



1225 6<sup>th</sup> Avenue, Suite 110  
Marion, Iowa 52302  
[www.cityofmarion.org](http://www.cityofmarion.org)

## council memo

January 30, 2019

**TO:** Mayor, City Council Members  
**FROM:** Rachel Bolender, City Clerk  
**RE:** City Council Minutes

**Exhibits:** City Council Minutes

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Motion to approve minutes of the January 22, 24 and 25, 2019 City Council meetings.

January 22, 2019

The City Council of the City of Marion, Linn County, Iowa met in informal work session, Tuesday, January 22, 2019, at 4:02 p.m. in the Council Chambers of City Hall with Mayor AbouAssaly presiding and the following council members present: Draper, Atkins, Jensen and Brandt. Absent: Strnad and Gadelha.

Council discussed the agenda items for Thursday night's meeting with no action taken.

Council Discussion:

Council Member Jensen asked about status of budget documentation for the budget work session on Friday, January 25. City Manager Lon Pluckhahn stated staff is finishing up tonight.

Council Member Draper thanked Ryan Miller and staff from Public Services on their work with snow removal from Friday's snow storm.

Mayor AbouAssaly adjourned the meeting at 4:57 p.m.

\_\_\_\_\_  
Nicolas AbouAssaly, Mayor

Attest:

\_\_\_\_\_  
Rachel Bolender, City Clerk

The undersigned City Clerk of Marion, Iowa certifies that the minutes shown immediately above were published in the Marion Times on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Rachel Bolender, City Clerk

January 24, 2019

The City Council of the City of Marion, Linn County, Iowa met in regular session, Thursday, January 24, 2019, at 5:31 p.m. in the council chambers of City Hall with Mayor Pro Tem Strnad presiding and the following council members present: Atkins, Jensen and Brandt. Absent: AbouAssaly, Draper and Gadelha.

The meeting opened with the Pledge of Allegiance.

Council observed a moment of silence.

**PUBLIC FORUM** – No one came forward to speak.

**CONSENT AGENDA**

Moved by Atkins, seconded by Jensen to approve the Consent Agenda as follows:

Motion to approve minutes of the January 8, 10 and 14, 2019 City Council meetings.

Motion to schedule special closed sessions for February 27, May 15, August 28 and November 13, 2019 regarding personnel matters (City Manager performance evaluations) as permitted under Section 21.5(1)(i) of the Code of Iowa.

Motion to receive, file and discuss December 2018 Department Monthly Reports.

Motion to approve the following liquor license applications:

- a. New – The Edison Restaurant & Pub – 475 Northland Avenue NE  
Class C Liquor License with additional privileges of Outdoor Service and Sunday Sales.
- b. Renewal – Nara Thai Cuisine – 1725 Blairs Ferry Road Suite 102  
Class C Liquor License with additional privilege of Sunday Sales. No previous violations in last five years.
- c. Renewal – Hy-Vee Drugstore – 2790 7th Avenue  
Class E Liquor License with additional privileges of Class B Wine Permit, Class C Beer Permit and Sunday Sales. No previous violations in last five years.
- d. Renewal – Dollar General Store #7226 – 1135 East Post Road  
Class C Beer Permit with additional privileges of Class B Wine Permit and Sunday Sales. One previous violations in last five years.
- e. Renewal – Dollar General Store #7398 – 5000 Chandler Court  
Class C Beer Permit with additional privileges of Class B Wine Permit and Sunday Sales. No previous violations in last five years.

- f. Renewal – Marion Veteran’s Club – 625 31st Street  
Class C Liquor License with additional privileges of Outdoor Service and Sunday Sales. No previous violations in last five years.
- g. Renewal – Cedar Rapids Bowling Center – 450 Northland Avenue  
Class C Liquor License with additional privileges of Outdoor Service and Sunday Sales. No previous violations in last five years.

Motion to receive and file amended certified list for IT System Administrator.

Motion to receive and file resignation from Deb Washburn from the Local Option Sales Tax (LOST) Oversight Committee.

Motion to approve the following Mayoral Appointments:

- a. Sidewalk Advisory Committee:  
Jacob Hahn, 1225 6th Avenue, no term.
- b. Civil Rights Commission:  
Jennifer Tibbetts, 1033 7th Street, term 12/31/19.  
Chris Stoner, 981 1st Avenue, term 12/31/21.  
Selita Jansen, 330 Irish Drive, term 12/31/21.
- c. Tree Board:  
Kate Pine, 2530 26th Avenue, term 01/01/23.

Motion to approve payments as presented in the amount of \$994,856.36.

Resolution No. 27398 approving final assessment schedule for Fiscal Year 2019 Quarter 3 Delinquent Fees and confirming and levying the assessments.

Resolution No. 27399 approving partial payment No. 7 to A&J Associates for the Public Service Maintenance Facility in the amount of \$19,700.00.

Motion to approve Engineering Department project payments as follows:

- a. Resolution No. 27400 approving Partial Payment No. 1 to Rathje Construction regarding the 530/540 12th Street Property Disposal Project in the amount of \$24,500.00.
- b. Resolution No. 27401 approving Partial Payment No. 5 to Anderson Bogert Engineers regarding the 2018 Central Corridor 7th Ave. Preliminary Design in the amount of \$20,585.00.
- c. Resolution No. 27402 approving Partial Payment No. 1 for reimbursement to Timberline Manufacturing Company regarding the Memorandum of Understanding in the amount of \$15,233.68.

- d. Resolution No. 27403 approving Partial Payment No. 1 for reimbursement to Timberline Manufacturing Company regarding the emergency repair of deficient sanitary main in the amount of \$17,299.15.

Resolution No. 27404 accepting the 530/540 12th Street Property Disposal Project.

Resolution No. 27405 accepting the sanitary sewer main improvements along 1029 Blairs Ferry Road to the City of Marion.

Resolution No. 27406 adopting the 2019 Edition of the Statewide Urban Design Specifications Program (SUDAS).

Resolution No. 27407 approving the 2019 City of Marion Supplemental Specifications of the Statewide Urban Design Area Standards (SUDAS).

Motion to approve Planning Department project payments as follows:

- a. Resolution No. 27408 approving payment no. 25 to Anderson Bogert Engineers per the contract for the Grant Wood Trail Extension Project (Iowa DOT Project No. TAP-U-4775(628)81-57) in the amount of \$1085.99.
- b. Resolution No. 27409 approving payment no. 15 to Houseal Lavigne Associates for professional consulting services related to the Marion Zoning Ordinance per the contract for the Marion Airport in the amount of \$51.25.
- c. Resolution No. 27410 approving payment no. 16 to Houseal Lavigne Associates for professional consulting services related to the Marion Comprehensive Plan per the contract for the Marion Airport in the amount of \$51.25.
- d. Resolution No. 27411 approving payment to Life Time Fence Company per the contract for fence demolition and construction services related to the Grant Wood Trail project in the amount of \$27,146.00.
- e. Resolution No. 27412 approving payment no. 6 to Linn County for Marion's portion of the Linn County Hazard Mitigation Plan Update in the amount of \$2022.30.
- f. Resolution No. 27413 approving payment no. 10 to RDG Planning and Design for services related to an update to the Neighborhood at Indian Creek Master Plan in the amount of \$324.16.

- g. Resolution No. 27414 approving payment no. 13 to Shoemaker Haaland per the contract for the CeMar Trail (Iowa DOT Project Number: TAP-U-4475(630)8I-57) in the amount of \$1,814.82.
- h. Resolution No. 27415 approving payment no. 14 to Shoemaker Haaland per the contract for the CeMar Trail (Iowa DOT Project Number: TAP-U-4475(630)8I-57) in the amount of \$12,224.91.
- i. Resolution No. 27416 approving payment no. 6 to Snyder & Associates per the contract for the Indian Creek Trail [STP-U-4775(631) --70-57] in the amount of \$12,202.45.
- j. Resolution No. 27417 approving payment no. 7 to Snyder & Associates per the contract for the Indian Creek Trail [STP-U-4775(631) --70-57] in the amount of \$8,354.13.
- k. Resolution No. 27418 approving payment no. 38 and payment no. 39 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 \$1,557.58.

Motion to receive, file and refer to the Planning and Zoning Commission:

- a. A Final Plat for Linn-Aire Industrial Park 3rd Addition located at 6000 Linn-Aire Avenue, Marion, Iowa (WFI Enterprises, Inc. and B-J's Investments LLC)

Resolution No. 27419 setting a public hearing on February 7, 2019 regarding a request to rezone the property at 2274 5th Avenue from C-4, Warehouse Commercial to PDR, Planned Development Residential. (City of Marion)

Resolution No. 27420 setting date for public hearing on Urban Renewal Plan Amendment for West Tower Terrace Road Urban Renewal Area.

All in favor of consent agenda, motion carried.

**CONSENT AGENDA WITH MAYOR ABOUASSALY'S ABSTENTION**

Moved by Jensen, seconded by Atkins to approve the Consent Agenda with Mayor AbouAssaly's abstention from voting and discussion as follows:

Resolution No. 27421 approving Partial Payment No. 1 to Martin Gardner Architecture for professional services regarding the Lowe Park Maintenance Facility Addition Project in the amount of \$6,120.00.

Motion to approve Engineering Department project payments as follows:

- a. Resolution No. 27422 approving Partial Payment No. 8 to Anderson Bogert Engineers regarding the Marion Runway 17/35 Reconstruction project in the amount of \$4,933.21.

Motion to approve Planning Department project payments as follows:

- a. Resolution No. 27423 approving payment to Hall & Hall Engineers, Inc. for services related to POS #2304 in the amount of \$1125.00.
- b. Resolution No. 27424 approving payment to Hall & Hall Engineers, Inc. for services related to POS #2305 in the amount of \$1187.60.

Resolution No. 27425 setting a public hearing on February 7, 2019 regarding a request to vacate a portion of 16th Street between 5th Avenue and 6th Avenue. (Genesis Equities LLC)

Resolution No. 27426 setting a public hearing on February 7, 2019 regarding a request to vacate and disposition of a portion of 17th Street between 5th Avenue and 6th Avenue. (Genesis Equities LLC)

Vote: Yeas: Atkins, Jensen, Strnad, Brandt. Nays: None. Motion carried.

## **REGULAR AGENDA**

Ordinance No. 19-01 amending Chapter 21 of the Code of Ordinances relating to Library Board of Trustees was read by Brandt for second consideration. Moved by Brandt, seconded by Atkins to approve the second reading of Ord. No. 19-01. All in favor, motion carried.

Resolution No. 27427 approving an Agreement for General Consulting Services for Marion Public Library with Engberg Anderson Architects was read by Brandt. Moved by Brandt, seconded by Jensen to approve Res. No. 27427. All in favor, motion carried.

Resolution No. 27428 to approve five-year contract with Axon regarding body worn cameras in the amount of \$247,285.00 was read by Atkins. Moved by Atkins, seconded by Jensen to approve Res. No. 27428. All in favor, motion carried.

Resolution No. 27429 approving purchase of property described as 2350 Indian Creek Rd., Lot 8, Indian Creek Second Addition to the City of Marion, Linn County, Iowa from BSC LLC. in the amount of \$55,000.00 was removed from the agenda.

Moved by Brandt, seconded by Atkins to receive, file, discuss and refer to TAC a request regarding additional no parking along Commercial Avenue. (Mark Merta, 6315 Highway 151). Council Member Brandt asked once approved, how long it will be until installed. City Engineer Mike Barkalow stated a few weeks, dependent on weather and staff availability. All in favor, motion carried.

Moved by Brandt, seconded by Jensen to receive, file, discuss and concur with TAC Report regarding additional no parking along Commercial Avenue. (Mark Merta, 6315 Highway 151). Council Member Jensen asked how much of a conflict will this create. City Engineer Mike Barkalow stated there will still be two available spots on that side of the road. All in favor, motion carried.

Moved by Atkins, seconded by Jensen to receive, file, and discuss a Petition regarding the request to remove a recently installed LED street light on Williams Drive adjacent to recently annexed neighborhood. (Annette Mohling, 4060 Shady Oak Drive). All in favor, motion carried.

Council Member Draper arrived at 5:40 p.m.

Moved by Jensen, seconded by Brandt to receive, file and discuss letter regarding a light on Williams Drive west of Shady Oak. (CCE, LLC, c/o Todd Frazier, 3415 Mulberry Drive). All in favor, motion carried.

Moved by Brandt, seconded by Atkins to receive, file, discuss, and concur with the TAC Report regarding street light on Williams Drive. (Annette Mohling, 4060 Shady Oak Drive). All in favor, motion carried.

Resolution No. 27430 approving the modification of the light on Williams Drive west of Shady Oak Drive to be temporarily changed out from an LED to HPS bulb was read by Brandt. Moved by Brandt, seconded by Jensen to approve Res. No. 27430. Council Member Atkins asked about timeline for this. City Engineer Mike Barkalow stated staff would just need to email Alliant Energy. Mayor Pro Tem Strnad asked if this would be light that had pinkish glow. Mike stated it would be more orange instead of the LED which has a bright white light. Council Member Jensen asked about cost. Mike stated Alliant didn't state there would be a cost associated. Vote: Yeas: Draper, Atkins, Strnad, Brandt. Nays: Jensen. Motion carried.

Ordinance No. 19-02 approving a rezoning from R-2, Medium Density Single-Family Residential, to PDR, Planned Development Residential, for property south of Fernow Road and east of Crestwood Lane and Burns Drive (Curtis J. Cope Family Trust & Cope Agricultural Investments, LLC) was read by Atkins for second consideration. Moved by Atkins, seconded by Draper to approve the second reading of Ord. No. 19-02. All in favor, motion carried.

Moved by Jensen, seconded by Atkins to receive and file a request to waive the final reading to approve the rezoning of property south of Fernow Road and east of Crestwood Lane and Burns Drive. (Rookwood Estates, LLC). Council Member Jensen stated most of staff were not in favor of waiving the third reading based on hearing comments from several citizens with questions and complaints. He would like all three readings to take place. City Attorney Ryan Tang provided clarification that this is just to



receive and file the request, not to actually waive the third reading. All in favor, motion carried.

Resolution No. 27431 approving the Final Plat for Witter 1st Addition to Linn County located at 2651 Jordans Grove Road, Linn County, Iowa was read by Brandt. Moved by Brandt, seconded by Jensen to approve Res. No. 27431. All in favor, motion carried.

**OTHER DEPARTMENT DISCUSSION** – None.

**PUBLIC FORUM** – No one came forward to speak.

**COUNCIL DISCUSSION**

Council Member Brandt was really looking forward to breaking the record for fastest Council meeting.

Council Member Draper stated he was tardy due to doctor appointment. Draper provided information regarding weather in 1881. From November through Christmas that year, there was never a day over zero degrees. The state record that year was -46. Draper complimented the Public Services department again on clearing the snow.

City Manager Lon Pluckhahn stated the Mayor was unable to make the meeting due to receiving an award with the Linn County Bar Association.

Mayor Pro Tem Strnad gave kudos to the Public Works Department. He stated Council has received a string of emails thanking city employees for taking care of street.

Mayor Pro Tem Strnad adjourned the meeting at 5:54 p.m.

\_\_\_\_\_  
Randy Strnad, Mayor Pro Tem

Attest:

\_\_\_\_\_  
Rachel Bolender, City Clerk

The undersigned City Clerk of Marion, Iowa certifies that the minutes shown immediately above were published in the Marion Times on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Rachel Bolender, City Clerk

The City Council of the City of Marion, Linn County, Iowa met in special session, Friday, January 25, 2019, at 9:03 a.m. in the council chambers of City Hall with Mayor AbouAssaly presiding and the following council members present: Atkins, Jensen, Brandt and Strnad. Absent: Draper and Gadelha.

Council discussed the Fiscal Year 2020 Budget Draft No. 1 with no action taken.

Mayor AbouAssaly declared a recess at 10:43 a.m.

Mayor AbouAssaly reconvened the meeting at 11:02 a.m.

Council continued to discuss the Fiscal Year 2020 Budget Draft No. 1 with no action taken.

Mayor AbouAssaly declared a recess at 11:44 a.m.

Mayor AbouAssaly reconvened the meeting at 12:17 p.m.

Council continued to discuss the Fiscal Year 2020 Budget Draft No. 1 with no action taken.

Mayor AbouAssaly declared a recess at 2:17 p.m.

Mayor AbouAssaly reconvened the meeting at 2:38 p.m.

Council continued to discuss the Fiscal Year 2020 Budget Draft No. 1 with no action taken.

Mayor AbouAssaly relinquished the gavel to Mayor Pro Tem Strnad at 3:14 p.m. Mayor Pro Tem Strnad presided over the meeting.

Council continued to discuss the Fiscal Year 2020 Budget Draft No. 1 with no action taken.

Mayor Pro Tem Strnad relinquished the gavel to Mayor AbouAssaly at 3:22 p.m. Mayor AbouAssaly presided over the meeting.

Council continued to discuss the Fiscal Year 2020 Budget Draft No. 1 with no action taken.

Mayor AbouAssaly adjourned the meeting at 3:38 p.m.

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Nicolas AbouAssaly, Mayor

Attest:

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Rachel Bolender, City Clerk

The undersigned City Clerk of Marion, Iowa certifies that the minutes shown immediately above were published in the Marion Times on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Rachel Bolender, City Clerk



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## council memo

January 30, 2019

**TO:** Mayor, City Council Members  
**FROM:** Rachel Bolender, City Clerk  
**RE:** City Council Minutes

**Exhibits: City Council Meeting Changes/Additions**

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1. Motion to change the start time of the February 19, 2019 work session to 6:00 p.m. (Due to Council Members and staff attending Legislative Day in Des Moines.)
2. Motion to schedule a special meeting on February 12, 2019 regarding Draft 2 of the Fiscal Year 2020 Budget.



1.A.4

1225 6<sup>th</sup> Avenue, Suite 110  
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## council memo

January 30, 2019

**TO: Mayor, City Council Members**  
**FROM: Rachel Bolender, City Clerk**  
**RE: Liquor Licenses**

**Exhibits: None**

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Liquor Licenses:

- a. Renewal – Brick Alley - 1038 7th Ave  
Class C Liquor License with additional privileges of Outdoor Service and Sunday Sales. No violations in previous 5 years.
- b. Renewal – Fas Mart #5146 – 998 8th Avenue  
Class C Beer Permit with additional privileges of Class B Wine (Carryout Wine – Includes Native Wine) and Sunday Sales. No violations in previous 5 years.



