

**City of Tipton, Iowa**

**Meeting:** Tipton City Council Meeting  
**Place:** Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772  
**Date/Time:** Monday, December 2, 2024, 5:30 p.m.  
**Web Page:** [www.tiptoniowa.org](http://www.tiptoniowa.org)  
**Posted:** Wednesday, November 27, 2024 (Front door of City Hall & City Website)

Please join my meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/642904677>

You can also dial in using your phone.

Access Code:

642-904-677

United States (Toll Free):

[1 866 899 4679](tel:18668994679)

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**Mayor:** Tammi Goerdts

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<b>Council at Large:</b>	Abby Cummins-VanScoy	<b>Council At Large:</b>	Jason Paustian
<b>Council Ward #1</b>	George Welker	<b>Council Ward #2</b>	Mike Helm
<b>Council Ward #3</b>	Luke Johnston	<b>City Attorney:</b>	Lynch Dallas, P.C.
<b>City Manager:</b>	Brian Wagner	<b>Gas Supt:</b>	Darren Lenz
<b>Finance Director:</b>	Melissa Armstrong	<b>Electric Supt:</b>	Jon Walsh
<b>City Clerk:</b>	Amy Lenz	<b>Water &amp; Sewer Supt:</b>	Brian Brennan
<b>Dir. Of Public Works:</b>	Steve Nash	<b>Ambulance Svc Dir:</b>	Brad Ratliff
<b>Police Chief:</b>	Lisa DuFour	<b>Economic Dev. Dir.</b>	Linda Beck
<b>Park &amp; Recreation:</b>	Adam Spangler	<b>Library Director:</b>	Denise Smith

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**A. Call to Order**

**B. Roll Call**

**C. Pledge of Allegiance**

**D. Agenda Additions/Agenda Approval**

**E. Communications:**

If you wish to address the City Council regarding an issue, whether on the agenda or something not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Scheduled communications are allowed to speak up to five minutes. Unscheduled communications are allowed to speak up to three minutes.

**F. Consent Agenda**

**Note:** These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval – Council Meeting Minutes, November 18, 2024
2. Approval – Airport Minutes, October 23, 2024
3. Approval – One Time Water and Sewer Bill Exemption, 409 Mulberry St. Apt. 1
4. Approval – Partial Payment Estimate No. 1, Airport Terminal Rehab Project, Lynch’s Plumbing, \$93,843.00
5. Approval – Pay Application No. 5, Industrial Circuit Electrical Construction Project, Tri-City Electric Company of Iowa, \$8,379.00

6. Approval – Change Order No. 3, Pool Dehumidification Project, Garling Construction, \$15,172.27
7. Approval – Tipton Revitalization Incentive Program reimbursement request, O’Rourke Motors
8. Approval – Appointment of Jim Becker to the Development Commission Board
9. Approval – Claims Register which includes claims paid under the current Purchase Policy

**G. City Business**

1. Resolution No. 120224A: Resolution setting the time and place for a public hearing for the purpose of soliciting written and oral comments on the city’s proposed Fiscal Year 2024-2025 Budget Amendment
2. Discussion and possible action concerning a Grid Resiliency Project for the electric utility and the issuance of a Request for Qualifications (RFQ) for an engineering consultant.

**H. Reports of Mayor/ Council/ Manager/ Department Heads**

1. Mayor’s Report
2. Council Reports
3. Committee Reports
4. City Manager’s Report
5. Department Heads

**I. Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**If anyone with a disability would like to attend the meeting, please call City Hall at 886-6187 to arrange for accommodations/transportation.**

November 18, 2024  
Fire Station  
301 Lynn Street  
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Goerdts called the meeting to order. Upon roll being called the following named council members were present: Cummins, Helm and Welker. Absent: Paustian and Johnston. Also present: Wagner, Armstrong, Lenz, DuFour, Walsh, B. Brennan, Beck, other visitors, and the press.

**Agenda:**

Motion by Cummins, second by Welker to approve the agenda as presented. Following the roll call vote the motion passed unanimously.

**Consent Agenda:**

Motion by Helm, second by Cummins to approve the consent agenda which includes November 4<sup>th</sup> Council Meeting Minutes, October 14<sup>th</sup> Library Minutes, October 2024 Library Director's Report, October 2024 Investment & Treasurer's Report, Chamber's lighted parade and community Christmas tree lighting on November 30<sup>th</sup>, Pay Application No. 18, Hwy 38 Project to Triple B Construction in the amount of \$277,100.72, and the following claims list. Following the roll call vote the motion passed unanimously.

ABM EQUIPMENT LLC	LEAK REPAIR IN PEDESTAL	1872.50
ACTION SEWER & SEPTIC	CAMERA WORK 3RD TO LEMON	1429.40
AFLAC	AFLAC AFTER TAX PY W/HOLDING	579.60
AT&T MOBILITY	WIRELESS	1049.71
AUREON COMMUNICATIONS	PHONE, INTERNET, CIRCUIT	1212.24
AXA EQUI-VEST PROCESSING	DEF. COMP PRETAX	250.00
BAKER & TAYLOR	BOOKS	240.86
BLUE CROSS/BLUE SHIELD	BCBS HEALTH INSURANCE	35318.80
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	677.03
CEDAR COUNTY COOP	941.11 GL FUEL	941.11
CEDAR COUNTY ENGINEER	660 GL DSL	1905.35
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	5178.00
CENTRAL IOWA DISTRIBUTING	HAND TOWELS	43.00
CINTAS	UNIFORMS	450.83
CINTAS CORPORATION	FIRST AID SUPPLIES	630.56
CITY OF TIPTON	MISC. EMPLOYEE REIMBURSEMENTS	225.00
CITY OF TIPTON FUNDS	ADMIN SERVICES	84288.34
CLIFTON LARSON ALLEN LLP	AUDIT	5775.00
COAST TO COAST SOLUTIONS	OPERATING SUPPLIES	232.09
COLLECTION SERVICES CENTER	CHILD SUPPORT	59.52
CORRIDOR COATINGS INC	PAINT CEILING & WALLS	83498.00
D & R PEST CONTROL	D & R PEST CONTROL	239.90
DAKOTA SUPPLY GROUP	UNDERGROUND SUPPLIES	1723.64
EASTERN IOWA LIGHT & POWER	UTILITIES	1120.60
ELECTRICAL ENGINEERING	GENERATOR REPAIR SAGR PLANT	2618.75
FUSION SITE MIDWEST LLC	PORT A POTTIE SERVICES	61.29
GARLING CONSTRUCTION INC	PAY APP NO 5	5061.75



