



NEW RESIDENT INFORMATION

PHONE NUMBERS:

Tipton City Office:	886-6187
City Manager	
City Clerk	
Finance Officer	
Gas Department	
Electric Department	
Planning & Zoning	
Public Works Department:	886-3953
Water/Waste Water Department:	886-1512
(Operated by Alliance Water Resources)	
Recreation Department:	886-2271
Aquatic Center	
Airport:	886-3559
Director: Max Coppess	563-212-3308
Police:	
EMERGENCY	911
Non-emergency, 24 hours a day	886-2424
Ambulance:	
EMERGENCY	911
Billing	886-6187

CEDAR COUNTY: (Please reference *Cedar County* in the Phone Book)

Cedar County Law Enforcement Center	886-2121
Cedar County Transfer Station	886-6437

Other Numbers:

Phone	Windstream	
	New Service (Residential)	1-800-347-1991
Cable T.V.	Mediacom	
	Questions	1-800-332-0245

Note: Please refer to the local newspaper for notice of change in any of the City's policies and / or ordinances.

Due Date: Bills are mailed twenty-one days prior to due date.

- _____ Zone 1- Due on or before the **last** Wednesday of the month.
- _____ Zone 2- Due on or before the **first** Wednesday of the month.
- _____ Zone 3- Due on or before the **second** Wednesday of the month.
- _____ Zone 4- Due on or before the **third** Wednesday of the month.

Payment: All checks presented to the City will be processed electronically, therefore unless you request your check back, it will processes, held for 45 days and then it will be shredded.



GARBAGE / RECYCLING / YARD WASTE

Garbage, yard waste, and recycling will be picked up **curb side** according to the following schedule:

- _____ **Monday:** Garbage for residents living south of 7th Street.
- _____ **Tuesday:** Recycling for ALL residents. (Starting Nov. 9, 2010)
- _____ **Friday:** Garbage for residents living north of 7th Street.
- _____ **Wednesday:** Yard waste for all residents of Tipton (Spring, Summer & Fall)
Extra pickups (need to be pre-scheduled).

(South side of 7th Street is picked up with South route.)

(North side of 7th Street is picked up with North route.)

All materials to be picked up are to be placed along the curb **by 7:00 a.m.** on its appropriate day for service to guarantee pickup.

Garbage: CONTAINER IS BLACK IN COLOR: #

One of the following containers provided per the City at your request:

_____ 35 gallon = \$18.25/month or _____ 64 gallon = \$22.25/month

To promote complete dumping and a cleaner container, the use of plastic bags inside the container is encouraged (for garbage ONLY).

Additional garbage must be placed in "City of Tipton" garbage bags, which may be purchased at the City Office, Family Foods, Tipton Pharmacy, or Wal-Mart. One "City of Tipton" garbage bag will be allowed per week, **if placed on top** of the garbage container.

The open burning of household wastes or wastes that would be described as solid waste or garbage is prohibited.

Recycling: CONTAINER IS BLUE IN COLOR: #

The City of Tipton encourages recycling, but currently it is not mandatory. Delivery of a City of Tipton's recycling container may be requested at City Hall. All recyclable materials must be empty, clean, and reasonably dry; and **must be placed in the City of Tipton's recycling container** in order for it to be picked up. The City reserves the right to reject and refuse to accept any recyclables not in compliance with its rules and regulations.

The following materials **are recyclable** through the City of Tipton's program: corrugated cardboard, newspaper, office paper, magazines, catalogs, junk mail, plastics #1-7, chipboard, metal food cans, aluminum foil, pie plates.

The following materials **are NOT recyclable** through the City of Tipton's program: glass, plastic bags, Styrofoam, pizza boxes. Please place these items in your garbage.

Tipton's Recycling Center, located at the Lower Shop (813 W. South St.), will be open Mondays and Thursdays from 7:30 am to 3:00 pm.