1.A.5

1225 6<sup>th</sup> Avenue, Suite 170  
Marion, Iowa 52302  
[www.cityofmarion.org](http://www.cityofmarion.org)

## Council memo

February 1, 2019

**TO: The Honorable Mayor and City Council**

**FROM: Lianne Cairy, Finance Manager**

**RE: February 7, 2019 Schedule of Bills**

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Motion to approve the bills as presented:  
Schedule of Bills attached total \$ 1,433,020.03



# Accounts Payable Invoice Report

Payment Date Range 01/25/19 - 02/07/19  
 Report By Vendor - Invoice  
 Summary Listing

| Invoice Number  | Invoice Description                            | Status                | Held Reason | Invoice Date | Due Date   | G/L Date   | Received Date | Payment Date | Invoice Net Amount |
|---|--|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| <b>Vendor 1478 - A&amp;J Associates PC</b>              |  |                       |             |              |            |            |               |              |                    |
| 7567  | Geothermal test Project # 201821.00 Eco-Inds   | Paid by Check #213022 |             | 08/31/2018   | 09/30/2018 | 02/07/2019 | 01/15/2019    | 02/07/2019   | 19,700.00          |
| <b>Vendor 1478 - A&amp;J Associates PC Totals</b>       |  |                       |             |              |            |            | Invoices      | 1            | \$19,700.00        |
| <b>Vendor 1300 - ABC Disposal Systems</b>               |  |                       |             |              |            |            |               |              |                    |
| 257010  | Acct# 01-126300 2 UP Town Feb 2019             | Paid by Check #213023 |             | 01/25/2019   | 02/25/2019 | 02/07/2019 | 01/25/2019    | 02/07/2019   | 317.00             |
| <b>Vendor 1300 - ABC Disposal Systems Totals</b>        |  |                       |             |              |            |            | Invoices      | 1            | \$317.00           |
| <b>Vendor 713 - Acme Tools</b>                          |  |                       |             |              |            |            |               |              |                    |
| 6357735   | snow shovels                                   | Paid by Check #213024 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 189.96             |
| <b>Vendor 713 - Acme Tools Totals</b>                   |  |                       |             |              |            |            | Invoices      | 1            | \$189.96           |
| <b>Vendor 209 - Adcraft Printing Company Inc</b>        |  |                       |             |              |            |            |               |              |                    |
| 25377   | Yellow boards for address signs                | Paid by Check #213025 |             | 01/08/2019   | 01/18/2019 | 02/07/2019 |               | 02/07/2019   | 436.00             |
| <b>Vendor 209 - Adcraft Printing Company Inc Totals</b> |  |                       |             |              |            |            | Invoices      | 1            | \$436.00           |
| <b>Vendor 743 - Advanced Tinting Solutions</b>          |  |                       |             |              |            |            |               |              |                    |
| 8324  | Windshield Repair                              | Paid by Check #213026 |             | 01/16/2019   | 01/30/2019 | 02/07/2019 |               | 02/07/2019   | 59.00              |
| <b>Vendor 743 - Advanced Tinting Solutions Totals</b>   |  |                       |             |              |            |            | Invoices      | 1            | \$59.00            |
| <b>Vendor 4 - Alliant Energy</b>                        |  |                       |             |              |            |            |               |              |                    |
| 9024JAN2019   | 2585 29th Avenue Electric Usage (Verizon Pole) | Paid by Check #212986 |             | 01/14/2019   | 02/04/2019 | 01/25/2019 |               | 01/25/2019   | 94.92              |
| 7440JAN2019   | Traffic Signals (Acct 8279947440) Service      | Paid by Check #212986 |             | 01/15/2019   | 02/04/2019 | 01/25/2019 |               | 01/25/2019   | 581.38             |
| 0375JAN2019   | 195 35th Street (0375) Electric Usage          | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 1,457.24           |
| 1076JAN2019   | 3911 Katz Drive Electric Usage (Tower - PD)    | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 85.24              |
| 1631JAN2019   | 6315 Hwy 151 Electric Usage                    | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 3,387.18           |
| 2229JAN2019   | 505 35th Street Electric Usage                 | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 76.50              |
| 2891JAN2019a  | 6300 N Gateway Dr Electric Usage               | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 165.77             |
| 6283JAN2019   | 195 35th Street (6283) Electric Usage          | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 195.45             |
| 8185JAN2019   | 195 35th Street (8185) Electric Usage          | Paid by Check #213006 |             | 01/21/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 47.47              |
| 0075JAN2019   | 300 Hwy 13 Electric Usage                      | Paid by Check #213006 |             | 01/22/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 42.33              |
| 3449JAN2019a  | 6501 Berry Rd SE Electric Usage                | Paid by Check #213006 |             | 01/22/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 463.51             |
| 4938JAN2019   | 759 Bowhunter Drive                            | Paid by Check #213006 |             | 01/22/2019   | 02/11/2019 | 02/01/2019 |               | 02/01/2019   | 94.68              |
| <b>Vendor 4 - Alliant Energy Totals</b>                 |  |                       |             |              |            |            | Invoices      | 12           | \$6,691.67         |
| <b>Vendor 55 - Altorfer Inc</b>                         |  |                       |             |              |            |            |               |              |                    |
| PC350141399   | SW #60 - Bearing, O-Ring Seal                  | Paid by Check #213027 |             | 01/23/2019   | 02/10/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 79.76              |



# Accounts Payable Invoice Report

Payment Date Range 01/25/19 - 02/07/19

Report By Vendor - Invoice

Summary Listing

| Invoice Number                                      | Invoice Description                                  | Status                | Held Reason | Invoice Date | Due Date   | G/L Date   | Received Date | Payment Date | Invoice Net Amount |
|---|--|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| PC350141400   | SW #60 - Gear  | Paid by Check #213027 |             | 01/23/2019   | 02/10/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 241.43             |
| Vendor <b>55 - Altorfer Inc</b> Totals              |  |                       |             |              |            |            | Invoices      | 2            | \$321.19           |
| Vendor <b>14 - Anderson-Bogert Engineers</b>        |  |                       |             |              |            |            |               |              |                    |
| 14060   | 2018 Central Corridor 7th Ave Prelim Design PP 6     | Paid by Check #213028 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 |               | 02/07/2019   | 18,050.00          |
| Vendor <b>14 - Anderson-Bogert Engineers</b> Totals |  |                       |             |              |            |            | Invoices      | 1            | \$18,050.00        |
| Vendor <b>56 - Aramark Uniform Services</b>         |  |                       |             |              |            |            |               |              |                    |
| 1877105311  | City Hall Mats (1/29)                                | Paid by Check #213029 |             | 01/29/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 18.96              |
| 1877102065  | Allied Rugs & Supplies (towels, soap, misc.)         | Paid by Check #213029 |             | 01/22/2019   | 02/01/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 94.46              |
| 1877102066  | Uniform Laundry - Mechanics                          | Paid by Check #213029 |             | 01/22/2019   | 02/01/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 29.48              |
| 1877102067  | Uniform Laundry - Streets                            | Paid by Check #213029 |             | 01/22/2019   | 02/01/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 215.41             |
| 1877102068  | Uniform Laundry - Solid Waste                        | Paid by Check #213029 |             | 01/22/2019   | 02/01/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 71.50              |
| 1877102069  | Uniform Laundry - Sewer                              | Paid by Check #213029 |             | 01/22/2019   | 02/01/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 88.77              |
| 1877105301  | Allied Rugs & Supplies (towels, soap, misc.)         | Paid by Check #213029 |             | 01/29/2019   | 02/08/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 117.45             |
| 1877105302  | Uniform Laundry - Mechanics                          | Paid by Check #213029 |             | 01/29/2019   | 02/08/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 29.48              |
| 1877105303  | Uniform Laundry - Streets                            | Paid by Check #213029 |             | 01/29/2019   | 02/08/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 264.90             |
| 1877105304  | Uniform Laundry - Solid Waste                        | Paid by Check #213029 |             | 01/29/2019   | 02/08/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 88.50              |
| 1877105305  | Uniform Laundry - Sewer                              | Paid by Check #213029 |             | 01/29/2019   | 02/08/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 88.77              |
| Vendor <b>56 - Aramark Uniform Services</b> Totals  |  |                       |             |              |            |            | Invoices      | 11           | \$1,107.68         |
| Vendor <b>472 - Arnold Motor Supply LLP</b>         |  |                       |             |              |            |            |               |              |                    |
| 38NV011131  | #42 bulbs  | Paid by Check #213030 |             | 01/16/2019   | 02/15/2019 | 02/07/2019 |               | 02/07/2019   | 1.39               |
| 38NV011261  | #17 oil and fuel filter                              | Paid by Check #213030 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |               | 02/07/2019   | 24.32              |
| Vendor <b>472 - Arnold Motor Supply LLP</b> Totals  |  |                       |             |              |            |            | Invoices      | 2            | \$25.71            |
| Vendor <b>31 - AXA Equitable</b>                    |  |                       |             |              |            |            |               |              |                    |
| 2019-00002686                                       | EQDC - AXA Equitable Deferred Comp                   | Paid by Check #212987 |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 1,220.00           |
| Vendor <b>31 - AXA Equitable</b> Totals             |  |                       |             |              |            |            | Invoices      | 1            | \$1,220.00         |
| Vendor <b>213 - Baker Paper Co Inc</b>              |  |                       |             |              |            |            |               |              |                    |
| 214298  | Garbage bags, tp, paper towels, c-fold towels at A&E | Paid by Check #213031 |             | 01/21/2019   | 02/05/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 327.76             |
| Vendor <b>213 - Baker Paper Co Inc</b> Totals       |  |                       |             |              |            |            | Invoices      | 1            | \$327.76           |
| Vendor <b>57 - Batteries Plus Bulbs #126</b>        |  |                       |             |              |            |            |               |              |                    |
| 126P10529408  | #34 battery  | Paid by Check #213032 |             | 01/16/2019   | 02/15/2019 | 02/07/2019 |               | 02/07/2019   | 107.95             |
| Vendor <b>57 - Batteries Plus Bulbs #126</b> Totals |  |                       |             |              |            |            | Invoices      | 1            | \$107.95           |
| Vendor <b>1466 - Maureen Boots</b>                  |  |                       |             |              |            |            |               |              |                    |





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|---|---|-----------------------|-------------|--------------|------------|------------|--|--------------|--------------------|--------------------|
| 2019-00002741                                   | Monthly Healthcare Reimbursement                          | Paid by EFT #491      |             | 02/01/2019   | 02/01/2019 | 02/01/2019 |  | 02/01/2019   | 297.43             |                    |
|   |   |                       |             |              |            |            | Vendor <b>1466 - Maureen Boots</b> Totals              | Invoices     | 1                  | <u>\$297.43</u>    |
| Vendor <b>1188 - Randy Bries</b>                |   |                       |             |              |            |            |  |              |                    |                    |
| 27376   | Relocation Check for 1493 6th Ave                         | Paid by Check #212988 |             | 01/21/2019   | 01/25/2019 | 01/25/2019 | 01/18/2019   | 01/25/2019   | 14,280.00          |                    |
|   |   |                       |             |              |            |            | Vendor <b>1188 - Randy Bries</b> Totals                | Invoices     | 1                  | <u>\$14,280.00</u> |
| Vendor <b>130 - Brodart Co</b>                  |   |                       |             |              |            |            |  |              |                    |                    |
| B5512537  | Children's Materials                                      | Paid by Check #213033 |             | 01/07/2019   | 02/06/2019 | 02/07/2019 |  | 02/07/2019   | 14.60              |                    |
| B5515207  | Children's Materials                                      | Paid by Check #213033 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |  | 02/07/2019   | 799.30             |                    |
| B5515800  | Children's Materials                                      | Paid by Check #213033 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |  | 02/07/2019   | 10.68              |                    |
| B5516746  | Children's Materials                                      | Paid by Check #213033 |             | 01/10/2019   | 02/09/2019 | 02/07/2019 |  | 02/07/2019   | 11.23              |                    |
| B5519080  | Children's Materials                                      | Paid by Check #213033 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |  | 02/07/2019   | 3.59               |                    |
| B5519099  | Children's Materials                                      | Paid by Check #213033 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |  | 02/07/2019   | 104.48             |                    |
|   |   |                       |             |              |            |            | Vendor <b>130 - Brodart Co</b> Totals                  | Invoices     | 6                  | <u>\$943.88</u>    |
| Vendor <b>215 - Butchs Window Cleaning Inc</b>  |   |                       |             |              |            |            |  |              |                    |                    |
| 23568   | Window Cleaning Service - January 2019 (inside & outside) | Paid by Check #213034 |             | 01/15/2019   | 02/14/2019 | 02/07/2019 | 01/16/2019   | 02/07/2019   | 60.00              |                    |
|   |   |                       |             |              |            |            | Vendor <b>215 - Butchs Window Cleaning Inc</b> Totals  | Invoices     | 1                  | <u>\$60.00</u>     |
| Vendor <b>59 - Campbell Supply Cedar Rapids</b> |   |                       |             |              |            |            |  |              |                    |                    |
| INV00000080                                     | Shop Tools & SR #63 - Ratchet                             | Paid by Check #213035 |             | 12/05/2018   | 01/04/2019 | 02/07/2019 | 01/24/2019   | 02/07/2019   | 311.02             |                    |
| INV00012860                                     | Sewer Supplies - Dusk Masks                               | Paid by Check #213035 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/22/2019   | 02/07/2019   | 41.10              |                    |
| INV00013915                                     | Shop Tools - Classic Pro Saw Blades                       | Paid by Check #213035 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 | 01/25/2019   | 02/07/2019   | 116.75             |                    |
|   |   |                       |             |              |            |            | Vendor <b>59 - Campbell Supply Cedar Rapids</b> Totals | Invoices     | 3                  | <u>\$468.87</u>    |
| Vendor <b>60 - CarQuest Auto Parts</b>          |   |                       |             |              |            |            |  |              |                    |                    |
| 5494207378                                      | Shop - Brake Cleaner                                      | Paid by Check #213036 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 | 01/17/2019   | 02/07/2019   | 49.56              |                    |
|   |   |                       |             |              |            |            | Vendor <b>60 - CarQuest Auto Parts</b> Totals          | Invoices     | 1                  | <u>\$49.56</u>     |
| Vendor <b>61 - Carroll Distributing</b>         |   |                       |             |              |            |            |  |              |                    |                    |
| MA034419  | ice melt  | Paid by Check #213037 |             | 01/16/2019   | 02/15/2019 | 02/07/2019 |  | 02/07/2019   | 266.00             |                    |
|   |   |                       |             |              |            |            | Vendor <b>61 - Carroll Distributing</b> Totals         | Invoices     | 1                  | <u>\$266.00</u>    |
| Vendor <b>1467 - Wayne Carver</b>               |   |                       |             |              |            |            |  |              |                    |                    |
| 2019-00002739                                   | Monthly Healthcare Reimbursement                          | Paid by EFT #489      |             | 02/01/2019   | 02/01/2019 | 02/01/2019 |  | 02/01/2019   | 211.20             |                    |
|   |   |                       |             |              |            |            | Vendor <b>1467 - Wayne Carver</b> Totals               | Invoices     | 1                  | <u>\$211.20</u>    |
| Vendor <b>62 - CDW Government</b>               |   |                       |             |              |            |            |  |              |                    |                    |
| QPX1891   | Trackball Mouse   | Paid by Check #213038 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |  | 02/07/2019   | 46.38              |                    |



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|--|---|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| QSS2061  | Surface Tablet Warranties - Library     | Paid by Check #213038 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 |               | 02/07/2019   | 1,298.71           |
| QQT1663  | Mouse Jiggler and Desktop Switch        | Paid by Check #213038 |             | 01/11/2019   | 02/10/2019 | 02/07/2019 |               | 02/07/2019   | 89.14              |
| Vendor <b>62 - CDW Government</b> Totals             |   |                       |             |              |            |            | Invoices      | 3            | <u>\$1,434.23</u>  |
| Vendor <b>1026 - Cedar Graphics</b>                  |   |                       |             |              |            |            |               |              |                    |
| P192136  | Annual Report Postage                   | Paid by Check #213007 |             | 01/23/2019   | 02/22/2019 | 02/01/2019 |               | 02/01/2019   | 2,922.97           |
| Vendor <b>1026 - Cedar Graphics</b> Totals           |   |                       |             |              |            |            | Invoices      | 1            | <u>\$2,922.97</u>  |
| Vendor <b>1195 - Cedar Valley Outfitters</b>         |   |                       |             |              |            |            |               |              |                    |
| 9099   | Rifle barrel cleaners                   | Paid by Check #213039 |             | 01/21/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 87.92              |
| Vendor <b>1195 - Cedar Valley Outfitters</b> Totals  |   |                       |             |              |            |            | Invoices      | 1            | <u>\$87.92</u>     |
| Vendor <b>15 - CenturyLink</b>                       |   |                       |             |              |            |            |               |              |                    |
| 0554JAN2019  | 0554 - Fire Phone Service               | Paid by Check #212989 |             | 01/10/2019   | 02/05/2019 | 01/25/2019 |               | 01/25/2019   | 76.78              |
| 0904JAN2019  | 0904 - Fire Phone Service               | Paid by Check #212989 |             | 01/10/2019   | 02/05/2019 | 01/25/2019 |               | 01/25/2019   | 54.95              |
| 1654JAN2019  | 1654 - Pool Phone Service               | Paid by Check #213008 |             | 01/10/2019   | 02/05/2019 | 02/01/2019 |               | 02/01/2019   | 30.04              |
| 4483JAN2019  | 4483 - Library Phone Service            | Paid by Check #213008 |             | 01/10/2019   | 02/05/2019 | 02/01/2019 |               | 02/01/2019   | 285.60             |
| 4846JAN2019  | 4846 - Lowe Park Phone Service          | Paid by Check #213008 |             | 01/10/2019   | 02/05/2019 | 02/01/2019 |               | 02/01/2019   | 97.14              |
| 5414JAN2019  | 5414 - City Hall Phone Service          | Paid by Check #212989 |             | 01/10/2019   | 02/05/2019 | 01/25/2019 |               | 01/25/2019   | 226.28             |
| Vendor <b>15 - CenturyLink</b> Totals                |   |                       |             |              |            |            | Invoices      | 6            | <u>\$770.79</u>    |
| Vendor <b>28 - City of Cedar Rapids</b>              |   |                       |             |              |            |            |               |              |                    |
| 10235948   | January Service - Animal Sheltering     | Paid by Check #213040 |             | 01/01/2019   | 01/31/2019 | 02/07/2019 |               | 02/07/2019   | 3,333.33           |
| 10236609   | February Service - Animal Sheltering    | Paid by Check #213040 |             | 02/01/2019   | 03/03/2019 | 02/07/2019 |               | 02/07/2019   | 3,333.33           |
| Vendor <b>28 - City of Cedar Rapids</b> Totals       |   |                       |             |              |            |            | Invoices      | 2            | <u>\$6,666.66</u>  |
| Vendor <b>30 - Collection Services Center</b>        |   |                       |             |              |            |            |               |              |                    |
| 2019-00002687  | GARN - Garnish-Collection Services Ctr* | Paid by Check #212990 |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 1,769.07           |
| Vendor <b>30 - Collection Services Center</b> Totals |   |                       |             |              |            |            | Invoices      | 1            | <u>\$1,769.07</u>  |
| Vendor <b>972 - Corridor Running Inc</b>             |   |                       |             |              |            |            |               |              |                    |
| 2019-00002649  | Swamp Fox 5K, 10K and Little Fox Mile   | Paid by Check #213041 |             | 01/19/2019   | 02/07/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 146.25             |
| Vendor <b>972 - Corridor Running Inc</b> Totals      |   |                       |             |              |            |            | Invoices      | 1            | <u>\$146.25</u>    |
| Vendor <b>1487 - Crowbar's Ltd</b>                   |   |                       |             |              |            |            |               |              |                    |
| 942  | RU #67 - O-Ring Face Seal, Wire Hose    | Paid by Check #213042 |             | 01/24/2019   | 02/15/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 79.24              |
| 982  | RU Trucks - Plow Nylon Lock Nuts        | Paid by Check #213042 |             | 01/29/2019   | 02/15/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 55.50              |
| 988  | RU Trucks - Plow Bolts                  | Paid by Check #213042 |             | 01/29/2019   | 02/15/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 196.50             |
| 993  | RU #60 - Thru Hardened Bolts            | Paid by Check #213042 |             | 01/30/2019   | 02/15/2019 | 02/07/2019 | 01/30/2019    | 02/07/2019   | 6.75               |