GRASSHOPPER LAWN CARE	CONTRACT PAY 1016-1115	3583.33
HASTY AWARDS	35 MEDALS	79.84
I.R.S.	FEDERAL WITHHOLDING	30355.91
IOWA GEMT PAYMENT PROGRAM	DEC STATE SHARE PAYMENT	1809.35
IPERS	IPERS WITHHOLDING	17845.25
JOHN DEERE FINANCIAL	SUPPLIES	826.44
JOHNSON COUNTY AMBULANCE	5 ALS SERVICES	1000.00
KIRKWOOD COMMUNITY COLLEGE	TRAINING	40.00
KONNIE DAUFELDT	2 WINTER SHIRTS	62.39
LANDS' END BUSINESS OUTFITTERS	5 WINTER SHIRTS FOR AL AND KD	194.80
ELECTRONICS INC	ALARM SERVICE	120.00
LYNCH'S EXCAVATING INC	INSTALL CLEAN OUT,REMOVE STUMP	2616.70
MANATTS INC	OPERATING SUPPLIES 114 W 5TH	458.50
MELISSA ARMSTRONG	WINTER SHIRT	103.57
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	190.30
MISC. VENDOR	MISC VENDORS	2334.99
MOTOR PARTS & EQUIPMENT CO	PARTS & SUPPLIES	1012.06
MUNICIPAL SUPPLY INC	SUPPLIES	2538.31
OFFICE EXPRESS	OFFICE SUPPLIES	45.52
ORIGIN DESIGN	CEDAR ST & UTILITIES IMPRVMENTS	139694.68
POWER LINE SUPPLY	UNDERGROUND SUPPLIES	2662.90
PRINCIPAL	GTL_VTL INSURANCE	888.14
QUADIENT LEASING USA INC	POSTAGE MACHINE LEASE	969.84
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	919.96
RVM LANDSCAPING LLC	JOB SITE REPAIRS	2396.75
SCHUMACHER ELEVATOR CO	MONTHLY MAINTENANCE	256.06
SENECA COMPANIES INC	RECERT,TESTING,INSPECTION	1550.00
SHERMCO INDUSTRIES INC	INDUSTRIAL FEEDER	1727.00
SHOTTENKIRK	REPAIR PARTS	714.43
SPAHN & ROSE LUMBER CO	SUPPLIES	218.51
SPINUTECH INC	EMAIL MARKETING	50.00
STATE HYGIENIC LABORATORY	TESTING	43.50
T & M CLOTHING	4 POLO SHIRTS	148.00
THOMAS HEATING & AIR	SERVICE CALL FOR AC	90.00
THOMPSON TRUCK & TRAILER	REPAIR PARTS	1272.73
TIPTON CONSERVATIVE	MINUTES,ZONING,FAC,LEAF PU	1286.00
TIPTON ELECTRIC MOTORS	SUPPLIES, UPS CHARGES	92.65
TIPTON PHARMACY	PHARMACEUTICALS	414.60
TITAN MACHINERY INC	REPAIR PARTS #18	773.30
TOTAL MAINTENANCE INC	MONTHLY SERVICE	547.00
TREASURER, STATE OF IOWA	STATE WITHHOLDING	4569.00
UNIFORM DEN INC	EQUIPMENT	730.58
UNUM LIFE INSURANCE COMPAN	LONG TERM DISABILITY PAYROLL	506.97

VERIZON	CELL & DATA	288.22
VESTIS	BLDG MAINT SUPPLIES	445.47
WINDSTREAM	MONTHLY SERVICES	97.60
** TOTAL **	-City of Tipton	465254.02
<b>FUND TOTALS</b>		
001	GENERAL GOVERNMENT	72899.09
110	ROAD USE TAX FUND	1797.62
121	LOCAL OPTION TAX	88559.75
160	ECONOMIC/INDUSTRIAL DEV	37.00
317	GO CP 2023	139694.68
319	INDUSTRIAL FEEDER PROJECT	1727.00
600	WATER OPERATING	12784.20
610	WASTEWATER/AKA SEWER REV	12019.21
630	ELECTRIC OPERATING	35801.37
640	GAS OPERATING	20846.54
660	AIRPORT OPERATING	78.34
670	GARBAGE COLLECTION	18819.12
740	STORM WATER	1741.79
810	CENTRAL GARAGE	10642.91
835	ADMINISTRATIVE SERVICES	11041.07
860	PAYROLL ACCOUNT	36764.33
GRAND TOTAL		465254.02

**CITY CREDIT CARD STATEMENT**  
**City Card**

Card Ttl 7,745.76

Travel Training -	Pancheros, Jethro's BBQ. Staybridge Suites, Casey's	700.14	<b>700.14</b>
<b>Finance Director</b>			
Training	Iowa League of Cities	50.00	
Travel Training	Texas Roadhouse, Uber, Panera Bread, Kwik Star	94.61	
Telecommunications	GoTo Technologies	30.35	
			<b>174.96</b>
<b>Economic Development</b>			
Miscellaneous	Cloud Cover Music	193.92	
			<b>193.92</b>
<b>Library</b>			
Training	Fong's Pizza, Bubba, Marriott	488.07	
Technology	WIX	404.46	
Materials	Amazon, Walmart	565.36	
Programming	Walmart, Amazon, Oriental Trading	79.53	
Office Supplies	Walmart, Amazon	26.54	
Postage/Shipping	USPS	11.64	

Miscellaneous	Walmart, Amazon, Family Foods, Iowa Secretary of State	178.91	
			<b>1,754.51</b>
<b>Ambulance</b>			
Dues/Fees	Gov2Go, IEMSA, Amazon	375.96	
Building Maint & Repair	Northern Tool & Equip.	427.28	
Telecommunications	JAMF	12.00	
		32.00	
		12.00	
		4.00	
Advertising	Indeed	120.00	
Technology	SignNow	102.72	
Miscellaneous	Amazon Prime, WEH Technologies	1,022.04	
			<b>2,108.00</b>
<b>Fire</b>			
Small Tools	Amazon	332.00	
Miscellaneous	Walmart	138.50	
			<b>470.50</b>
<b>Police</b>			
Travel Training -	BarLouie, Jimmy Johns, Holiday Inn	302.17	
Office Supplies	Amazon	42.79	
Miscellaneous	Positive Promotions	240.85	
			<b>585.81</b>
<b>Electric</b>			
Training -	IAMU	150.00	
Operational Equip & Repair	Amazon	49.71	
Safety	Scheels, FR Safety Closeouts	875.35	
			<b>1,075.06</b>
<b>Public Works</b>			
Operating Supplies	Uline	124.66	
Repair Parts	Vanner	367.06	
			<b>491.72</b>
<b>REC / Aquatic Center</b>			
Building Maint. & Repair	All Surfaces	40.35	
Uniforms/Equipment	Scheels	137.80	
Operating Supplies	Canva	12.99	
			<b>191.14</b>
	<b>Statement Total</b>		<b>7,745.76</b>

## **City Business**

### **1. TIF Report**

Motion by Cummins, second by Welker to approve the TIF Report. Following the roll call vote the motion passed unanimously.

### **2. Resolution No. 111824A: Resolution to accept and approve 2024 Urban Renewal Report for fiscal year ending June 30, 2024**

Motion by Cummins, second by Helm to approve Resolution No. 111824A, the resolution to accept and approve 2024 Urban Renewal Report for fiscal year ending June 30, 2024. Following the roll call vote the motion passed unanimously.

### **3. 2025-2026 Tax Increment Finance Indebtedness Report**

Motion by Cummins, second by Welker to approve the 2025-2026 Tax Increment Finance Indebtedness Report. Following the roll call vote the motion passed unanimously.

### **4. Resolution No. 111824B: Resolution approving the Street Finance Report for road use tax funds used on city streets and parking.**

Motion by Helm, second by Welker to approve Resolution No. 111824B, the resolution approving the Street Finance Report for road use tax funds used on city streets and parking. Following the roll call vote the motion passed unanimously.

### **5. 2023-2024 Annual Financial Report**

Motion by Cummins, second by Helm to approve the 2023-2024 Annual Financial Report. Following the roll call vote the motion passed unanimously.

### **6. Resolution No. 111824C: Resolution setting the time and place for a public hearing for the purpose of soliciting written and oral comments on the city's proposed Fiscal Year 2024-2025 Budget Amendment**

Motion by Welker, second by Helm to approve Resolution No. 111824C, the resolution setting a public hearing on Monday, December 2<sup>nd</sup>, at 5:30 p.m., at the Tipton Fire Station, for the purpose of soliciting written and oral comments on the city's proposed Fiscal Year 2024-2025 Budget Amendment. Following the roll call vote the motion passed unanimously.