Container Instructions:

- Place the container with the lid opening toward the street.
- Lid must be closed.
- Place no closer than 4 feet from any obstacle (Ex: utility pole, vehicle or sign post).
- Do not place behind a vehicle.
- Place behind the curb 2 to 3 feet behind the curb where possible.

Extra Pickup: Items of refuse which do not meet the criteria for pickup in the ordinary course of business for garbage pickup may qualify for an “extra pickup”. A minimum charge of \$15.00 will be assessed to the utility bill. The extra pickup **must be pre-scheduled** with the City of Tipton and the final determination shall be at the City’s discretion. Extra pickups are scheduled to be completed on Wednesdays.

Yard Waste: “Yard Waste” means organic debris produced as part of yard or garden development and maintenance (e.g. grass clippings, leaves, flowers, bark, branches and tree limbs no larger than 2” in diameter and 36” in length, etc.) **All yard waste must be in City of Tipton yard waste bags bearing “Yard Waste Only”.** These bags may be purchased at the City Office, Family Foods, Tipton Pharmacy, or Wal-Mart (Tipton). During winter months, the City picks up yard waste on a call in basis only.

Tree limbs, branches, and / or brush that are larger than the dimensions listed above, may be picked up as an extra pickup. (Please see: “Extra Pickup” for details). The City of Tipton’s leaf pickup program begins early fall. Please check the newspaper and/or your utility bill at that time for information on procedures and dates of leaf pickup for your address.

PERMITS

Please note the City of Tipton requires permits for the following:

Building: Permits may be acquired at the City Office, and must be approved per the Planning and Zoning Administrator. Allow a two week time period for approval.

Note: If you are building a fence, a building permit is required.

Tree Planting: Permits may be acquired at the City Office for planting within the city’s right-of-way. It must be approved by each Utility Department prior to planting.

Electric, Plumbing, Water, Sewer, and/or Gas: Permits may be acquired at the City Office. Any contractor doing work within the City must be licensed and bonded with the City of Tipton. Please contact the City Office if you have questions.

Digging/Excavation: You are required by law to contact “Iowa One Call” at 1-800-292-8989 or 811. Iowa One Call will contact the City of Tipton and any other company that may have lines, cables, or fiber optics on your property. There is a **forty eight (48) hour advance notice required**. No excavation/digging may be started until you have received verification from the City of Tipton. The route of each City of Tipton underground pipeline or cable in the work area will be marked by flags, paint or stakes using the following color code:

Red	=	Electric
Blue	=	Water
Yellow	=	Natural Gas

If you are having work done by a contractor, you are responsible for making sure the contractor has contacted Iowa One Call as required by law.



Utility Payment Options

Payment depository box

A depository box allows residents to drop their payment off at City Hall 24-hours a day. The box is located in the North drive of City Hall. (Note: cash payments by depository are not recommended.)

Walk-ins

Payments may be dropped off in person during regular business hours (7:30a.m.-4:30p.m.) at Tipton City Hall.

Mail

Payments may be mailed to 407 Lynn Street, Tipton, IA 52772

Credit Card Payment by phone

Account Clerks are available to accept credit card payments by phone during regular business hours. Acceptable credit cards include Visa, MasterCard, and Discover. Payment can be made by calling (563) 886-6187.

Automatic checking withdrawal

This method allows The City of Tipton to automatically deduct your bill from your checking account. You'll never need to worry about losing your bill and missing a payment. You will receive your utility bill indicating how much money will be deducted from your account.

City Ordinance allows 21 days to pay the net bill amount.

Due dates are arranged to fall on Wednesday's depending upon which route your account is in. The schedule is as followed:

- Zone 1 is due the last Wednesday
- Zone 2 is due the 1st Wednesday
- Zone 3 is due the 2nd Wednesday
- Zone 4 is due the 3rd Wednesday

As always, if you have any questions about our payment options, please call City Hall at (563)-886-6187.