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|---|---|-----------------------|--|--------------|------------|------------|---------------|--------------|--------------------|
|   |   |                       | Vendor <b>1487 - Crowbar's Ltd</b> Totals                      |              |            |            | Invoices      | 4            | \$337.99           |
| Vendor <b>362 - Custom Hose and Supplies Inc</b>        |   |                       |  |              |            |            |               |              |                    |
| 985490  | RU #65 - Coupler, Connector                                     | Paid by Check #213043 |  | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 62.49              |
|   |   |                       | Vendor <b>362 - Custom Hose and Supplies Inc</b> Totals        |              |            |            | Invoices      | 1            | \$62.49            |
| Vendor <b>717 - D&amp;R Engines and Machine Inc</b>     |   |                       |  |              |            |            |               |              |                    |
| 16102   | RU #50 - Exhaust Manifold                                       | Paid by Check #213044 |  | 01/11/2019   | 01/11/2019 | 02/07/2019 | 01/11/2019    | 02/07/2019   | 158.50             |
|   |   |                       | Vendor <b>717 - D&amp;R Engines and Machine Inc</b> Totals     |              |            |            | Invoices      | 1            | \$158.50           |
| Vendor <b>71 - Day Rettig Martin PC</b>                 |   |                       |  |              |            |            |               |              |                    |
| 2019-00002744   | Monthly Legal Services  | Paid by Check #213001 |  | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 500.00             |
|   |   |                       | Vendor <b>71 - Day Rettig Martin PC</b> Totals                 |              |            |            | Invoices      | 1            | \$500.00           |
| Vendor <b>694 - DERO</b>                                |   |                       |  |              |            |            |               |              |                    |
| INV00027853   | FY18 Hotel/Motel - Bike Rack - Marion bicycle & pedestrian      | Paid by Check #213045 |  | 07/27/2018   | 08/26/2018 | 02/07/2019 |               | 02/07/2019   | 1,198.16           |
|   |   |                       | Vendor <b>694 - DERO</b> Totals                                |              |            |            | Invoices      | 1            | \$1,198.16         |
| Vendor <b>6 - Dorothy Gilmore Estate</b>                |   |                       |  |              |            |            |               |              |                    |
| 2019-00002745   | Monthly Rental Payment  | Paid by Check #213002 |  | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 25.00              |
|   |   |                       | Vendor <b>6 - Dorothy Gilmore Estate</b> Totals                |              |            |            | Invoices      | 1            | \$25.00            |
| Vendor <b>365 - Engberg Anderson Inc</b>                |   |                       |  |              |            |            |               |              |                    |
| 182970002   | New Building Design   | Paid by Check #213046 |  | 12/31/2018   | 01/23/2019 | 02/07/2019 |               | 02/07/2019   | 8,775.00           |
|   |   |                       | Vendor <b>365 - Engberg Anderson Inc</b> Totals                |              |            |            | Invoices      | 1            | \$8,775.00         |
| Vendor <b>330 - Enneking Plumbing &amp; Heating Inc</b> |   |                       |  |              |            |            |               |              |                    |
| 17749   | Faucet Repair in Women's first floor restroom                   | Paid by Check #213047 |  | 01/17/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 117.00             |
|   |   |                       | Vendor <b>330 - Enneking Plumbing &amp; Heating Inc</b> Totals |              |            |            | Invoices      | 1            | \$117.00           |
| Vendor <b>75 - Equifax Information Services LLC</b>     |   |                       |  |              |            |            |               |              |                    |
| 5167846   | Monthly Service   | Paid by Check #213048 |  | 12/31/2018   | 01/30/2019 | 02/07/2019 |               | 02/07/2019   | 53.50              |
|   |   |                       | Vendor <b>75 - Equifax Information Services LLC</b> Totals     |              |            |            | Invoices      | 1            | \$53.50            |
| Vendor <b>321 - Federal IRS - ACH</b>                   |   |                       |  |              |            |            |               |              |                    |
| 2019-00002688   | FED - Federal tax*  | Paid by EFT #475      |  | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 119,170.08         |
| 2019-00002717   | FED - Federal tax*  | Paid by EFT #488      |  | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 218.37             |
|   |   |                       | Vendor <b>321 - Federal IRS - ACH</b> Totals                   |              |            |            | Invoices      | 2            | \$119,388.45       |
| Vendor <b>624 - Phil Fort</b>                           |   |                       |  |              |            |            |               |              |                    |
| 2019-00002779   | Travel Adv - Admin Officers Course - Louisville, KY - 2/10-5/10 | Paid by Check #213009 |  | 01/10/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 5,052.83           |
|   |   |                       | Vendor <b>624 - Phil Fort</b> Totals                           |              |            |            | Invoices      | 1            | \$5,052.83         |



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|--|--|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| <b>Vendor 278 - Future Line Truck Equipment</b>          |  |                       |             |              |            |            |               |              |                    |
| S130785  | Artic plow blade mounting block                            | Paid by Check #213049 |             | 01/21/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 80.21              |
| S130960  | Artic plow blade mounting block                            | Paid by Check #213049 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 73.13              |
| S131165  | RU #46 - Valve Manifold Assembly, Wipers                   | Paid by Check #213049 |             | 01/28/2019   | 02/27/2019 | 02/07/2019 | 01/28/2019    | 02/07/2019   | 486.33             |
| <b>Vendor 278 - Future Line Truck Equipment Totals</b>   |  |                       |             |              |            |            | Invoices      | 3            | \$639.67           |
| <b>Vendor 78 - Gale/Cengage Learning</b>                 |  |                       |             |              |            |            |               |              |                    |
| 65728161   | Adult Materials  | Paid by Check #213050 |             | 12/19/2018   | 01/18/2019 | 02/07/2019 |               | 02/07/2019   | 44.08              |
| 65968421   | Adult Materials  | Paid by Check #213050 |             | 01/15/2019   | 02/14/2019 | 02/07/2019 |               | 02/07/2019   | 44.08              |
| <b>Vendor 78 - Gale/Cengage Learning Totals</b>          |  |                       |             |              |            |            | Invoices      | 2            | \$88.16            |
| <b>Vendor 435 - Gallagher Benefit Services</b>           |  |                       |             |              |            |            |               |              |                    |
| 163478   | Wellness Program January-March 2019 Consulting Services    | Paid by Check #213051 |             | 01/09/2019   | 01/09/2019 | 02/07/2019 |               | 02/07/2019   | 7,500.00           |
| <b>Vendor 435 - Gallagher Benefit Services Totals</b>    |  |                       |             |              |            |            | Invoices      | 1            | \$7,500.00         |
| <b>Vendor 224 - Garment Designs Inc</b>                  |  |                       |             |              |            |            |               |              |                    |
| 171398   | Youth Basketball tshirts                                   | Paid by Check #213052 |             | 01/11/2019   | 02/10/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 1,695.50           |
| <b>Vendor 224 - Garment Designs Inc Totals</b>           |  |                       |             |              |            |            | Invoices      | 1            | \$1,695.50         |
| <b>Vendor 1424 - GLD Commercial</b>                      |  |                       |             |              |            |            |               |              |                    |
| 182khc42   | GLD Hotel Economic Development Grant - Request 9           | Paid by EFT #124      |             | 01/21/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 345,953.05         |
| <b>Vendor 1424 - GLD Commercial Totals</b>               |  |                       |             |              |            |            | Invoices      | 1            | \$345,953.05       |
| <b>Vendor 155 - Gary Hansen</b>                          |  |                       |             |              |            |            |               |              |                    |
| 2019-00002792  | Travel Adv - ICC Educational Inst - Chaska, MN - 2/04-2/08 | Paid by Check #213010 |             | 12/10/2018   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 174.17             |
| <b>Vendor 155 - Gary Hansen Totals</b>                   |  |                       |             |              |            |            | Invoices      | 1            | \$174.17           |
| <b>Vendor 412 - Hawkeye Electric</b>                     |  |                       |             |              |            |            |               |              |                    |
| 183310   | Install Outlets  | Paid by Check #213053 |             | 01/23/2019   | 02/22/2019 | 02/07/2019 |               | 02/07/2019   | 365.00             |
| <b>Vendor 412 - Hawkeye Electric Totals</b>              |  |                       |             |              |            |            | Invoices      | 1            | \$365.00           |
| <b>Vendor 372 - Hawkeye Fire &amp; Safety</b>            |  |                       |             |              |            |            |               |              |                    |
| S1041248   | Fire Extinguisher Recharge                                 | Paid by Check #213054 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 57.00              |
| <b>Vendor 372 - Hawkeye Fire &amp; Safety Totals</b>     |  |                       |             |              |            |            | Invoices      | 1            | \$57.00            |
| <b>Vendor 1455 - Heather Woody Unlimited, Inc</b>        |  |                       |             |              |            |            |               |              |                    |
| 1385   | Professional Coaching for Leader - 12/14/18 and 12/28/18   | Paid by Check #213055 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 |               | 02/07/2019   | 400.00             |
| <b>Vendor 1455 - Heather Woody Unlimited, Inc Totals</b> |  |                       |             |              |            |            | Invoices      | 1            | \$400.00           |
| <b>Vendor 1018 - Hogan &amp; Hansen</b>                  |  |                       |             |              |            |            |               |              |                    |



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| Invoice Number   | Invoice Description   | Status                | Held Reason | Invoice Date | Due Date   | G/L Date   | Received Date                                       | Payment Date | Invoice Net Amount |                    |
|--|---|-----------------------|-------------|--------------|------------|------------|---|--------------|--------------------|--------------------|
| 31947COM   | Audit of Financial Statements for YE 6/30/2018              | Paid by Check #213056 |             | 01/23/2019   | 02/22/2019 | 02/07/2019 |   | 02/07/2019   | 18,450.00          |                    |
|  |   |                       |             |              |            |            | Vendor <b>1018 - Hogan &amp; Hansen</b> Totals      | Invoices     | 1                  | <u>\$18,450.00</u> |
| Vendor <b>1099 - Rich Holland</b>                        |   |                       |             |              |            |            |   |              |                    |                    |
| 2019-00002664  | Travel Reimb - Knock & Talk Invest. - Waterloo, IA - 2/4/19 | Paid by Check #212991 |             | 01/21/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 18.33              |                    |
|  |   |                       |             |              |            |            | Vendor <b>1099 - Rich Holland</b> Totals            | Invoices     | 1                  | <u>\$18.33</u>     |
| Vendor <b>580 - Nicole Hotz</b>                          |   |                       |             |              |            |            |   |              |                    |                    |
| 2019-00002789  | Travel Adv - Crime Scene Training - IA City, IA - 2/11-2/15 | Paid by Check #213011 |             | 01/22/2019   | 02/01/2019 | 02/01/2019 |   | 02/01/2019   | 91.66              |                    |
|  |   |                       |             |              |            |            | Vendor <b>580 - Nicole Hotz</b> Totals              | Invoices     | 1                  | <u>\$91.66</u>     |
| Vendor <b>161 - Jimmie Hunter</b>                        |   |                       |             |              |            |            |   |              |                    |                    |
| 2019-00002665  | Travel Reimb - Knock & Talk Invest. - Waterloo, IA - 2/4/19 | Paid by Check #212992 |             | 01/21/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 18.33              |                    |
|  |   |                       |             |              |            |            | Vendor <b>161 - Jimmie Hunter</b> Totals            | Invoices     | 1                  | <u>\$18.33</u>     |
| Vendor <b>85 - Hydraulic Warehouse</b>                   |   |                       |             |              |            |            |   |              |                    |                    |
| S230062  | Shop Supplies - O'Rings                                     | Paid by Check #213057 |             | 01/29/2019   | 02/28/2019 | 02/07/2019 | 01/29/2019  | 02/07/2019   | 7.80               |                    |
|  |   |                       |             |              |            |            | Vendor <b>85 - Hydraulic Warehouse</b> Totals       | Invoices     | 1                  | <u>\$7.80</u>      |
| Vendor <b>34 - ICMA Retirement Trust 457</b>             |   |                       |             |              |            |            |   |              |                    |                    |
| 2019-00002689  | ICMA - ICMA Deferred Comp*                                  | Paid by Check #212993 |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 6,113.13           |                    |
|  |   |                       |             |              |            |            | Vendor <b>34 - ICMA Retirement Trust 457</b> Totals | Invoices     | 1                  | <u>\$6,113.13</u>  |
| Vendor <b>86 - Ingram Library Services</b>               |   |                       |             |              |            |            |   |              |                    |                    |
| 38305139   | Adult Materials   | Paid by Check #213058 |             | 01/11/2019   | 02/10/2019 | 02/07/2019 |   | 02/07/2019   | 129.22             |                    |
| 38310674   | Adult Materials   | Paid by Check #213058 |             | 01/11/2019   | 02/10/2019 | 02/07/2019 |   | 02/07/2019   | 117.50             |                    |
| 38329647   | Adult Materials   | Paid by Check #213058 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |   | 02/07/2019   | 163.63             |                    |
| 38377254   | Adult Materials   | Paid by Check #213058 |             | 01/16/2019   | 02/15/2019 | 02/07/2019 |   | 02/07/2019   | 32.06              |                    |
| 38402313   | YA Materials  | Paid by Check #213058 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |   | 02/07/2019   | 10.34              |                    |
| 38402314   | YA Books & CDBK   | Paid by Check #213058 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |   | 02/07/2019   | 77.12              |                    |
| 38402315   | YA Materials  | Paid by Check #213058 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |   | 02/07/2019   | 263.98             |                    |
| 38402316   | YA Materials  | Paid by Check #213058 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |   | 02/07/2019   | 11.49              |                    |
| 38402317   | Adult Materials   | Paid by Check #213058 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |   | 02/07/2019   | 120.16             |                    |
| 38402318   | Adult Materials   | Paid by Check #213058 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 |   | 02/07/2019   | 164.82             |                    |
|  |   |                       |             |              |            |            | Vendor <b>86 - Ingram Library Services</b> Totals   | Invoices     | 10                 | <u>\$1,090.32</u>  |
| Vendor <b>344 - International Code Council Inc (ICC)</b> |   |                       |             |              |            |            |   |              |                    |                    |
| 1000994956   | EduCode 2019 - Michael Kortenkamp                           | Paid by Check #213059 |             | 01/17/2019   | 01/17/2019 | 02/07/2019 |   | 02/07/2019   | 800.00             |                    |
| 1000994978   | EduCode 2019 - Eric Freese                                  | Paid by Check #213059 |             | 01/17/2019   | 01/17/2019 | 02/07/2019 |   | 02/07/2019   | 800.00             |                    |



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Payment Date Range 01/25/19 - 02/07/19  
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|---|--|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| 1000995934  | IRC & IPC 2018 Study Aids, Flash Cards                           | Paid by Check #213059 |             | 01/22/2019   | 01/22/2019 | 02/07/2019 |               | 02/07/2019   | 94.20              |
| Vendor <b>344 - International Code Council Inc (ICC) Totals</b>           |  |                       |             |              |            |            | Invoices      | 3            | <u>\$1,694.20</u>  |
| Vendor <b>738 - Interstate Power Systems</b>                              |  |                       |             |              |            |            |               |              |                    |
| C01305008501  | SW #54 - Transmission Shift Lever Kit                            | Paid by Check #213060 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 680.42             |
| Vendor <b>738 - Interstate Power Systems Totals</b>                       |  |                       |             |              |            |            | Invoices      | 1            | <u>\$680.42</u>    |
| Vendor <b>282 - Involta</b>   |  |                       |             |              |            |            |               |              |                    |
| 0036644   | Compliant Cloud, CPI Increase, Backup Services (2/01 - 2/28/19)  | Paid by Check #213061 |             | 01/15/2019   | 01/30/2019 | 02/07/2019 |               | 02/07/2019   | 6,786.14           |
| 0036735   | Managed Voice SPT-All City                                       | Paid by Check #213061 |             | 01/15/2019   | 01/30/2019 | 02/07/2019 |               | 02/07/2019   | 3,139.79           |
| Vendor <b>282 - Involta Totals</b>  |  |                       |             |              |            |            | Invoices      | 2            | <u>\$9,925.93</u>  |
| Vendor <b>1346 - Iowa Association of Women Police</b>                     |  |                       |             |              |            |            |               |              |                    |
| 2019-00002791   | Registration for Nikki Hotz - IaAwp Conf - IA - 3/11 - 3/12/2019 | Paid by Check #213012 |             | 01/25/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 85.00              |
| Vendor <b>1346 - Iowa Association of Women Police Totals</b>              |  |                       |             |              |            |            | Invoices      | 1            | <u>\$85.00</u>     |
| Vendor <b>88 - Iowa Department of Transportation (IDOT)</b>               |  |                       |             |              |            |            |               |              |                    |
| 2019-00002662   | HMA Level I Cert - Jacob Hahn - 6/24/19 - 6/28/19                | Paid by Check #212994 |             | 01/17/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 600.00             |
| 2019-00002663   | Aggregate Technician Cert - Jacob Hahn - 3/4/19 - 3/7/19         | Paid by Check #212994 |             | 01/17/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 480.00             |
| 2019-00002676   | PCC Level I Cert - Jacob Hahn - 4/1/19 - 4/2/19                  | Paid by Check #212994 |             | 01/22/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 240.00             |
| 2019-00002677   | Contract Admin Level II Cert - Jacob Hahn - 3/25/19 - 3/27/19    | Paid by Check #212994 |             | 01/22/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 300.00             |
| 2019-00002678   | Contract Admin Level III Cert - Jacob Hahn - 3/27/19 - 3/29/19   | Paid by Check #212994 |             | 01/22/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 300.00             |
| Vendor <b>88 - Iowa Department of Transportation (IDOT) Totals</b>        |  |                       |             |              |            |            | Invoices      | 5            | <u>\$1,920.00</u>  |
| Vendor <b>965 - Iowa Fire Marshals Association</b>                        |  |                       |             |              |            |            |               |              |                    |
| 2019-00002764   | 2019 Dues - Markley  | Paid by Check #213062 |             | 01/23/2019   | 02/22/2019 | 02/07/2019 |               | 02/07/2019   | 50.00              |
| Vendor <b>965 - Iowa Fire Marshals Association Totals</b>                 |  |                       |             |              |            |            | Invoices      | 1            | <u>\$50.00</u>     |
| Vendor <b>201 - Iowa Law Enforcement Academy (ILEA)</b>                   |  |                       |             |              |            |            |               |              |                    |
| 311551  | MMPI Evaluation  | Paid by Check #213063 |             | 12/26/2018   | 01/30/2019 | 02/07/2019 |               | 02/07/2019   | 150.00             |
| Vendor <b>201 - Iowa Law Enforcement Academy (ILEA) Totals</b>            |  |                       |             |              |            |            | Invoices      | 1            | <u>\$150.00</u>    |
| Vendor <b>10 - Iowa Municipalities Workers' Comp Assoc (IMWCA)</b>        |  |                       |             |              |            |            |               |              |                    |
| INV71601  | Monthly Premium  | Paid by Check #213003 |             | 01/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 8,575.00           |
| Vendor <b>10 - Iowa Municipalities Workers' Comp Assoc (IMWCA) Totals</b> |  |                       |             |              |            |            | Invoices      | 1            | <u>\$8,575.00</u>  |