### **7. Resolution No. 111824D: Resolution accepting the completion of the North-North Plum Street Improvements Project 2024 and approving: Pay Application No. 4; and Change Order No. 1 regarding final quantities.**

Motion by Helm, second by Welker to approve Resolution No. 111824D, the resolution accepting the completion of the North-North Plum Street Improvements Project 2024 and approving: Pay Application No. 4; and Change Order No. 1 regarding final quantities. Following the roll call vote the motion passed unanimously.

### **8. Resolution No. 111824E: Resolution authorizing the payment of a supplemental contract and remaining retainage for the North-North Plum Street Improvements Project 2024**

Motion by Cummins, second by Welker to approve Resolution No. 111824E, the resolution authorizing the payment of a supplemental contract and remaining retainage for the North-North Plum Street Improvements Project 2024. Following the roll call vote the motion passed unanimously.

### **9. Proposed engineering contract Amendment No. 3 by Garden and Associates for work done on the North-North Plum Street Project in the amount of \$12,000**

Motion by Welker, second by Cummins to approve the proposed engineering contract Amendment No. 3 by Garden and Associates for work done on the North-North Plum Street Project in the amount of \$12,000. Following the roll call vote the motion passed unanimously.

## **Adjourn:**

With no further business to come before the council a motion to adjourn was made by Cummins, second by Helm. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:08 p.m.



Mayor \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

**REVENUE RECEIVED**

**Oct-24**

Property Taxes	1,107,170.66
Local Option Sales Tax	36,693.02
Licenses & Permits	1,165.00
Use of Money and Property	51,526.68
Intergovernmental	343,133.14
Charge for Services	714,128.64
Special Assessment	0.00
Miscellaneous	219,903.39
Sale of Fixed Assets	0.00
<b>TOTAL</b>	<b>\$2,473,720.53</b>



## Tipton Airport Committee Meeting

Tuesday, October 23, 2024 at 4:59 PM, at the terminal, Mathews Memorial Airport, Tipton, Iowa.

Max Coppess called the meeting to order with a roll call. Those present: Max Coppess, Jim Rolhf, Mike Moes, Rick Sawyer and Scott Pearson.

George Welker was present as council representative.

Brian Wagner and Adam Thompson of McClure Engineering were present as a guests.

Meeting agenda and minutes were approved with motion by Mike and second by Rick. Motion carried.

### Terminal rehab

A few small punch list items remain. Concrete outside will be done in ~2 weeks.

### Pavement Replacement Options

Discussed possible pavement maintenances projects.  
BIL \$500-550,000 remain and \$600,000 entitlement  
Updated CIP draft mid-November  
FY 25-26 5% local match  
Adam will draft and return CIP

### Discussion of RFQ candidates!

Meet with Anderson Bogert at November meeting.

### Young Eagles

Young Eagles will be rescheduled in the spring.

### Manager's Report

Ditch area mowed by the county.  
Fuel currently priced at \$5.90

Meeting adjourned at 6:46 PM with a motion by Rick and a second by Scott. Motion carried.

Respectfully submitted by Scott Pearson.

This meeting is held at the airport terminal and is always open to the public. Minutes are posted on the bulletin board inside the terminal.

**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

**DATE:** December 2, 2024

**AGENDA ITEM:** One Time Water & Sewer Bill Exemption, 409 Mulberry St. Apt. 1

**ACTION:** Motion

**SYNOPSIS:** Attached is a current utility bill and letter from Robin Dekeuninck requesting a one-time water and sewer adjustment for 409 Mulberry St. Apt. 1. If the council would approve the request, it would reduce her bill by the maximum of \$500.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Utilities

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Exemption Request

**PREPARED BY:** Deb Bixler

**DATE PREPARED:** 11/20/2024



407 Lynn St. Tipton, Iowa 563.886.6187 www.tiptoniowa.org

Account Number	Amount Due
06-0190-28	\$1,749.94
Due Date	After Due Date Pay
11/13/2024	\$1,772.45
Service Address	
409 MULBERRY ST 1	

There will be a \$30.00 charge on all returned checks  
Please return this portion with your payment  
When paying in person, please bring both portions of this bill

ROBIN DEKEUNINCK  
409 MULBERRY ST 1  
TIPTON IA 52772

CITY OF TIPTON  
407 Lynn St  
Tipton, IA 52772-1699



Please return this portion with your payment. When paying in person please bring both portions of this bill.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name		Service Address			Account Number	
ROBIN DEKEUNINCK		409 MULBERRY ST 1			06-0190-28	
Status	Service Dates		Number of Days	Bill Date	Penalty Date	Due Date
	From	To				
ACTIVE	08/21/2024	09/20/2024	30	10/16/2024	11/14/2024	11/13/2024

PREVIOUS BALANCE 245.31  
PENALTIES 3.68

CURRENT		PREVIOUS	
DATE	READING	DATE	READING
09/20/2024	1402	08/21/2024	633
09/20/2024	3125	08/21/2024	1538
09/20/2024	2326	08/21/2024	2317

PAST DUE AMOUNT		\$248.99
USAGE		
769	RESIDENTIAL ELECTR	58.42
	ENERGY ADJ 0.0410	31.56
15870	RESIDENTIAL WATER	612.58
9	RESIDENTIAL GAS	1.75
	GAS COST 0.5500	4.95
15870	RESIDENTIAL SEWER	650.77
	R - GARBAGE 64 GAL	25.75
	R-EL BASIC CHARGE	12.50
	R-WTR BASIC CHARGE	13.00
	R-SWR BASIC CHARGE	13.81
	R-GAS BASIC CHARGE	10.00
	STORM WATER FEE -	5.00
	SWR WWTP FLAT FEE	22.00
	SALES TAX	2.11
	WATER EXCISE TAX	36.75

ELEC USAGE - PREV YEAR : 668  
WATER USAGE - PREV YEAR : 380  
GAS USAGE - PREV YEAR : 6

CURRENT BILL \$1,500.95

AMOUNT DUE \$1,749.94  
AMOUNT DUE AFTER 11/13/2024 \$1,772.45

Account Number - 06-0190-28 DEKEUNINCK, ROBIN Service Address: 409 MULBERRY ST 1

Service: 300 WA RESIDENTIAL WATER Meter: 5602377

Month	Date	Read		Total Consumption	Demand		Reading		Occur
		Previous	Current		Read	Consumption	Flag	Source	
Year : 2024 Total 4									
Nov	10/21/2024	3125	3606	4810			Regular	Hand Held	28
Oct	09/20/2024	1538	3125	<del>15870</del>			Regular	Hand Held	28
Sep	08/21/2024	1491	1538	470			Regular	Hand Held	28
Aug	07/25/2024	1464	1491	270			Regular	Hand Held	28
				Avg 5355					

$$\begin{array}{r} 185 \\ 3 \overline{) 555} \end{array}$$

Credit:

Water \$ 250

Sewer \$ 250



11-20-2024

To whom it concerns,

My name is Robin DeKunick

my address is 409 Mulberry Street

Tipton, IA. I am writing this letter to ask for my water bill to be reduced. I had a leaking toilet and it caused my bill to go ~~to~~ extremely high. I am asking that you guys take into consideration that I am a single parent and I was not thinking about the toilet running. I am not asking for the whole bill to be taken care of but some of it. I am asking also to be set on a payment plan for the bill. Thank you for taking the time to read my letter.

