
Current Month	0:46:05 min	Call Duration for All Medical Calls
	0:31:05 min	Call Duration for All Fire Calls
	0:43:34 min	Call Duration for Fire and Medical Calls
Year-To-Date	0:01:19 min	Emergent Medical Turnout Time
	0:01:55 min	Emergent Fire Turnout Time
	0:01:23 min	Turnout Time For All Emergent Calls
Year-To-Date	##### min	Call Duration for All Medical Calls
	0:30:13 min	Call Duration for All Fire Calls
	##### min	Call Duration for Fire and Medical Calls

NUMBER OF PATIENTS		
Month		YTD
121	District 1 - City	719
98	District 2 - City	561
7	District 1 - Township	30
7	District 2 - Township	25
0	Mutual Aid	0
233	TOTAL	1335

VALUATION INFORMATION	
Year-To-Date	\$2,629,520 Total City Valuation
	\$118,865 Total City Fire Loss
Year-To-Date	\$2,206,000 Total Township Valuation
	\$805,500 Total Township Fire Loss

MEMO

Dedicated to Saving

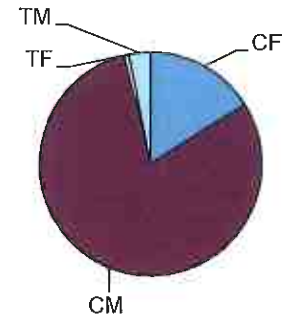


Life and Property

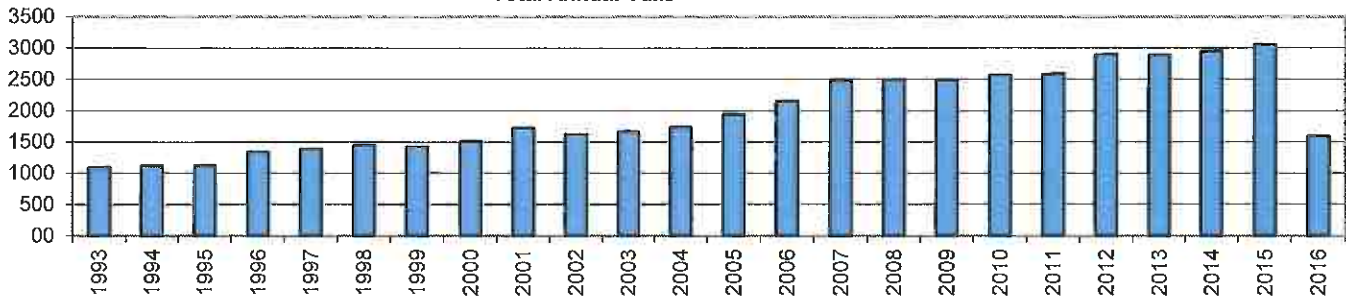
DATE: July 8, 2016
TO: City Manager
FROM: Deb Krebill, Fire Chief
SUBJECT: Monthly Report For June, 2016

<u>Response Synopsis</u>	<u>Month Calls</u>	<u>Month Percent</u>	<u>YTD Calls</u>	<u>YTD Percent</u>
City Fire	44	16.1%	256	16.1%
City Medical	214	78.1%	1273	79.9%
Township Fire	2	0.7%	11	0.7%
Township Medical	14	5.1%	51	3.2%
Mutual Aid - Fire	0	0.0%	2	0.1%
Mutual Aid - Medical	0	0.0%	0	0.0%

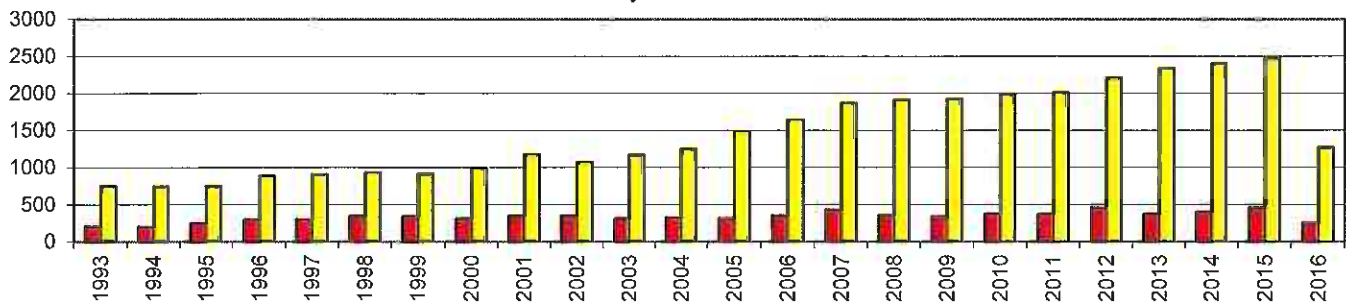
Year-To-Date Distribution



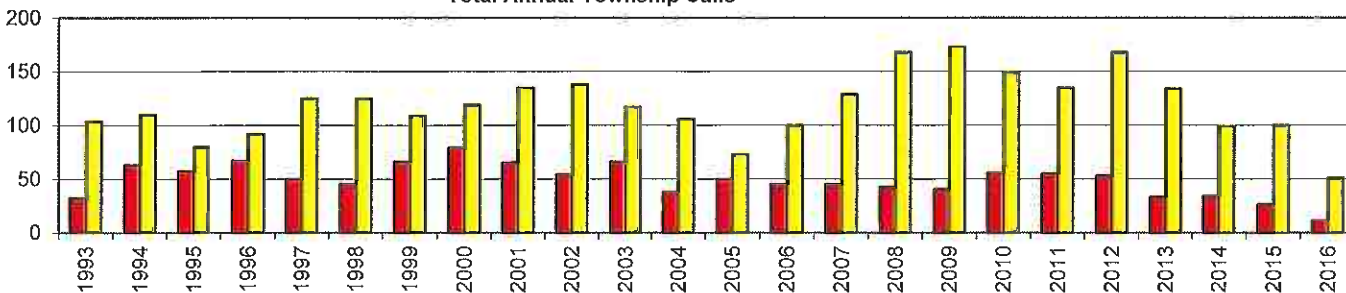
Total Annual Calls



Total Annual City Calls



Total Annual Township Calls



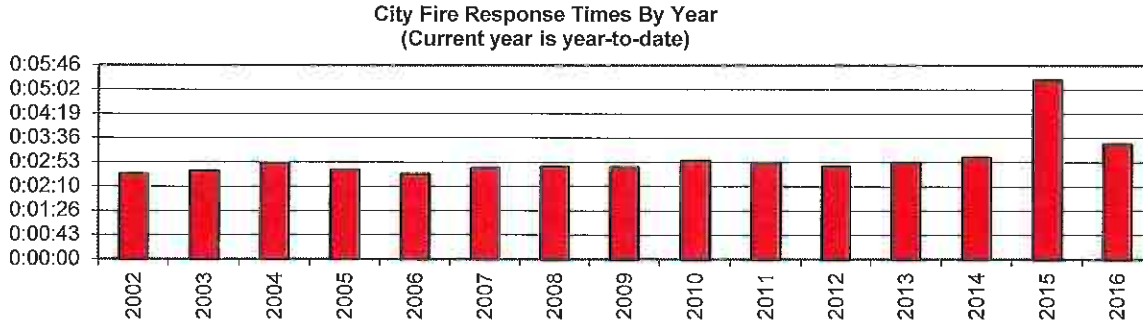
Response Detail

Response Time is defined as the time span between when the response vehicle's goes en route to when the vehicle arrives at the scene. Years prior to 2004 have been adjusted to meet this definition.

Average City Fire Response Times

0:03:00 Average District 1 Fire Response Time (for the month)

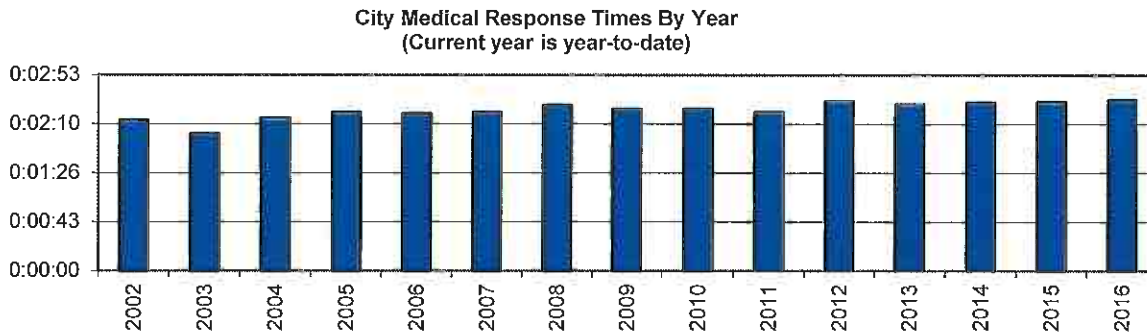
0:04:03 Average District 2 Fire Response Time (for the month)



Average City Medical Response Times

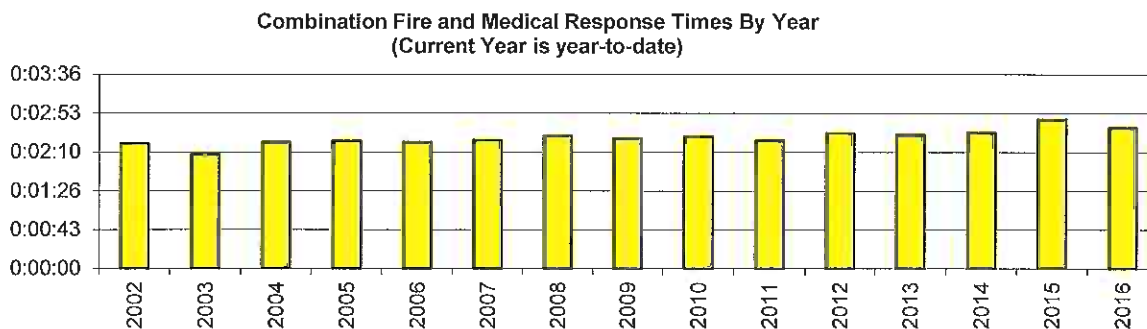
0:02:49 Average District 1 Medical Response Time (for the month)

0:02:15 Average District 2 Medical Response Time (for the month)



Average Fire and Medical Response Times Combined

0:02:42 Average Combined City Fire and Medical Response Time (for the month)



Average Township Response Times

N/A Average District 1 Fire Response Time (for the month)

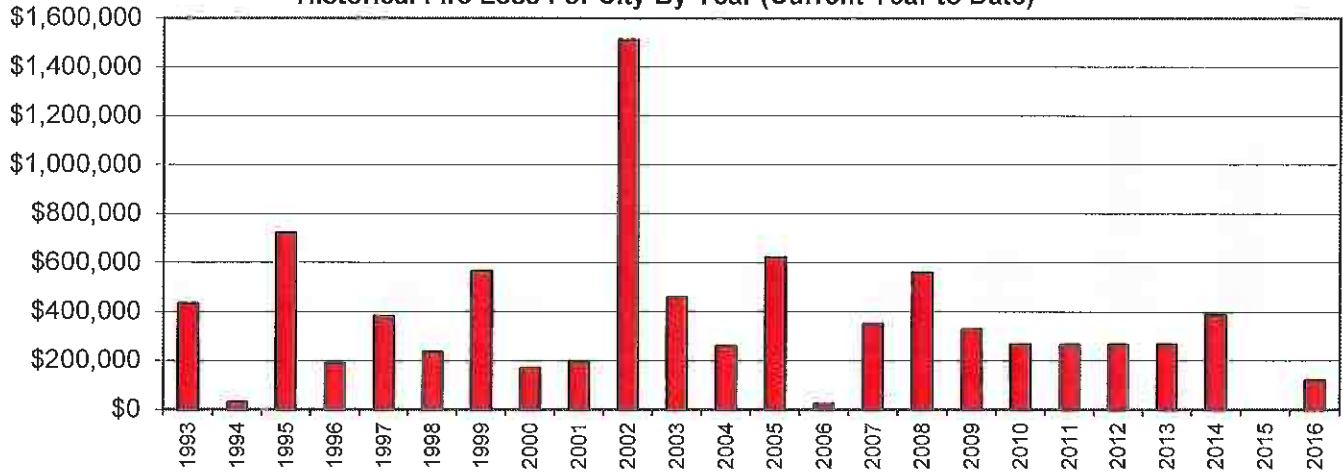
0:06:03 Average District 2 Fire Response Time (for the month)