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|---|---|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|---------------------|
| <b>Vendor 324 - Iowa Public Employees Retirement System - ACH</b> |   |                       |             |              |            |            |               |              |                    |                     |
| 2019-00002690   | IPER - IPERS Retirement-Regular*                                  | Paid by EFT #476      |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 104,950.92         |                     |
|   | Vendor 324 - Iowa Public Employees Retirement System - ACH Totals |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$104,950.92</u> |
| <b>Vendor 335 - IWI Motor Parts</b>                               |   |                       |             |              |            |            |               |              |                    |                     |
| 5161362   | Fleet - PD Stock front brake pads                                 | Paid by Check #213064 |             | 01/15/2019   | 02/10/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 35.95              |                     |
| 5161517   | Fleet Unit #OLD PD water pump, intake gasket, coolant             | Paid by Check #213064 |             | 01/16/2019   | 02/10/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 137.46             |                     |
| 5161848   | Fleet Unit #PD80 battery & core                                   | Paid by Check #213064 |             | 01/17/2019   | 02/10/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 110.79             |                     |
|   | Vendor 335 - IWI Motor Parts Totals                               |                       |             |              |            |            |               | Invoices     | 3                  | <u>\$284.20</u>     |
| <b>Vendor 206 - John Deere Financial (Theisens)</b>               |   |                       |             |              |            |            |               |              |                    |                     |
| 9505Jan2019   | oil, grease, uniforms, ice melt, bolts                            | Paid by Check #213065 |             | 01/20/2019   | 02/09/2019 | 02/07/2019 |               | 02/07/2019   | 1,022.42           |                     |
|   | Vendor 206 - John Deere Financial (Theisens) Totals               |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$1,022.42</u>   |
| <b>Vendor 94 - Kieck's Career Apparel and Uniforms</b>            |   |                       |             |              |            |            |               |              |                    |                     |
| 17070084  | Uniform bar brass replacement                                     | Paid by Check #213066 |             | 07/29/2017   | 08/28/2017 | 02/07/2019 |               | 02/07/2019   | 8.25               |                     |
|   | Vendor 94 - Kieck's Career Apparel and Uniforms Totals            |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$8.25</u>       |
| <b>Vendor 1345 - Kilburg Equipment, LLC</b>                       |   |                       |             |              |            |            |               |              |                    |                     |
| 371   | SW #73 - Divider Blade Guide Shoe                                 | Paid by Check #213067 |             | 01/23/2019   | 02/22/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 310.39             |                     |
|   | Vendor 1345 - Kilburg Equipment, LLC Totals                       |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$310.39</u>     |
| <b>Vendor 1364 - Law Enforcement Targets Inc</b>                  |   |                       |             |              |            |            |               |              |                    |                     |
| 0404966IN   | Range Equipment/Targets   | Paid by Check #213068 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 |               | 02/07/2019   | 781.50             |                     |
|   | Vendor 1364 - Law Enforcement Targets Inc Totals                  |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$781.50</u>     |
| <b>Vendor 96 - Letter Perfect &amp; Recognition Products</b>      |   |                       |             |              |            |            |               |              |                    |                     |
| 62896   | Name Badges and Fasteners   | Paid by Check #213069 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 68.67              |                     |
|   | Vendor 96 - Letter Perfect & Recognition Products Totals          |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$68.67</u>      |
| <b>Vendor 37 - Linn Area Credit Union</b>                         |   |                       |             |              |            |            |               |              |                    |                     |
| 2019-00002691   | CR U - Linn Area Credit Union                                     | Paid by Check #212995 |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 952.99             |                     |
|   | Vendor 37 - Linn Area Credit Union Totals                         |                       |             |              |            |            |               | Invoices     | 1                  | <u>\$952.99</u>     |
| <b>Vendor 98 - Linn Co-Op Oil Company</b>                         |   |                       |             |              |            |            |               |              |                    |                     |
| 3950JAN2019   | Fuel for inspectors vehicles                                      | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 119.62             |                     |
| 4150JAN2019   | Eng Fuel Usage - 63.79 Gallons                                    | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 122.16             |                     |
| 4200JAN2019   | 00414200 - Fuel   | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 1,009.53           |                     |
| 4650JAN2019   | 00414650 Parks fuel, tire repairs, LP                             | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 1,672.03           |                     |
| 4750JAN2019   | Fuel  | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 5,313.84           |                     |
| 4850JAN2019   | Acct#414850 SW fuel   | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 | 01/23/2019    | 02/07/2019   | 6,325.59           |                     |



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|--|--|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| 4950JAN2019  | Acct#414950 SR fuel  | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 | 01/23/2019    | 02/07/2019   | 974.11             |
| 5100JAN2019  | Acct#415100 Jan 2019 Streets fuel, tube #67, oil                 | Paid by Check #213070 |             | 01/20/2019   | 02/20/2019 | 02/07/2019 | 01/28/2019    | 02/07/2019   | 13,820.77          |
| <b>Vendor 98 - Linn Co-Op Oil Company Totals</b>           |  |                       |             |              |            |            | Invoices      | 8            | \$29,357.65        |
| <b>Vendor 38 - Linn County</b>                             |  |                       |             |              |            |            |               |              |                    |
| 2019-00002639  | Recording - Clerk Certificate-Schau                              | Paid by Check #212996 |             | 01/21/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 52.00              |
| JANC2019   | Hazard Mit. Project -Difference in July-Sept after grant ran out | Paid by Check #213013 |             | 01/10/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 157.50             |
| <b>Vendor 38 - Linn County Totals</b>                      |  |                       |             |              |            |            | Invoices      | 2            | \$209.50           |
| <b>Vendor 18 - LL Pelling Co</b>                           |  |                       |             |              |            |            |               |              |                    |
| 123917   | RU Asphalt - Premix  | Paid by Check #213071 |             | 12/22/2018   | 01/21/2019 | 02/07/2019 | 01/16/2019    | 02/07/2019   | 93.50              |
| 123925   | RU Asphalt - Premix  | Paid by Check #213071 |             | 01/12/2019   | 02/11/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 395.25             |
| <b>Vendor 18 - LL Pelling Co Totals</b>                    |  |                       |             |              |            |            | Invoices      | 2            | \$488.75           |
| <b>Vendor 235 - Marco Inc</b>                              |  |                       |             |              |            |            |               |              |                    |
| INV5962199   | 1/23/2019 - 2/22/2019 Service                                    | Paid by Check #213072 |             | 01/23/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 9,550.00           |
| <b>Vendor 235 - Marco Inc Totals</b>                       |  |                       |             |              |            |            | Invoices      | 1            | \$9,550.00         |
| <b>Vendor 99 - Marion Iron Co</b>                          |  |                       |             |              |            |            |               |              |                    |
| M256526  | RU #58 - Metal for repair  | Paid by Check #213073 |             | 01/08/2019   | 02/07/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 64.40              |
| M256829  | RU #55 - Metal for repair  | Paid by Check #213073 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 48.93              |
| <b>Vendor 99 - Marion Iron Co Totals</b>                   |  |                       |             |              |            |            | Invoices      | 2            | \$113.33           |
| <b>Vendor 100 - Marion Janitorial Supply Co</b>            |  |                       |             |              |            |            |               |              |                    |
| INV00241958  | roll towels  | Paid by Check #213074 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 |               | 02/07/2019   | 30.44              |
| <b>Vendor 100 - Marion Janitorial Supply Co Totals</b>     |  |                       |             |              |            |            | Invoices      | 1            | \$30.44            |
| <b>Vendor 5 - Marion Water Department</b>                  |  |                       |             |              |            |            |               |              |                    |
| 3690JAN2019  | 90293690-001 Water Usage   | Paid by Check #213014 |             | 01/21/2019   | 02/19/2019 | 02/01/2019 |               | 02/01/2019   | 497.01             |
| 201900000008   | Utility Billing Reimbursements                                   | Paid by Check #213014 |             | 01/29/2019   | 02/28/2019 | 02/01/2019 |               | 02/01/2019   | 11,118.00          |
| 2019-00002796  | Fiber Lease Payment - ImOn                                       | Paid by Check #213014 |             | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 100.00             |
| <b>Vendor 5 - Marion Water Department Totals</b>           |  |                       |             |              |            |            | Invoices      | 3            | \$11,715.01        |
| <b>Vendor 384 - Martin Equipment - Cedar Rapids</b>        |  |                       |             |              |            |            |               |              |                    |
| 388114   | RU #66 - Pedal   | Paid by Check #213075 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 1,276.86           |
| <b>Vendor 384 - Martin Equipment - Cedar Rapids Totals</b> |  |                       |             |              |            |            | Invoices      | 1            | \$1,276.86         |
| <b>Vendor 11 - William P Martinson</b>                     |  |                       |             |              |            |            |               |              |                    |
| 2019-00002747  | Monthly Healthcare Reimbursement                                 | Paid by Check #213004 |             | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 456.05             |
| <b>Vendor 11 - William P Martinson Totals</b>              |  |                       |             |              |            |            | Invoices      | 1            | \$456.05           |





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|--|---|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| <b>Vendor 639 - McGrath Automotive Group</b>                 |   |                       |             |              |            |            |               |              |                    |
| 411018   | Fleet Unit #OLD PD gaskets              | Paid by Check #213077 |             | 01/16/2019   | 02/15/2019 | 02/07/2019 | 01/15/2019    | 02/07/2019   | 15.53              |
| 411222   | RU #40 - Arm Assembly                   | Paid by Check #213076 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 | 01/25/2019    | 02/07/2019   | 74.44              |
| <b>Vendor 639 - McGrath Automotive Group Totals</b>          |   |                       |             |              |            |            | Invoices      | 2            | <b>\$89.97</b>     |
| <b>Vendor 1050 - Meardon Sueppel &amp; Downer PLC</b>        |   |                       |             |              |            |            |               |              |                    |
| 156431   | Nepotism Review                         | Paid by Check #213078 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 350.00             |
| <b>Vendor 1050 - Meardon Sueppel &amp; Downer PLC Totals</b> |   |                       |             |              |            |            | Invoices      | 1            | <b>\$350.00</b>    |
| <b>Vendor 102 - Menards</b>                                  |   |                       |             |              |            |            |               |              |                    |
| 27   | Snow brushes, Ice scrapers              | Paid by Check #213079 |             | 01/21/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 23.06              |
| 281  | Hand warmers, snow shovel               | Paid by Check #213079 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 16.95              |
| 99818  | Windshield wipers                       | Paid by Check #213079 |             | 01/18/2019   | 02/18/2019 | 02/07/2019 |               | 02/07/2019   | 8.47               |
| 99823  | Windshield wipers                       | Paid by Check #213079 |             | 01/18/2019   | 02/18/2019 | 02/07/2019 |               | 02/07/2019   | 8.47               |
| 217  | 4 cycle premix                          | Paid by Check #213079 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 |               | 02/07/2019   | 71.96              |
| 310  | Antifreeze, 4 cycle premix              | Paid by Check #213079 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 35.45              |
| 99358  | Duct Tape                               | Paid by Check #213079 |             | 01/11/2019   | 02/10/2019 | 02/07/2019 |               | 02/07/2019   | 3.48               |
| 99529  | chisels, punches                        | Paid by Check #213079 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |               | 02/07/2019   | 29.96              |
| 99543  | ice rink tape, drain plug               | Paid by Check #213079 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |               | 02/07/2019   | 2.44               |
| 99549  | lumber for benches                      | Paid by Check #213079 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |               | 02/07/2019   | 7.56               |
| 99602  | A&E drain clog removal materials        | Paid by Check #213079 |             | 01/15/2019   | 02/14/2019 | 02/07/2019 |               | 02/07/2019   | 3.29               |
| 99801  | oil dry                                 | Paid by Check #213079 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 |               | 02/07/2019   | 9.98               |
| 74   | #33 windshield wipers, armoral          | Paid by Check #213079 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 |               | 02/07/2019   | 27.21              |
| 94   | sign repair materials                   | Paid by Check #213079 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 |               | 02/07/2019   | 42.84              |
| 271  | cleaning supplies                       | Paid by Check #213079 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |               | 02/07/2019   | 8.87               |
| 99809  | Plywood/Mount/Vinegar                   | Paid by Check #213079 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 |               | 02/07/2019   | 64.60              |
| 83   | Duct Tape                               | Paid by Check #213079 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 |               | 02/07/2019   | 46.26              |
| 209  | RU Traffic - Carb Gas Plus              | Paid by Check #213079 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 | 01/28/2019    | 02/07/2019   | 8.88               |
| 301  | RU - Flashlights, Bldg Repairs - J-Bend | Paid by Check #213079 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 49.33              |
| <b>Vendor 102 - Menards Totals</b>                           |   |                       |             |              |            |            | Invoices      | 19           | <b>\$469.06</b>    |
| <b>Vendor 198 - MidAmerican Energy</b>                       |   |                       |             |              |            |            |               |              |                    |
| 382708325  | 6315 151 Hwy Service                    | Paid by Check #213015 |             | 01/15/2019   | 02/06/2019 | 02/01/2019 |               | 02/01/2019   | 3,074.53           |
| 382746160  | 1855 35th St Pool Service               | Paid by Check #213015 |             | 01/15/2019   | 02/06/2019 | 02/01/2019 |               | 02/01/2019   | 63.25              |
| 382773445  | 343 Marion Blvd, Park Service           | Paid by Check #213015 |             | 01/16/2019   | 02/07/2019 | 02/01/2019 |               | 02/01/2019   | 352.46             |
| 382782110  | 195 35th Street NE Service              | Paid by Check #212997 |             | 01/16/2019   | 02/07/2019 | 01/25/2019 |               | 01/25/2019   | 252.66             |
| <b>Vendor 198 - MidAmerican Energy Totals</b>                |   |                       |             |              |            |            | Invoices      | 4            | <b>\$3,742.90</b>  |
| <b>Vendor 104 - Midway Outdoor Equipment Inc</b>             |   |                       |             |              |            |            |               |              |                    |
| 519722   | 2007 chainsaw part                      | Paid by Check #213080 |             | 01/18/2019   | 02/10/2019 | 02/07/2019 |               | 02/07/2019   | 5.71               |
| <b>Vendor 104 - Midway Outdoor Equipment Inc Totals</b>      |   |                       |             |              |            |            | Invoices      | 1            | <b>\$5.71</b>      |



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|---|--|-----------------------|-------------|--------------|------------|------------|-----------------|--------------|--------------------|
| <b>Vendor 105 - Midwest Tape</b>            |  |                       |             |              |            |            |                 |              |                    |
| 96825909                                    | DVDs   | Paid by Check #213081 |             | 01/08/2019   | 02/07/2019 | 02/07/2019 |                 | 02/07/2019   | 43.46              |
| 96826900                                    | DVDs & CDs                                       | Paid by Check #213081 |             | 01/08/2019   | 02/07/2019 | 02/07/2019 |                 | 02/07/2019   | 218.64             |
| 96827181                                    | DVDs   | Paid by Check #213081 |             | 01/08/2019   | 02/07/2019 | 02/07/2019 |                 | 02/07/2019   | 22.49              |
| 96854479                                    | DVDs   | Paid by Check #213081 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |                 | 02/07/2019   | 57.71              |
| 96854980                                    | DVDs & CDs                                       | Paid by Check #213081 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |                 | 02/07/2019   | 336.31             |
| 96854982                                    | DVDs   | Paid by Check #213081 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |                 | 02/07/2019   | 11.24              |
| 96854983                                    | CDs  | Paid by Check #213081 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 |                 | 02/07/2019   | 159.96             |
| <b>Vendor 105 - Midwest Tape Totals</b>     |  |                       |             |              |            |            | <b>Invoices</b> | <b>7</b>     | <b>\$849.81</b>    |
| <b>Vendor 106 - Midwest Wheel Companies</b> |  |                       |             |              |            |            |                 |              |                    |
| 143146600                                   | Shop - Tubes                                     | Paid by Check #213082 |             | 12/11/2018   | 01/10/2019 | 01/10/2019 | 12/12/2018      | 02/07/2019   | 71.73              |
| 143513000                                   | SW #78 - Union Tee Tube                          | Paid by Check #213082 |             | 12/13/2018   | 01/11/2019 | 01/10/2019 | 12/14/2018      | 02/07/2019   | 22.80              |
| 143537600                                   | SW #70 - Brake Drum, Shop - Fittings             | Paid by Check #213082 |             | 12/13/2018   | 01/10/2019 | 01/24/2019 | 12/20/2018      | 02/07/2019   | 294.07             |
| 143537601                                   | RU #46 - Ultra Crimp Fittings                    | Paid by Check #213082 |             | 12/14/2018   | 01/10/2019 | 01/10/2019 | 12/17/2018      | 02/07/2019   | 31.64              |
| 143805400                                   | CREDIT SW #75 / SR #12 - Core Returns            | Paid by Check #213082 |             | 12/17/2018   | 01/10/2019 | 01/10/2019 | 12/17/2018      | 02/07/2019   | (1,237.60)         |
| 143928200                                   | CREDIT SW #79 - Double Flipper returned          | Paid by Check #213082 |             | 12/18/2018   | 01/10/2019 | 01/10/2019 | 12/18/2018      | 02/07/2019   | (111.46)           |
| 144133400                                   | CREDIT SW #73 - Core Return                      | Paid by Check #213082 |             | 12/19/2018   | 01/10/2019 | 01/24/2019 | 12/21/2018      | 02/07/2019   | (214.40)           |
| 144371100                                   | RU #60 - LS Kit, SW #77 - Mega Clamp             | Paid by Check #213082 |             | 12/21/2018   | 01/10/2019 | 01/24/2019 | 12/26/2018      | 02/07/2019   | 136.50             |
| 144505300                                   | RU #54 - Red STT Lamp                            | Paid by Check #213082 |             | 12/26/2018   | 01/10/2019 | 01/24/2019 | 12/28/2018      | 02/07/2019   | 29.25              |
| 144589300                                   | RU/SR Trailers - Bracket Mount, Pipe Mount       | Paid by Check #213082 |             | 12/26/2018   | 01/10/2019 | 01/10/2019 | 12/26/2018      | 02/07/2019   | 124.01             |
| 145167100                                   | SW #73 - ABS Valve Modulator                     | Paid by Check #213082 |             | 01/02/2019   | 02/10/2019 | 01/24/2019 | 01/02/2019      | 02/07/2019   | 299.62             |
| 145184000                                   | RU #52 - Service Chamber                         | Paid by Check #213082 |             | 01/02/2019   | 02/10/2019 | 01/24/2019 | 01/02/2019      | 02/07/2019   | 95.62              |
| 145231800                                   | Shop - Tube Treading                             | Paid by Check #213082 |             | 01/03/2019   | 02/10/2019 | 01/24/2019 | 01/03/2019      | 02/07/2019   | 63.80              |
| 145179500                                   | SW #72 - Modulator Valve Reman                   | Paid by Check #213082 |             | 01/04/2019   | 02/10/2019 | 01/24/2019 | 01/04/2019      | 02/07/2019   | 169.14             |
| 145591000                                   | SW Trucks - Toggle Switch                        | Paid by Check #213082 |             | 01/07/2019   | 02/10/2019 | 01/24/2019 | 01/07/2019      | 02/07/2019   | 43.40              |
| 145815900                                   | RU #59 - Flood Light Bulbs, SW Trucks - Fittings | Paid by Check #213082 |             | 01/08/2019   | 02/10/2019 | 01/24/2019 | 01/08/2019      | 02/07/2019   | 49.36              |
| 145886000                                   | Shop - Fittings                                  | Paid by Check #213082 |             | 01/09/2019   | 02/10/2019 | 01/24/2019 | 01/09/2019      | 02/07/2019   | 65.08              |
| 145942000                                   | SW Trucks - Utility Bulbs                        | Paid by Check #213082 |             | 01/09/2019   | 02/10/2019 | 01/24/2019 | 01/09/2019      | 02/07/2019   | 10.50              |
| 145944800                                   | CREDIT SW #73 - returned Modulator Valve         | Paid by Check #213082 |             | 01/09/2019   | 02/10/2019 | 01/24/2019 | 01/09/2019      | 02/07/2019   | (299.62)           |
| 145967400                                   | Shop - ABS Mat Pad                               | Paid by Check #213082 |             | 01/09/2019   | 02/10/2019 | 01/24/2019 | 01/09/2019      | 02/07/2019   | 73.26              |
| 145976000                                   | RU #50 & #55 - System Dryer, SW #75 - Alarm      | Paid by Check #213082 |             | 01/09/2019   | 02/10/2019 | 01/24/2019 | 01/09/2019      | 02/07/2019   | 74.02              |
| 145815901                                   | RU #61 - Ultra Crimp Fitting                     | Paid by Check #213082 |             | 01/10/2019   | 02/10/2019 | 01/24/2019 | 01/10/2019      | 02/07/2019   | 42.75              |
| 146040700                                   | RU #55 - Tube Thread                             | Paid by Check #213082 |             | 01/10/2019   | 02/10/2019 | 01/24/2019 | 01/10/2019      | 02/07/2019   | 43.04              |
| 146240800                                   | SW #60 - Nut Caps                                | Paid by Check #213082 |             | 01/11/2019   | 02/10/2019 | 01/24/2019 | 01/11/2019      | 02/07/2019   | 3.64               |
| 146420100                                   | SW #54 - Rotating Minibar                        | Paid by Check #213082 |             | 01/14/2019   | 02/10/2019 | 02/07/2019 | 01/14/2019      | 02/07/2019   | 159.50             |