Thank you

Robin DeKunick



<b>McCLURE</b> PROJECT START DATE: 7/7/2024  <p style="text-align: center;"><b>TIPTON, IA</b></p>	CONTRACT NO: <p style="text-align: center;">TIP 2513002-090</p> <hr/> PARTIAL PAYMENT ESTIMATE NO. <p style="text-align: center;"><b>ONE (1)</b></p> <hr/> PAGE: <p style="text-align: center;">1 of 2</p>
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OWNER: <b>CITY OF TIPTON, IA</b>	CONTRACTOR: <b>LYNCH'S PLUMBING INC.</b>	PERIOD OF ESTIMATE: FROM: 7-Jul-24 TO: 11-Nov-24
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CHANGE ORDERS		AMOUNT	
NO.	DATE	ADDITIONS	DEDUCTIONS
1	7/11/2024	\$ 12,000.00	\$ -
<b>TOTALS</b>		\$-	\$-
<b>NET CHANGE</b>		\$-	\$-

PAY ESTIMATES	
1 Original Contract	\$ 92,270.00
2 Change Orders	\$ 12,000.00
3 Revised Contract (1 + 2)	\$ 104,270.00
4 Work Completed*	\$ 104,270.00
5 Stored Materials*	\$ -
6 Subtotal (4 + 5)	\$ 104,270.00
7 Retainage (10%)*	\$ 10,427.00
8 Previous Payments	\$ -
9 Amount Due (6-7-8)	\$ 93,843.00

\*Detailed breakdown attached

<b>CONTRACT TIME</b>				Contract Dated:	
Original Days	100	On Schedule	<input checked="" type="checkbox"/>	Starting Date	7/7/2024
Revised	-		Yes	Project Completion Date	11/13/2024
Used	-		No	Runway Operational	N/A
Remaining	0				
Complete By:	11/13/2024				

**CONTRACTOR'S CERTIFICATION:**  
 The undersigned Contractor certifies that the work covered by this Partial Payment Estimate has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for work for which previous Partial Payment Estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **LYNCH'S PLUMBING INC.**  
**WEST BRANCH, IA**

By: \_\_\_\_\_  
 Date: \_\_\_\_\_

**ENGINEER'S CERTIFICATION:**  
 The undersigned has reviewed this estimate and to the best of their knowledge and belief, the quantities shown in this estimate are correct. This DOES NOT constitute a recommendation of acceptability of any of the work partially or totally completed.

ENGINEER: **McCLURE**  
**CORALVILLE, IA**

By: \_\_\_\_\_  
 Date: \_\_\_\_\_

**APPROVED BY OWNER: CITY OF TIPTON, IA**

By: \_\_\_\_\_  
 Date: \_\_\_\_\_

**PARTIAL PAYMENT ESTIMATE NO. 1**

PROJECT START DATE: 7/7/2024

OWNER: CITY OF TIPTON, IA

Contract Amount: \$92,270.00

CONTRACTOR: LYNCH'S PLUMBING

PAGE: 2 OF 2

Value of Construction Completed: 100.00%

PROJECT: TIPTON TERMINAL REHABILITATION

COMPLETION DATE: 11/13/2024

Period From: 7-Jul-24 TO: 13-Nov-24

TIPTON, IA

FROM: 7-Jul-24 TO: 11-Nov-24

ITEM NO.	DESCRIPTION	BID QUANTITY	UNIT PRICE	TOTAL COST	C.O. + OR -	ADJUSTED QUANTITY	ADJUSTED TOTAL COST	THIS PERIOD QUANTITY	THIS PERIOD AMOUNT	TOTAL WORK COMPLETED TO DATE QUANTITY	TOTAL WORK COMPLETED TO DATE AMOUNT
1	Terminal Rehabilitation	1 LS	\$92,270.00	\$92,270.00	\$12,000.00		\$104,270.00	1 LS	\$104,270.00	1 LS	\$104,270.00
	<b>TOTAL</b>			\$92,270.00			\$104,270.00		\$104,270.00		\$104,270.00

**Punch List**

**Date**

**1**

**11/15/2024**

OWNER: City of Tipton, Iowa

PROJECT: **Tipton Terminal Rehabilitation**

To: **Lynch's Plumbing Inc.**  
Contractor  
115 S 2nd Street, PO Box 458, West Branch, IA 52358  
Contractor Address

McClure #: TIP 2513001-090

Item:	Location:
Closest Shelves	Bathroom
Base Board	Bathroom
Bathroom Door Closer	Bathroom
Drywall and Paint Touchup	Bathroom & Main
Door Sweep	Main
Door Closer	Main
Phone Mount	Main
Breaker Panel Door Repair	Main Closet
Seal Roof Bolts	Outside
Seal Gutters	Outside
Paint Siding and Repair Areas	Outside
Install Vent Cover	Outside
Connect Downspouts	Outside
Install Fence	Outside
Finish Grading Along Ramp	Outside

The above listed items shall be completed within 14 days from the date listed on the punch list notice

McClure - **ENGINEER**

By

**DATE: 11/15/2024**



# APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 322651

To Owner: City of Tipton  
407 Lynn Street  
Tipton, IA 50047

Project 13A175630 Industrial Circuit Electrical  
Construction

Application No.: 5

Application Date 11/21/2024

Due Date: 12/21/2024

Period To:

Project Nos:

Distribution to:

Owner	<input type="checkbox"/>
Architect	<input type="checkbox"/>
Contractor	<input type="checkbox"/>

From Contractor: Tri City Electric Co of Iowa Corp  
6225 N Brady St  
Davenport, IA 52806

Via Architect:

Contract For:

Contract

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum .....	\$88,200.00
2. Net Change By Change Order .....	\$0.00
3. Contract Sum To Date .....	\$88,200.00
4. Total Completed and Stored To Date .....	\$88,200.00
5. Retainage :	
a. 5.00% of Completed Work	\$4,410.00
b. 0.00% of Stored Material	\$0.00
Total Retainage .....	\$4,410.00
6. Total Earned Less Retainage .....	\$83,790.00
7. Less Previous Certificates For Payments .....	\$75,411.00
8. Current Payment Due .....	\$8,379.00
9. Balance To Finish, Plus Retainage .....	\$4,410.00

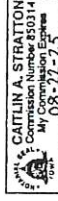
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Tri City Electric Co of Iowa Corp

By: Ami Head Date: 11/21/24

State of: Iowa County of: Scott  
Subscribed and sworn to before me this 21st day of November 2024  
Notary Public:

My Commission expires: [Signature]



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$8,379.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No.: 5

Application Date: 11/21/2024

Due Date: 12/21/2024  
To:

Invoice #: 322651

Contract: 13A175630 Industrial Circuit Electrical Construction

Architect's Project No.:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed From Previous Application (D+E)	E Work Completed This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C-G)	I Retainage
1	Industrial Circuit Electrical Construction	88,200.00	79,380.00	8,820.00	0.00	88,200.00	100.00%	0.00	4,410.00
<b>Grand Totals</b>		88,200.00	79,380.00	8,820.00	0.00	88,200.00	100.00%	0.00	4,410.00



**General Contractors**

1120 11th Street • Belle Plaine, IA 52208 • Phone: (319) 444-3409 319-444-3409 • Fax: (319) 444-2437 319-444-2437

COR #. 0003

Date Friday, October 11, 2024

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**Project:** Tipton Pool Dehumidification  
**Project #:** 54249 **cc: Superintendent**

**Provide and install requested guardrail at Aquatic Center**

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00003	Performance Fabrication	Subcontractor Expense			14166.460	5.0000	\$14,874.78
00003	Bond 2%	Other Expense		0.000	297.490	0.0000	\$297.49

**PROPOSAL SUMMARY**  
Subcontractor Expense \$14,874.78  
Other Expense \$297.49  
**Net Costs \$15,172.27**

**Proposal Total \$15,172.27**

✍ PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER ✍

Architect: x  Date: 11/22/24  
KPE Architecture, Engineering, Forensics

Owner: x \_\_\_\_\_ Date: \_\_\_\_\_

PM: x  Date: 10/11/2024  
Michael J Svatosch, Project Manager



1005 Century Circle. Dubuque, Iowa 52002  
Ph. 563-585-5058 Fax 563-582-9813 tomh@perfabinc.com

**Work Proposal**

**Date 10-10-2024**

**To: Garling**  
**ATTN.: Mike Svatosch**  
**PH.:**  
**FAX :**  
**Email :**

**PROJECT: Tipton Aquatic Center Roof Guardrail**

Performance Fabrication Inc. will supply material and labor to fabricate 78LF of guardrail for mechanical unit and ductwork. Price includes black finish and installation.