0:05:06 Average District 1 Medical Response Time (for the month)

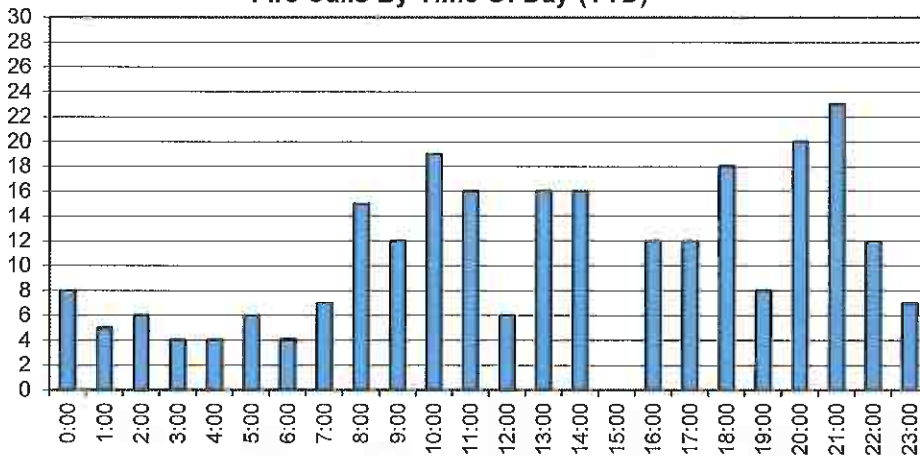
0:05:44 Average District 2 Medical Response Time (for the month)

Fire Details

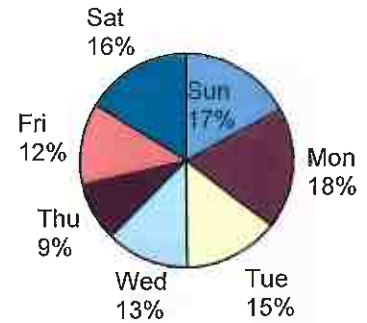
Historical Fire Loss For City By Year (Current Year to Date)



Fire Calls By Time Of Day (YTD)



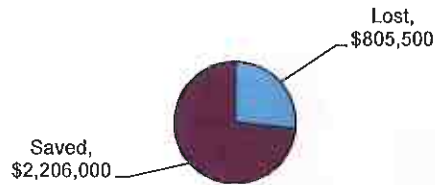
Fire Calls By Day Of Week (YTD)



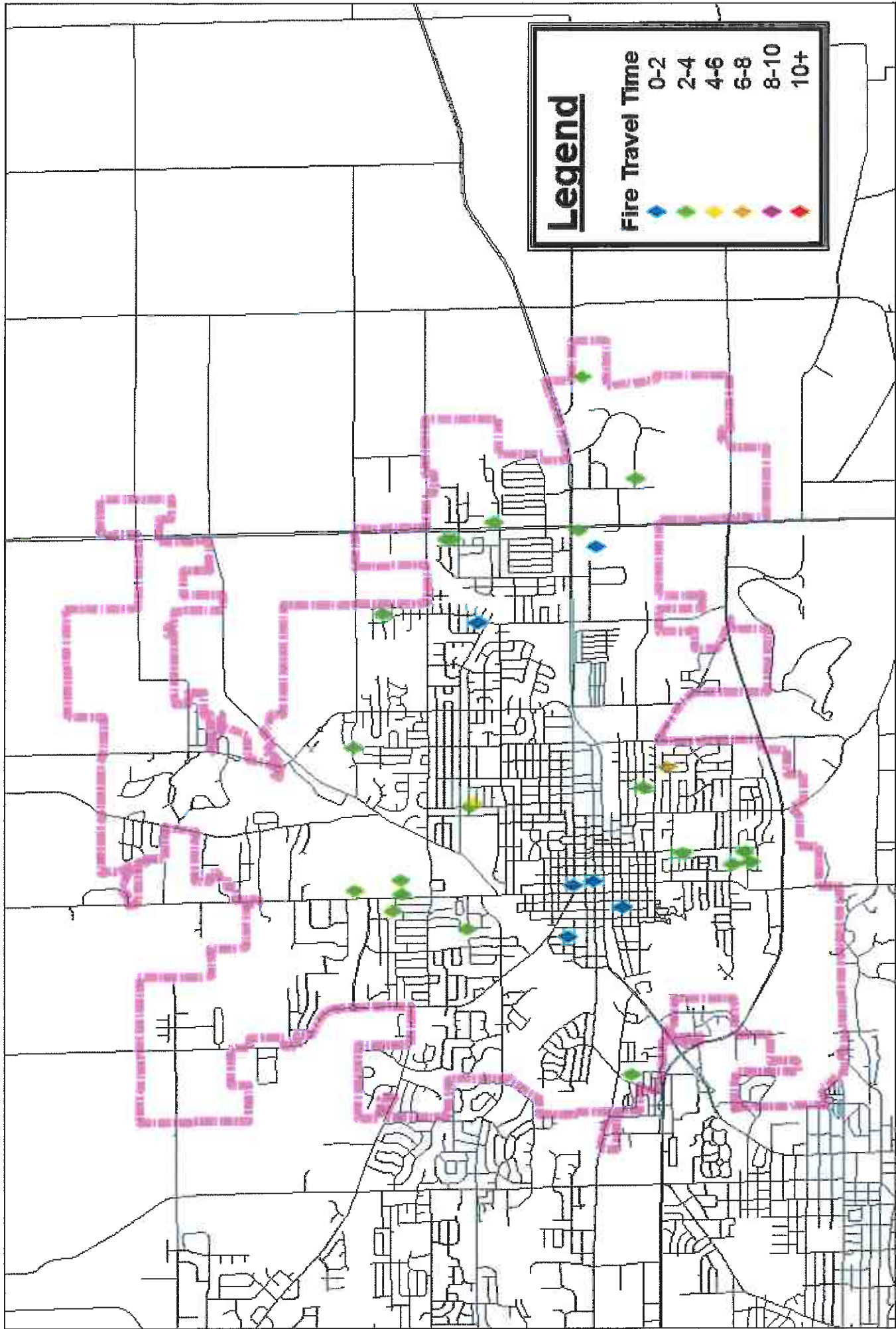
City Fire Loss/Saved YTD



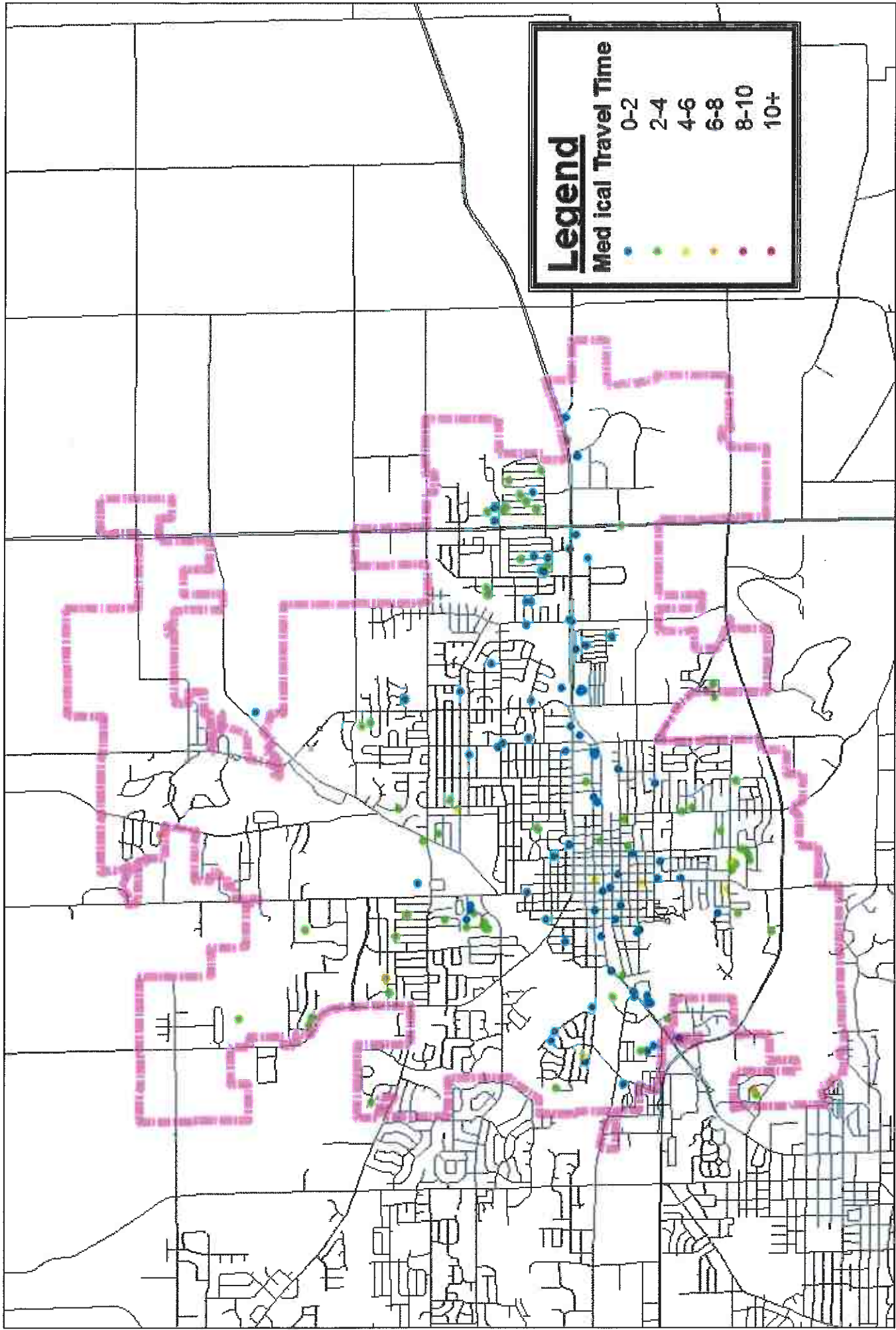
Township Fire Loss/Saved YTD



City	Township	
0	0	Number of General Alarm (YTD)
0	0	Number of Still Alarms (YTD)
#DIV/0!	N/A	Average Number of Career Responders To General Alarms (YTD)
#DIV/0!	N/A	Average Number of Paid-On-Call Responders To General Alarms (YTD)



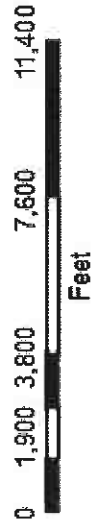
**Marion Fire Department
Fire Response Times May 2016**



Legend

Medical Travel Time

- 0-2
- 2-4
- 4-6
- 6-8
- 8-10
- 10+



Marion Fire Department Fire Response Times May 2016

Training Division
Activity Summary By Category (Session Hours)