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| 146595300   | RU #62 - Ultra Crimp Fitting, SW #75 Valves, Trucks - Antifreeze | Paid by Check #213082 |             | 01/15/2019   | 02/10/2019 | 02/07/2019 | 01/15/2019    | 02/07/2019   | 222.09             |
| 146626600   | RU #62 - Ultra Crimp Fitting                                     | Paid by Check #213082 |             | 01/16/2019   | 02/10/2019 | 02/07/2019 |               | 02/07/2019   | 33.60              |
| 146117600   | RU #6 - Steel Red Lamps  | Paid by Check #213082 |             | 01/17/2019   | 02/10/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 35.44              |
| 145815902   | Shop - Ultra Crimp Fittings                                      | Paid by Check #213082 |             | 01/22/2019   | 02/10/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 42.75              |
| 147360600   | RU #62 & #63 - Fittings / SR #43 LED Lamp                        | Paid by Check #213082 |             | 01/22/2019   | 02/10/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 161.87             |
| 147360601   | RU #62 - Ultra Crimp Fitting                                     | Paid by Check #213082 |             | 01/24/2019   | 02/10/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 8.40               |
| 147568700   | RU #67 - Ultra Crimp Fittings                                    | Paid by Check #213082 |             | 01/24/2019   | 02/10/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 37.12              |
| 147673000   | RU #39 - Cable / Shop - Coupler Safety Pin                       | Paid by Check #213082 |             | 01/26/2019   | 02/10/2019 | 02/07/2019 | 01/28/2019    | 02/07/2019   | 50.09              |
| <b>Vendor 106 - Midwest Wheel Companies Totals</b>                        |  |                       |             |              |            |            | Invoices      | 33           | \$631.01           |
| <b>Vendor 323 - Municipal Fire and Police Retirement Sys of IA</b>        |  |                       |             |              |            |            |               |              |                    |
| 2019-00002692   | PRS - MFPRSI-Police Retirement*                                  | Paid by EFT #122      |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 167,977.94         |
| <b>Vendor 323 - Municipal Fire and Police Retirement Sys of IA Totals</b> |  |                       |             |              |            |            | Invoices      | 1            | \$167,977.94       |
| <b>Vendor 174 - Matt Newhouse</b>   |  |                       |             |              |            |            |               |              |                    |
| 2019-00002793   | Travel Adv - ICC Educational Inst - Chaska, MN - 2/04-2/07       | Paid by Check #213016 |             | 12/10/2018   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 137.51             |
| <b>Vendor 174 - Matt Newhouse Totals</b>                                  |  |                       |             |              |            |            | Invoices      | 1            | \$137.51           |
| <b>Vendor 108 - O'Reilly Auto Parts</b>                                   |  |                       |             |              |            |            |               |              |                    |
| 0349351145  | Detailer   | Paid by Check #213083 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 |               | 02/07/2019   | 7.99               |
| 0349350501  | Shop - Starter Fluid   | Paid by Check #213083 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 19.14              |
| 0349350596  | RU #40 - Alternator  | Paid by Check #213083 |             | 01/19/2019   | 02/18/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 138.93             |
| 0349350750  | CREDIT RU #40 - Core Return Alternator                           | Paid by Check #213083 |             | 01/21/2019   | 02/20/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | (11.00)            |
| 0349351831  | RU #53 - Flashers  | Paid by Check #213083 |             | 01/29/2019   | 02/28/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 24.68              |
| <b>Vendor 108 - O'Reilly Auto Parts Totals</b>                            |  |                       |             |              |            |            | Invoices      | 5            | \$179.74           |
| <b>Vendor 109 - Office Express</b>  |  |                       |             |              |            |            |               |              |                    |
| 260280  | Sticky notes and pens  | Paid by Check #213084 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 |               | 02/07/2019   | 39.95              |
| 264510  | Rubber bands   | Paid by Check #213084 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 |               | 02/07/2019   | 7.79               |
| 265690  | Paper  | Paid by Check #213084 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 |               | 02/07/2019   | 11.99              |
| 254910  | Envelopes, highlighters, pencils, erasers                        | Paid by Check #213084 |             | 01/17/2019   | 02/16/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 148.11             |
| 256220  | Tape   | Paid by Check #213084 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 | 01/21/2019    | 02/07/2019   | 5.98               |
| 222010  | Toilet Tissue/Paper Towels                                       | Paid by Check #213084 |             | 01/02/2019   | 02/01/2019 | 02/07/2019 |               | 02/07/2019   | 164.96             |
| 222080  | Cups   | Paid by Check #213084 |             | 01/02/2019   | 02/01/2019 | 02/07/2019 |               | 02/07/2019   | 31.99              |
| 241710  | Calendars  | Paid by Check #213084 |             | 01/11/2019   | 02/10/2019 | 02/07/2019 |               | 02/07/2019   | 57.77              |
| 261870  | Copy Paper/Folders/USB's/Pens/Highlighters                       | Paid by Check #213084 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 |               | 02/07/2019   | 789.55             |
| 261290  | Boxes/Envelopes/Mailers  | Paid by Check #213084 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 |               | 02/07/2019   | 129.42             |



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| 268500   | Paper Towels  | Paid by Check #213084 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 |   | 02/07/2019   | 139.96             |                   |
|  |   |                       |             |              |            |            | Vendor <b>109 - Office Express</b> Totals                         | Invoices     | 11                 | <u>\$1,527.47</u> |
| Vendor <b>487 - Office of Auditor of State</b>             |   |                       |             |              |            |            |   |              |                    |                   |
| 2019-00002800  | Audit Report Filing Fee                                   | Paid by Check #213085 |             | 01/23/2019   | 02/07/2019 | 02/07/2019 |   | 02/07/2019   | 850.00             |                   |
|  |   |                       |             |              |            |            | Vendor <b>487 - Office of Auditor of State</b> Totals             | Invoices     | 1                  | <u>\$850.00</u>   |
| Vendor <b>241 - P &amp; D Welding &amp; Machine Co Inc</b> |   |                       |             |              |            |            |   |              |                    |                   |
| 012119   | #25 60" broom core repair                                 | Paid by Check #213086 |             | 01/21/2019   | 02/20/2019 | 02/07/2019 |   | 02/07/2019   | 250.00             |                   |
|  |   |                       |             |              |            |            | Vendor <b>241 - P &amp; D Welding &amp; Machine Co Inc</b> Totals | Invoices     | 1                  | <u>\$250.00</u>   |
| Vendor <b>110 - P&amp;K Midwest Inc</b>                    |   |                       |             |              |            |            |   |              |                    |                   |
| 3116101  | #25 hub & bearing   | Paid by Check #213087 |             | 01/18/2019   | 02/10/2019 | 02/07/2019 |   | 02/07/2019   | 129.39             |                   |
| 3117009  | #23 replacement cyclinder                                 | Paid by Check #213087 |             | 01/21/2019   | 02/10/2019 | 02/07/2019 |   | 02/07/2019   | 417.66             |                   |
|  |   |                       |             |              |            |            | Vendor <b>110 - P&amp;K Midwest Inc</b> Totals                    | Invoices     | 2                  | <u>\$547.05</u>   |
| Vendor <b>956 - Payment Service Network (PSN)</b>          |   |                       |             |              |            |            |   |              |                    |                   |
| 5117DEC2018  | No. 5117 - Public Services (December) Merchant Fees       | Paid by EFT #478      |             | 01/03/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 32.50              |                   |
| 5118DEC2018  | No. 5118 - Community Development (December) Merchant Fees | Paid by EFT #479      |             | 01/03/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 371.54             |                   |
| 5119DEC2018  | No. 5119 - Finance (December) Merchant Fees               | Paid by EFT #480      |             | 01/03/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 8.59               |                   |
| 5120DEC2018  | No. 5120 - Library (December) Merchant Fees               | Paid by EFT #482      |             | 01/03/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 66.89              |                   |
| 5121DEC2018  | No. 5121 - Parks (December) Merchant Fees                 | Paid by EFT #481      |             | 01/03/2019   | 01/25/2019 | 01/25/2019 |   | 01/25/2019   | 28.04              |                   |
|  |   |                       |             |              |            |            | Vendor <b>956 - Payment Service Network (PSN)</b> Totals          | Invoices     | 5                  | <u>\$507.56</u>   |
| Vendor <b>41 - Petty Cash</b>                              |   |                       |             |              |            |            |   |              |                    |                   |
| 2019-00002788  | WWI Veterans of Oak Shade Cemetery (Kathy Wilson)         | Paid by Check #213116 |             | 01/08/2019   | 02/07/2019 | 02/07/2019 |   | 02/07/2019   | 20.00              |                   |
|  |   |                       |             |              |            |            | Vendor <b>41 - Petty Cash</b> Totals                              | Invoices     | 1                  | <u>\$20.00</u>    |
| Vendor <b>292 - Pomp's Tire Service Inc</b>                |   |                       |             |              |            |            |   |              |                    |                   |
| 1070021334   | SW Trucks - Tires   | Paid by Check #213088 |             | 01/16/2019   | 02/10/2019 | 02/07/2019 | 01/16/2019  | 02/07/2019   | 2,070.00           |                   |
|  |   |                       |             |              |            |            | Vendor <b>292 - Pomp's Tire Service Inc</b> Totals                | Invoices     | 1                  | <u>\$2,070.00</u> |
| Vendor <b>114 - Port O Jonny Inc</b>                       |   |                       |             |              |            |            |   |              |                    |                   |
| 20188265   | January service - Thomas Park                             | Paid by Check #213089 |             | 01/21/2019   | 02/05/2019 | 02/07/2019 |   | 02/07/2019   | 77.00              |                   |
| 20188266   | January service - Boyson Park                             | Paid by Check #213089 |             | 01/21/2019   | 02/05/2019 | 02/07/2019 |   | 02/07/2019   | 77.00              |                   |
|  |   |                       |             |              |            |            | Vendor <b>114 - Port O Jonny Inc</b> Totals                       | Invoices     | 2                  | <u>\$154.00</u>   |
| Vendor <b>394 - Presto-X</b>                               |   |                       |             |              |            |            |   |              |                    |                   |
| 1866156  | 6315 Highway 151 Service 1/9/19                           | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |   | 02/07/2019   | 53.00              |                   |



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|--|---|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| 1866158  | 4500 N 10th Street Service 1/9/19       | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 37.00              |
| 1866159  | 1095 6th Avenue Service 1/9/19          | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 37.00              |
| 1866161  | 195 35th Street Service 1/9/19          | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 32.00              |
| 1866163  | 3933 Katz Drive Service 1/9/19          | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 32.00              |
| 1866164  | 600 8th Avenue Service 1/9/19           | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 21.00              |
| 1866165  | 1225 6th Avenue Service 1/9/19          | Paid by Check #213090 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 42.00              |
| Vendor <b>394 - Presto-X</b> Totals  |   |                       |             |              |            |            | Invoices      | 7            | \$254.00           |
| Vendor <b>395 - Quad City Safety Inc</b>                                   |   |                       |             |              |            |            |               |              |                    |
| 785051   | RU, SR, SW - Hard Hats                  | Paid by Check #213091 |             | 10/24/2018   | 11/23/2018 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 128.88             |
| Vendor <b>395 - Quad City Safety Inc</b> Totals                            |   |                       |             |              |            |            | Invoices      | 1            | \$128.88           |
| Vendor <b>243 - Quality Auto Rebuilders Inc</b>                            |   |                       |             |              |            |            |               |              |                    |
| 9654   | Tint for Ford Explorer                  | Paid by Check #213092 |             | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 418.96             |
| Vendor <b>243 - Quality Auto Rebuilders Inc</b> Totals                     |   |                       |             |              |            |            | Invoices      | 1            | \$418.96           |
| Vendor <b>396 - Quality Cleaning Equipment</b>                             |   |                       |             |              |            |            |               |              |                    |
| 20183606   | Bulk Fleet Shine - Soap                 | Paid by Check #213093 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/25/2019    | 02/07/2019   | 151.68             |
| Vendor <b>396 - Quality Cleaning Equipment</b> Totals                      |   |                       |             |              |            |            | Invoices      | 1            | \$151.68           |
| Vendor <b>23 - Dan Rushford</b>  |   |                       |             |              |            |            |               |              |                    |
| 2019-00002763  | Janitorial service for A&E January 2019 | Paid by Check #213094 |             | 01/25/2019   | 02/24/2019 | 02/07/2019 | 01/28/2019    | 02/07/2019   | 1,475.00           |
| Vendor <b>23 - Dan Rushford</b> Totals                                     |   |                       |             |              |            |            | Invoices      | 1            | \$1,475.00         |
| Vendor <b>1532 - Sadler Machine Company</b>                                |   |                       |             |              |            |            |               |              |                    |
| 576098   | RU #63 - Loader Frame                   | Paid by Check #213095 |             | 01/14/2019   | 02/13/2019 | 02/07/2019 | 01/16/2019    | 02/07/2019   | 900.00             |
| Vendor <b>1532 - Sadler Machine Company</b> Totals                         |   |                       |             |              |            |            | Invoices      | 1            | \$900.00           |
| Vendor <b>245 - Sadler Power Train</b>                                     |   |                       |             |              |            |            |               |              |                    |
| 11440431   | SW Trucks - Core Returns                | Paid by Check #213096 |             | 01/10/2019   | 02/10/2019 | 02/07/2019 | 01/10/2019    | 02/07/2019   | (120.00)           |
| 11441277   | Shop Tool - Floor Jack                  | Paid by Check #213096 |             | 01/15/2019   | 02/10/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 1,454.05           |
| Vendor <b>245 - Sadler Power Train</b> Totals                              |   |                       |             |              |            |            | Invoices      | 2            | \$1,334.05         |
| Vendor <b>400 - Schnoor Bonifazi Engineering &amp; Surveying LC</b>        |   |                       |             |              |            |            |               |              |                    |
| 161498   | Tower Terrace Rd Ph VI PP5              | Paid by Check #213097 |             | 01/23/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 1,250.00           |
| Vendor <b>400 - Schnoor Bonifazi Engineering &amp; Surveying LC</b> Totals |   |                       |             |              |            |            | Invoices      | 1            | \$1,250.00         |
| Vendor <b>337 - Schumacher Elevator Company</b>                            |   |                       |             |              |            |            |               |              |                    |
| 90455190   | Elevator Maintenance                    | Paid by Check #213098 |             | 01/01/2019   | 02/01/2019 | 02/07/2019 |               | 02/07/2019   | 343.62             |
| Vendor <b>337 - Schumacher Elevator Company</b> Totals                     |   |                       |             |              |            |            | Invoices      | 1            | \$343.62           |
| Vendor <b>317 - Secretary of State - Iowa</b>                              |   |                       |             |              |            |            |               |              |                    |
| 143FEB2019   | Notary                                  | Paid by Check #213099 |             | 01/23/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 30.00              |



# Accounts Payable Invoice Report

Payment Date Range 01/25/19 - 02/07/19

Report By Vendor - Invoice

Summary Listing

| Invoice Number                                   | Invoice Description  | Status                | Held Reason   | Invoice Date | Due Date   | G/L Date   | Received Date | Payment Date | Invoice Net Amount |
|--|--|-----------------------|---|--------------|------------|------------|---------------|--------------|--------------------|
|  |  |                       | <b>Vendor 317 - Secretary of State - Iowa Totals</b>    |              |            | Invoices   |               | 1            | \$30.00            |
| <b>Vendor 821 - State Library of Iowa</b>        |  |                       |   |              |            |            |               |              |                    |
| 2019-00002710                                    | Public Library Management 1<br>Class registration for Kelly Dybvig | Paid by Check #213100 |   | 01/16/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 50.00              |
|  |  |                       | <b>Vendor 821 - State Library of Iowa Totals</b>        |              |            | Invoices   |               | 1            | \$50.00            |
| <b>Vendor 322 - State of Iowa - ACH</b>          |  |                       |   |              |            |            |               |              |                    |
| 2019-00002693                                    | IOWA - Iowa State Tax  | Paid by EFT #477      |   | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 26,262.56          |
|  |  |                       | <b>Vendor 322 - State of Iowa - ACH Totals</b>          |              |            | Invoices   |               | 1            | \$26,262.56        |
| <b>Vendor 1271 - Trent Stotler</b>               |  |                       |   |              |            |            |               |              |                    |
| 2019-00002790                                    | Travel Adv - Crime Scene Training<br>- IA City, IA - 2/11-2/15     | Paid by Check #213017 |   | 01/22/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 91.66              |
|  |  |                       | <b>Vendor 1271 - Trent Stotler Totals</b>               |              |            | Invoices   |               | 1            | \$91.66            |
| <b>Vendor 403 - Streicher's</b>                  |  |                       |   |              |            |            |               |              |                    |
| I1346486   | Ballistic Vest/Trauma Plate  | Paid by Check #213101 |   | 12/31/2018   | 01/15/2019 | 02/07/2019 |               | 02/07/2019   | 734.00             |
|  |  |                       | <b>Vendor 403 - Streicher's Totals</b>                  |              |            | Invoices   |               | 1            | \$734.00           |
| <b>Vendor 492 - Sunset Law Enforcement LLC</b>   |  |                       |   |              |            |            |               |              |                    |
| 0002695IN  | Duty Ammo  | Paid by Check #213102 |   | 01/21/2019   | 02/20/2019 | 02/07/2019 |               | 02/07/2019   | 1,795.20           |
|  |  |                       | <b>Vendor 492 - Sunset Law Enforcement LLC Totals</b>   |              |            | Invoices   |               | 1            | \$1,795.20         |
| <b>Vendor 1535 - Richard Szewc</b>               |  |                       |   |              |            |            |               |              |                    |
| 2019-00002780                                    | Travel Adv - Code Class - Chaska,<br>MN - 2/03 - 2/08              | Paid by Check #213018 |   | 01/04/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 210.84             |
|  |  |                       | <b>Vendor 1535 - Richard Szewc Totals</b>               |              |            | Invoices   |               | 1            | \$210.84           |
| <b>Vendor 1533 - TechSmith Corporation</b>       |  |                       |   |              |            |            |               |              |                    |
| I551868  | Snagit 7-User License  | Paid by Check #213103 |   | 01/11/2019   | 02/10/2019 | 02/07/2019 |               | 02/07/2019   | 237.51             |
|  |  |                       | <b>Vendor 1533 - TechSmith Corporation Totals</b>       |              |            | Invoices   |               | 1            | \$237.51           |
| <b>Vendor 121 - Thompson Truck &amp; Trailer</b> |  |                       |   |              |            |            |               |              |                    |
| X10108320101                                     | RU #50 - Inlet Gasket, EGR Tube<br>Gasket                          | Paid by Check #213104 |   | 01/16/2019   | 02/10/2019 | 02/07/2019 | 01/16/2019    | 02/07/2019   | 96.64              |
| X10108320501                                     | RU #50 - Port Seal Coolant   | Paid by Check #213104 |   | 01/16/2019   | 02/10/2019 | 02/07/2019 | 01/16/2019    | 02/07/2019   | 23.61              |
| X10108325101                                     | RU #55 - EGR Cooler  | Paid by Check #213104 |   | 01/18/2019   | 02/10/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 2,219.29           |
| X10108325601                                     | RU #50 - Fuel Pump Kit   | Paid by Check #213104 |   | 01/18/2019   | 02/10/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 103.50             |
| X10108333601                                     | CREDIT RU #55 - core return for<br>EGR Cooler                      | Paid by Check #213104 |   | 01/22/2019   | 02/10/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | (483.87)           |
| X10108349601                                     | SW #72 - EBP Sensor  | Paid by Check #213104 |   | 01/25/2019   | 02/10/2019 | 02/07/2019 | 01/25/2019    | 02/07/2019   | 62.65              |
|  |  |                       | <b>Vendor 121 - Thompson Truck &amp; Trailer Totals</b> |              |            | Invoices   |               | 6            | \$2,021.82         |
| <b>Vendor 122 - Titan Machinery</b>              |  |                       |   |              |            |            |               |              |                    |