Price for this Project will be as follows:

**\$14,166.46**

Please initial next to items accepted in this quote, sign and return to Performance Fabrication, so we can secure materials and begin work on this project. All prices quoted are based upon immediate acceptance and subject to payment in **Full** upon completion. Any **TAX**, fee, and/or permits required are the responsibility of the Purchaser.

**Thank You for your Consideration.**

Authorized Acceptance Signature \_\_\_\_\_

Performance Fabrication Inc. \_\_\_\_\_

The information contained in this document is confidential. If you are not the intended recipient of this communication please contact the sender immediately. Thank You.



# **PERFORMANCE FABRICATION**

**AWS CERTIFIED WELDING**

1005 Century Circle. Dubuque, Iowa 52002  
Ph. 563-585-5058 Fax 563-582-9813 tomh@perfabinc.com

## **Work Proposal**

Date 10-17-2024

**To: Garling**  
**ATTN.: Mike Svatosch**  
**PH.:**  
**FAX :**  
**Email :**

### **PROJECT: Tipton Aquatic Center Roof Guardrail**

Performance Fabrication Inc. will supply material and labor to fabricate 78LF of guardrail for mechanical unit and ductwork. Price includes black finish and installation.

Price for this Project will be as follows:

<b>Material</b>	<b>\$2,836.26</b>
<b>Rental</b>	<b>\$1,940.38</b>
<b>Labor</b>	<b>\$9,389.82</b>
<b>Total</b>	<b>\$14,166.46</b>

Please initial next to items accepted in this quote, sign and return to Performance Fabrication, so we can secure materials and begin work on this project. All prices quoted are based upon immediate acceptance and subject to payment in **Full** upon completion. Any **TAX**, fee, and/or permits required are the responsibility of the Purchaser.

**Thank You for your Consideration.**

Authorized Acceptance Signature \_\_\_\_\_

Performance Fabrication Inc. \_\_\_\_\_

The information contained in this document is confidential. If you are not the intended recipient of this communication please contact the sender immediately. Thank You.

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	12/2/2024
<b>AGENDA ITEM:</b>	TRIP Reimbursement Request
<b>ACTION:</b>	Motion to approve, deny or table.

**SYNOPSIS:**

Tipton Revitalization Incentive Program (TRIP) Reimbursement Request

Applicant: Jerry O'Rourke DBA: O'Rourke Motors  
Located at 101 Alexander Drive

*Commission met on November 20, 2024, to consider a Trip Revitalization Incentive Program (TRIP) reimbursement request. Below is the recommendation from the Tipton Development Commission.*

Total amount of project: \$221,274.06. This project was original estimated at \$246,000.00. The Commission adjusted the reimbursement amount to \$13,500.00 a year for three years instead of \$15,000.00 a year for three years d/t the final costs submitted. This reimbursement will begin in FY 25-26.

**Project:**

- Installation of Electric Chargers, Charging Stations, and Posts
- Upgrading the Electric Utility to accommodate the new charger.

**BUDGET ITEM:** 160-5-599-2-64995

**RESPONSIBLE DEPARTMENT:** Economic Development – Linda Beck

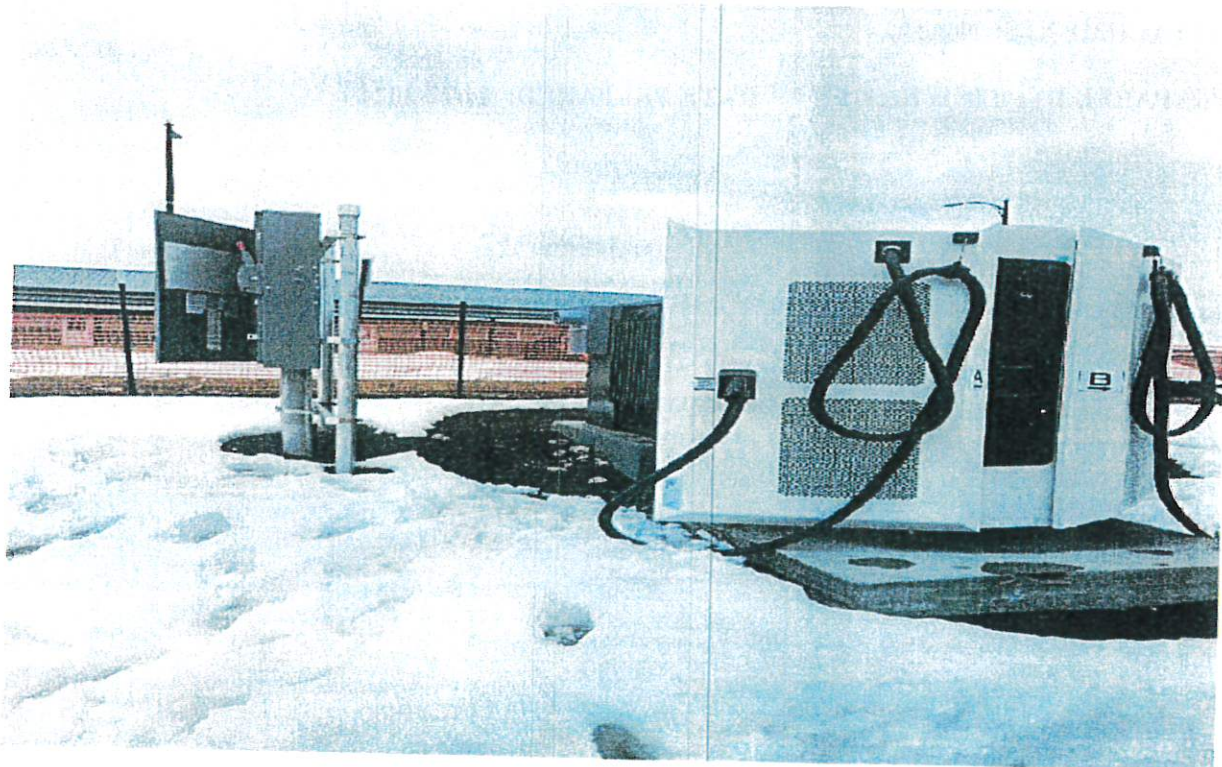
**MAYOR/COUNCIL ACTION:** Approve, Deny or Table

**ATTACHMENTS:** Pictures

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 11/22/2024

O'Rourke Ford Motors  
After photos of Charging Station Project



**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	12/2/2024
<b>AGENDA ITEM:</b>	Nomination to Commission Board
<b>ACTION:</b>	Motion to approve, deny or table.

**SYNOPSIS:** Jim Becker has agreed to serve on the Commission Board pending the appointment by the mayor with the approval of the City Council.