From 06/01/16 To 06/30/16

39.0	Medical	15.0	Supervisor - Supervisory Training
0.0	CPR	0.0	Supervisor - Administrative Duties
0.0	Hazmat		
0.0	City Mandatory Training	0.0	General -Preplan and Inspection
		2.0	General -Street Geography
0.0	Rescue - Confined Space	2.0	General -Building Tour
0.0	Rescue - Trench	2.0	General - Rules and SOG's
0.0	Rescue - Auto	7.5	General - Computer
0.0	Rescue - Other Rescue	0.0	General -Station Equipment
		0.0	General - Promotional Study
12.0	Driver Operator - Pump Operation	20.5	General - Rookie Study
0.0	Drive Operator - Aerial Ladder Ops		
0.0	Drive Operator - Other Truck Systems	0.0	General - Interdepartmental Training
3.5	Drive Operator - Equipment Location	0.0	General - Class Preparation
2.0	Drive Operator - Driver Training	0.0	General - Fire / Medical Critique
4.0	Fire - Fire Behavior - Investigation	0.0	Off-Site - National Fire Academy
2.5	Fire -Firefighter Safety	0.0	Off-Site - State Fire School
0.0	Fire - Ground Ladders	0.0	Off-Site -CITA
0.0	Fire - Hose Equipment and Streams	10.0	Off-Site - Fire Science
0.0	Fire - Hydraulics/Friction Loss	8.0	Off-Site - Other
6.0	Fire - Drafting/Water Supply	0.0	
0.0	Fire - Ventilation	0.0	Public Education
1.5	Fire - Forcible Entry	0.0	(blank)
1.5	Fire - Search and Rescue	0.0	(blank)
0.0	Fire - Salvage and Overhaul	0.0	(blank)
0.0	Fire - Portable Extinguishers		
11.0	Fire - SCBA/PPE		
0.0	Fire - Ropes and Knots		
0.0	Fire - Wildland/Ag Firefighting		
0.0	Fire - Live/Simulated Fire		
1.0	Fire - Strategy and Tactics		
0.0	Fire - Incident Management		
0.0	Fire - Fire Control		
1.0	Fire - Building Construction	156.5	TOTAL TRAINING SESSION HOURS
0.0	Fire - Sprinkler Systems		
0.0	Fire - Communications		
4.5	Fire - Other Fire Training		

General Services Division
Division Activity Summary
From 06/01/16 To 06/30/16

- 0.0 Building - HVAC/Exhaust Systems
- 2.0 Building - Plumbing
- 0.0 Building - Electrical
- 0.0 Building - Generators
- 0.0 Building - Door/Opener
- 0.0 Building - Minor Repair
- 0.0 Building - Structure
- 0.0 Building - Safety Systems
- 0.0 Building - Telephone System
- 0.0 Building - Radio System
- 0.0 Building - Appliance/Domestic Electronics
- 0.0 Building - Breathing Air Compressor
- 0.0 Building - Office Equipment
- 0.0 Building - Computer System

0.0 Grounds - Equipment

- 0.0 Vehicle - Scheduled Service
- 0.0 Vehicle - Tires
- 0.0 Vehicle - Drivetrain
- 0.0 Vehicle - Engine/Transmission
- 0.0 Vehicle - Exhaust System
- 4.0 Vehicle - Electrical/Lighting
- 0.0 Vehicle - Body
- 0.0 Vehicle - Pump
- 0.0 Vehicle - Aerial Ladder
- 0.0 Vehicle - Heating/Cooling Systems
- 0.0 Vehicle - Radio Equipment

-
- 0.0 Fire Fighting - PPE
 - 0.0 Fire Fighting - Vent Fan
 - 0.0 Fire Fighting - Saws
 - 0.0 Fire Fighting - Portable Radio/Accessory
 - 0.0 Fire Fighting - Nozzles/Appliances
 - 0.0 Fire Fighting - Hose Testing
 - 0.0 Fire Fighting - Ladders
 - 0.0 Fire Fighting - SCBA Testing
 - 0.0 Fire Fighting - SCBA Repair
 - 0.0 Fire Fighting - Hand Tool Maintenance

-
- 0.0 EMS - Heart Monitors
 - 0.0 EMS- Other Electronic Device
 - 0.0 EMS - Patient Packaging
 - 0.0 EMS- Diagnostic Equipment

-
- 0.0 Rescue - Hydraulic Tool
 - 0.0 Rescue - Electrical Tool
 - 0.0 Rescue - Auto Rescue Pneumatic
 - 0.0 Rescue - Air Monitors
 - 0.0 Rescue - Confined Space/Rope Rescue
 - 0.0 Rescue - Trench Equipment
 - 0.0 Rescue - Water/Ice Rescue
 - 0.0 Rescue - Generator
 - 0.0 (blank)



monthly report

June 2016

Adult Services: Judy Winistorfer retired on June 3 after nearly 21 years. Staff has stepped up to fill her shoes in various ways and her position has been posted; we will interview in July. Staff at the Information Desk has been kept busy this summer with adults and teens having their reading logs checked for the summer reading programs. We've had a fan fail on one of our public computers so it's been out of order for a couple of weeks but we anticipate getting that replaced soon. Rachel has created a PRIDE display in honor and memory of the Orlando Pulse shooting and it's been popular.

Children's Services: June was packed with events and kiddos participating in the Summer Reading Program! We currently have 2117 kids and 334 babies signed up, which is pretty close to our total participation last year, and we're only halfway through the program!

Our best attended events included a Minute-to-Win-It game day with the Iowa Children's Museum, a visit from the animals of the Blank Park Zoo, and a fancy Jester Puppet's Show, and a "Drive-In Movie" where kids got to decorate a cardboard box like a car and sit in it as they watched *Zootopia* and munched snacks. We've hosted active events on Tuesdays including Yoga, Zumba, and Dance classes that have been well-attended.

Young Adult Services: The Young Adult summer reading program started on June 1st and had 539 teens sign up by the end of June. The theme of the program is Ready, Set, Read and is centered on being active and fit. We have tried to incorporate some active programs such as Yoga and Zumba programs that are run by the YMCA, but unfortunately they have had poor turnout among the teens. Our cooking program Cooking Capers with Hy-Vee Dietitian Brian, *5th Wave* movie day, and Read-and-Feed event had much better numbers. We also had two local authors come in to talk about their books and how they became authors. We have continued our Anime Club and Game Days as well.

Outreach Services: Elsworth and Dawn met with Christine McSweeney, Director of Transitions for the Linn-Mar Community School District, to discuss some programs that the library can offer to their transition students. This will be revisited in the fall when school begins for the 2016-2017 school year. We've begun a new program, MPL Cares, in which we visit the assisted living facilities to share what is going on at the library. Dawn will be delivering books to the residents every three weeks. She began with The Villages of Marion and this new service is already very popular with the participants. We've also had a couple of



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one-on-one meetings with new homeschool families, sharing what our library offers to the homeschool community.

Circulation Services:

Library Programming: Adult summer reading started on June 1 and by the end of the month, 210 adults had registered. We started a new adult program, the Summer Garden Social, two mornings a month over at Ali's Weeds across the street; however, no one at all attended either June session, so we will not be continuing that program. The Iowa Raptor Project presented a program on Birds of Prey of Iowa that was very popular – Shawn Hawks even brought live raptors! We had artist Elaine Peyton sharing her craft in the lobby and taking advantage of our Create & Share space most of the day on one Saturday. The Cedar Valley Humane Society presented a program on Adoptable Cats, but alas, only one young boy attended. Poet Sal Marici presented a writing workshop to seven very engaged attendees; a successful program! We have added a morning genealogy group, and our other regular programs continue to be popular this summer.

Building/Facilities Update: Elsworth is seeking non-binding bids for the cost of replacing our entire HVAC system; these will be presented to the board. Small pieces of plaster are falling from the high lobby ceiling above the Friends Bookstore lobby shelves. Library Clerk Denise Lehrman has finished painting one of the two wooden lobby benches this month. We have been having some routine plumbing problems and will have those serviced in July.

Technology Update: Elsworth is meeting with Terrell Hunter and Amanda Kaufman regarding a proposal to assign James Hamous (Terrell's assistant) to the library for a certain percentage of his time. This would allow the library to have dedicated IT support and to use the full-time IT position for something else.

Personnel: We have hired Macy Maas as a new library page this month. We have posted a full-time professional position, Library Coordinator – Adult & Information Services. Part-time staff annual evaluations were completed this month.

Metro Library Network Update: See Librarian's Report below.



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Out Loud! Update: The 2016 season is underway. Author Sara Gruen kicked things off with a program at the Hotel at Kirkwood Center on Friday, June 24; 246 people attended. Two authors remain for July.

Librarian's Report: Brad Thomason and I have now met with all council members to begin a dialog about the "new" plans for the building project. The meetings were very productive and varied; it was great to hear each council member's specific questions about the project. Brad will present at a council meeting soon; I will communicate the date once it is set.

I met with the Development staff at the Iowa City Public Library on June 15th and got some really good information about how their positions fit into larger library operations. I am also working with the State Library to unravel all the legal aspects of developing a position that would work closely with the Foundation and raise funds for use in both general service/operations and capital projects. It's a complex project and a challenge to figure out, but I continue to think this type of position would be an asset to our agency. I am in the process of scheduling meetings with two other Iowa library systems with in-house development staff to learn more about their staffing structures.

The Metro Library Network directors met to discuss a number of topics on June 21st, most notably increasing ILS costs. The ILS is integral to MLN's shared work, and it is time to reconsider the ways costs are shared (it's also time to renew our contract with SirsiDynix). In FY 2017-2018, I expect a significant increase in the amount MPL contributes to the funding of the ILS. MLN directors are working closely together to find a balance that works for all of our libraries and also maintains the level of service we provide our patrons. We also identified a need for increased vendor-supplied consulting services, which should streamline some of the ILS-related work done in MLN libraries. I do not anticipate the increased ILS cost to negatively impact our overall budget; we have time to plan for this change and will take steps necessary to cover the cost appropriately.

I attended the American Library Association Annual Conference in Orlando, FL, from June 24th through June 28th. I had several committee commitments and a Voice of Youth Advocates board meeting/one-on-one with the primary editor of the journal. I value the opportunity to attend and participate in ALA, and always come back excited to try new things.



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The Library Coordinator--Adult and Information Services position is now posted externally on ALA Joblist, ILA Jobs/State Library of Iowa Jobs, and on job lists for neighboring states' library associations. We currently have 11 complete applications. The posting closes on July 15th.

There has been ongoing conversation about how to meet the current and future IT needs of the library, and after careful consideration, we are moving forward with a collaborative solution that will use existing City staff in a new way. Starting July 7th, James Hamous, an IT Analyst with the City, will be spending two mornings a week at the library (or doing "library work" from his workspace in City Hall). James will spend his four-hour library shifts focusing on general IT troubleshooting, hardware assistance, and identifying future IT needs. He will also assist staff in maximizing existing service agreements and provider relationships. I am very pleased to have an opportunity to try a shared-staff model, and have high hopes for how this will impact our overall IT workflow. Terrell Hunter, the IT Division Manager, and I will work closely with City administration to evaluate this solution in the fall, at which point decisions will be made about future funding of the position, etc. This solution allows the library to reallocate the IT vacancy funds to a different position.

Two swastikas were scratched on the wall in the public men's washroom and documented by the cleaning staff the evening of July 5th. Due to the nature of the graffiti, I had a police officer come and document the damage as part of a police report. The stall impacted by the graffiti is currently locked and labeled "out of order," and I will work with Public Services to have the damaged panel buffed and painted. I expect the repairs to be completed by the end of the week.

A representative from Fosters Heating and Air Conditioning came out to assess the HVAC system and reported that the system is in solid, working order, but the controls are in need of replacement. Their company does not do commercial control work, but he made some recommendations of companies to consider. Johnson Controls is scheduled to do an estimate as well. Since this repair/replacement cost will most likely be over \$15,000, these estimates are simply for informing our discussion; a bid process will be required before any actual plans are made.

The library was featured in two local media sources last month. An article titled "New Library Needs Planning, Preparation," written by Nancy Grindle, was published in the *Marion Times* newspaper on June 16th, and "Marion IMAGINE8 Project Update" (multiple authors), in *City*



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Revealed Magazine, both included content about the building project. Copies of both articles are included in this month's board packet as additional documents.

Respectfully submitted,

Elsworth Carman
Director, Marion Public Library

DATE: July 19, 2016

TO: Marion Mayor & Council



Work at Waldo's Rock Park begins.