# Accounts Payable Invoice Report

Payment Date Range 01/25/19 - 02/07/19  
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 Summary Listing

| Invoice Number  | Invoice Description                                    | Status                | Held Reason | Invoice Date | Due Date   | G/L Date   | Received Date | Payment Date | Invoice Net Amount |
|---|--|-----------------------|-------------|--------------|------------|------------|---------------|--------------|--------------------|
| 11946804GP  | RU - Pin & Seal Kit for Loader Bucket                  | Paid by Check #213105 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 430.40             |
| 11946809GP  | RU #62 - Cylinder, Lock Pin                            | Paid by Check #213105 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/22/2019    | 02/07/2019   | 958.17             |
| Vendor <b>122 - Titan Machinery</b> Totals                                    |  |                       |             |              |            |            | Invoices      | 2            | <u>\$1,388.57</u>  |
| Vendor <b>404 - TransUnion Risk and Alternative Data Solutions Inc</b>        |  |                       |             |              |            |            |               |              |                    |
| 8581JAN2019   | Investigative Searches-December - ID48581              | Paid by Check #213106 |             | 01/01/2019   | 02/15/2019 | 02/07/2019 |               | 02/07/2019   | 110.55             |
| Vendor <b>404 - TransUnion Risk and Alternative Data Solutions Inc</b> Totals |  |                       |             |              |            |            | Invoices      | 1            | <u>\$110.55</u>    |
| Vendor <b>1391 - Tricon General Construction</b>                              |  |                       |             |              |            |            |               |              |                    |
| 2019-00002762   | Lowe Park South end improvements PP3                   | Paid by Check #213107 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 |               | 02/07/2019   | 82,656.47          |
| Vendor <b>1391 - Tricon General Construction</b> Totals                       |  |                       |             |              |            |            | Invoices      | 1            | <u>\$82,656.47</u> |
| Vendor <b>124 - Truck Country of Iowa</b>                                     |  |                       |             |              |            |            |               |              |                    |
| X10338721901  | RU #56 - Rib Belt                                      | Paid by Check #213108 |             | 01/18/2019   | 02/17/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 52.13              |
| X10338772901  | RU #57 - Ignition Panel, Knob Assembly                 | Paid by Check #213108 |             | 01/24/2019   | 02/23/2019 | 02/07/2019 | 01/24/2019    | 02/07/2019   | 110.48             |
| Vendor <b>124 - Truck Country of Iowa</b> Totals                              |  |                       |             |              |            |            | Invoices      | 2            | <u>\$162.61</u>    |
| Vendor <b>325 - United Way of East Central Iowa</b>                           |  |                       |             |              |            |            |               |              |                    |
| 2019-00002694   | UWAY - United Way*                                     | Paid by Check #212998 |             | 01/25/2019   | 01/25/2019 | 01/25/2019 |               | 01/25/2019   | 76.00              |
| Vendor <b>325 - United Way of East Central Iowa</b> Totals                    |  |                       |             |              |            |            | Invoices      | 1            | <u>\$76.00</u>     |
| Vendor <b>1534 - UnityPoint Health-Des Moines</b>                             |  |                       |             |              |            |            |               |              |                    |
| 9585NOV2018   | Emergency Room & Lab - Med Rec 92429585 - DOS 11/15/18 | Paid by Check #213109 |             | 01/22/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 1,000.00           |
| Vendor <b>1534 - UnityPoint Health-Des Moines</b> Totals                      |  |                       |             |              |            |            | Invoices      | 1            | <u>\$1,000.00</u>  |
| Vendor <b>1526 - Vander Haag's Inc</b>  |  |                       |             |              |            |            |               |              |                    |
| 2213753   | RU #50 - Engine Head Assembly                          | Paid by Check #213110 |             | 01/11/2019   | 01/11/2019 | 02/07/2019 | 01/16/2019    | 02/07/2019   | 2,632.50           |
| Vendor <b>1526 - Vander Haag's Inc</b> Totals                                 |  |                       |             |              |            |            | Invoices      | 1            | <u>\$2,632.50</u>  |
| Vendor <b>1062 - Veenstra &amp; Kimm, Inc</b>                                 |  |                       |             |              |            |            |               |              |                    |
| 23  | Indian Creek Trunk Sewer - Seg 7 PP23                  | Paid by Check #213111 |             | 01/25/2019   | 02/07/2019 | 02/07/2019 |               | 02/07/2019   | 13,228.26          |
| Vendor <b>1062 - Veenstra &amp; Kimm, Inc</b> Totals                          |  |                       |             |              |            |            | Invoices      | 1            | <u>\$13,228.26</u> |
| Vendor <b>202 - Verizon Wireless</b>  |  |                       |             |              |            |            |               |              |                    |
| 9821903965  | Telemetry Charges                                      | Paid by Check #212999 |             | 01/09/2019   | 02/01/2019 | 01/25/2019 |               | 01/25/2019   | 170.10             |
| 9822310368  | M2M Flow Meter Charges                                 | Paid by Check #212999 |             | 01/15/2019   | 02/07/2019 | 01/25/2019 |               | 01/25/2019   | 126.14             |
| Vendor <b>202 - Verizon Wireless</b> Totals                                   |  |                       |             |              |            |            | Invoices      | 2            | <u>\$296.24</u>    |
| Vendor <b>302 - Vermeer Sales &amp; Service Inc</b>                           |  |                       |             |              |            |            |               |              |                    |
| 00522952  | SW #60 - Gear Pump                                     | Paid by Check #213112 |             | 01/22/2019   | 02/21/2019 | 02/07/2019 | 01/29/2019    | 02/07/2019   | 464.00             |





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|---|---|-----------------------|--|--------------|------------|------------|---------------|--------------|--------------------|
|   |   |                       | Vendor <b>302 - Vermeer Sales &amp; Service Inc</b> Totals     |              |            | Invoices   |               | 1            | \$464.00           |
| Vendor <b>326 - WageWorks</b>                           |   |                       |  |              |            |            |               |              |                    |
| INV1105505  | 12/28/2018 Payments                                 | Paid by EFT #487      |  | 12/28/2018   | 01/31/2019 | 01/31/2019 |               | 01/31/2019   | 7,971.44           |
| INV1130355  | 1/02/2019 Payments                                  | Paid by EFT #486      |  | 01/02/2019   | 01/31/2019 | 01/31/2019 |               | 01/31/2019   | 1,042.85           |
| INV1140598  | 1/08/2019 Payments                                  | Paid by EFT #485      |  | 01/08/2019   | 01/31/2019 | 01/31/2019 |               | 01/31/2019   | 1,267.93           |
| INV1151948  | 1/15/2019 Payments                                  | Paid by EFT #484      |  | 01/15/2019   | 01/31/2019 | 01/31/2019 |               | 01/31/2019   | 13,331.36          |
| INV1168344  | 1/23/2019 Payments                                  | Paid by EFT #483      |  | 01/23/2019   | 01/31/2019 | 01/31/2019 |               | 01/31/2019   | 6,236.41           |
|   |   |                       | Vendor <b>326 - WageWorks</b> Totals                           |              |            | Invoices   |               | 5            | \$29,849.99        |
| Vendor <b>12 - Tom Walderbach</b>                       |   |                       |  |              |            |            |               |              |                    |
| 2019-00002748   | Monthly Healthcare Reimbursement                    | Paid by Check #213005 |  | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 315.30             |
|   |   |                       | Vendor <b>12 - Tom Walderbach</b> Totals                       |              |            | Invoices   |               | 1            | \$315.30           |
| Vendor <b>1016 - Wapsipinicon Almanac</b>               |   |                       |  |              |            |            |               |              |                    |
| 2019-00002709   | Adult Materials                                     | Paid by Check #213113 |  | 01/15/2019   | 02/14/2019 | 02/07/2019 |               | 02/07/2019   | 9.00               |
|   |   |                       | Vendor <b>1016 - Wapsipinicon Almanac</b> Totals               |              |            | Invoices   |               | 1            | \$9.00             |
| Vendor <b>1321 - Everett Weaver</b>                     |   |                       |  |              |            |            |               |              |                    |
| 2019-00002740   | Monthly Healthcare Reimbursement                    | Paid by EFT #490      |  | 02/01/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 135.50             |
|   |   |                       | Vendor <b>1321 - Everett Weaver</b> Totals                     |              |            | Invoices   |               | 1            | \$135.50           |
| Vendor <b>265 - Wellmark Blue Cross and Blue Shield</b> |   |                       |  |              |            |            |               |              |                    |
| 183440033023  | W00302869 Medicare Supplement 1/01/2019 - 6/30/2019 | Paid by Check #213000 |  | 12/10/2018   | 01/01/2019 | 01/25/2019 |               | 01/25/2019   | 1,637.40           |
| 2019-00002777   | January Health Insurance                            | Paid by EFT #123      |  | 01/31/2019   | 01/31/2019 | 01/31/2019 |               | 01/31/2019   | 280,000.00         |
|   |   |                       | Vendor <b>265 - Wellmark Blue Cross and Blue Shield</b> Totals |              |            | Invoices   |               | 2            | \$281,637.40       |
| Vendor <b>126 - Wendling Quarries Inc</b>               |   |                       |  |              |            |            |               |              |                    |
| 760038  | Winter Sand   | Paid by Check #213114 |  | 01/12/2019   | 02/20/2019 | 02/07/2019 | 01/18/2019    | 02/07/2019   | 4,544.63           |
| 760531  | Winter Sand   | Paid by Check #213114 |  | 01/19/2019   | 02/20/2019 | 02/07/2019 | 01/28/2019    | 02/07/2019   | 12,308.32          |
|   |   |                       | Vendor <b>126 - Wendling Quarries Inc</b> Totals               |              |            | Invoices   |               | 2            | \$16,852.95        |
| Vendor <b>129 - Zones</b>                               |   |                       |  |              |            |            |               |              |                    |
| K11610880101  | Veritas Renewal                                     | Paid by Check #213115 |  | 01/09/2019   | 02/08/2019 | 02/07/2019 |               | 02/07/2019   | 774.76             |
|   |   |                       | Vendor <b>129 - Zones</b> Totals                               |              |            | Invoices   |               | 1            | \$774.76           |
| Vendor <b>Kimberli Maloy</b>                            |   |                       |  |              |            |            |               |              |                    |
| 2019-00002807   | Coffeehouse Night February 1, 2019 performer and cd | Paid by Check #213117 |  | 01/30/2019   | 02/07/2019 | 02/07/2019 | 01/31/2019    | 02/07/2019   | 310.00             |
|   |   |                       | Vendor <b>Kimberli Maloy</b> Totals                            |              |            | Invoices   |               | 1            | \$310.00           |
| Vendor <b>Oak Ridge Conference Hotel</b>                |   |                       |  |              |            |            |               |              |                    |





# Accounts Payable Invoice Report

Payment Date Range 01/25/19 - 02/07/19  
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|--|--|-----------------------|---|--------------|------------|------------|---------------|--------------|------------------------------|
| 2019-00002794                              | Reservation for Richard Szewc - Chaska, MN - 2/03 - 2/08/2019    | Paid by Check #213019 |   | 01/04/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 628.15                       |
|  |  |                       | Vendor <b>Oak Ridge Conference Hotel</b> Totals   |              |            | Invoices   | 1             |              | <u>\$628.15</u>              |
| Vendor <b>Schwarz Forensic Enterprises</b> |  |                       |   |              |            |            |               |              |                              |
| 2019-00002786                              | Registration for Nicole Hotz - Crime Scene Training- 2/11 - 2/15 | Paid by Check #213020 |   | 01/22/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 250.00                       |
|  |  |                       | Vendor <b>Schwarz Forensic Enterprises</b> Totals |              |            | Invoices   | 1             |              | <u>\$250.00</u>              |
| Vendor <b>Schwarz Forensic Enterprises</b> |  |                       |   |              |            |            |               |              |                              |
| 2019-00002787                              | Registration for Trent Stotler - Crime Scene Training -2/11-2/15 | Paid by Check #213021 |   | 01/22/2019   | 02/01/2019 | 02/01/2019 |               | 02/01/2019   | 250.00                       |
|  |  |                       | Vendor <b>Schwarz Forensic Enterprises</b> Totals |              |            | Invoices   | 1             |              | <u>\$250.00</u>              |
| Vendor <b>Anne Shires</b>                  |  |                       |   |              |            |            |               |              |                              |
| 2018-00000244                              | Full refund for Backyard Lawn Games Camp due to low participatio | Paid by Check #212985 |   | 07/25/2017   | 07/28/2017 | 07/28/2017 | 07/25/2017    | 01/25/2019   | 25.00                        |
|  |  |                       | Vendor <b>Anne Shires</b> Totals                  |              |            | Invoices   | 1             |              | <u>\$25.00</u>               |
|  |  |                       | Grand Totals                                      |              |            | Invoices   | 314           |              | <u><u>\$1,433,020.03</u></u> |



1225 6<sup>th</sup> Avenue  
Marion, Iowa 52302  
[www.cityofmarion.org](http://www.cityofmarion.org)

1.A.6-9

## council memo

Date: February 7, 2019

**TO:** Mayor and City Council

**CC:** City Manager Lon Pluckhahn

**FROM:** Jen Ketelsen, Human Resources Manager

**RE:** Resolution to approve IT Director, Finance Director, Accountant, (PT-Library Cataloger and Fire Battalion Chief job descriptions and pay bands

**Exhibit(s):** Job Descriptions, Non-Bargaining Pay Band, Employee Contracts

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The City of Marion has restructured the internal services. Information Technology and Finance have become their own departments with the creation of an IT and Finance Director.

These promotions and the Accountant position is being funded by the loss of the Director of Administrative Services.

The Battalion Chief position is created for a new structure within the fire department and to accommodate for the upcoming Station 3. This position will not be filled until FY 2019-2020.

Part time Library Cataloger position is a reclassification of the Library Clerk position. There is non-budgetary impact.

# JOB DESCRIPTION



| JOB INFORMATION             |                             |                         |              |
|-----------------------------|-----------------------------|-------------------------|--------------|
| <i>Job Title:</i>           | Battalion Chief             | <i>Civil Service:</i>   | Yes          |
| <i>Department:</i>          | Fire Department             | <i>Bargaining Unit:</i> | No           |
| <i>Reports to Position:</i> | Asst. Fire Chief            | <i>Pay Grade:</i>       | NB Pay Scale |
| <i>Location:</i>            | All Fire Stations in Marion | <i>Overtime Status:</i> | Salary       |
| <i>Effect. Date:</i>        | 2/7/19                      | <i>FLSA Status:</i>     | Exempt       |

| JOB SUMMARY  |
|--|
| <p>Performs advanced supervisory and command functions in directing, coordinating and monitoring the emergency operations of the Fire Department on an assigned shift, or at an emergency scene. Includes the supervision of the Lieutenants, firefighters and the daily activities at each station. Considerable leeway is granted for the exercise of independent judgment and initiative.</p> |

| ESSENTIAL JOB DUTIES/WORK PERFORMED  |
|--|
| <ul style="list-style-type: none"> <li>• Assumes and directs the operations of the Fire Department in the absence of the Fire Chief, the Assistant Fire Chief(s) and District Chiefs.</li> <li>• Responds to all multiple company alarms as incident commander; determines methods of firefighting and directs the firefighting operations.</li> <li>• May respond to fires, emergency medical incidents, and other critical and non-critical situations (as per policy, training purposes, general oversight or if assistance is needed); determines the nature, extent and severity of the situation.</li> <li>• Ensures that all stations' apparatus are properly staffed, trained and equipped in a constant state of readiness.</li> <li>• May be required to respond to and/or deploy resources to emergency incidents outside municipal/township boundaries, as required by local or statewide mutual aid, automatic aid or service contract agreements.</li> <li>• Assists with the development, implementation and monitoring of the compliance of Fire Department regulations and standard operating procedures/guidelines.</li> <li>• Promotes and enforces the adherence to city rules, regulations, policies and procedures. Issues commendations, counseling or disciplinary action for subordinates, as dictated within the designations of the chain-of-command.</li> <li>• Conducts shift inspections to ensure that apparatus, equipment, living quarters, work environment of each station are properly maintained. Initiates corrective action when safety problems are discovered.</li> <li>• Administers provisions of the collective bargaining agreement; participates in the grievance process and may be assigned as a management representative in collective bargaining negotiation, informal hearings or cooperative labor/management committees.</li> <li>• Appraises performance of shift and shift personnel (in emergency operations and daily activities) and takes necessary action to improve collective and individual performance to improve overall operations.</li> <li>• Shall promptly and thoroughly investigate any vehicle accidents, injuries or death of personnel, and damage to or loss of MFD property or equipment; and shall prepare a report of findings and recommendations.</li> <li>• Assists with the development and administration of emergency operation policies, guidelines and training/certification programs.</li> <li>• Shall respond and monitor emergency calls and personnel for utilization of Infectious Disease Control policies. Will provide timely notification and reporting of Infectious Disease exposures as per policies.</li> <li>• Performs administrative duties to include preparation and maintenance of various records and reports; maintenance and supervision of logs of calls and responses; maintenance and supervision of information regarding fires, including information relative to cause, nature and extent of fire damage.</li> </ul> |

- Assists with development and coordination of specialized department training activities between the training officer, lieutenants and outlying stations.
- Ensure that all necessary administrative or operational reports are forwarded in a timely manner, including those forwarded by subordinates through the chain-of-command. Shall verify that a report, form or memorandum is accurate and complete.
- Provides detailed research into capital items for budget preparation; monitors budget expenditures for specific programs.
- Manages specific programs or special projects, and addresses organizational needs and performance. May have to override the plans and schedules of the lieutenants concerning work assignments.
- May be assigned to direct or coordinate highly specialized activities, such as Special Operations Team or other specialized services, or assist with the direction and coordination of a specialized team.
- Plans and schedules work assignments of personnel in regards to annual maintenance scheduling or stations, apparatus and equipment.
- Reviews and approves all requests for station and medical supplies, verifies that expiring drugs are properly rotated, and expired drugs are exposed of as per policy.
- Operates radio equipment, mobile data computers, computer equipment and related software.
- Participates in regularly scheduled staff meetings with other chief officers and organizes shift meetings as necessary.
- Shall attend conferences, administrative meetings, public relation events and/or other related business as assigned.
- Conducts self in a manner which promotes and supports diversity and inclusivity in the workplace and the community.
- Performs all other duties as assigned.