**BUDGET ITEM:** None

**RESPONSIBLE DEPARTMENT:** Economic Development – Linda Beck

**MAYOR/COUNCIL ACTION:** Approve, Deny or Table.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 11/22/2024



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE DEPARTMENT	GENERAL GOVERNMENT	COAST TO COAST SOLUTIONS UNIFORM DEN INC CAPITAL ONE WENDLING QUARRIES INC CITY UTILITIES CITY OF TIPTON-REVOLVING CENTRAL GARAG	1000 SHIELD SHAPED STICKER NAME TAG OFFICE,OPER,& MISC SUPPLIE 47.94 TN ROAD STONE City Hall vehicle/equipment charges TOTAL:	403.95 18.50 103.90 647.20 5.81 3,820.99 5,000.35
FIRE DEPARTMENT	GENERAL GOVERNMENT	APPARATUS TESTING SERVICES LLC CITY OF TIPTON FUNDS CITY UTILITIES CITY OF TIPTON-REVOLVING CENTRAL GARAG	ANNUAL FIRE PUMP CERT TEST TRANSFERS CITY UTILITIES CITY UTILITIES vehicle/equipment charges TOTAL:	1,561.50 416.00 490.27 145.95 1,210.78 3,824.50
AMBULANCE	GENERAL GOVERNMENT	FAMILY FOODS JOHNSON COUNTY AMBULANCE SERVICE MECHANICVILLE FIRE & AMBULANCE CITY OF TIPTON FUNDS CITY UTILITIES CITY OF TIPTON-REVOLVING CENTRAL GARAG	MISC SUPPLIES ALS SERVICE PARAMEDIC INTERCEPT TRANSFERS CITY UTILITIES CITY UTILITIES vehicle/equipment charges TOTAL:	65.14 200.00 200.00 1,422.00 240.59 44.14 1,852.98 4,024.85
STREET DEPARTMENT	GENERAL GOVERNMENT	HANSEN ASPHALT CINTAS CITY OF TIPTON FUNDS CITY UTILITIES CITY OF TIPTON-REVOLVING CENTRAL GARAG	MANHOLE ASPHALT PATCH UNIFORMS UNIFORMS TRANSFERS CITY UTILITIES vehicle/equipment charges TOTAL:	687.50 56.28 330.03 1,510.00 15.00 3,417.95 6,016.76
GENERAL ADMINISTRATION	GENERAL GOVERNMENT	CINTAS CITY OF TIPTON-REVOLVING CENTRAL GARAG	UNIFORMS UNIFORMS vehicle/equipment charges TOTAL:	21.99 21.99 1,396.06 1,440.04
LIBRARY	GENERAL GOVERNMENT	BAKER & TAYLOR MISC. VENDOR BIBLIONIX OFFICE MACHINE CONSULTANTS INC	BOOK BOOKS BIBLIONIX:APOLLO FEES TECH SERVICES TECH SERVICES TOTAL:	17.10- 67.81 2,850.00 27.50 97.50 3,025.71
PARK	GENERAL GOVERNMENT	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges TOTAL:	404.68 404.68
RECREATION DEPARTMENT	GENERAL GOVERNMENT	ACCESS SYSTEMS LEASING CITY OF TIPTON-REVOLVING CENTRAL GARAG	COPIER AGREEMENT vehicle/equipment charges TOTAL:	94.97 83.96 178.93
ADULT RECREATION	GENERAL GOVERNMENT	CJ NELSON CHAD WOLLUM	REF ADULT BASKETBALL REF ADULT BASKETBALL TOTAL:	60.00 60.00 120.00
YOUTH RECREATION	GENERAL GOVERNMENT	T & M CLOTHING	JERSEYS AND SHIRTS FOR BSK	580.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
FAMILY AQUATIC CENTER	GENERAL GOVERNMENT	ACCESS SYSTEMS LEASING	COPIER AGREEMENT	580.00
		ROTH ELECTRIC	ADJUST INDOOR POOL LIGHTS	94.98
		CITY OF TIPTON FUNDS	PSF PAYMENT	85.00
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	320.26
			TOTAL:	584.21
ECONOMIC DEVELOPMENT	GENERAL GOVERNMENT	TIPTON CONSERVATIVE CAPITAL ONE	TOUR OF POSSIBILITIES	39.20
		LYNCH DALLAS PC	OFFICE,OPER,& MISC SUPPLIE	55.27
		CITY UTILITIES	TOTAL:	94.47
FINANCE & ADMINISTRATI	GENERAL GOVERNMENT	LEGAL SERVICES	LEGAL SERVICES	182.50
		City Hall	City Hall	153.48
		City Hall	City Hall	10.65
		CITY UTILITIES	CITY UTILITIES	3,020.25
			TOTAL:	3,366.88
BUILDING MAINTENANCE	GENERAL GOVERNMENT	VESTIS	MATS	189.17
			TOTAL:	189.17
AMBULANCE TRUST	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	1,422.00
			TOTAL:	1,422.00
TRANSFER-COMM/LOCAL AC	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	1,666.00
			TOTAL:	1,666.00
STREET DEPARTMENT	ROAD USE TAX FUND	ALL AMERICAN CONCRETE INC	PAY APP NO 4	26,096.89
		GARDEN & ASSOCIATES INC	PLUM ST PAVING EXTENSION	12,000.00
		MANATTS INC	FAC PARKING,SOUTH ST SHOUL	40,345.20
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	8,639.83
			TOTAL:	87,081.92
TRAFFIC SERVICE MAINT.	ROAD USE TAX FUND	CITY UTILITIES	CITY UTILITIES	21.22
			TOTAL:	21.22
SNOW AND ICE REMOVAL	ROAD USE TAX FUND	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	5,074.18
			TOTAL:	5,074.18
STREET CLEANING	ROAD USE TAX FUND	CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	825.42
			TOTAL:	825.42
TRANSFER/OTHER SOURCES	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	TRANSFERS	2,446.00
			TOTAL:	2,446.00
TRANSFERS/OTHER SOURCE	TRUST AND AGENCY F	CITY OF TIPTON FUNDS	TRANSFERS	50,232.00
			TOTAL:	50,232.00
TRANSFERS/OTHER SOURCE	LOCAL OPTION TAX	CITY OF TIPTON FUNDS	TRANSFERS	21,717.00
			TOTAL:	21,717.00
TRANSFERS/OTHER SOURCE	TIF SPECIAL REVENU	CITY OF TIPTON FUNDS	TRANSFERS	3,149.00
			TRANSFERS	15,000.00
			TOTAL:	18,149.00
TRANSFERS/OTHER SOURCE	FIRE ENTERPRISE TR	CITY OF TIPTON FUNDS	TRANSFERS	4,998.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
HWY 38 PROJECT	GO CP 2023	TRIPLE B CONSTRUCTION CORPORATION CAPITAL ONE	PAY APP NO 18 OFFICE, OPER, & MISC SUPPLIE	4,998.00 277,100.72 24.60 277,125.32
INDUSTRIAL FEEDER PJT	INDUSTRIAL FEEDER	SHERMCO INDUSTRIES INC	INDUSTRIAL FEEDER	776.00 776.00
WATER DISTRIBUTION	WATER OPERATING	CINTAS	UNIFORMS	0.00
		IOWA ONE CALL	UNIFORMS	0.00
		CAPITAL ONE	LOCATES	63.00
		CITY UTILITIES	OFFICE, OPER, & MISC SUPPLIE	74.94
			City Hall	5.81
			CITY UTILITIES	498.41
			CITY UTILITIES	584.74
			CITY UTILITIES	926.37
			vehicle/equipment charges	297.62
			TOTAL:	2,450.89
WATER BILL/COLLECT	WATER OPERATING	MISC. VENDOR	DEB BIXLER:3 WINTER SHIRTS	14.69
			TOTAL:	14.69
TRANSFER/OTHER SOURCES	WATER OPERATING	CITY OF TIPTON FUNDS	TRANSFERS	3,487.00
			TRANSFERS	2,876.00
			TOTAL:	6,363.00
WASTEWATER/AKA SEWER	WASTEWATER/AKA SEW	HANSEN ASPHALT	MANHOLE ASPHALT PATCH	687.50
		MISC. VENDOR	DEB BIXLER:3 WINTER SHIRTS	14.68
		LYNCH'S EXCAVATING INC	REPLACE MANHOLE	38,611.00
		VEENSTRA & KIMM INC	WWTP STRATEGY IDNR UPDATE	518.22
		CITY UTILITIES	City Hall	5.81
			CITY UTILITIES	4,002.55
			vehicle/equipment charges	1,638.09
			TOTAL:	45,477.85
TRANSFER/OTHER SOURCES	WASTEWATER/AKA SEW	CITY OF TIPTON FUNDS	TRANSFERS	3,550.00
			TRANSFERS	48,360.00
			TOTAL:	51,910.00
ELECTRIC DISTRIBUTION	ELECTRIC OPERATING	CJ COOPER & ASSOCIATES INC CINTAS	SPECIMEN	50.00
			UNIFORMS, SHOP TOWELS, MAT	184.42
			UNIFORMS, SHOP TOWELS, MAT	69.06
			UNIFORMS, SHOP TOWELS, MAT	183.19
			UNIFORMS, SHOP TOWELS, MAT	69.06
			TIRE REPAIR	19.00
			LOCATES	63.00
			DRUG SCREEN	25.00
			25 LED STREET LIGHTS	3,897.48
			City Hall	7.27
			CITY UTILITIES	198.26
			vehicle/equipment charges	2,142.51
			TOTAL:	6,908.25
ELECTRIC POWER PLANT	ELECTRIC OPERATING	GRAINGER	POWER PLANT SUPPLIES	239.23
			CITY UTILITIES	700.61