Park Board Activity

- **Park Use Approval:** Mehal Raghwan, age 9, (2080 Timber Creek Dr) was approved to have a lemonade stand at Boyson Trail Park this summer.
- **Wilkins Basketball Courts:** The history of the basketball courts adjacent to the Linn Mar elementary and Taube Park was reviewed. The school is requesting assistance with resurfacing the courts. The board discussed the use and users of the courts and denied the request.

Department Report

- **Waldo's Rock Park:** Development of the park started in June. To date grading and sub-base has been installed for the roadway and parking lot, and the loop trail around the pond is almost completed. Construction of the pavilion will begin in August. This park development project is being completed by the department's operations division.
- **Blue Zones Project:** The Blue Zones Project has hired photographer David McLain to help tell the story of the BZP in Iowa. He visited 6 of the involved communities to capture photos that tell the story. Marion's Urban Orchard at Lowe Park was one of the locations photographed. Over 5,000 photos will be reviewed and edited for presentation.
- **Lowe Gardens:** Park staff installed new water lines and hose bibs to the Lowe Gardens. Lines were trenched from the greenhouse to the center of both gardens and lines were laid in the ground. The lines were hooked up with hose bibs and installed into in-ground boxes to prevent cars from hitting them.



- **Lowe Park Development:** Grading for the parking lots and playground area has started. PCI Construction is the grading contractor for this project. Once the grading is complete, LL Pelling will begin installing subbase materials and asphalt paving will follow.

- **Lindale Trail:** Due to the steep incline of the trail coming off the old railroad viaduct down to the existing Boyson trail, washouts happen periodically during rain storms removing lime from the trail, a lift of lime was put on this trail segment.

- **Donnelly Bridge:** The new bridge over Dry Creek on the Boyson Trail has been set and the trail realignment completed. The department has received many positive comments regarding this project.



- **Marion Rotary Concert:** In preparation for the Marion Rotary's concert at Lowe Park Amphitheater on June 11 we sprayed broadleaf control on the "bowl" of the amphitheater to help remove clover from the grass. Staff removed bird nests from the metal oak leaves above the stage and power washed the stage and glass wall. Flowers and mulch were added to the front of the stage and edging was installed around the back beds. All outside lighting on the property was tested to make sure it was in working order. Temporary fencing was placed around the outside edge of the sidewalk going around the amphitheater and lines were painted in the overflow grass parking to create parking stalls.

- **Vehicle Damaged:** A car driving by Marion citizen was struck by a rock thrown by a trimmer being operated along 10th Street at the Boyson Road intersection. The rear window of her vehicle was broken as the accompanying picture shows. A claim has been submitted asking for reimbursement for the cost of a replacement window. The department experiences one or two of these types of incidents per mowing season.



- **Parks Maintenance:** All hedges at Oak Shade Cemetery, Lowe Park, Thomas Park, Willowood Pool and certain flower beds were trimmed for the season and all organic material was hauled to Public Service to be composted.

Due to vandalism to the men's restroom door in City Square Park, the door was replaced with a metal door and frame to make it deter future damage.

Set up and tear down for summer events included BBQ Rendezvous in City Square Park, the Freedom Festival bike ride and movie night at the Lowe Amphitheater.

- **Urban Forestry:** General maintenance trimming has been an active task with the use of Public Service's Vermeer chipper. Staff are working on annual trail clearance, small dead



tree removals, right of way trimming and other tree concern issues. All wood chips produced are repurposed as an additional form of organic mulch at the Public Service compost area.



- **ROW Flower Beds:** Park employees maintain all flower beds that are located in or along city right of ways. This includes: Echo Hill Rd., 10th Street, 29th Avenue, 35th Street roundabout, Tower Terrace roundabout, and the 7th Avenue viaduct.

- **Citizen Requests Tall Grass/Weeds:** There were 35 properties reported by citizens regarding tall grass/weeds during June. Twenty-one properties required certified letters, and eight were mowed by the department.
- **Ball Diamonds:** Each day ball diamonds are prepped at Lowe, Starry and Peg Pierce with staff dragging and chalking diamonds as well as picking up litter, emptying garbage cans, and cleaning restrooms in preparation for games during the week and tournaments during the weekend. Mowing and trimming are completed weekly and the painting of foul lines are done every two to three weeks.
- **Oak Shade Cemetery:** There were two burials in June and six spaces sold.
- **Staff Training:** Annual staff safety training was completed and covered harassment, blood borne pathogens, MSDS safety sheets, workplace risks and personal protective equipment (PPE).
- **Memorial Trees:** At Lowe Park, memorial trees were mulched and stones with plaques received any needed maintenance.



- **Storm Damage:** A storm damaged tree and stump were removed along 8th Avenue and two damaged sidewalk panels were replaced by staff.



- **Tree Inventory:** The City has borrowed Trimble GPS units from the Iowa DNR to collect tree data this summer. Trees in park areas were completed in 2015; in 2016 right-of-way trees are being identified. At each tree, a GPS location is logged, species is determined, trunk diameter is measured, and a short assessment is done to evaluate tree health, maintenance requirements and any additional concerns.
- **Summer Art/M.U.S.I.C. Camp:** A total of 76 kids attended the Summer Art Camp lead by Mike Brandt spread across 4 separate sessions. The first year M.U.S.I.C. Camp was small; the 4 participants had a great time and even put on a performance for the parents the last day. Both camps concluded on July 1.



- **NEW! Ride to Wrigley:** This joint venture with Hiawatha Parks and Recreation took 56 baseball fans via chartered bus to Wrigley Field to watch Chicago Cubs take on the St. Louis Cardinals on June 22. Despite the rainy start, clear skies gave way for the game. This event filled up quickly, so plans are being made to host another trip in the future.

- **NEW! Dueling Pianos:** Hotel/Motel monies will fund this new event to be held July 16 at 7 p.m. at the Amphitheater. Midwest Dueling Pianos will take the crowd on a whirlwind tour of music across the decades and various genres.
- **NEW! KidsFit Camp:** A partnership with HyVee, this program will begin July 18 in City Square Park. Each Monday morning for five weeks, participants will incorporate onsite fitness classes and nutritional information to help kids and families make health and wellness a priority. The program is free and open to the public; pre-registration is not required.

- **NEW! Freedom Festival Bike Ride:** This partner event held as a part of the area Freedom Festival was well attended. Riders could participate in routes of various lengths and enjoy a concert at the Amphitheater in the afternoon.



- **Recreation Programs:** Little Kickers Kickball ended June 27. The morning and evening classes had 33 participants.

Lil' Pigskins Football and Happy Feet Soccer begins on July 18 and meet on Mondays and Wednesdays for two weeks. There are 40 kids registered for the three-year-old Happy Feet Soccer, and 20 kids for the four-year-old Lil' Pigskins Football. A morning and evening class is being offered for both programs.

The PeeWee Baseball, Softball, and Blastball season is winding down for the season with two weekends left for games.

- **Amphitheater Movie Night:** On June 17, the movie *Star Wars: The Force Awakens* was shown to an estimated crowd of 250 to 300 people. The next movie, *The Good Dinosaur*, will be shown on August 12.



- **Library Story Time:** Each Thursday during June and July the Library brings their Children's Story Time to the Lowe Park Amphitheater.
- **Sunrise Yoga:** Saturday morning yoga at the Lowe Park Amphitheater continues to be a popular community program with nearly 500 participants in the first five weeks. The weather has been very favorable for these early morning risers.



- **BINGO:** The popular BINGO night will return for a summer edition on July 8. The department obtained a license that allows for more events each year.

- **Photo Scavenger Hunt:** This second year program wraps up July 8. Each participant that correctly identifies and photographs the 20 park amenities will be entered into a drawing for a pair of Adventureland tickets. (Photo collage at left depicts the 20 photos from one entry.)

- **Swimming Pool:** Two of the four sessions of swimming lessons were completed at the end of June.

Daily attendance has remained consistent with last year's numbers

- **Art Sculpture Trail:** The committee is gathering art work proposals for a new piece to go along the trail at Lowe Park with the goal to have the piece in place this fall.

Summer Art Camp students proudly showing their creations.



Activity Report from Master Gardeners

Low Park Greenhouse report by Phil Pfister:

The greenhouse is now in the cleaning stage in preparation for the next growing season. Jacki Baumhauer, Sam and Jo Dillion, Polly Draker, Sandy Fiegen, Shelby Foley, Holly Foster, Lelia Garner, Coleen Kint, Mary Mikkola, Tina Patterson, Doug Smith, Shirley Thornton, and Paula Wilson have all been working on cleaning and sterilizing pots, cleaning the greenhouse and weeding the grounds. Since we reuse many of the containers, cleaning and sterilizing is an important step to prevent the possibility of diseases. Reusing also reduces costs, and keeps them out of the landfill. The next step will be to wash and sanitize the entire greenhouse. This step is important to prevent disease and reduce the pressure from insects.

Donnelly Park Boyson Trail

Pictures of high water in Indian Creek. On the left, water overcomes the trail and low flow concrete crossing. On the right, the high water stays in the banks and flows easily under the new bridge.



Pavilion	Free	Paid	TOTAL	Attendance*
English – Thomas Park	0	19	19	1,595
Begley #1 – Thomas Park	0	16	16	585
Begley #2 – Thomas Park	1	16	17	695
Hanna Park	0	13	13	585
Depot - City Park	6	20	26	575
Taube Park	5	9	14	400
2016 TOTALS	12	93	105	4,435
2015 Totals	21	91	112	3,950

*Does not include attendees to Marion Farmers Market, BBQ Rendezvous, Marion Moonlight, Marion Community Band Concerts, Marion Public Library event, and Uptown Marion Market.

Rental Room	Paid	Free
Safe Room	8	1
Amphitheater	1	11
Lobby/Gallery		1
Art Room		14
Sunburst	3	14
Hickory	16	3
White Oak	0	5
Red Oak	1	0
Red & White Oak	14	13
Entire Facility	2	1
Outdoor (Pond) / Greenhouse		1
2016 MONTHLY TOTAL Some reservations use more than one room. Events with alcohol permits: 9	45	64
2015 MONTHLY TOTAL	41	52

Activity Type	Monthly Usage	Number of Attendees
Building Visitors	Not available	Not available
Gallery Open / Arts Council Activities	2	55
Seniors Bingo /Dance / Cards	27	589
Parks / Recreation	29	2,504
Library Story Time	4	99
Rotary Club Event	1	330
Election	1	Not available
Meetings / Work / School / Church	8	378
Blood Drive	1	27
Graduations	23	2,985
Family Gatherings / Showers	11	855
Rehearsal/Wedding/Reception	1	180
2016 MONTHLY TOTAL	108	8,002
2015 MONTHLY TOTAL	88	7,147

PLANNING AND ZONING COMMISSION

The Marion Planning and Zoning Commission met in regular session on June 14, 2016 and took action on the following:

1. First United Methodist Church of Marion (United Methodist) Preliminary & Final Site Development Plan
 - a. CPC Resolution No. 16-19 recommended approval of First United Methodist Church of Marion First Addition Preliminary Plat located North of REC Drive, west of Highway 13 and south of 35th Avenue (First United Methodist Church) Case #16-10
 - b. CPC Resolution No. 16-20 recommended approval of First United Methodist Church of Marion First Addition Final Site Development Plan located North of REC Drive, west of Highway 13 and south of 35th Avenue (First United Methodist Church) Case #16-14
 - c. CPC Resolution No. 16-21 recommended approval of First United Methodist Church of Marion First Addition Final Site Development Plan located North of REC Drive, west of Highway 13 and south of 35th Avenue (First United Methodist Church) Case #16-16

2. Annette Perry – Perry Development Partners – Marion West Village Comp Plan and Re-zone
 - a. Held a Public hearing regarding a request to amend the Future Land Use Map of the Marion Comprehensive Plan for property located south of 6th Avenue and west of 9th Street from Single Family Detached Residential to Uptown (Perry Development Partners).
 - b. CPC Resolution No. 16-27 recommended approval of a request to amend the Future Land Use Map of the Marion Comprehensive Plan for property located south of 6th Avenue and west of 9th Street from Single Family Detached Residential to Uptown (Perry Development Partners). Case # 16-04LU
 - c. Held a Public hearing regarding a request to rezone property from R-5, Moderate Density Multiple Family Residential to C-2, Central Business District Commercial for property located South of 6th Avenue and west of 9th Street (Perry Development Partners).
 - d. CPC Resolution No. 16-28 recommended approval of a request to rezone property from R-5, Moderate Density Multiple Family Residential to C-2, Central Business District Commercial for property located South of 6th Avenue and west of 9th Street (Perry Development Partners) Case #16-04R

3. Burger Homes – Final Site Development Plan
 - a. CPC Resolution No. 16-29 recommended approval of a request for Linn County Business Park Final Site Development Plan for property located north of REC Drive and west of Highway 13 part of the Linn County Business Park Addition. (Burger Homes).