#### **REQUIRED KNOWLEDGE AND SKILLS**

- As per Chapter 5 of the NFPA 1021
- All Firefighter I and Firefighter II required knowledge and skills as per the State of Iowa.
- All Fire Officer I required knowledge and skills as per the State of Iowa.
- Instructor I knowledge and skills as per the State of Iowa.
- Paramedic certification
- Problem-solving skills.
- Skills in public communications and relations.
- Ability to read and interpret codes and professional journals.
- Comprehensive knowledge of MFD policies, guidelines, strategic planning, budgeting and personnel administration.
- Comprehensive knowledge of safety regulations, protocols, principles, practices and procedures for fire suppression, medical responses and other operational activities.
- Comprehensive knowledge of public education and public relations principles, practices and techniques.
- Comprehensive knowledge of current applicable federal, state and local laws, rules and regulations for emergency response and hazardous materials management, fire protection safety and building standards, and emergency communications.
- Ability to plan, organize and manage operational programs.
- Ability to train, assign, motivate, supervise and evaluate the work of others.
- Ability to communicate effectively and maintain working relationships with other city employees, supervisory personnel, state and local elected officials, other emergency responders, out-source vendors under contract, consultants and the public both orally and in writing, using both technical and non-technical language.
- Ability to prepare accurate and reliable reports containing findings, conclusions, recommendations for a variety of reports containing operational proposals.
- Ability to operate a personal computer using program applications appropriate to assigned duties and responsibilities.

- Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology.
- Ingenuity and inventiveness in the performance of assigned tasks.

## ESSENTIAL FUNCTIONS & PHYSICAL ABILITIES

- Requires the following, with or without reasonable accommodation:
- Ability to participate in a physical fitness program.
- Sufficient clarity of speech and hearing, which permits the employee to communicate effectively.
- Sufficient vision, which permits the employee to develop a wide variety of fire-related administrative and educational materials and review a variety of written materials.
- Sufficient manual dexterity, which permits the employee to operate a vehicle and computerized equipment.
- Sufficient personal mobility, which permits the employee to conduct fire suppression activities, fire investigations, fire safety inspections, educational programs, and public relations programs.

## QUALIFICATIONS

### **Education:**

- Associate's Degree in Fire Science, EMS, Business Administration, Public Administration or a closely related field.  
\*OR – 15 years of experience on a career fire department with a Fire Science certification

[Preferred: Bachelor's degree in listed related fields.]

### **Experience:**

- Eight (8) years of experience as a career firefighter.
- Three (3) years of experience in a supervisory capacity (Lieutenant and/or Captain)  
\*OR – 1 year supervisory capacity may be substituted by five years firefighter experience on career fire dept.  
\*OR – 1 year supervisory capacity may be substituted by 2 years as an executive officer on a volunteer dept.

### **Professional Credentialing and/or Licensing:**

- Iowa Certified Firefighter I and II
- Iowa Certified Fire Officer I (Preferred: Fire Officer II)
- Iowa Certified Fire Instructor I (Preferred: Fire Instructor II)  
[Preferred: Graduate of National Fire Academy's Managing Officer Program]  
[Preferred: Iowa Certified Inspector I and Investigator I in addition to the above listed certifications]
- Paramedic Certified

### **Other:**

- Valid Iowa Driver's License
- Basic computer skills and knowledge of basic software packages, such as Microsoft Word, Excel, PowerPoint, Image Trend

## WORKING CONDITIONS

- Physical Demand Rating: Very Heavy
- Subject to extensive time outside, exposed to the elements.
- Subject to extreme fluctuation in temperature while performing duties. Must perform physically demanding work in hot (400 degrees plus), humid (up to 100%) atmosphere while wearing equipment that significantly impairs body-cooling mechanisms.
- Subject to wearing fire protective ensemble that is encapsulating and insulating. Wearing this clothing will result in

significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2 degrees F. (39 degrees C.)

- Subject to climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards. Possible exposure to toxic fumes, irritants, particulates, biological (infectious) and non-biological hazards, and/or heated gases, despite the use of PPE, including SCBA.
- Subject to wearing a SCBA, which includes a demand valve-type positive pressure facepiece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
- Subject to performing firefighting functions (e.g., hoseline operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions while wearing personal protective ensembles (PPE) and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged periods of time.
- Subject to performing critical, time sensitive, complex problem solving during physical exertion in stressful life-threatening hazardous environments (including hot, dark, tightly enclosed spaces), further aggravated by fatigue, flashing lights, sirens and other distractions.
- Subject to working for long periods of time and irregular hours requiring sustained physical activity and intense concentration.
- Subject to working unpredictable emergency requirements for prolonged periods of extreme physical exertion without the benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
- Subject to making life or death decisions during emergency conditions.
- Exposed to grotesque sights and smells associated with major trauma and burn victims.
- Subject to working in and communicating in (giving and comprehending verbal orders) environments of high background noise, poor visibility, limited mobility, at heights, in enclosed or confined spaces and drenching from hose lines and/or fixed protection systems (sprinklers) while wearing PPE and SCBA.
- Subject to physical and/or mental violence when responding to, assisting at, or without notice at an emergency scene.
- Administrative duties are primarily performed in an office environment that is normally temperature controlled with appropriate lighting. May be exposed to some standard office environment hazardous materials detailed in the applicable material safety data sheets and to normal office-level room noise. Some travel to meetings, conferences, and training is required.
- May be required to work some overtime upon demand of workload.

#### **REQUIRED BACKGROUND CHECKS**

- Sex Offender Registry
- Criminal Background Check
- Drug Screening
- Driving Record
- Pre-Employment Physical

# JOB DESCRIPTION



| JOB INFORMATION      |                  |                  |                |
|----------------------|------------------|------------------|----------------|
| Job Title:           | Accountant       | Civil Service:   | Yes            |
| Department:          | Finance          | Bargaining Unit: | No             |
| Reports to Position: | Finance Director | Pay Grade:       | Non-Bargaining |
| Location:            | City Hall        | Overtime Status: | Salary         |
| Effect. Date:        | 02/07/2019       | FLSA Status:     | Exempt         |

**JOB SUMMARY**

*Provide a brief description as to the primary purpose of this job (no more than three to five sentences):*

Under general supervision performs accounting, auditing, and internal control functions of the City of Marion. Monitors financial transactions, prepares audit workpapers, and assists in the preparation of monthly finance reports and various State reports such as the Annual Financial Report (AFR), Street Finance Report (SFR), and Urban Renewal Report. Performs other duties as assigned.

- ESSENTIAL JOB DUTIES/WORK PERFORMED**
- List essential job functions that comprise the job; describe in terms of actions (verbs) and desired outcomes in order of most important first:*
- Compiles information and prepares audit workpapers, financial statements, tax forms and other reports.
  - Prepares journal entries; reviews and updates accounting system transactions.
  - Maintains capital asset records.
  - Reconciles bank accounts, credit cards, bond payments, and other accounts as assigned.
  - Assists with project accounting and capital improvement program reporting.
  - Prepares monthly departmental reports and other reports as needed.
  - Serves as backup to other Finance Department staff in a variety of functions including payroll processing, accounts payable, and customer service to maintain adequate cross-training
  - Assures that the City’s mission, goals, and objectives are fully supported and initiated.
  - Performs other duties and responsibilities as assigned.

- REQUIRED KNOWLEDGE AND SKILLS**
- List key dimensions (measurements for success) for this position:*
- Thorough understanding of accounting principles and practices, recent accounting standards, and auditing procedures.
  - Knowledge of governmental accounting helpful but not required.
  - Proficiency with computer software applications, including accounting, spreadsheet and word processing software.
  - General knowledge of office equipment including photo copier, telephone, calculator, and facsimile.
  - Familiarity with laws, regulations and procedures governing expenditures of public funds.
  - Excellent oral and written communication skills.
  - Analytical skills.

- ESSENTIAL FUNCTIONS & PHYSICAL ABILITIES**
- List key relationships (to whom and the nature of the relationship) and leadership received and from whom associated with this position:*
- Requires the following, with or without reasonable accommodation:
  - Ability to read, speak, write and understand English to effectively communicate with citizens, City Council and employees by telephone, in written form, or face to face.
  - Ability to present a positive attitude, effectively communicate, deal courteously with customers and coworkers, and maintain effective relationships.
  - Ability to classify accounting transactions and prepare workpapers and financial statements

- Ability to understand and apply established guidelines and methods.
- Ability to analyze accounts and transactions for discrepancies and effect on financial statements.

## QUALIFICATIONS

List the *minimum requirements* to be considered for this position:

- Graduation from an accredited college or university with a bachelor's degree in accounting
- CPA preferred
- Two years work-related experience
- Experience with fund accounting and fixed asset recordkeeping is highly desirable.
- Must be able to obtain surety bond coverage

## WORKING CONDITIONS

List working conditions for this position:

- Works in an office environment with extensive periods of sitting
- Constant dexterity, near sight acuity, feeling, concentration and judgement
- Frequent talking, hearing, stooping, reaching, handling and writing ability
- Works a standard work week
- May be required to work some overtime upon demand of workload

## REQUIRED BACKGROUND CHECKS

List working conditions for this position:

- Sex Offender Registry
- Criminal Background Check
- Drug Screening
- Driving Record
- Pre-Employment Physical



# JOB DESCRIPTION



| JOB INFORMATION             |                  |                         |                |
|-----------------------------|------------------|-------------------------|----------------|
| <i>Job Title:</i>           | Finance Director | <i>Civil Service:</i>   | No             |
| <i>Department:</i>          | Finance          | <i>Bargaining Unit:</i> | Non-Bargaining |
| <i>Reports to Position:</i> | City Manager     | <i>Pay Grade:</i>       | NB Pay Scale   |
| <i>Location:</i>            | City Hall        | <i>Overtime Status:</i> | Salary         |
| <i>Effect. Date:</i>        | 02/02/2019       | <i>FLSA Status:</i>     | Exempt         |

**JOB SUMMARY**

*Provide a brief description as to the primary purpose of this job (no more than three to five sentences):*

Under general direction of the City Manager, manages the financial affairs of the City providing oversight to the City’s finance, risk management, accounts payable, debt issuance, investments, and purchasing. Responsible for financial records management, maintaining standards of excellence necessary to ensure compliance with local, state, and federal regulations. Advises City Council, City Manager, and other departments on financial matters.

- ESSENTIAL JOB DUTIES/WORK PERFORMED**
- List essential job functions that comprise the job; describe in terms of actions (verbs) and desired outcomes in order of most important first:*
- Responsible for administration and management of the City’s financial operations; advising the City Manager, Mayor, and City Council regarding the City’s overall financial health
  - Maintains the safe custody of all City funds; maintaining an accurate record of funds, receipts, disbursements, payroll, special assessments and debt service obligations; depositing funds; and, reconciling and certifying cash, investments, receipts and disbursements by fund
  - Monitors all bank accounts and deposits and reconciles bank/financial statements, Coordinates bond issuances and administers grant monies
  - Compiles annual budget detail and ensures it is completed and filed in accordance with State code
  - Manages investment of all public funds and oversees internal control activities
  - Assists in the preparation of multi-year capital improvement plan in conjunction with the City Manager’s Office and Department Directors
  - Ensures compliance of obligations by maintaining records of bond, TIF, tax rebate schedules and other economic development projects.
  - Supervises general insurance administrative functions, including maintenance of insurance and fixed asset inventories
  - Coordinates the annual financial audit and audits of compliance issues for state, federal, and local laws and regulations; coordinates the filing of required disclosures to comply with Municipal Standards Rulemaking Board (MSRB) requirements
  - Responsible for the preparation and filing of reports required by Iowa Code to Treasurer of State (Debt Report), Iowa Department of Transportation (Street Finance Report), Auditor of State (Annual Financial Report), and Iowa Department of Management (Annual Urban Renewal Report).
  - Supervises City-wide purchasing through management of purchase order and encumbrance system; coordinates City-wide purchasing opportunities; manages purchasing policies and purchasing systems.

- REQUIRED KNOWLEDGE AND SKILLS**
- List key dimensions (measurements for success) for this position:*
- Thorough understanding of accounting principles and practices, recent accounting standards, and auditing procedures.
  - Knowledge of governmental accounting helpful but not required.
  - Proficiency with computer software applications, including accounting, spreadsheet and word processing software.

- General knowledge of office equipment including photo copier, telephone, calculator, and facsimile.
- Familiarity with laws, regulations and procedures governing expenditures of public funds.
- Excellent oral and written communication skills.
- Analytical skills.

## ESSENTIAL FUNCTIONS & PHYSICAL ABILITIES

List key relationships (to whom and the nature of the relationship) and leadership received and from whom associated with this position:

- Requires the following, with or without reasonable accommodation:
- Ability to read, speak, write and understand English to effectively communicate with citizens, City Council and employees by telephone, in written form, or face to face.
- Ability to present a positive attitude, effectively communicate, deal courteously with customers and coworkers, and maintain effective relationships.
- Ability to classify accounting transactions and prepare workpapers and financial statements
- Ability to understand and apply established guidelines and methods.
- Ability to analyze accounts and transactions for discrepancies and effect on financial statements.

## QUALIFICATIONS

List the minimum requirements to be considered for this position:

- Graduation from an accredited college or university with a bachelor's degree in accounting or finance plus 5-8 years of related work experience
- Certified Public Accountant (CPA) License
- Master's degree in accounting, business, or public administration is preferred.
- Must be able to obtain Surety Bond coverage.

## WORKING CONDITIONS

List working conditions for this position:

- Works in an office environment
- Works a standard work week
- May be required to work some overtime upon demand of workload

## REQUIRED BACKGROUND CHECKS

List working conditions for this position:

- Sex Offender Registry
- Criminal Background Check
- Drug Screening
- Driving Record
- Pre-Employment Physical

## INFORMATION TECHNOLOGY (IT) Director

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REVISED 00 00 00

### NATURE OF WORK

This is a professional position that is the department head for the Information Technology Department. This position directs the operations and activities of the Information Technology Department with responsibility for articulating and nurturing a City-wide strategic information technology vision and coordinating technology activities. Provides strategic and tactical direction for the City's information and technology efforts. Collaborates with the operating departments of the City to incorporate business process reengineering strategies in implementing IT functions in order to increase the quality and cost-efficiency of services rendered to the citizens of and visitors to the City.

### FAIR LABOR STANDARDS ACT CLASSIFICATION

In accordance with Federal Fair Labor Standards Act requirements, this position has been classified as exempt from the Fair Labor Standards Act.

This position is not a paid overtime position per City of Marion policies.

### EXAMPLE OF WORK PERFORMED

Provides proactive leadership in developing the City's Information Technology vision and policy, ensuring that information technology resources are managed in a manner that implements the mission of the City and the priorities established by City Administration and City Council.

Provides over-all management for the design, development, improvement and operation of the City's enterprise network, including infrastructure, operating systems and applications development and implementation.

Coordinate use of fiber system with outside vendors.

Establish and maintain software licensing and updating (including making recommendations).

Develop and recommend IT policies and updates.

Investigate opportunities to strategically use technology to increase efficiency, reduce cost, etc.

Act as liaison to outside IT contractors, oversee performance and compliance with contracts.

Oversee cybersecurity measures for city.

Develop, train, and manage a selected group of departmental staff to handle routine hardware and software-related issues and to act as IT liaisons for the organization.

Maintain city web site (technical side-not content) and make or recommend updates as appropriate.

Maintain user profile information-add/delete accounts, reset passwords, etc.

Coordinate technology updates to take advantage of bulk pricing and technology advancements.

Respond to emergency IT situations and take corrective actions as necessary.

Supervise IT Tech and IT Coordinator positions as division grows.

### REQUIRED KNOWLEDGE, ABILITIES AND SKILLS

Ability to direct, organize and supervise personnel

Ability to work effectively with little or no direct supervision

Ability to work independently and make effective use of time to accomplish multiple assignments.

Knowledge of complex network software and hardware.

Knowledge of computer security hardware and software

Ability to work with variety of operating systems and software programs.

Ability to make accurate technical computations using basic math and trigonometry.

Ability to use spreadsheet and word processing computer software.

Working knowledge of operating systems and their use in managing computer hardware and software applications.

Ability to understand and work from oral and written instructions and sketches.

Ability to quickly learn and implement new software program upgrades.

Ability to communicate with the public in a professional manner at all times.

Ability to establish effective working relationships with fellow employees and the general public.

## ESSENTIAL FUNCTIONS

Ability to interpret and comprehend work instructions from oral and written English communications.

Ability to effectively utilize the English language for verbal and written communications.

Skill in planning, organizing, and directing the development and maintenance of data processing and information services systems.

Skill in performing general management functions relating to planning, budgeting and administration.

Considerable knowledge of current methods and techniques of electronic data processing equipment and systems analysis.

Thorough knowledge of software, hardware and computer operating systems (specifically Microsoft Windows Microsoft Office Professional).

Thorough knowledge in information security, system architecture and risk management in an Information Technology environment;

Thorough knowledge in security risk assessment and mitigation;

Ability to develop and maintain an enterprise Disaster Recovery/Business Continuity (DR/BC) plan;

Ability to train others in the use of computer operations and software applications;

Ability to install new computers, hardware and software;

Ability to recognize departmental needs and design automated data systems;

Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities;

Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;

Ingenuity and inventiveness in the performance of assigned tasks.

Physical ability to sit for extended periods of time at a computer work station.

Physical ability to operate computers, telephones, photocopy equipment, and other general office equipment.

Physical ability to operate a motor vehicle.

Must not pose a direct threat to the health or safety of other individuals in the work place or citizens encountered during work.

#### MINIMUM TRAINING AND EXPERIENCE REQUIRED

Requires a Bachelor's degree in business administration, computer science, computer systems analysis and programming, management information systems, or a related field, or an equivalent combination of education and experience.

Requires a minimum of five years of experience managing information services, supervising the development of information systems, working with computer software, hardware and operations systems related to IT administration, or an equivalent combination of education and experience.

# JOB DESCRIPTION



| JOB INFORMATION             |                             |                         |                |
|-----------------------------|-----------------------------|-------------------------|----------------|
| <i>Job Title:</i>           | Cataloger                   | <i>Civil Service:</i>   | No             |
| <i>Department:</i>          | Library                     | <i>Bargaining Unit:</i> | Non-Bargaining |
| <i>Reports to Position:</i> | Library Program Coordinator | <i>Pay Grade:</i>       | N/A            |
| <i>Location:</i>            | Marion Public Library       | <i>Overtime Status:</i> | Hourly         |
| <i>Effect. Date:</i>        | 2/7/19                      | <i>FLSA Status:</i>     | Non Exempt     |

**JOB SUMMARY**

Responsible for managing the catalog of materials at a library. Inputs data about materials into electronic catalog to ensure users can locate books, serials, films, or other documents. Prepares bibliographic and item records for monographs, journals and other library material.