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	CITY UTILITIES	1,163.93
			CITY UTILITIES	792.72
			CITY UTILITIES	48.43
			vehicle/equipment charges	258.13
			TOTAL:	3,203.05
		DEB BIXLER	DEB BIXLER:3 WINTER SHIRTS	14.69
			vehicle/equipment charges	180.69
			TOTAL:	195.38
			TRANSFERS	23,105.00
			TRANSFERS	34,018.00
			TRANSFERS	7,308.00
			TOTAL:	64,431.00
		CINTAS	UNIFORMS, SHOP TOWELS, MAT	49.87
			UNIFORMS, SHOP TOWELS, MAT	49.87
		IOWA ONE CALL	LOCATES	63.00
		CITY UTILITIES	City Hall	7.27
			CITY UTILITIES	66.09
			vehicle/equipment charges	248.30
			TOTAL:	484.40
		MISC. VENDOR	DEB BIXLER:3 WINTER SHIRTS	14.69
			TOTAL:	14.69
			CITY UTILITIES	83.93
			TOTAL:	83.93
			TRANSFERS	12,640.00
			TOTAL:	12,640.00
		CAPITAL ONE	OFFICE, OPER, & MISC SUPPLIE	331.64
		CITY UTILITIES	CITY UTILITIES	108.22
			vehicle/equipment charges	136.50
			TOTAL:	576.36
			TRANSFERS	355.00
			TOTAL:	355.00
		CINTAS	UNIFORMS	19.48
			UNIFORMS	19.48
		DEB BIXLER	DEB BIXLER:3 WINTER SHIRTS	14.68
		CITY UTILITIES	City Hall	5.81
			vehicle/equipment charges	4,265.56
			TOTAL:	4,325.01
		CITY UTILITIES	CITY UTILITIES	31.44
			vehicle/equipment charges	2,843.70
			TOTAL:	2,875.14
			TRANSFERS	3,009.00
			TRANSFERS	345.00
			TOTAL:	3,354.00
		ALL AMERICAN CONCRETE INC	PAY APP NO 4	6,968.90



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
OTHER SOURCES	STORM WATER	MANATTS INC	OPERATING SUPPLIES	375.13
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	162.01
			TOTAL:	7,506.04
INT SRVC-OTHER BUSINES	CENTRAL GARAGE	CITY OF TIPTON FUNDS	TRANSFERS	576.00
			TRANSFERS	4,458.00
			TOTAL:	5,034.00
		CINTAS	UNIFORMS	17.24
			SHOP SUPPLIES	153.44
		H & H AUTO	UNIFORMS	17.24
			TIRE REPAIR #4	19.00
		MITCHELL 1	TIRE REPAIR #54	19.00
		STAR EQUIPMENT LTD	WEB SUBSCRIPTION	304.64
		SNAP-ON	REPAIR PARTS #40	394.42
		THOMPSON TIRE & RETREAD	PLIERS	62.25
		CITY UTILITIES	TIRES #57	751.12
			CITY UTILITIES	220.83
			CITY UTILITIES	52.72
			CITY UTILITIES	42.00
			TOTAL:	2,053.90
INT SRVC-OTHER BUSINES	ADMINISTRATIVE SER	ACCESS SYSTEMS LEASING	COPIER AGREEMENT	1,293.98
		MELISSA ARMSTRONG	3 WINTER SHIRTS	59.89
		LYNCH DALLAS PC	LEGAL SERVICES	1,780.00
			LEGAL SERVICES	2,487.02
			LEGAL SERVICES	2,585.00
			vehicle/equipment charges	9.17
			TOTAL:	8,215.06

===== FUND TOTALS =====

001	GENERAL GOVERNMENT	31,938.55
110	ROAD USE TAX FUND	95,448.74
112	TRUST AND AGENCY FUND	50,232.00
121	LOCAL OPTION TAX	21,717.00
125	TIF SPECIAL REVENUE FUND	18,149.00
192	FIRE ENTERPRISE TRUST	4,998.00
317	GO CP 2023	277,125.32
319	INDUSTRIAL FEEDER PROJECT	776.00
600	WATER OPERATING	8,828.58
610	WASTEWATER/AKA SEWER REVE	97,387.85
630	ELECTRIC OPERATING	74,737.68
640	GAS OPERATING	13,223.02
660	AIRPORT OPERATING	931.36
670	GARBAGE COLLECTION	10,554.15
740	STORM WATER	12,540.04
810	CENTRAL GARAGE	2,053.90
835	ADMINISTRATIVE SERVICES	8,215.06
	GRAND TOTAL:	728,856.25

**RESOLUTION NO. 120224A**

**A RESOLUTION SETTING THE TIME AND PLACE FOR A PUBLIC HEARING FOR THE PURPOSE OF SOLICITING WRITTEN AND ORAL COMMENTS ON THE CITY'S PROPOSED FISCAL YEAR 2024-2025 BUDGET AMENDMENT**

**WHEREAS**, the City Council of the City of Tipton, Iowa, previously approved the annual budget for Fiscal Year 2024-2025; and

**WHEREAS**, a budget amendment is necessary to permit the appropriation and expenditure of amounts anticipated to be available from sources other than property taxation, and which had not been anticipated in the budget in accordance with Iowa Code 384.18.2; and

**WHEREAS**, Iowa Code 384.16.3 requires a public hearing on the proposed budget amendment where any resident or taxpayer of the City may present to the Council objections to any part of the budget amendment for the current fiscal year or arguments in favor of any part of the budget amendment before its adoption and certification to the County Auditor; and

**WHEREAS**, interested residents or taxpayers having comments for or against these proposals may appear and be heard at the public hearing at the City Council meeting on December 16, 2024, at 5:30 p.m. at the Tipton Fire Department, 301 Lynn Street, Tipton, Iowa.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Tipton, Iowa, that this confirms that the council orders the publication of a notice of public hearing pertaining to the adoption of the Fiscal Year 2024-2025 budget amendment not less than ten (10) days nor more than twenty (20) days prior to the date set for the hearing.

**PASSED AND APPROVED** this 2nd day of December 2024.

\_\_\_\_\_  
Tammi Goerd, Mayor

ATTEST: \_\_\_\_\_  
Melissa Armstrong, Finance Director

**CERTIFICATION**

I, Melissa Armstrong, Finance Director, do hereby certify the above is a true and correct copy of Resolution No. 120224A which was passed by the Tipton City Council this 2nd day of December 2024.