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4. Lewis Downing - Scenic Development LLC – Terrace Glen Village: Comp Plan, Rezoning & PP
 - a. Held a Public hearing regarding request to amend the Future Land Use Map of the Marion Comprehensive Plan for property located West of Alburnett Road and north of Heather Court.
 - b. CPC Resolution No. 16-22 recommended approval of a request to amend the Future Land Use Map of the Marion Comprehensive Plan for property located west of Alburnett Road and north of Heather Court from (west)Single Family Attached Residential to Single Family Detached Residential & (east)Single Family Attached Residential to Multi-Family Residential (Scenic Development, LLC). Case # 16-03LU
 - c. Held a Public hearing regarding request to rezone property from (west)A-1, Rural Restricted to R-2, Medium Density Single Family Residential located and (east)A-1, Rural Restricted to PD-R, Planned Development Residential for property located west of Alburnett Road and north of Heather Court (Lewis Downing).
 - d. CPC Resolution No. 16-23 recommended approval of a request to rezone property from(west)A-1, Rural Restricted to R-2, Medium Density Single Family Residential located and (east)A-1, Rural Restricted to PD-R, Planned Development Residential for property located west of Alburnett Road and north of Heather Court Case #16-03R

 5. First United Methodist Church of Marion First Addition
 - a. CPC Resolution No. 16-24 recommended approval of First United Methodist Church of Marion First Addition Preliminary Site Development Plan located west of Alburnett Road and north of Heather Court (Scenic Development, LC) Case #16-17.
 - b. CPC Resolution No. 16-25 recommended approval of First United Methodist Church of Marion First Addition Final Site Development Plan located west of Alburnett Road and north of Heather Court (Scenic Development, LC) Case #16-18
 - c. CPC Resolution No. 16-26 recommended approval of First United Methodist Church of Marion First Addition Preliminary Plat located west of Alburnett Road and north of Heather Court (Scenic Development, LLC) Case #16- 19

 6. Deines Conditional Use – Honey Bees
 - a. Held a Public hearing regarding Steve Deines’ Conditional Use request pursuant to Section 176.49-09 of the Marion Code of Ordinances to allow honey bee hives to be located at 330 Alburnett Road.
 - b. CPC Resolution No. 16-30 recommended approval of Steve Deines’ Conditional Use request pursuant to Section 176.49-9 of the Marion Code of Ordinances to allow honey bee hives to be located at 330 Alburnett Road. Case # 16-03C

ZONING BOARD OF ADJUSTMENT

The Marion Zoning Board of Adjustment met on June 21, 2016 and took action of the following:

- a. Denied a request from Ken Spence, Applicant – 2783 24th Street, Marion, Iowa from Sections 176.10-3D and 176.32-1B(6), of the Marion Code of Ordinance to alter side yard setbacks and 3' separation from accessory to principal structure.
- b. Approved a request from Steve Deines, applicant –330 Alburnett Road, for a conditional use pursuant to the Marion Code of Ordinances Section 176.49-9 to allow honey bee hives to be kept on the property.

HISTORIC PRESERVATION COMMISSION

The Marion Historic Preservation Commission continues to discuss goals and objectives at their monthly meeting which was held on June 14, 2016.

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

The Bicycle and Pedestrian Advisory Committee met on June 28, 2016 and discussed the following:

The DRAFT of the amended map of the Master Trails Plan was distributed to the committee. The committee recommended adding a sidepath to 7th/10th Avenue between the Marion Iron roundabout and 35th Street.

The Committee discussed the paving of the trail between Lindale Drive and the proposed CeMar Trail connection from a budgetary standpoint as well as a safety issue with washouts causing unsafe conditions. It will be added to the Council Agenda as a discussion item in July.

The discussion on standardizing on-street symbols was discussed and due to the fact that there the streets are so different it would be very difficult but they will continue to work with the Public Service Department to work through the issue.

A grant recommendation approved by the City Council leaves a shortfall of \$2,600 from the Hotel/Motel Grant request from the Bicycle & Pedestrian Advisory Committee. As a result, the committee will need to prioritize their desires and par them down to be in line with the funding available.

COUNCIL ACTION ITEMS

City Council took action on the following items in the month of May:

1. Resolution No. 25372 approving Payment No. 8 to Universal Field Services, Inc. for services related to right-of-way acquisitions for the Central Corridor Improvement Project, 13th Street to 31st Street, in the amount of \$9,569.28.

2. Resolution No. 25381 approving amendment to the Future Land Use Map of the Marion Comprehensive Plan from Corridor Commercial to Multi-Family for property located west of Highway 13 and south of 29th Avenue (Platinum Development LLC).
3. Resolution No. 25382 approving Plat of Survey 2071 for property located at 2525 and 2605 7th Avenue, Marion, Iowa (Emerson Mattress, Inc. and Genesis Equities, LLC).
4. Resolution No. 25383 approving Plat of Survey 2042 for property located adjacent and south of 2525 and 2605 7th Avenue.
5. Resolution No. 25384 approving purchase agreement with James E. Kleeman and Janice A. Aasgaard regarding the property located at 3490 Indian Creek Road, Marion, Iowa, in the amount of \$275,600.00 and providing Payment No. 1 in the amount of \$209,000.00.
6. Resolution No. 25385 approving purchase agreement with James E. Kleeman and Janice A. Aasgaard regarding the property located at 3493 Winslow Road, Marion, Iowa, in the amount of \$117,000.00 and providing Payment No. 1 in the amount of \$74,000.00.
7. Resolution No. 25403 approving Payment No. 9 to Universal Field Service, Inc. for services related to right-of-way acquisitions for the Central Corridor Improvement Project, 13th Street to 31st Street, in the amount of \$7,307.80.
8. Resolution No. 25404 set a public hearing for July 7, 2016 regarding a request to amend the future land use map from Single Family Detached Residential to Uptown District and to rezone property from R-5, Moderate Density Multiple Family Residential to C-2, Central Business District Commercial for property located south of 6th Avenue between 8th and 9th Street (Perry Development Partners).

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9. Resolution No. 25417 set a public hearing for July 7, 2016 regarding First United Methodist Church of Marion First Addition Preliminary Site Development Plan and Final Site Development Plan located north of REC Drive, west of Highway 13 and south of 35th Avenue (First United Methodist Church).

 10. Resolution No. 25418 approving the Linn County Business Park Final Site Development Plan for property located north of REC Drive and west of Highway 13 part of the Linn County Business Park Addition (Burger Homes).

 11. Ordinance No. 16-07 approving the rezoning from C-3, General Commercial to R-6, High Density Multiple Family for property located west of Highway 13 and south of 29th Avenue (second & third consideration).

 12. Resolution No. 25419 approving request for deferral of installation of sidewalk for Lot 2, Marion Enterprise Center 4th Addition for property associated with Electric Specialty Manufacturing (Hall & Hall Engineering).

 13. Resolution No. 25422 approving a purchase agreement regarding land purchase from GLD Properties site (former Prince Agri location).

 14. Resolution No. 25423 approving a conditional sales agreement regarding land adjacent to GLD Properties site (former Prince Agri location).

CURRENT PLANNING

Urban Ducks and Chickens

There were 4 applications processed and issued in June. They are as follows:

Hector Kesari @ 142 Jasper Street
Marianne Kurth @ 3445 Cottonwood
Pat Intelkofer @ Maplecrest Drive
Kevin Walker @ 300 Larick Drive

Drainage Easement/Hold Harmless Agreements

There were 7 agreements submitted and approved in June.

They are as follows:

Terrence Sweeney of 2000 49th Street

Justin and Katherine Walters of 1444 Lindenbrook Lane

John Tapken of 1805 Brockman Avenue

Dawn Kile of 2420 27th Street

Jennifer Santana of 1620 Valentine Drive

Kevin Huls of 690 Bermier Drive

KTRO LLC - Chad Pelley/Chad Brandel of 4150 3rd Ave

Comprehensive Plan Amendments

There were no Comprehensive Plan Amendment requests in June, 2016

Zoning Amendments

There were no Rezoning requests in June, 2016.

Plats

Midwest Development, Applicant, submitted a Final Plat for Edgebrooke Estates North 1st Addition located south of 35th Avenue and east of Indian Creek Road.

Timberline Manufacturing, applicant, submitted a Final Plant for Timberline Manufacturing Addition located North of Blairs Ferry Road and west of Lyon's Lane.

Mooney-Engle Land Company,applicant, submitted a Final Plant for Prairie Ridge Estate7th Addition located east of Bison Court and north of Kacena Avenue

Midwest Development, applicant, submitted a Final Plant for Bowman Meadows 4th Addition FP located south of Alburnett Road and east of Bowhunter Drive.

Morris-Wood Enterprises, applicant, submitted a Final Plant for Gemstone 3rd Addition located west of Lucore Road and north of Tower Terrace Road.

Site Plans

Fusion Architects, applicant, submitted Preliminary and Final Site Development Plans for Sunny Ridge Villas located east of Bison Ct and south of Robinwood Lane.

Vacations

There were no vacation requests submitted in June.

ANNEXATIONS

On June 9th, the City Council held a Public Hearing and afterwards approved the proposed annexation of the Lewis/Downing and Ivy Aire Acres subdivision. The application and all appropriate documentation was sent to the City Development Board to be reviewed and approved. A tentative Public Hearing at the State level is anticipated to be held on August 10th, with full and final approval happening as soon as the middle of September. Following the finalization of the annexation, the City Council will be able to take action on a received zoning and platting request.

TRAILS

Grant Wood Trail Extension (35th Street to Highway 100):

Staff is still in negotiations with Rathje Brothers for a trail easement over an existing sanitary sewer line. The appraisal results for the easement area have been received back and are being included in the negotiations. Staff is also working toward a temporary construction easement from Ed Read who owns the property located at 3780 4th Avenue. These are the last two easements needed.

Engineering has been assisting in determining if we have enough area to mitigate disturbed wetlands instead of paying for wetland credits.

CeMar Trail (7th Street to Marion City Limits, including bridges):

Staff has submitted a Concept Statement to the Iowa DOT, which, once fully approved, will allow us to proceed on to next step of soliciting design proposals from engineering firms.

Staff has also been discussing the possibility of a trail easement crossing Terry Bjornsen's property south of Highway 100. Following a few meetings/emails, responses from Mr. Bjornsen have not been received.

Safe Routes to Schools Plan (Marion Independent School District):

Although this project is being led by the Corridor Metropolitan Planning Organization (CMPO), staff has been assisting with development of the Plan's goals/objectives, school counts of walking/biking students, printing, and organizing an open house for Thursday, May 19th at Vernon Middle School from 5:30-6:30pm. Full completion of the Plan is anticipated this fall.

10th Avenue Sidepaths (35th to Eagleview) Grant:

In January the City Council directed staff to submit a grant for sidepaths on both sides of 10th Avenue, between Hy-Vee and Wal-Mart. The CMPO Technical Advisory Committee and the Executive Committee have both recommended funding the project at 73% (the remaining funds available in FY2020). Full approval of the funding levels by the Policy Board is anticipated in July, with approval from the I.D.O.T. anticipated this fall.