- ESSENTIAL JOB DUTIES/WORK PERFORMED**
- Categorize and classify library materials, including books, CDs, films, newspapers and other material
  - Follow library standards and guidelines when classifying documents
  - Individual understands the latest professional cataloging and classification rules, plus library processing conventions.
  - Individual creates original cataloging records of print and non print materials as needed according to national standards [RDA, Dewey Decimal Systems, Library of Congress Subject Headings, MARC formatting].
  - Individual understands and is able to perform all jobs related to library technical services, including but not limited to: cataloging and classifying library materials; maintaining an accurate, up-to-date database of library holdings; and physically processing items being added to and withdrawn from the collection.
  - Individual maintains consistency in the cataloging, classification, and physical processing of library materials.
  - Ensure all material can be retrieved conveniently using standardized methods
  - Perform original and copy cataloging and adapt online records according to guidelines in all subject areas and languages
  - Individual repairs or returns damaged materials, as appropriate.
  - Individual maintains the library’s magazine and newspaper collection
  - Individual inventories and reports technical services supply needs.
  - Individual assists in selecting materials for acquisition and withdrawal, as assigned.
  - Individual performs other duties, as assigned.
  - Able to clearly communicate and operationalize library policy to staff and patrons
  - Consult with colleagues on improving cataloging process
  - Determine appropriate treatments for series or multipart items
  - Organize large backlogs of materials.
  - Organize materials according to highest priority.
  - Develop and maintain parts of the catalog that pertain to collections under specific jurisdiction.
  - Conduct complex research.
- Other Responsibilities
- Assist patrons of all ages in the use of all library services
  - Off-desk task back-up, including but not limited to preparation of new materials, shelving, sorting, and

shelf reading, and assisting patrons with use of the online catalog and web-based sources

- Attend and participates in library staff meetings and training sessions
- Attends workshops and continuing education programs

#### **REQUIRED KNOWLEDGE AND SKILLS**

- Knowledge of professionally curated print and online resources
- Ability to conduct reference interviews to determine patrons' information needs
- Familiarity with adult fiction and non-fiction books and resources and popular culture references
- Ability to use and explain standard office software and web browsers
- Familiarity with computers, printers and copiers, and personal mobile devices (e.g., e-readers, tablets, smart phones)
- Patience, flexibility and curiosity
- Ability to work independently with minimal supervision

#### **ESSENTIAL FUNCTIONS & PHYSICAL ABILITIES**

- Ability to sit, bend, stoop, reach, stand, push, pull as required
- Physical agility, strength and dexterity necessary for handling library materials up to 35 pounds.
- Dexterity to use basic technology equipment, including a keyboard, mouse, and touchpad
- Interpersonal skills and cognitive flexibility to interface with a variety of internal and external customers in diverse, sometimes high-stress, situations
- Executive functioning skills appropriate for a busy, fast-paced environment

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **QUALIFICATIONS**

- Graduation from high school or acceptable equivalent is required.
- Graduation from an accredited four-year college is preferred.
- Experience in cataloging preferred
- Intermediate computer skills are required. Advanced skills are preferred.
- Public library experience is preferred.
- Experience with SirsiDynix suite of products preferred

#### **WORKING CONDITIONS**

- Works in an office environment
- Hours may flex upon demand of workload, but evenings and weekends may be required
- The Marion Public Library is a busy, customer focused library with a high amount of use. Patrons have high expectations regarding the quality and efficiency of library service.
- Regularly works with and has access to patron records that are confidential according to the Code of Iowa

#### **REQUIRED BACKGROUND CHECKS**

- Sex Offender Registry
- Drug Screening
- Pre-Employment Physical



| EFFECTIVE 4/1/2018                      |                |                  |                  |                |                   |                    |                |
|---|----------------|------------------|------------------|----------------|-------------------|--------------------|----------------|
|   | Base Rate      | Annual Increment | 5 Years In Grade | Midpoint       | 20 Years In Grade | Comparable Maximum | Hard Cap       |
| Police Chief                            | 106,636        | 1,830            | 115,784          | 135,909        | 141,397           | 150,545            | 156,818        |
| Police Deputy Chief                     | 81,267         | 1,394            | 88,238           | 103,575        | 107,758           | 114,729            | 119,510        |
| Police Lieutenant                       | 71,734         | 1,231            | 77,888           | 91,426         | 95,118            | 101,272            | 105,491        |
| Police Sergeant                         | 64,813         | 1,112            | 70,372           | 82,604         | 85,940            | 91,500             | 95,313         |
| Police Conf. Admin Manager              | 71,734         | 1,231            | 77,888           | 91,426         | 95,118            | 101,272            | 105,491        |
| Police Communications Center Manager    | 64,813         | 1,112            | 70,372           | 82,604         | 85,940            | 91,500             | 95,313         |
| Police Conf. Data Analyst               | 41,265         | 708              | 44,805           | 52,593         | 54,717            | 58,256             | 60,684         |
| Police Conf. Admin Clerk                | 37,189         | 638              | 40,379           | 47,398         | 49,312            | 52,502             | 54,690         |
| Facilities Maintenance Coordinator      | 50,059         | 859              | 54,353           | 63,800         | 66,377            | 70,671             | 73,616         |
| Fire Chief                              | 100,878        | 1,731            | 109,532          | 128,570        | 133,762           | 142,416            | 148,350        |
| Assistant Fire Chief/Paramedic          | 75,307         | 1,292            | 81,767           | 95,979         | 99,855            | 106,315            | 110,745        |
| District Chief/Fire Marshal             | 72,408         | 1,242            | 78,619           | 92,284         | 96,011            | 102,223            | 106,482        |
| <b>Battalion Chief</b>                  | <b>64,813</b>  | <b>1,112</b>     | <b>70,372</b>    | <b>82,604</b>  | <b>85,940</b>     | <b>91,500</b>      | <b>95,313</b>  |
| Administrative Assistant                | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| Library Director                        | 86,302         | 1,481            | 93,706           | 109,993        | 114,435           | 121,838            | 126,915        |
| Asst Library Director                   | 71,253         | 1,222            | 77,365           | 90,813         | 94,480            | 100,592            | 104,784        |
| Library Marketing & Development Manager | 51,825         | 889              | 56,270           | 66,051         | 68,718            | 76,212             | 79,388         |
| Library Manager                         | 51,825         | 889              | 56,270           | 66,051         | 68,718            | 76,212             | 79,388         |
| Library Assistant II                    | 37,747         | 648              | 40,985           | 48,109         | 50,052            | 55,336             | 57,642         |
| Library Assistant                       | 34,228         | 587              | 37,165           | 43,625         | 45,386            | 48,323             | 50,336         |
| Administrative Assistant                | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| Parks & Recreation Director             | 94,316         | 1,618            | 102,407          | 120,207        | 125,061           | 133,152            | 138,700        |
| Parks & Recreation Deputy Director      | 76,837         | 1,318            | 83,429           | 97,930         | 101,885           | 108,476            | 112,996        |
| Operations Manager                      | 68,758         | 1,180            | 74,656           | 87,633         | 91,172            | 97,070             | 101,114        |
| Supervisor                              | 58,332         | 1,001            | 63,336           | 74,345         | 77,347            | 82,351             | 85,782         |
| City Arborist                           | 69,420         | 1,191            | 75,376           | 88,477         | 92,050            | 98,005             | 102,089        |
| Recreation/Aquatics Coord               | 59,759         | 1,025            | 64,886           | 76,164         | 79,240            | 84,366             | 87,881         |
| Recreation Supervisor                   | 50,059         | 859              | 54,353           | 63,800         | 66,377            | 70,671             | 73,616         |
| Administrative Assistant                | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| Community Development Director          | 101,773        | 1,746            | 110,504          | 129,711        | 134,949           | 143,680            | 149,666        |
| Principle Planner                       | 88,533         | 1,519            | 96,128           | 112,837        | 117,393           | 124,988            | 130,196        |
| Associate Planner                       | 62,445         | 1,071            | 67,802           | 79,587         | 82,801            | 88,158             | 91,831         |
| Planner I                               | 56,445         | 930              | 61,095           | 71,325         | 74,115            | 79,687             | 82,955         |
| Administrative Assistant                | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| Building Official                       | 76,837         | 1,318            | 83,429           | 97,930         | 101,885           | 108,476            | 112,996        |
| Code Compliance Coordinator             | 55,648         | 955              | 60,422           | 70,924         | 73,788            | 78,562             | 81,835         |
| Plan Review Coordinator                 | 55,648         | 955              | 60,422           | 70,924         | 73,788            | 78,562             | 81,835         |
| Permit Technician                       | 41,265         | 708              | 44,805           | 52,593         | 54,717            | 58,256             | 60,684         |
| City Engineer                           | 98,467         | 1,689            | 106,913          | 125,497        | 130,565           | 139,012            | 144,804        |
| Asst City Engineer                      | 83,871         | 1,439            | 91,066           | 106,895        | 111,212           | 118,406            | 123,340        |
| Project Manager                         | 72,562         | 1,245            | 78,787           | 92,481         | 96,216            | 102,440            | 106,709        |
| Project Engineer                        | 62,627         | 1,074            | 68,000           | 79,819         | 83,043            | 88,415             | 92,099         |
| Stormwater Coordinator                  | 65,306         | 1,120            | 70,908           | 83,233         | 86,594            | 92,196             | 96,038         |
| Engineering Project Assistant           | 51,478         | 883              | 55,894           | 65,609         | 68,259            | 72,675             | 75,703         |
| Administrative Assistant                | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| Public Services Director                | 98,467         | 1,689            | 106,913          | 125,497        | 130,565           | 139,012            | 144,804        |
| Public Services Assistant Director      | 76,837         | 1,318            | 83,429           | 97,930         | 101,885           | 108,476            | 112,996        |
| Operations Manager                      | 80,594         | 1,383            | 87,507           | 102,717        | 106,866           | 113,779            | 118,520        |
| Public Services Supervisor              | 69,420         | 1,191            | 75,376           | 88,477         | 92,050            | 98,005             | 102,089        |
| Asst Street Maint. Supervisor           | 61,456         | 1,054            | 66,728           | 78,326         | 81,489            | 86,761             | 90,376         |
| Utility Maint. Specialist               | 61,456         | 1,054            | 66,728           | 78,326         | 81,489            | 86,761             | 90,376         |
| Administrative Specialist               | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| <b>Finance Director</b>                 | <b>101,773</b> | <b>1,746</b>     | <b>110,504</b>   | <b>129,711</b> | <b>134,949</b>    | <b>143,680</b>     | <b>149,666</b> |
| Payroll Manager                         | 82,931         | 1,423            | 90,045           | 105,696        | 109,965           | 117,079            | 121,957        |
| Accountant                              | 54,134         | 929              | 58,777           | 68,994         | 71,780            | 76,424             | 79,608         |
| Accounting Associate                    | 44,764         | 768              | 48,604           | 57,052         | 59,356            | 63,196             | 65,829         |
| <b>IT Director</b>                      | <b>101,773</b> | <b>1,746</b>     | <b>110,504</b>   | <b>129,711</b> | <b>134,949</b>    | <b>143,680</b>     | <b>149,666</b> |
| IT Network Engineer                     | 65,306         | 1,120            | 70,908           | 83,233         | 86,594            | 92,196             | 96,038         |
| IT System Administrator                 | 65,306         | 1,120            | 70,908           | 83,233         | 86,594            | 92,196             | 96,038         |
| IT Support Analyst                      | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |
| City Manager                            | 152,679        | 2,619            | 165,777          | 194,591        | 202,449           | 215,547            | 224,528        |
| Deputy City Manager                     | 104,130        | 1,787            | 113,063          | 132,715        | 138,075           | 147,008            | 153,133        |
| Assistant to the City Manager           | 65,306         | 1,120            | 70,908           | 83,233         | 86,594            | 92,196             | 96,038         |
| Budget Manager                          | 65,306         | 1,120            | 70,908           | 83,233         | 86,594            | 92,196             | 96,038         |
| City Clerk/Records Retention            | 51,478         | 883              | 55,894           | 65,609         | 68,259            | 72,675             | 75,703         |
| Communications Manager                  | 57,785         | 991              | 62,742           | 73,648         | 76,622            | 81,579             | 84,978         |
| HR Manager                              | 54,134         | 929              | 58,777           | 68,994         | 71,780            | 76,424             | 79,608         |
| Administrative Assistant                | 45,967         | 789              | 49,910           | 58,586         | 60,952            | 64,895             | 67,599         |

## **EMPLOYMENT AGREEMENT**

The following are the terms and conditions of employment entered into this 4th day of February, between the City of Marion, Iowa, hereinafter referred to as the "City" and Lianne Cairy, hereinafter referred to as the "Finance Director."

The City agrees to employ the Finance Director and he agrees to accept employment upon the following terms and conditions:

### **I. COMPENSATION AND TERMINATION**

1. The Finance Director will perform the duties and responsibilities of the City of Marion, Iowa, beginning February 4, 2019, in accordance with the applicable ordinances and resolutions of Marion, Iowa, and the laws of the State of Iowa, and complying with the rules and policies of the City of Marion Public, subject to pre-employment physical examination if so desired by the City.
2. Salary consideration will be set at \$101,773 annually, beginning February 4, 2019, until subsequent adjustments are made by the City in accordance with acceptable practices and policies.
3. The terms of employment shall be at the mutual pleasure of the parties involved, with the City of Marion being able to terminate the employment agreement without cause by giving sixty (60) days written notice of termination.
4. In the event the Employer wishes to terminate the contract without just cause, it may do so by giving the Employee thirty days (30) notice, in writing. In such event, the Employee, if requested by Employer, shall continue to render his/her services and shall be paid his/her regular compensation up to the date of termination. Upon issuance of such termination notice, agrees to pay the Employee, at the time of termination, a severance equal to two (2) months' salary and two (2) months of insurance benefits as full and complete settlement for all damages sustained by the Employee as a result of his/her discharge, in addition to whatever accrued vacation the Employee may have accumulated. No other benefits will be allowed or accrued during the two (2) months' severance period.
5. Upon termination of employment by either party, compensation shall be paid at the salary rate at termination for all unused accumulated vacation and personal days through the effective date of termination.
6. Working hours will be flexible to accommodate the requirements and practices of the professional position, but will generally be governed by the working hours specified through the policies and practices of the City.
7. No compensation will be paid for overtime; however compensatory time off will be recognized as consistent with the nature of the professional position.
8. Employer shall not at any time during the term of this agreement reduce the salary compensation or benefits of the Finance Director, except to the degree of

such a reduction across-the-board for all employees of the city.

9. If the Finance Director is unable to perform all of his/her duties fulltime due to a disability, then terms of employment and compensation may be changed by mutual agreement.
10. The provisions of the City of Marion's Personnel Policies shall apply to the Finance Director, unless otherwise covered by this agreement.

## **II. PROFESSIONAL DEVELOPMENT**

1. As an integral part of the Finance Director's position and to assist in professional development. it is anticipated that short-term leaves of absences for the purpose of attending appropriate conferences will be granted. The City agrees to pay reasonable expenses related to such conferences, in accordance with the appropriate policies and practices of the City as approved by the City Council.
2. The City agrees to pay the Finance Director's membership in a national and affiliated state association.

## **III. BENEFITS AND OTHER**

The employment benefit package will conform with existing personnel policies, provisions and regulations of the City with the following understanding:

1. As a promoted employee, the Finance Director will continue to accrue vacation and personal leave. Vacation accrual will be per the City of Marion Personnel Policy. Leave may be used as specified by the personnel policies of the City of Marion.
2. The Finance Director will be a member of the Iowa Public Employees Retirement System. The provisions of IPERS with respect to employer and employee contributions shall apply.
3. The Finance Director shall provide a vehicle for business use. The City shall provide the Finance Director with a transportation and travel allowance for purposes of providing and maintaining a vehicle. The rate of compensation for use of the personal vehicle and compensation for business related trips out-side Marion shall be set by city policy.

CITY OF MARION

ACCEPTED BY

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Lianne Cairy

ATTESTED BY:

\_\_\_\_\_

## **EMPLOYMENT AGREEMENT**

The following are the terms and conditions of employment entered into this 4th day of February, between the City of Marion, Iowa, hereinafter referred to as the "City" and Terrell Hunter, hereinafter referred to as the "Information Technology Director" (IT Director).

The City agrees to employ the IT DIRECTOR and he agrees to accept employment upon the following terms and conditions:

### **I. COMPENSATION AND TERMINATION**

1. The IT DIRECTOR will perform the duties and responsibilities of the City of Marion, Iowa, beginning February 4, 2019, in accordance with the applicable ordinances and resolutions of Marion, Iowa, and the laws of the State of Iowa, and complying with the rules and policies of the City of Marion Public, subject to pre-employment physical examination if so desired by the City.
2. Salary consideration will be set at \$101,773 annually, beginning February 4, 2019, until subsequent adjustments are made by the City in accordance with acceptable practices and policies.
3. The terms of employment shall be at the mutual pleasure of the parties involved, with the City of Marion being able to terminate the employment agreement without cause by giving sixty (60) days written notice of termination.
4. In the event the Employer wishes to terminate the contract without just cause, it may do so by giving the Employee thirty days (30) notice, in writing. In such event, the Employee, if requested by Employer, shall continue to render his/her services and shall be paid his/her regular compensation up to the date of termination. Upon issuance of such termination notice, agrees to pay the Employee, at the time of termination, a severance equal to two (2) months' salary and two (2) months of insurance benefits as full and complete settlement for all damages sustained by the Employee as a result of his/her discharge, in addition to whatever accrued vacation the Employee may have accumulated. No other benefits will be allowed or accrued during the two (2) months' severance period.
5. Upon termination of employment by either party, compensation shall be paid at the salary rate at termination for all unused accumulated vacation and personal days through the effective date of termination.
6. Working hours will be flexible to accommodate the requirements and practices of the professional position, but will generally be governed by the working hours specified through the policies and practices of the City.
7. No compensation will be paid for overtime; however compensatory time off will be recognized as consistent with the nature of the professional position.

8. Employer shall not at any time during the term of this agreement reduce the salary compensation or benefits of the IT DIRECTOR, except to the degree of such a reduction across-the-board for all employees of the city.
9. If the IT DIRECTOR is unable to perform all of his/her duties fulltime due to a disability, then terms of employment and compensation may be changed by mutual agreement.
10. The provisions of the City of Marion's Personnel Policies shall apply to the IT DIRECTOR, unless otherwise covered by this agreement.

**II. PROFESSIONAL DEVELOPMENT**

1. As an integral part of the IT DIRECTOR's position and to assist in professional development. it is anticipated that short-term leaves of absences for the purpose of attending appropriate conferences will be granted. The City agrees to pay reasonable expenses related to such conferences, in accordance with the appropriate policies and practices of the City as approved by the City Council.
2. The City agrees to pay the IT DIRECTOR's membership in a national and affiliated state association.

**III. BENEFITS AND OTHER**

The employment benefit package will conform with existing personnel policies, provisions and regulations of the City with the following understanding:

1. As a promoted employee, the IT DIRECTOR will continue to accrue vacation and personal leave. Vacation accrual will be per the City of Marion Personnel Policy. Leave may be used as specified by the personnel policies of the City of Marion.
2. The IT DIRECTOR will be a member of the Iowa Public Employees Retirement System. The provisions of IPERS with respect to employer and employee contributions shall apply.
3. The IT DIRECTOR shall provide a vehicle for business use. The City shall provide the IT DIRECTOR with a transportation and travel allowance for purposes of providing and maintaining a vehicle. The rate of compensation for use of the personal vehicle and compensation for business related trips out-side Marion shall be set by city policy.

CITY OF MARION

ACCEPTED BY

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Terrell Hunter

ATTESTED BY:

\_\_\_\_\_

AGREEMENT

WHEREAS, the undersigned parties have heretofore entered into an agreement regarding health insurance and the provisions of Section 411.15 of the Code of Iowa, and

WHEREAS, Richard W. Boots will soon turn 65 and become covered by Medicare and the parties desire to modify their prior agreement.

NOW, THEREFORE, BE IT AGREED by the undersigned parties as follows:

1. At the time Richard W. Boots becomes covered by Medicare, coverage under the city's insurance or plan shall terminate, and the city shall, in lieu of the parties prior agreement, pay all/one hundred percent (100%) of his Parts A, B, D, and Medicare supplemental insurance premiums and Richard W. Boots shall be responsible for any deductibles and co-insurance to the same extent as any other person covered by Medicare and said supplemental insurance.
2. At the time Richard W. Boots becomes covered by Medicare, the parties prior agreement terminates.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_\_  
Richard W. Boots – Retired Employee

CITY OF MARION

\_\_\_\_\_  
Nicholas AbouAssaly, Mayor

ATTEST:

\_\_\_\_\_  
Rachel Bolender, City Clerk



Administration  
1225 6<sup>th</sup> Avenue, Suite 110  
Marion, Iowa 52302  
[www.cityofmarion.org](http://www.cityofmarion.org)

## memo

**TO:** Mayor and City Council  
**FROM:** Rachel Bolender, City Clerk  
**RE:** Certified List

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The certified lists will be provided to Council after the Civil Service Commission meeting on Tuesday at 8:30 a.m.