\_\_\_\_\_  
Melissa Armstrong, Finance Director

**AGENDA INFORMATION**  
**TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of December 2, 2024.
<b>AGENDA ITEM:</b>	Discussion and possible motion concerning a Grid Resiliency Project for the Electric Utility and the issuance of a Request for Qualifications (RFQ) for an engineering consultant.
<b>ACTION:</b>	Approve, deny, or table to allow more consideration of the topic.

**SYNOPSIS**

We are interested in applying for Iowa Grid Resilience Funds through the Iowa Economic Development Authority (IEDA.)

In this grant program, a maximum award can be up to \$2 million. Of this, 10% goes to ECIA for admin costs. The City's match is roughly 30%, plus anything over \$2 million, if applicable.

Our proposed project would securely place approximately 4000-feet of 3-phase aerial powerlines underground from the intersection of Meridian/E 4<sup>th</sup> Street running along E 4<sup>th</sup> Street to Plum Street then north on East Street to E 7<sup>th</sup> Street then turning east to the southern entrance of our City Park. In the past, this area has been repeatedly plagued by storm damage.

Our project also proposes to automate one of the "old power plant's" two backup generators—our OP (Fairbanks Morse)—in an auto-control upgrade, relieving it from 24/7 manual oversight while running. By adding this and not pushing the generator to its limit, we could add another 10-15 years to its useful lifetime.

We'd like to issue an RFQ to select an engineer that can assist with these activities:

- 1.) Completion of a Preliminary Engineering Report to determine the most cost-effective alternatives and make recommendations to the City of Tipton.
- 2.) Preparation of plans and specifications.
- 3.) Preparation of bid documents.
- 4.) Receipt of bids and recommendation of award.
- 5.) Construction phase services through project completion.

Upon selection of an engineer, we're only looking to do #1 above until we see if we've been selected for an award. If we are, the other four steps will come into play. But, by using an RFQ

to select an engineer, we make it possible to include the cost of preliminary engineering under a grant award.

Along with a recommendation for a selected engineer, a “contract for engineering services” will come back to the City Council for consideration/approval.

**PREPARED BY:** BW

**DATE PREPARED:** Nov 25, 2024



**NOTICE TO QUALIFIED & INTERESTED ENGINEERING CONSULTANTS**  
**December 3, 2024**

**Subject:** Request for Qualifications  
City of Tipton Grid Resiliency Project  
Design Engineering and Construction Services

For the benefit of its Municipal Electric Utility, the City of Tipton is requesting written qualifications from qualified and interested consulting engineers for the following engineering services for its Grid Resiliency Project:

- 1.) Completion of a Preliminary Engineering Report to determine the most cost-effective alternatives and make recommendations to the City of Tipton.
- 2.) Preparation of plans and specifications.
- 3.) Preparation of bid documents.
- 4.) Receipt of bids and recommendation of award.
- 5.) Construction phase services through project completion.

**Project Description:** This project has two parts:

--A.) To convert aerial lines into underground due to the extreme weather that has already affected this area. Tipton is designated as a Tree City USA and, therefore is known for the beautiful trees that line streets of residential and downtown area. These same trees have caused weather-related outages during the Derecho and a most recent windstorm in spring of 2024. This has left critical services without power.

--B.) Installing an automatic push button switch on one of the two backup generators in our "old power plant." When there is an outage, this generator has to be manually operated and monitored 24/7, until power is restored. (Our "new power plant" already has this type of automation.)

Where "A." affects specific areas of Tipton, "B." involves all of Tipton.

**Owner Background and Funding Information:** The City of Tipton is a rural community, with a population of 3,149 and is centrally located in Cedar County, Iowa.

Tipton has seen an increase in extreme weather resulting in multiple power outages and damage to several trees along E 4<sup>th</sup> Street. When an outage occurs, staff is required to monitor two backup generators in our “old power plant” when in use—24/7—until power is restored.

Our project will securely place approximately 4000-feet of 3-phase aerial powerlines underground starting at the intersection of Meridian/E 4<sup>th</sup> Street and along E 4<sup>th</sup> Street to Plum Street then north on East Street to E 7<sup>th</sup> Street then turning east to the southern entrance of our City Park.

Our project would also automate one of two backup generators—our OP (Fairbanks Morse)—in an auto-control upgrade. By adding this and not pushing the generator to its limit, we could add another 10-15 years to its useful lifetime.

The City of Tipton wishes to apply for Iowa Grid Resilience Funds through the Iowa Economic Development Authority (IEDA.) The selected consultant’s first step is to complete the Preliminary Engineering Report as described on this RFQ’s first page to use in our application.

If awarded, we plan to continue with the rest of the five steps listed on this RFQ’s first page. Ultimately, the project will be bid and constructed in accordance with local, state, and federal guidelines.

**Basis of Evaluation and Selection:** All competitors will be evaluated according to the below criteria. Respondents are advised to segment their submittals with a header for each criterion with your responses being on-point with each.:

- **Familiarity with Federal and State Regulations** (List projects your firm has completed that included working with Federal funds as awarded by the Iowa Economic Development Authority. An example can be CDGB funding.)
- **Description of project timeline** to complete the City of Tipton’s Grid Resiliency Project and ability to complete project on time and within budget. (Provide a recent example of the firm’s ability to complete the project within a tight time frame. The firm must have the staff capacity currently to complete a project quickly. Include resumes of all staff who will be assigned to this project.)
- **Past Experience with Similar Projects** (Provide examples and descriptions of utility related projects that have been completed in Eastern Iowa area within the past ten years.)
- **References** (Submit references from current and previous clients of related work within the past five years. If possible, it is preferable that you provide references from municipal electric utilities within the State of Iowa.)
- **Provide a description of the firm’s errors and omissions insurance coverage**, including the coverage amounts or a copy of the firm’s insurance policy statement.

The City will evaluate and rank proposals according to the following criteria:



Qualifications necessary to complete project:	<u>Maximum</u> 30 points
Previous work performance:	30 points
Capacity to complete scope of work:	20 points
Experience with the state's DOE program:	<u>20 points</u>
<b>Total:</b>	100 points

Selection for contract award will be made by the City of Tipton City Council based upon written qualifications, evaluations, and oral interviews (if requested by the City Council).

An award will be made to the responsible engineering consultant whose qualifications are most advantageous to the City of Tipton. The City Council will review the responses and select an engineer as soon as possible.

Based on City Council approval, the City will execute a contract with the successful engineering consultant subject to fair and reasonable compensation. The City will negotiate the fee for services at the time of service.

**Response Format/Requirements:** Responses must be concise and contain no more than ten (10) pages of material. This excludes the front and back covers, a maximum two-page cover letter, section dividers, and company information. Responses should be single spaced and in a print font such as Times New Roman, size 12.

We are not looking for hard copies of submittals. Rather, please email a PDF of your submittal to:

Brian Wagner      [citymanager@tiptoniowa.org](mailto:citymanager@tiptoniowa.org)  
 Jon Walsh            [jwalsh@tiptoniowa.org](mailto:jwalsh@tiptoniowa.org)  
 Amanda Dupont      [adupont@ecia.org](mailto:adupont@ecia.org)

Your emailed submittals should have "Electric RFQ Response" in the subject line.

Responses must be received by **11:00 a.m. on Monday, January 20, 2025**. Submittals received after this deadline will not be considered.

**Inquiries:** Inquiries that arise concerning this RFQ may be directed to Brian Wagner, City Manager as identified above, preferably by email.

Inquiries about the electrical scope of work that we plan to pursue should be directed to Jon Walsh, Electric Utility Superintendent.

Please contact us if you'd like to set up an initial meeting to help you respond to our RFQ. Thank you for your interest in the City of Tipton.