Master Trails Plan Revision:

The MTP was approved in 2014, with great strides towards implementation already being made. Staff is looking into amending the MTP Recommended Trails and On-Street Bikeways Map to show where bike lanes / sharrows are recommended in addition to sidepaths. The recommendations proposed by the BPAC were noted previously in this monthly report. Staff will develop a revised map for BPAC approval prior to having a recommendation to the City Council.

Marion Police Department

2016 ARRESTS/CALLS FOR SERVICE					
MONTH	Total Arrests	Adult Arrests	Juvenile Arrests	Reactive Calls for Service	911 calls
JAN	120	113	7	2,318	752
FEB	120	104	16	1,506	778
MAR	100	85	15	1,702	884
APR	117	95	22	1,858	844
MAY	144	113	33	2,123	916
JUN	98	89	9	1,654	896
JUL					
AUG					
SEP					
OCT					
NOV					
DEC					
2016 PUBLIC APPEARANCES					
MONTH	NUMBER OF APPEARANCES		NUMBER IN		
JANUARY	5		358		
FEBRUARY	7		414		
MARCH	7		325		
APRIL	11		551		
MAY	22		2187		
JUNE	10		520		
JULY					
AUGUST					
SEPTEMBER					
OCTOBER					
NOVEMBER					
DECEMBER					
2016 INVESTIGATIONS DIVISION ACTIVITY					
MONTH	ARRESTS	POLYGRAPHS		SEARCH	
JAN	4	3		6	
FEB	4	3		5	
MAR	1	2		7	
APR	6	2		6	
MAY	2	0		7	
JUN	3	2		3	
JUL					
AUG					
SEP					
OCT					
NOV					
DEC					

MARION POLICE DEPARTMENT

TRAFFIC ENFORCEMENT CITATION SUMMARY CURRENT VS PREVIOUS YEAR

CITATIONS ISSUED EACH MONTH BY TYPE														
	2016 SPEEDING	2015 SPEEDING	2016 MOVING	2015 MOVING	2016 SAFETY BELTS	2015 SAFETY BELTS	2016 NON MOVING	2015 NON MOVING	2016 CHILD RESTRAINT	2015 CHILD RESTRAINT	2016 TOTAL CITATIONS	2015 TOTAL CITATIONS	2016 TOTAL WARNINGS	2015 TOTAL WARNINGS
JAN	112	79	80	102	78	102	110	120	2	2	427	417	240	300
FEB	173	96	84	80	75	88	117	114	0	3	477	400	247	207
MAR	167	115	78	65	62	88	89	82	0	1	413	381	196	254
APR	96	106	52	56	39	57	51	71	3	2	334	313	218	246
MAY	163	153	63	80	54	75	90	72	1	1	418	406	202	277
JUN	132	136	40	81	76	67	71	81	1	3	341	394	200	229
JUL		158		67		99		74		3		418		187
AUG		147		70		104		85		1		419		203
SEP		87		67		51		53		0		306		143
OCT		178		67		62		104		0		451		190
NOV		119		83		58		94		1		386		241
DEC		82		68		26		84		2		320		186
TOTALS		1,456		886		877		1,034		19		4,611		2,663

TRAFFIC CRASH SUMMARY CURRENT VS PREVIOUS YEAR

CRASHES REPORTED EACH MONTH BY TYPE												
	2016 PERSONAL INJURY	2015 PERSONAL INJURY	2016 PROPERTY DAMAGE	2015 PROPERTY DAMAGE	2016 PACKET EXCHANGE	2015 PACKET EXCHANGE	2016 NON REPORT - ABLE	2015 NON REPORT - ABLE	2016 FATALITIES	2015 FATALITIES	2016 TOTAL ACCIDENTS	2015 TOTAL ACCIDENTS
JAN	6	8	53	42	12	11	1	3	0	0	72	64
FEB	8	13	35	40	4	15	0	3	0	0	47	71
MAR	9	12	32	34	6	9	1	0	0	0	52	55
APR	7	10	45	28	9	5	1	0	0	0	71	43
MAY	10	11	37	32	6	8	2	5	0	0	66	56
JUN	5	11	39	44	4	10	0	0	0	0	52	65
JUL		17		39		9		0		1		66
AUG		8		47		10		1		0		66
SEP		20		41		7		1		0		69
OCT		15		46		13		2		0		76
NOV		8		44		5		0		0		57
DEC		12		41		9		0		0		62
TOTALS		145		478		111		15		1		750

* TOTAL CRASHES INCLUDE <\$1500 PRIVATE PROPERTY CODE "P" BEGINNING 3/16

Street Division

June is when we are busy working on Street repairs for both concrete and asphalt crews. The Traffic Department is busy doing signal maintenance and painting bike sharrows and are getting ready to start line painting and busy setting up and tearing down for all uptown events.

In addition, the Street Division:

- Completed 24 Street Citizen Requests
- Completed 13 Traffic Citizen Requests
- Completed 3 Forestry storm Request
- Hauled 7.50 tons of cold patch
- Hauled 572.04 tons of road stone
- Used 559.49 tons of HMA
- Uses 178 yards concrete

Sewer Division

June the Sewer Department is flushing lines and making sure the storm drains are clear of debris and making sure the detention ponds are draining. They are busy with repairs on the work schedule and have started doing box out replacements.

In addition, the Sewer Division:

- Completed 21 Citizen Requests
- Used 18.50 yds. concrete
- Locates done daily
- Monthly & Every other month Maintenance Flushing

Fleet Division

The Fleet Department was busy keeping all the equipment and vehicles in working condition for Public Service and other departments.

- Worked on 68 vehicles for Public Service
- Worked on 18 pieces of equipment for Public Service
- Worked on 12 vehicles for the Police Department
- Worked on 2 vehicles for the Fire Department
- Worked on 3 vehicles for the Building Department

Solid Waste Division

During the month of June the Solid Waste Department picked up an additional 4839 extra tagged bags of garbage. We issued 166 curb side violation tags, with education and handouts we are seeing the number of violations decrease, but due to the number of new residents we have seen an increase in violations.

- Curbside Collection Amounts:
 - Garbage 546.37 tons
 - Recycling 149.83 tons
- Collected 6.38 tons of recycling at the Recycling Center
- Had 2113 cars visit the Recycle Center
- Had 5447 cars visit the Compost Center
- Handled 99 Citizen Requests
- Recycled 2.88 tons of metal
- Recycled 6.90 tons of CB
- Completed 56 Special Trash pickups
- Completed 6 Brush pickups

Receive and File Status Report

Administration

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
06/18/15	Estate Sales	Correspondence regarding estate sales (Chuck Boquist, 3355 25th Avenue)		
09/17/15	City Council Meetings	Correspondence regarding city council meetings to be videotaped (Ben High, 1317 7th Avenue)	Beta Testing Video Methods	
11/05/15	Prospect Meadows Project	Correspondence regarding a finance request for the Prospect Meadows Project (Jack Roeder, Prospect Meadows)	Prospect Meadows to Present on 11/17	
11/19/15	Granger House Hotel/Motel	Correspondence presented by Taylor Nelson requesting that the Granger House's use of hotel/motel funds be audited	Legal drafting letter to send to Granger House	
01/07/16	Amend City Charter Elections	Correspondence requesting to amend the city charter elections whereby all residents vote for the Mayor and At Large council seats but ward seats are elected by only those residents living in the respective ward (Bob Schlegel, 3600 North 10th Street)	Referred to legal; awaiting direction from council for further action (if any)	
02/04/16	TIF Assistance - Property off Alburnett Road	Correspondence requesting TIF Assistance for property located off of Alburnett Road (Scenic Development)	Resolution of Intent on 2/16/16	
02/18/16	City Code Regarding Elections	Correspondence requesting a review of the City Code Regarding Elections (Charles Knudsen)	Coordinating speaker to come to council	
03/03/16	Marion Election Code	Correspondence regarding the Marion Election Code (Charles Knudsen)	Coordinating speaker to come to council	
03/17/16	Partial Waiver of Mechanics Lien	Partial Waiver of Mechanics Lien from Renaissance Restoration, Inc related to the downtown façade revitalization program		
04/21/16	Letter of Request for TIF - Lebeda	Letter of request for TIF Assistance regarding Lebeda Project (Russ Miller)	Public Hearing 6/9/16	
04/21/16	Letter of Request for TIF - 3rd Avenue Business Expansion	Letter of request for TIF Assistance regarding 3rd Avenue Business Expansion Project (Chad Pelley)	To Council 5/19	
04/21/16	Correspondence regarding Robert Naujoks	Correspondence regarding Robert Naujoks (Dennis Frevert, Marion Arts Council, 1415 24th Street)		
05/05/16	Tax Increment Finance Assistance	Letter requesting tax increment financing (TIF) assistance (Primus Construction)	Resolution of Intent approved 5/5/16	
05/19/16	Recycling	Correspondence from the Linn County Solid Waste Agency regarding recycling (Karmin McShane, 1954 County Home Road)		
06/09/16	Commissioner Appointments	Correspondence from the Marion Civil Rights Commission regarding commissioner appointments		
06/09/16	Airport Advisory Committee	Resignation Letter from Kevin Powell resigning from the Airport Advisory Committee		
06/09/16	Petition to Close 7th Avenue between 10th St and 12th St during public events	Petition requesting to close 7th Avenue between 10th Street and 12th Street to vehicular traffic during all public events (Craig Campbell and various Marion business owners north of 7th Avenue).		
06/09/16	Voting Requirements	Correspondence requesting to change city code regarding voting (Kathy Greene, 1942 Galway)		
06/23/16	Alley Patio	Correspondence regarding an alley patio (Conrad Ramsey, 2835 26th Avenue)		
07/07/16	Salvage Railroad Relay Box	Correspondence requesting permission to salvage a railroad signal relay box located on the south side of 6th Avenue, south of Burger King (Chris Burke)		
No Further Action Required (Closed in the last three months)				
04/21/16	Reconfiguration of parking lot north of 777 10th Street	Correspondence from Engle Properties LLC regarding the reconfiguration of the parking lot north of 777 10th Street	NFA	05/05/16

Receive and File Status Report

Administration

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
03/03/16	LOST Advisory Committee Allocation	Recommendation from the Local Option Sales Tax Advisory Committee regarding a \$250,000.00 allocation for the Grant Wood Trail Extension Project	Approved by Council	05/05/16
02/18/16	Basement Water Issues	Correspondence regarding basement water issues (Andrea Jilovec, 1100 Maplecrest Drive)	Mayor/Public Service Visited Site	05/05/16

Receive and File Status Report

Building

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
12/17/15	Industrial Area between 29th and 51st Streets	Correspondence regarding the industrial area between 29th Street and 51st Street (Mary Pfoff, Apple Creek Kennel, 650 51st Street)		
01/07/16	Resignation from Nuisance Advisory Board	Correspondence regarding a resignation from the Nuisance Enforcement Property Maintenance Advisory Board (Don Freytag, 2325 25th Avenue)		
No Further Action Required (Closed in the last three months)				

Receive and File Status Report

City Clerk/Finance

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
No Further Action Required (Closed in the last three months)				

Receive and File Status Report

Engineering

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
04/07/16	Purchase Property at 3501 29th Avenue	Request for purchase of property at 3501 29th Avenue (Ken and Karen Swalley, 3500 28th Avenue)	Staff presented report at 7/7/2016 meeting; Council to consider action 7/21/2016	
No Further Action Required (Closed in the last three months)				
04/21/16	Brick Border in Sidewalk	Correspondence regarding request for brick border in sidewalk (Susan Hightshoe, 488 33rd Avenue)	Staff report at 5/5/16 meeting.	05/05/16
04/21/16	Reduce Speed Limit on Highway 13	Correspondence in support of reducing the speed on Highway 13 (Shawn Lampe, 1801 Fernow Road)	Staff report at 5/5/16 meeting.	05/05/16
04/21/16	Establishing Parking on 7th Avenue	Correspondence regarding establishing parking on 7th Avenue (Harold Malley, Noah's Archive, 945 7th Avenue)	Staff Report to Council 6.9.16	06/09/16
05/19/16	City Water and Sewage Services	Request to extend city water and sewage services to 4010 Shady Oak Drive (Davis Hale Sr, 4010 Shady Oak Drive)	Staff Report to Council 6.9.16	06/09/16
06/09/16	Fairview Drive Reconstruction Project	Correspondence regarding project letter associated with the Fairview Drive Reconstruction Project (Wanda Van Dee, 1025 Fairview Drive)	Council R & F, no staff direction	06/09/16
05/19/16	Parking in Uptown Marion	Correspondence regarding parking in Uptown Marion (Charles Knudsen, 2835 24th Avenue)	Council removed reservation area.	06/23/16
06/23/16	Request to Close 7th Ave during Public Events	TAC Report regarding a request to close 7th Avenue between 10th Street and 12th Street to vehicular traffic during all public events (Craig Campbell and various owners north of 7th Avenue)	Council concurred with TAC recommendation for no change.	06/23/16
06/23/16	Uptown Parking by First Presbyterian Church	Correspondence regarding TAC findings regarding Uptown parking by First Presbyterian Church (Charles Knudsen, 2835 24th Avenue)	Council removed reservation area.	06/23/16

Receive and File Status Report

Fire

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
No Further Action Required (Closed in the last three months)				
12/17/15	Fire Station Location Study	Fire Station Location Study	Completed in January 2015	06/01/16
01/07/16	Location of Fire Station No 3	Correspondence regarding the location of Fire Stateion No 3 (Bob Schlegel, 3600 North 10th Street)	Letter received and filed.	06/01/16

Receive and File Status Report

Parks

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
No Further Action Required (Closed in the last three months)				

Receive and File Status Report

Planning

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
08/07/12	Bus Service	Discussion regarding bus service	7.13.16 CR Transit received funding from the CMPO to hire consultants to complete a transit study. CR Transit hired Parsons Brinkerhoff in January to study existing conditions, hold a series of public input opportunities, and recommend improvements or expansion of services. One June 16, 2016 the made a presentation to the CMPO Policy Board, and the Board accepted the study. Following the study, CR Transit intends to implement some cost neutral changes in the next year, but will work with Staff and the City Council to determine how additional or improved services are accomplished. See Keshia for full study	
01/24/13	Vacation	Request to vacate the south portion of 8th Street south of 7th Avenue and north of 6th Avenue adjacent to Lot 5, Block 21 of Original Town (John C Fillmore)	Working with applicant. Will pick up consideration after completion of 7th and 7th	
06/06/13	Vacate Echo Hill Preliminary Plat	Request to vacate Echo Hill Preliminary Plat located north of Echo Hill Road, east of Alburnett Road, north of Echo Hill School (Kristi Magill)	At City Council on June 6, Res. 23205 was tabled to the June 20th meeting. A meeting was held on June 11 to try and resolve the issue. Applicant wants to hold off until August. Meeting with Magills to discuss options October 14, 2013. NFA, until we hear from the Magills.	
03/03/16	Purchasing City Owned Property Adjacent to 300 South 11th Street	Correspondence regarding the purchasing of City owned property adjacent to 300 South 11th Street (Ronald and Metta Major)		
03/17/16	Sidewalk Deferral	Request for Sidewalk Deferral of 2525 7th Avenue (Hall & Hall Engineers Inc on behalf of Lebeda)		
04/07/16	Bike Lanes 6th Avenue Corridor Design Project	Refer to Planning and Zoning Commission: Recommendation from Bicycle and Pedestrian Advisory Committee to include bike lanes as part of 6th Avenue Corridor Design Project	BPAC continues to review	
04/07/16	Nuisance Property	Correspondence regarding a nuisance property that includes junk cars adjacent to property located at 650 51st Street (Mary Pfoff, Apple Creek Kennel, 650 51st Street)		
05/05/16	Purchase Part of Alley	Request to purchase the north 10'x60' of the vacated north/south alley adjacent to Lot 1, Block 5 of Richmond's 2nd Addition bounded by 27th Street and 28th Street and 10th and 11th Avenues (Marianna Lage, 1900 28th Street)		
05/05/16	Purchase Part of Property	Request to purchase City of Marion owned property located north of Marion Blvd and east of the parking lot of Zimmerman Houdek Used Car Center (Zimmerman Houdek Used Car Center, 150 7th Avenue)		
05/19/16	Recreation Vehicle Parking	Correspondence regarding parking of recreational vehicles (Kim Smith)	Discussed at Council Worksession on July 5th, 2016 - Staff directed to research and present recommendations at a future meeting	
05/19/16	Sidewalk Encroachment	Correspondence from Dave Ransford, 1040 28th Street, request to encroach into the east/west alley adjacent to home with a paved sidewalk	Mailed Agreement to Mr. Ransford for his signature on May 31, 2016	

Receive and File Status Report

Planning

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
05/19/16	Amend Future Land Use Map	Refer the following to Planning and Zoning Commission: Request to amend Future Land Use Map of the Marion Comprehensive Plan for property located West of Alburnett Road and north of Heather Court from Single Family Attached Residential to Single Family Detached Residential, rezone property from Linn County A, Agriculture to R-2, Moderate Density Single Family Residential and PD-R, Planned Development Resolution and Downing's Farm Addition Preliminary Plat (Scenic Development LLC)	On hold until Annexation is complete (see Ivy Aire above)	
06/09/16	Parking & Storage Areas Ordinance	Correspondence from Kim D Smith regarding request for City Council to consider an ordinance that would ensure front yards could not be used as a parking or storage area in residential areas.	Discussed at Council Worksession on July 5th, 2016 - Staff directed to research and present recommendations at a future meeting	
07/07/16	Purchase Property	Correspondence requesting to purchase the north half of the north/south alley in Block 26 and the entire east/west alley in Block 26. (Perry Development)	Request proceeding through internal process	
No Further Action Required (Closed in the last three months)				
12/17/15	Hy-Vee Preliminary and Final Site Development Plans	Planning and Zoning Commission: Hy-Vee Preliminary and Final Site Development Plans for property located at 3600 Highway 151 (Hy-Vee Inc)	Council Approved both 2.18.16 Res. No. 25139 & 25140	02/18/16
01/21/16	Rosenberger Addition	Refer to Planning and Zoning Commission: Rosenberger Addition to Linn County for property located at 1354 Martin Creek Road (Joseph and Margaret Rosenberger)	Council Approved 2.18.16 Res. No. 25138	02/18/16
12/17/15	Rezoning - Echo Hill Road and Alburnett Road	Refer to Planning and Zoning Commission: Request to rezone property from A-1, Rural Restricted to R-2, Medium Density Single Family Residential for property located south of Echo Hill Road and west of Alburnett Road (DX4 Investments, LLC)	Council Approved Ordinance 16-01	03/03/16
12/17/15	Bedford Heights Addition	Bedford Heights Addition Preliminary Plat for property located south of Echo Hill Road and west of Alburnett Road (DX4 Investments, LLC)	Council Approved 3.3.16 Res. No. 25128	03/03/16
02/04/16	Edgebrooke Estates North Addition Preliminary Plat	Refer to Planning and Zoning Commission: Edgebrooke Estates North Addition Preliminary Plat for property located east of Indian Creek Road and south of Tower Terrace Road extension (Midwest Development Co)	Council Approved 3.3.16 Res. No. 25156	03/03/16
03/03/16	Urban Chickens	Correspondence regarding raising chickens at Crestview Acres, 1485 Grand Avenue (Jason Van Der Veer, Administrator)	Council Approved Ordinance 16-03	04/07/16
02/18/16	Echo Ridge Estates Addition Preliminary Plat	Refer to Planning and Zoning Commission: Echo Ridge Estates Addition Preliminary Plat for property located north of Echo Hill Road and west of Alburnett Road (Integrity Custom Homes, Inc)	Council Approved 4.7.16. Res. No 25241	04/07/16
04/21/16	Vacate 15' Drainage Easements	Correspondence regarding a request from Douglas W Henderson for the City of Marion to vacate the 15' drainage easement on lots 4 & 5 of Henderson's 10th addition to the City of Marion	Council Approved Res. No. 25298	05/05/16
04/21/16	Amend Development Agreement with Blairs Ferry Senior Apartments	Request to amend the Development Agreement on the Blairs Ferry Senior Apartments (TWG Development)	Council Approved Res. No. 25299	05/05/16
03/17/16	Property Rezoning	Refer to Planning and Zoning Commission: Request to Rezone Property located north of Oakbrook Drive and west of East Post Road from O-1, Office Transitional to PD-R, Planned Development Residential (Skogman Commercial)	Council Approved Ordinance 16-05	05/05/16

Receive and File Status Report

Planning

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
04/07/16	Amend Future Land Use Map	Refer to Planning and Zoning Commission: Amend the Future Land Use Map of the Marion Comprehensive Plan from Business Parks/Office to Multi-Family Residential for property located north of Oakbrook Drive and west of East Post Road (The Views Properties B, LLC)	Council Approved Res. No. 25309	05/05/16
05/05/16	Industrial Center East 11th Addition Preliminary Plat	Refer to the Planning and Zoning Commission: Industrial Center East 11th Addition Preliminary Plat for property located north of 3rd Avenue and west of 44th Street (Anderson-Bogert)	Council Approved Res. No. 25348	05/19/16
03/17/16	Views Assisted Living Preliminary Site Development Plan	Refer to Planning and Zoning Commission: The Views Assisted Living Preliminary Site Development Plan located North of Oakbrook Drive and West of East Post Road (The View Properties B LLC)	Council Approved Res. No. 25345	05/19/16
03/17/16	Views Assisted Living Final Site Development Plan	Refer to Planning and Zoning Commission: The Views Assisted Living Final Site Development Plan located north of Oakbrook Drive and west of East Post Road (The Views Properties B LLC)	Council Approved Res. No. 25345	05/19/16
03/17/16	Magid First Addition Preliminary Plat	Refer to Planning and Zoning Commission: Magid First Addition Preliminary Plat located north of Oakbrook Drive and west of East Post Road (Skogman Commercial)	Council Approved Res. No. 25347	05/19/16
04/10/14	Industrial Center East Preliminary Plat	To the Planning and Zoning Commission: Revised Industrial Center East Preliminary Plat located north of 4th Avenue, east of 35th Street (Nancy E. Riley).	Council Approved Res. No. 25348	05/19/16
04/21/16	Platinum Comprehensive Plan Amendment	Refer to Planning & Zoning Commission: Platinum Comprehensive Plan Amendment from Corridor Commercial to Multi-family Residential for property located west of Highway 13 and south of 29th Avenue	Council Approved Res. No. 25381	06/09/16
02/18/16	Assignment of Development and a Collateral Assignment	Correspondence requesting an Assignment of Development and a Collateral Assignment (TWG Development LLC)	Public Hearing held June 9th under Administration for a revision	06/09/16
05/19/16	Voluntary Annexation Agreement	Correspondence from Ivy Aires regarding the presentation of a voluntary annexation agreement.	Council Approved, Approval by City Development Board anticipated Aug 2016	06/19/16
04/07/16	Annexation	Correspondence regarding annexation (Ivy Aire Acres Neighborhood, Norman Kelly, 700 Heather Court)	Council Approved, Approval by City Development Board anticipated Aug 2016 (same as Malloy above)	06/19/16
04/07/16	Voluntary Annexation Petition	Voluntary annexation petition from Malloy Law Firm LLP, applicant, for property located north of East Robins Road and west of Alburnett Road	Council Approved, Approval by City Development Board anticipated Aug 2016	06/19/16
05/19/16	Final Site Development Plan	Refer the following to Planning and Zoning Commission: Request for approval of Linn County Business Park Final Site Development Plan for property located north of north of REC Drive and west of Highway 13 part of the Linn County Business Park Addition (Burger Homes).	Council Approved Res. No. 25418	06/23/16
06/09/16	Deferment on Sidewalk	Correspondence from Brent Jackman, Hall & Hall Engineers, requesting a deferment on sidewalk and street trees along the south portion of Lot 2, Marion Enterprise Center Fourth Addition, Electric Specialty Manufacturing.	Council approved request Resolution 25419 on June 23, 2016	06/23/16

Receive and File Status Report

Planning

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
05/19/16	Amend Future Land Use Map	Refer the following to Planning and Zoning Commission: Request to amend the Future Land Use Map of the Marion Comprehensive Plan and Rezoning Request for property located south of 6th Avenue between 8th and 9th Streets from single family detached to Uptown District and to rezone property from R-5, Moderate Density Multiple Family Residential to C-2, Central Business District Commercial (Perry Development Partners).	Ordinance 16-09	07/07/16
05/19/16	Preliminary and Final Site Development Plan	Refer the following to Planning and Zoning Commission: Request for approval of the First United Methodist Church Preliminary & Final Site Development Plans and First United Methodist Preliminary Plat for property located West of Highway 13 and South of 35th Avenue (First United Methodist Church).	Council Approved Res. No. 25451 & 25452	07/07/16
04/21/16	Marion First Methodist Church Preliminary and Final Site Development Plans	Refer to Planning & Zoning Commission: Marion First United Methodist Church Preliminary and Final Site Development Plans for property located West of Highway 13 and South of 35th Avenue (Linn County Business Park 1st Addition).	Council Approved Res. No. 25450 & 25451	07/07/16
04/21/16	Platinum Rezoning from C-3 to R-6	Refer to Planning & Zoning Commission: Platinum Rezoning request from C-3, General Commercial to R-6, High-Density Multi-Family Residential for property located west of Highway 13 and south of 29th Avenue	Council Approved Ordinance No. 16-07	07/07/16
04/21/16	Platinum Preliminary Plat	Refer to Planning & Zoning Commission: Platinum Preliminary Plat for property located west of Highway 13 and south of 29th Avenue	Council Approved Res. No. 25453	07/07/16
06/23/16	Sunny Ridge Villas Preliminary and Final Site Development Plan	Refer the following to the Planning and Zoning Commission: Request for approval of Sunny Ridge Villas preliminary and final site development for property located east of Bison Court and south of Robinwood Lane (Fusion Architects, Inc, Chad Pelley)	Approved at P&Z July 12, 2016	07/12/16
06/23/16	Timberline Manufacturing Addition Final Plat	Refer the following to the Planning and Zoning Commission: Request for approval of Timberline Manufacturing Addition Final Plat for property located north of Blairs Ferry Road west of Lyons Lane (Cedar Realestate LLC)	Approved at P&Z July 12, 2016	07/12/16

Receive and File Status Report

Police

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
No Further Action Required (Closed in the last three months)				

Receive and File Status Report

Public Services

As of July 15, 2016

Date	Topic	Description	Action	NFA Date
04/18/13	Municipal Electric Study	Municipal Electric Study by Latham and Associates	Study is under Council consideration	
09/17/15	South 6th Street	Correspondence regarding the condition of the road on South 6th Street (Kathy Olson, 795 South 6th Street)	Resident was contacted. Staff reviewing roadway conditions for repair.	
09/17/15	9th Street Parking	Correspondence regarding parking in 9th Street (Mary Johnson, 3041 9th Street)		
11/19/15	Public Service Board Appointments	Memo regarding public service board appointments	Awaiting action by City Council	
11/19/15	Recycling Fee Increases	Correspondence regarding proposed recycling fee increases for the Cedar Rapids/Linn County Solid Waste Agency	Staff will address during City Council Budget Session.	
No Further Action Required (Closed in the last three months)				



1225 6th Avenue, Suite 110
Marion, Iowa 52302
www.cityofmarion.org

council memo

July 15, 2016

TO: Mayor, City Council Members

CC: Lon Pluckhahn, City Manager

FROM: Traci Miller, Administrative Assistant, City Manager's Department

RE: Hold Harmless/Noise Waiver Agreements

Exhibit(s): Hold Harmless/Noise Waiver Application(s)

Motion to approve the following Hold Harmless/Noise Waiver Agreements:

- a. Granger House Ice Cream Social, Granger House, 970 10th Street, July 24, 2016, 10:00 a.m. – 7:00 p.m. (Granger House, 970 10th street).
- b. Cocktails and Company, Outdoor Bands, 1625 Blairsferry Road, August 20, 2016, 8:00 a.m. – 2:00 p.m.) (Evans and Son Cocktail, 1625 Blairsferry Road).

The Hold Harmless Agreement/Noise Waiver releases the city from any legal liability during the event. The noise waiver allows the applicant to employ an additional decibel level during the event.

H5a

Traci Miller

From: website@cityofmarion.org
Sent: Wednesday, July 13, 2016 2:21 PM
To: Traci Miller
Subject: City of Marion, IA Hold Harmless Application

Follow Up Flag: Follow up
Flag Status: Flagged

A new entry to a form/survey has been submitted.

Form Name: Hold Harmless 2014
Date & Time: 07/13/2016 2:21 PM
Response #: 105
Submitter ID: 2760
IP address: 209.252.175.178
Time to complete: 7 min. , 55 sec.

Survey Details

[S]: This question is marked as sensitive, answers to sensitive questions are not sent by email. [Log in](#) to the CMS to view the answer to this question.

Page 1

1. Applicant Information:

Applicant Name: Granger House
Mailing Address: 970 10th St
City: Marion
State: Iowa
Zip Code: 52302
Daytime Phone: (319) 377-6672
Evening Phone: (319) 210-6067
Email address: info@grangerhouse.org

2. Event Information:

Type of Event: Ice Cream Social
Days/Dates of Event: 07/24/2016
Time of Event: (include set-up/tear-down time) 10 am - 7 pm
Event Location: Granger House, 970 10th St, Marion
 If using a city park, check the box to confirm that you have reserved the location with Marion Parks & Recreation

3. Request Information: (check all applicable options)

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at all times. Driveway access for adjoining property owners must be maintained at all times.

Not answered

4. Items needed from the City of Marion:

Not answered

5. Sound Systems:

Please note, you must comply with the City of Marion Noise Ordinance. Upon request, City Council may authorize time extensions or sound levels up to 75 decibels. Please indicate if the following will be used:

- Recorded music
- Live music
- Public address system

6. Sanitation/Trash:

Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site.

Will additional restrooms be brought to the site?	Yes	If yes, how many?	2
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7. Please name the individual, organization or contractor responsible for clean-up and trash removal:

Contact person:	Barb Trujillo
Address:	970 10th St, Marion, IA 52302
Daytime phone:	319-377-6672
Evening phone:	Not answered

8. Security:

Security personnel may be required by the Chief of Police at the applicant's expense. If required, what type of security will be provided?

Not answered

9. If hiring a private security firm, please provide the following:

Name of Security Firm:	Not answered
Contact person:	Not answered
Address:	2647 29th Ave
Phone:	Not answered

Agreement:

In consideration of the City of Marion, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Marion, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to

indemnify and hold harmless the City of Marion, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the rules, regulations, terms and conditions established by the City of Marion, Iowa.

10. Applicant Agreement

BY TYPING MY NAME Joe Stutler

BELOW, I CONFIRM THAT
I HAVE READ AND FULLY
UNDERSTAND THIS
DOCUMENT, INCLUDING
THE FACT IT IS RELEASING
AND WAIVING CERTAIN
POTENTIAL RIGHTS, AND
VOLUNTARILY AND
FREELY AGREE TO THE
TERMS AND CONDITIONS
AS SET FORTH HEREIN.

TODAY'S DATE: 07/13/2016

11. [S]

Supporting Documents:

Thank you,
City of Marion, IA

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

H5. D

From: website@cityofmarion.org
To: Traci Miller
Subject: City of Marion, IA Hold Harmless Application
Date: Thursday, July 14, 2016 9:57:29 AM

A new entry to a form/survey has been submitted.

Form Name: Hold Harmless 2014
Date & Time: 07/06/2016 1:15 PM
Response #: 104
Submitter ID: 2738
IP address: 173.18.124.169
Time to complete: 7 min. , 27 sec.

Survey Details

[S]: This question is marked as sensitive, answers to sensitive questions are not sent by email. [Log in](#) to the CMS to view the answer to this question.

Page 1

1. Applicant Information:

Applicant Name: Evans and son cocktails
Mailing Address: 1625 blairsferry rd
City: Marion
State: Iowa
Zip Code: 52302
Daytime Phone: (319) 360-2214
Evening Phone: (319) 360-2214
Email address: Ryanevans200@gmail.com

2. Event Information:

Type of Event: Out door bands
Days/Dates of Event: 08/20/2016
Time of Event: (include set-up/tear-down time) 8am to 2pm
Event Location: Cocktails and company
 If using a city park, check the box to confirm that you have reserved the location with Marion Parks & Recreation

3. Request Information: (check all applicable options)

If you are requesting the closing of a city street, a lane must be maintained for emergency vehicles at

all times. Driveway access for adjoining property owners must be maintained at all times.

Temporarily park in a "No Parking" area (specify location:)

Across street ok'd with owner

Temporarily close a street for a block party (specify street:)

Our parking lot

Other (please specify:)

Not sure of the date yet but in August

4. Items needed from the City of Marion:

Not answered

5. Sound Systems:

Please note, you must comply with the City of Marion Noise Ordinance. Upon request, City Council may authorize time extensions or sound levels up to 75 decibels. Please indicate if the following will be used:

Live music

6. Sanitation/Trash:

Applicant is responsible for the clean-up of the event area immediately following the event, including trash removal from the site.

Will additional restrooms be brought to the site? No If yes, how many? Not answered

7. Please name the individual, organization or contractor responsible for clean-up and trash removal:

Contact person: Cocktails Ryan evans
Address: 1625 blairsferry rd
Daytime phone: 5635431292
Evening phone: 3193602214

8. Security:

Security personnel may be required by the Chief of Police at the applicant's expense. If required, what type of security will be provided?

Not answered

9. If hiring a private security firm, please provide the following:

Name of Security Firm: Our own
Contact person: Not answered
Address: Not answered
Phone: Not answered

Agreement:

In consideration of the City of Marion, Iowa, granting permission for the activity described above, the undersigned indemnifies and holds harmless the City of Marion, Iowa, its employees, representatives and agents against all claims, liabilities, losses or damage for personal injury and/or property damage or any other damage whatsoever on account of the activity described above and/or deviation from normal City regulations in the area. The undersigned further agrees to indemnify and hold harmless the City of Marion, Iowa, its employees, representatives and agents against any loss, injury, death or damage to person or property and against all claims, demands, fines, suits, actions, proceedings, orders, decrees and judgments of any kind or nature and from and against any and all costs and expenses including reasonable attorney fees which at any time may be suffered or sustained by the undersigned or by any person who may, at any time, be using or occupying or visiting the premises of the undersigned or the above-referenced public property or be in, on or about the same, when such loss, injury, death or damage shall be caused by or in any way result from or rising out of any act, omission or negligence of any of the undersigned or any occupant, visitor, or user of any portion of the premises or shall result from or be caused by any other matters or things whether the same kind, as, or of a different kind that the matters or things above set forth. The undersigned hereby waives all claims against the city for damages to the building or improvements that are now adjacent to said public property or hereafter built or placed on the premises adjacent to said property or in, on or about the premises and for injuries to persons or property in or about the premises, from any cause arising at any time during the activity described above. The undersigned further agrees to comply with all the rules, regulations, terms and conditions established by the City of Marion, Iowa.

10. Applicant Agreement

BY TYPING MY NAME Ric Baxter
BELOW, I CONFIRM THAT I
HAVE READ AND FULLY
UNDERSTAND THIS
DOCUMENT, INCLUDING
THE FACT IT IS RELEASING
AND WAIVING CERTAIN
POTENTIAL RIGHTS, AND
VOLUNTARILY AND FREELY
AGREE TO THE TERMS AND
CONDITIONS AS SET FORTH
HEREIN.

TODAY'S DATE: Not answered

11. [S]

Supporting Documents:

Thank you,
City of Marion, IA

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.